

OHYSA Baseball Registration Instructions

1. Click on the **Registration** link from the home page.



2. Click on **Register Now** for the division you need to enroll your child. You will have the opportunity to enroll multiple children in different divisions.

The image is a screenshot of a web page titled 'REGISTER FOR OTTAWA HILLS YOUTH SPORTS'. The main heading is '2016 Ottawa Hills Youth Baseball'. There are two sections: 'Tee Ball' and 'Coach Pitch'. Each section has a description and a 'Register Now' button. The 'Coach Pitch' section is listed as item 1 and the 'Tee Ball' section as item 2. Both have a price of \$45 and registration dates from 02/29/2016 to 03/18/2016, with start and end dates from 04/09/2016 to 05/20/2016.

2016 Ottawa Hills Youth Baseball

Tee Ball
The tee ball program is an introduction to baseball. It is a chance to learn how to play the game and hit a stationary ball. Tee Ball is open to Pre-Kindergarten and Kindergarten aged children. Your child qualifies as PK if s/he will be attending OHES as a Kindergarten in the fall of 2016 and s/he will be 3 years old by August 1, 2016.

Coach Pitch
The coach pitch program is the next level of baseball for students who understand the fundamentals of baseball and can hit a ball that is pitched to them. Coach pitch is open to all Kindergarten & First Grade players who can hit a ball that is pitched to them and have a basic understanding of how baseball is played.

1	Coach Pitch Registration Dates: 02/29/2016 to 03/18/2016 Start and End Dates: 04/09/2016 to 05/20/2016	\$45	Register Now
2	Tee Ball Registration Dates: 02/29/2016 to 03/18/2016 Start and End Dates: 04/09/2016 to 05/20/2016	\$45	Register Now


3. Sign in to your account or create a new account.

Create New Account

Already have an account? [Sign in here!](#)
Forgot your [Username](#) or [Password](#)?

4. Complete the **Primary Parent/Guardian** Information fields & Secondary Parent/Guardian information if needed. Click Continue.

Primary Parent/Guardian Information



Baseball Test
Email: Michelle.walker@yahoo.com
Username: chybatest

Gender*

Additional Email Address

Street*

Unit#

City*

State*

Zip Code*

Telephone

Cell Phone*

Receive Text Alerts? No [What's this?](#)

Secondary Parent / Guardian Information

Gender

First Name

Last Name

Street

City


Zip Code

Telephone

Secondary Contact Email


5. Select the “**I am a parent or guardian registering a participant**” option.

Which best describes you?




I am a parent or guardian registering a participant

Select this option if you are registering a participant in an activity. You'll also have the option to volunteer or sign up as a team coach or other personnel here.



I am a team coach or other team personnel

Select this option if you want to skip registering a participant and only sign up to coach or volunteer.



I am registering myself in an activity

Select this option if you are registering yourself as a participant in an activity.

6. Select the appropriate division for each child that you are registering & click Continue.

*Programs Available for test test*

i **2016 Ottawa Hills Youth Baseball**

1 **Coach Pitch**
Start and End Dates:
04/09/2016 & 05/28/2016

Activity Type:
Baseball ⌵

\$45.00

+ REGISTER

7. Add your first player for this division & choose whether the address is the same as the primary guardian.

Add New Participant:

Is the participant the same as the primary account holder? Yes No

Gender* Select Gender

First Name*

MI*

Last Name*

Suffix*

Date of Birth* Month Day Year

Email Address*

Cell Phone*

Is the participant's address same as the primary account holder? Yes No

Street* 123 Baseball Rd.

Unit#*

City* Ottawa-Hills

State* Ohio

Zip Code* 43615

8. Click **Add Another Participant** if you need to add additional children. You will be able to select different divisions for each child. Then click **Continue**.
9. Complete your emergency contact information.

Program Information needed for test test

Emergency Contact First Name* Baseball

Emergency Contact Last Name* Test

Emergency Contact Phone number* 419 456 7890

10. Complete the required fields & click Continue.

1 2016 Ottawa Hills Youth Baseball > Coach Pitch test test

Current Grade? Select

Jersey Size NA

Medical Release
Participation in this program and payment of the fee shall evidence my consent to the following release:
I am a parent/guardian of my enrolled child & I consent to his/her playing in the Ottawa Hills Tee Ball or Coach Pitch program. My child is in good health and physically able to participate in the program.

In consideration of my child being permitted to participate in the program, I hereby release and discharge the Ottawa Hills Youth Baseball Association, its officers, agents, members, coaches, other players and all participants in the program from any and all liabilities for injuries and/or claims arising out of my child's participation in the program.

I have read and understand this consent and release.

I accept the waiver*

Concussion Waiver
The Ohio Department of Health requires parents and athletes to receive concussion information annually for each sport. With your registration, you are agreeing that you have received and read this information, which can be found here:

<http://www.healthy.ohio.gov/~media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/4Youth%20sports%20Organization%20Concussion%20Form%20%20ODH%20Revised%2003pdf.ashx>

I accept the waiver*

I would consider coaching* Yes No

I would like to coach with

11. If you are willing to coach, select **Sign Up** for your preferred position or check I do not wish to volunteer at this time. Click Continue.

The following Club Volunteer/Team Personnel options are available

1 2016 Ottawa Hills Youth Baseball > Coach Pitch test is registered here!

Assistant Coach SIGN UP

Head Coach SIGN UP

Show More

I do not wish to volunteer at this time

<< Back Continue >>

12. Your registration summary will be displayed. Click **Continue**.

The screenshot shows a 'Registration Summary' page. At the top, there is a breadcrumb trail: '1' (with a person icon), '2016 Ottawa Hills Youth Baseball', 'Coach Pitch', and 'test test' (with an information icon). Below this, there are two main sections: 'Payment Options' and 'Registration Breakdown'. Under 'Payment Options', 'PAY IN FULL' for '\$45.00' is selected, indicated by a green 'SELECTED' button. Under 'Registration Breakdown', 'Division Price' is '\$45.00' and 'Subtotal' is '\$45.00'. A red button labeled 'Remove from cart' is visible. At the bottom center, there is a large green 'CONTINUE' button.

13. Select your payment method – **credit card** or **check**. If paying via credit card, complete the billing information. If paying via check, make checks payable to OHYBA & mail to the address in your confirmation email. Click **Continue**.

The screenshot shows a 'Payment Information' page. At the top, there is a 'Payment Method*' section with 'Credit Card' selected (indicated by a gear icon) and 'Check' as an option. Logos for Mastercard and VISA are shown. Below this are input fields for 'Card Number*', 'Expiration Date*' (with dropdown menus), and 'Security Code*' (with a 'What's this?' link). A green banner with a question mark asks 'Is the billing address same as the primary account holder's address?' with a 'Yes' radio button selected. Below the banner are input fields for 'First Name*' (Baseball), 'Last Name*' (Test), 'Address 1*' (123 Baseball Rd.), 'Address 2*', 'City, State*' (Ottawa Hills, Ohio), and 'Zip*' (43615). A large green 'CONTINUE' button is at the bottom center.

14. Confirm registration information by participant & click **Continue**.

The screenshot shows a 'Confirmation' screen titled 'Registration Breakdown by Participant'. It features a progress bar with three steps: '2016 Ottawa Hills Youth Baseball', 'Coach Pitch', and 'test test'. Below this, a table lists 'Paid In Full' items: 'Division Price' at '\$45.00'. A blue bar at the bottom right indicates 'ORDER TOTAL: \$45.00' and 'DUE TODAY: \$0.00'. At the bottom, there are 'Back' and 'Continue' buttons.

Paid In Full	
Division Price	\$45.00

ORDER TOTAL: \$45.00
DUE TODAY: \$0.00

15. The Submit Your Order dialog box appears. Click **Complete Order**.

The 'Submit Your Order' dialog box displays a 'Registration Summary' table. The total amount is \$0.00. A message states that the card ending in '11' will be billed for the registration and any donation, with a charge from Blue Sombrero. A cartoon character of a baseball bat is shown below. Payment instructions for checks are provided, and a 'Complete Order' button is at the bottom.

Registration Summary	
test's Registration	\$45.00
Processing Fees	\$0.00
Donation	\$0.00
Subtotal:	\$0.00

\$0.00


Your card ending in 11 will be billed for registration(s) and any donation. You will see a charge on your statement from Blue Sombrero.

Check payable to OHYBA,
3735 Sulphur Spring Road
Ottawa Hills 43606

16. After clicking **Complete Order**, your Registration Order Summary will appear. You will also receive a confirmation email and a coupon for Dick's Sports Goods.

Registration Order Summary

Registration Breakdown by Participant

 1
 2016 Ottawa Hills Youth Baseball
Coach Pitch
test test
i

Description	Price	Balance Amount
Division Price	\$45.00	\$45.00

ORDER TOTAL: \$45.00

Payment Amount: \$0.00

Open Balance: \$45.00

Order Detail

Order Number	20162935228
Name	Baseball Test
Address	123 Baseball Rd.
City/State/Zip:	Ottawa Hills OH 43615

Order Confirmation Message for: 2016 Ottawa Hills Youth Baseball
 Thank you for signing up your child for Ottawa Hills Youth Baseball.

Each program will consist of eight (8) games to be held on Saturday mornings. The tee ball program will have a short practice before each game. The coach pitch program will have a separate practice time during the week. Team information and schedules will be distributed by e-mail before spring break.

All players must provide their own baseball mitt.

Finally, please consider signing up to coach your child's team. We rely on parent volunteers to make this program run.

Contact Katie Talbott with any additional questions - (419) 340-9241 or katietailbott@hex.net.