

## **How to register your player online Hockey Canada/GVMHA Online Registration**

A parent or guardian of a player follows the link for the online registration system managed by Hockey Canada ([www.vernonminorhockey.com](http://www.vernonminorhockey.com) click on Registration).

***Please use a paper registration form if you have more than 2 players in your family, the 3<sup>rd</sup> and 4<sup>th</sup> players receive ½ price registration, or if you are a female wanting to play on an all-female team.***

The parent or guardian creates an account using their own personal information. This includes creating a username and password for the account. This username and password will be required each time you access the Hockey Canada registration system. If you registered online in previous seasons, you will have created an account already.

The parent or guardian then clicks on “Register a Player”. Note: You can only register one player at a time. You will see a box that asks for the player’s first and last name and date of birth of the player. You will see Hockey Canada ID as well... **most people don’t know their player’s ID number, so leave it blank.** In the next step you will see your player’s Hockey Canada ID and it’s important that you write it down and save it. Each player has a Hockey Canada ID and it’s unique to each player, and is always the same.

The system then searches for your player and will show you the results of its search.

When you see your player’s name, click on it. If you do not see their name, make sure the spelling is correct. Your player’s file at Hockey Canada is based on your previous registration. Some players have been registered as short form or nickname. ie. Robert, Rob, Robbie. If you can not find your player, please call the GVMHA office at (250) 542-0754.

After clicking on your player’s name, fill out the information required and then click “Next”.

Choose the package your player requires. Players in Initiation and Novice have only one choice. Players in Atom and above have two choices – House, Atom Development or Rep. Make your choice and then click “Next”.

**Payment method for online registration is either by Visa or MasterCard. Hockey Canada has a \$2 fee, so if you are registering more than 1 child, register them both for one fee of \$2.**

Once you have paid by credit card, you will receive a receipt by email. Tax receipts will come in January to your email.