

Silicon Valley NJB

SUMMER LEAGUE

PRE-FORM PLAYER



REGISTRATION GUIDE

Pre-Form Player - Player on a team formed prior to Summer League with a coach

Pre-Form Team - Team of 7-12 players that decided as a whole to play Summer League

This guide is for the SVNJB Summer League hosted by the Silicon Valley NJB section. In this guide you will find how to register a Free Agent player, how to make online payments after you have registered, how to add family members to your family account, and more.

COMPLETING PRE-FORM PLAYER REGISTRATION

Are you a player already on a team with a coach? Did your team decide to play in the Summer League?
If yes, then you are considered a Pre-Form Team player. Please read the steps below to register to your team.

How to complete the Pre-Form Player registration in League Apps:

1. First, Contact your coach to make sure they have registered your team
2. Go to the Summer League Pre-Form page:
www.siliconvalleynjb.com/summer-pre-form
3. On the bottom of the page (**when registration is open**),
Click on Registration button for the Division your player is in.
(example. Boys 3rd/4th Grade or Girls 5th/6th Grade, etc.)
4. From the division registration page, first make sure you have selected the correct division, then click on the red “Register” button
5. Click the “Player” button to register a player
6. Login or Create an account to proceed to team registration
(Read League Apps Account Info to right if not sure) →→→
7. Once logged in or after you’ve created an account, select “Register My Player” then select the child you are trying to register or add new child if not visible.
8. Next Select “Register *Player Name*”
9. From the pop up window select “Team Player”
10. Next select the name of your team that your coach created
(If not asked to join a team, don’t register to a team. You are considered a free agent, go to free agent link in footer)
11. Next complete all registration questions.
12. Read & accept waiver to proceed, then click Register at the bottom of the page
UNIFORM OPTION (PLEASE READ CAREFULLY TO AVOID EXTRA FEES)
13. Next you will see an option to purchase a league uniform (check with your coach)
If your team NEEDS uniforms: Click View Details & read terms then close and complete uniform order form. Be sure to select need uniform. Then add to cart. A \$50 uniform fee will be added. Only whole teams that order uniforms will receive them.
If your team HAS uniforms: Make sure your team has read the uniform policy. Then click continue to next step. Do NOT complete uniform order form.
14. After selecting continue to next step, you should now be on the payment page.
15. On the payment page, complete payment info and select pay securely. All payments & registrations must be completed before 3/30 for Pre-Form players.
16. Online registration is now complete.

LEAGUE APPS ACCOUNT INFO:

Not Sure if you have a League Apps account already?

If you have registered for Stars AAU tryouts, SVNJB Summer League, SVNJB Summer League, or SVNJB 3 on 3 league before then you have an account in League Apps.

Already have a League Apps Account?

Login on the right side of the login page (desktop view).

Don’t have a League Apps account yet?

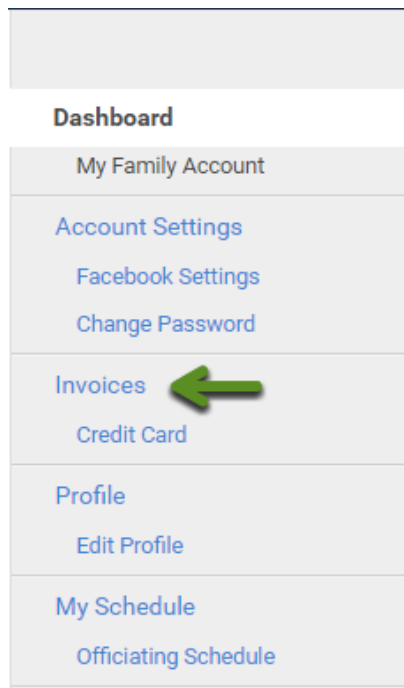
Create a new account before proceeding to registration.

FORGOT LEAGUE APPS PASSWORD?

From the league apps login, click the link forgot password. Then enter your email address in the field provided. Instructions on how to reset your password will be emailed to the email address you provided.

HOW TO MAKE ONLINE PAYMENTS

Follow the instructions below, to make online payments in the League Apps registration platform.



1. Login to your League Apps account
svnjbspl.leagueapps.com/login
2. Click LOGIN in the top right.
Enter your username and password to login.
3. Once logged in, you should now be on your dashboard. If not click on Dashboard on the top right.
4. Now to complete the payment process, click on "Pay Now" on the main menu or click "Invoices" on the sidebar
5. You should now see "My Invoices" with UNPAID and RECEIPTS
6. Click on UNPAID to view your UNPAID INVOICES
7. Click VIEW INVOICE DETAILS if you would like to see more information regarding the invoice.
8. To Pay, click the PAY NOW button and complete the payment information

My Invoices

[View invoice details](#) or [Pay Now](#)

Unpaid 1 **Receipts** 1

9. Once you have paid if you would like to check if your payment went through click on the RECEIPTS tab underneath the MY INVOICES title.

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From the league apps login, click the link forgot password. Then enter your email address in the field provided. Instructions on how to reset your password will be emailed to the email address you provided.

Email | svnjb-info@siliconvalleynjb.com

Phone | 408 - 260 - 0100

Office Hrs | 10:00 AM - 5:30 PM

Free Agent Page | www.siliconvalleynjb.com/summer-free-agents

Pre-Form Page | www.siliconvalleynjb.com/summer-pre-form

SVNJB League Uniform Policy | <https://goo.gl/gP7gho>

ADDING FAMILY MEMBERS TO FAMILY ACCOUNT

Do you have another parent and / or family member that would like to stay up-to-date on your child's team?

If so, you can add them to your family account and they will receive any and all emails from that point on regarding your player's season.

How to add additional members to your FAMILY ACCOUNT:



1. Login to your League Apps account
<https://svnjbspl.leagueapps.com/login>
2. Go to My Dashboard from the top menu selections
3. Click on My Family Account on the sidebar
4. From the Family Dashboard, scroll to Parent Participants
5. To add parents or family members click “+ Add Parent”
6. Fill out the necessary member information (Name & Contact Info) then click “Create Member”
7. A new member account has been created for that person and they have been added to your family account

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