## Registration for Season 2023 Help Document & FAQ's

Welcome to Season 2023! The following document includes all details relevant to registrations via CCF MyCompApp.

## **How to Register?**

All players, referees, coaches, manager & volunteers are required to self-register online through <a href="https://example.cc/ccf.mycompApp">CCF MyCompApp</a>.

\*If using the app, please make sure it is updated\*

This is the same registration system we used for last season (2021). If you registered to play football last year, then you will already have an account. **DO NOT CREATE A NEW ACCOUNT IF YOU PLAYED IN 2021/2022**.

Existing Players - All returning players, coaches and managers from last season already have their details loaded into the system and will be required to SIGN IN to their account before registering. You can log in to your account using the email address you registered with last season, or your FFA number. Your password will be your password from last season. If you did not update it, your default password (8 characters) is the first two letters of your first name with first letter upper case, day, and month of birth, last two letters of surname. For example, "Bill Brown born 5 July" would have the default password: Bi0507wn

**New Players -** If you are a new player, you will be asked to **CREATE ACCOUNT** before registering. You will need to upload a passport style photo ID before the system will let you continue to registrations. Make sure you have all mandatory details filled out otherwise you will not be able to progress to the registrations.

**Working With Children Check** – <u>All</u> Coaches and Managers must have a Working With Children Check (WWCC) number to be able to register.

Active Kids Voucher/How to Redeem - All school-aged children are eligible to apply for the government's "active kids" voucher, which provides a \$100 discount off their football fees (providing this has not already been used in 2023 on another sporting activity). Please remember to apply for your voucher FIRST through Service NSW and have your voucher code ready to enter when you register in the CCF system. You can apply for your Active Kids voucher online through Service NSW at:

https://www.service.nsw.gov.au/transaction/apply-active-kids-voucher

\*Please note that the active kids voucher cannot be redeemed after you have completed your registration – your individual voucher code needs to be entered as you complete your CCF registration, and \$100 will then be automatically deducted at the check-out.\*

## **Registration/Website Help Documentation –**

- Registering for Yourself
- Registering for Someone Else
- General Website Overview
- Account Creation Process

If you can't access your account, and have tried resetting the password, please email us at <a href="mailto:comps@ccfootball.com.au">comps@ccfootball.com.au</a> or call 43624300 during office hours (9:00am – 4:00pm Mon to Fri).