Oneida Little League
Registration Tutorial

Welcome to our new online registration system! This system will allow us to better serve our participants. Once you register online you will be able to add your child to your account and based on their age each year, the site will be able to show which programs they are eligible for. In addition, if you move or get new contact information, you will be able to log in and update this information yourself so the league and your coaches always have the most current information. There are many more features we will be releasing as the site progresses to include scheduling and important notifications.

This guide will walk you through the basics of the online registration process.

Step 1) Navigate to oneidalittleleague.com and follow the link to register online at our new website.

Step 2) In the upper right corner of the new website, click "Register" (or "Login" if you have already registered on our site). If you have forgotten your password, from the "Login" screen you can click "Forgot Username or Password?" and the system will assist you.

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Step 3) As a new user, fill in the required fields marked with the red asterisk (*) as shown below, and then click "Create New Account".

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Step 4) Enter the Primary Contact information and if applicable, enter the Secondary Contact Information. Click "Next" to continue.

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Step 5) On the next screen, enter your child's information and click "Next" or click "Add Another Participant" if you have multiple children in the program. (Note: Sibling discounts will not be displayed until checkout).

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Step 6) The website will now show which programs your child is eligible to register for. If multiple programs are listed it is recommend that you select the preferred program you would like your child to participate in. **This selection does not guarantee that they will be placed in that program as all placements are based on evaluation scores. The only exceptions to this will be the Minors Softball program and returning Majors players. There are no evaluation requirements for Girls Minors and returning Majors players remain on the same team for the duration of their Oneida Little League participation.**

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Step 7) Review your shopping cart and proceed. If you remove an item from the cart, click "Update Cart" to refresh the cart. Click "Next" to continue.

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Step 8) On the next screen, fill out the Additional Participation information.

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Step 9) Please let us know if you will be able to help volunteer this year as a Manager, Coach or in some other capacity. Little league is run completely by volunteers and every year we need new volunteers to step up and help run our programs. If you are a returning volunteer or a new one please let us know so that we may contact you about training opportunities we will be offering before the season begins. Each program you have registered a child for will list four volunteer positions. Please let us know which positions you are interested in by checking the boxes. Feel free to check them all if you do not have a preference but are interested in helping out.

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Step 10) Complete the Payment Processing screen. Sibling discounts or late fees will automatically be applied based on the date you process your payment (a $10 late fee will be applied after February 28, 2014).

Step 11) The order confirmation screen will appear. Please follow the instructions in the Order Confirmation area and please note the Payment Note at the bottom of the screen.

Step 12) You will then be returned to your account where you can manage your information. You can also adjust your volunteer information, edit participant info, view your orders , and once on a team, view team information. If you have any additional questions please contact us at oneidalittleleague@gmail.com.