

CAPITAL CITY JUNIORS

REGISTRATION INSTRUCTIONS

The URL for our website is <http://capitalcityjuniors.com/>.

Our system is set up to use a parent profile which has dependent child(ren) profile(s) associated with that parent profile. This allows the parent to use a single sign in to access information for all dependents.

In order to [register](#) your child to attend camps, clinics, or try-outs with CCJ, you will need to log into your parent profile account or create a new account if you do not already have one.

If you are unsure about whether you already have a profile, please enter your email address in the “[RETURNING PARENTS](#)” section and select [FORGOT PASSWORD?](#)

Please do not create a parent profile account without checking for an existing account.

If you do not already have a profile in our system, you will need to create a parent profile/account. Click [HERE](#) to go to the “[SIGN IN](#)” page. Scroll to the bottom of the page and follow the instructions in the “[PARENTS: SIGN UP TO CREATE A PROFILE](#)” section.

Please do not create a separate parent profile account for each parent – even if the parents are in separate households.

After you have created your parent profile, you will then add your dependent child(ren) to your profile.

- Be sure that you provide a response in each of the required fields.
- If you are registering for travel volleyball try-outs, please be sure to provide the full name of your child's school.

After creating the parent profile account and adding dependent players, you may then sign in so that you can register for camps, clinics, and try-outs.

When you sign into your parent profile account, you will see the following:

- the name of the primary parent (the person with the account)
- the name of the secondary parent
- the name of the emergency contact
- the dependent athletes associated with your profile
- OPTIONS
 - Update your profile
 - Update dependent players
 - Register a player for camps, clinics, program, or tryouts
 - *this list will show both current and upcoming programs*
 - Show existing registrations
 - *this list will show programs that you have already registered for*
 - Order uniform package for:
 - Current invoices and payments
 - Past transactions

HOW DO I SIGN UP FOR A CLINIC, CAMP, PROGRAM, OR TRY-OUTS?

If you have not already done so, please use the instructions above to create your profile account and link your dependent child to the account.

1. Sign into your account
2. Scroll to the [OPTIONS](#) section
3. Select "[REGISTER A PLAYER FOR CAMPS, CLINICS, PROGRAM, OR TRYOUTS](#)"
4. You will see all of the active and upcoming programs being offered.
 - There will be short description of each program
 - Pay close attention to be sure you sign up for the correct program
 - The registration dates are listed for each program
 - There is a "[VIEW DETAILS](#)" link for each active program that is not yet open for registration
 - Click the link if you need additional information about the program
 - Make a note of the registration dates and return to the site during that time frame to register for the program
 - There will be a "[VIEW DETAILS AND REGISTER](#)" link for each active program if registration is open for that program
 - Click the link and follow the prompts to register your child(ren) for the selected program.