

# Player Registration for PWSA



1 Navigate to <https://register.pwsaontario.com/Account/Login>

2 If you have an account from a previous season, please log into that using your username and password.

A screenshot of the login page for the Provincial Women's Softball Association of Ontario. The page has a light pink background with a subtle diamond pattern. At the top, it says 'WELCOME TO' in small letters, followed by 'PROVINCIAL WOMEN'S SOFTBALL ASSOCIATION OF ONTARIO' in large green letters. Below that is 'MEMBER REGISTRATION' in smaller green letters. The main heading is 'LOG IN' in bold black letters. Underneath, it says 'PLEASE ENTER YOUR EMAIL AND PASSWORD'. There are two input fields: the first contains the email 'acote+testaccount@softballontario.ca' and the second contains six dots. To the right of the password field is a link that says 'Forgot your password?'. At the bottom, there is a green 'LOGIN' button and a link that says 'New user? Sign up here'.

3

If you are a new user, you can use the sign up here option. This will take you to a menu where you will enter your first name, last name, and email address. Once this is complete, you will receive a registration link to your email address. Please check your spam and junk mail folder as sometimes it will end up in there. Follow the link to set up your profile. Once this is complete, the system will allow you to register as a player.

OF ONTARIO  
MEMBER REGISTRATION

**LOG IN**  
PLEASE ENTER YOUR EMAIL AND PASSWORD

acote+testaccount@softballontario.ca  
.....

Forgot your [password?](#)

**LOGIN**

New user? [Sign up here](#)

4

Select "player"

**WARNING! By signing this document you will waive certain legal rights. Please read carefully.**

Select Role\*

Player

The Participant (and the Participant's parent/guardian, if applicable) acknowledge that they have read this agreement and that this agreement is to be binding upon themselves, their heirs, next of kin, assigns, executors, administrators, and representatives. Electronic signatures in lieu of an original signature on paper.

Accept

5

Complete the questions that apply to you. If none apply, please select the N?A box.

If you played College Ball, please enter the College or University.

If you played for Team Ontario or Team Canada, please enter the year.

**WARNING! By signing this document you will waive certain legal rights. Please read carefully.**

Select Role\*

Player

Player Registration Information

- Did/do you play College Ball?
- Did/do you play for Team Ontario?
- Did/do you play for Team Canada?
- N/A - Does not apply to me.

Select Division\*

6 Click the appropriate information.

Player Registration Information

Did/do you play College Ball?

Test College

Did/do you play for Team Ontario?

2015

Did/do you play for Team Canada?

Enter Year

N/A - Does not apply to me.

7 Select the division that you will be playing in.

Select Division\*

U15 Tier 2

Player	
#	Terms And Conditions
1	<a href="#">Player Waiver.pdf</a>

The Participant (and the Participant's parent/guardian, if applicable) acknowledge that they have read this agreement and this agreement is to be binding upon themselves, their heirs, next of kin, assigns, executors, administrators, and representa electronic signatures in lieu of an original signature on paper.

8

The waiver can be clicked on to download and read. Select the acknowledgement of the waiver.

Player	
#	Terms And Conditions
1	<a href="#">Player Waiver.pdf</a>

The Participant (and the Participant's parent/guardian, if applicable) acknowledge that they have read this agreement and that this agreement is to be binding upon themselves, their heirs, next of kin, assigns, executors, administrators, and representatives. Electronic signatures in lieu of an original signature on paper.

Accept

76-7385 Magistrate Terrace

9

Click accept.

1	<a href="#">Player Waiver.pdf</a>
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The Participant (and the Participant's parent/guardian, if applicable) acknowledge that they have read this agreement and that this agreement is to be binding upon themselves, their heirs, next of kin, assigns, executors, administrators, and representatives. Electronic signatures in lieu of an original signature on paper.

Accept



Provincial Women's  
Softball Association of Ontario

76-7385 Magistrate Terrace  
Mississauga, ON L5W 1W9

Email: [info@pwsaontario.com](mailto:info@pwsaontario.com)

## 10 Click checkout

**Women's Association of Ontario**

ACCOUNT ▾ PERMITS ▾ EVENT REGISTRATION ▾ WELCOME ACOTE+TESTACCOUNT@SOFTBALLONTARIO.CA! LOGOUT

Item Description	Regular	Quantity	Discount	Total
Player (For Test Account)	\$15.00	1	\$0.00	\$15.00
			Sub Total	\$15.00
			Tax	\$0.00
			Grand Total	<b>\$15.00</b>

**CHECKOUT** **BACK**

76-7385 Magistrate Terrace  
Mississauga, ON L5W 1W9  
Email: [info@pwsaontario.com](mailto:info@pwsaontario.com)

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## 11 Select Credit Card or E-Transfer for payment.

### PAYMENT

Payment Type  Credit Card



Pay with card

Card Number

.....

Expiration Date (MM/YY)

MM/YY

CVV (3 digits)

...

**VALIDATE CARD**


12

You can pay by E-Transfer or Credit Card. If you are paying by credit card please enter your card information and click validate card.

If you are paying by E-Transfer, please put Name of person who is sending the money and send the money to payments@pwsaontario.com

Payment Type	Credit Card
--------------	-------------


 Pay with card

Card Number		
.....		
Expiration Date (MM/YY)		CW (3 digits)
MM/YY		...

**VALIDATE CARD**

13

Enter the name of Sender for E-Transfers



**Softball Association of Ontario**

HOME MY ACCOUNT PERMITS EVENT REGISTRATION WELCOME ACOTE+TE

**PAYMENT**

Payment Type	e-Transfer
--------------	------------

**E-transfer Information**

Name of Sender	
----------------	--

14 Click proceed with payment.



A screenshot of a payment form. It features several empty input fields for card details. At the bottom right, there are two buttons: 'PROCEED WITH PAYMENT' (highlighted with an orange circle) and 'CANCEL'.

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15 Click Continue and it will bring you to the main menu.

\$15.00	1	\$0.00	\$15.00
		Sub Total	\$15.00
		Tax	\$0.00
		Grand Total	<b>\$15.00</b>
		Amount Paid	<b>\$0.00</b>



A screenshot of a receipt summary. It shows a table with columns for price, quantity, tax, and total. Below the table are two buttons: 'PRINT' and 'CONTINUE' (highlighted with an orange circle).

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## Information for NEW Users

### 16 Changing Your Association:

If you are changing the Association that you are playing for this season, go to view profile, scroll to the bottom of the page and click "edit profile." This will give you the option to change your Association, once you have selected the appropriate choice, scroll to the bottom of the page and click "save." This will automatically log you out and will reset to the new association that you are with this season.

### 17 The Respect In Sports Number must be added to the players profile. or the team will not be able to affiliate if this information is missing.

When completing your profile, all members must have a complete Respect In Sport Number on their profile. If you are 18 and older, you must have your own Respect In Sport Number.

Note: A Complete Respect In Sport Number will have an alpha-numeric certificate number that is formatted with the first 4 digits indicating the Association that issued the certificate. Example: PWSA-XXXXXX-X-XXXX

Association\*

P.W.S.A.

Indigenous Status\*

None

Coach NCCP Number

Respect In Sports Number (Please type n/a if not yet complete. Note: this is mandatory to be a member)\*

N/A

Contact Information

Mobile\*

18

A proof of age document with the players name and date of birth must be added to the players profile for insurance purposes. The team will not be able to affiliate if this information is missing.

Please do not use .heic files as they will not be accepted. (.jpeg or .pdf files are acceptable.)

**Proof of Age**

(like drivers license, passport photos, and birth certificates)

Choose File No file chosen

**Uploaded File**

Maximum file upload size of 10MB

**Membership Information**

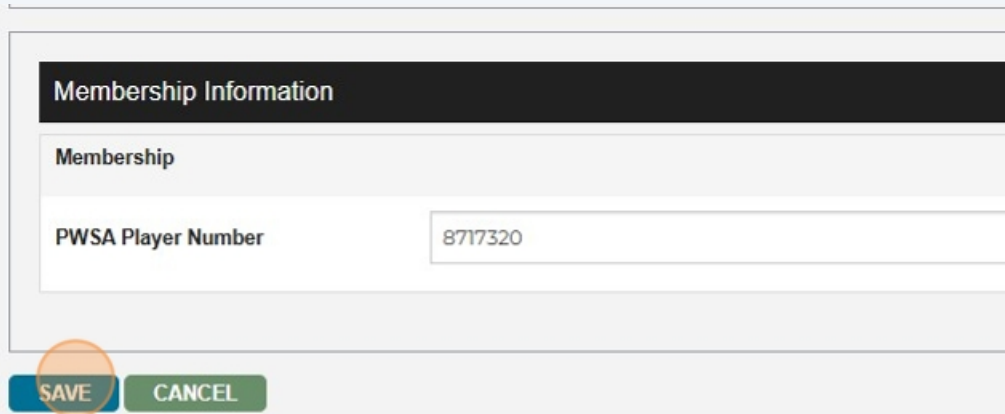
Membership

19

Emergency Contact Information:

The Emergency Contact information needs to be completed in full, with a first name and last name. The emergency contact cannot be the person whose profile it is.

20 Make sure all this information is saved!



The screenshot shows a web form titled "Membership Information". Below the title is a section labeled "Membership". Inside this section, there is a label "PWSA Player Number" and a text input field containing the value "8717320". At the bottom of the form, there are two buttons: "SAVE" (highlighted with an orange circle) and "CANCEL".



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Email: [info@pwsaontario.com](mailto:info@pwsaontario.com)

21 If you are having any trouble, please send an email to [info@pwsaontario.com](mailto:info@pwsaontario.com) or [info@softballontario.ca](mailto:info@softballontario.ca)