



New Junior Boy Member (never previously registered in USAV) Online Registration Instructions



Parents/Guardians must register their Junior's Membership, NOT CLUB DIRECTORS or COACHES

PRINT these instructions so you have a reference to the steps and screens you will be seeing.

Step #1 - To start the registration process return to our Region website **WWW.OVR.ORG** and position your cursor over **“Joining”**, then click on **“Register”**. Click: **“Male Junior Player”**. Towards the bottom, click on: **“Webpoint New Members”**.

Step #2 – Registration Screen #1 Fill in the form, noting that you must give the information for all of the fields that have a * to the left of the field. **REMEMBER** you are filling this out with your son's information. **PLEASE ENTER the CHILD'S LEGAL FIRST NAME** and not a shortened version.

Be sure to use a valid, working email address. All correspondence will be sent to that email address along with confirmation information.

Make sure your son's birth date is correct and that you select his current grade in school.
Note: the division your son is eligible to compete in is based upon their date of birth. Age waivers for a younger age division are granted on an individual basis. There are certain restrictions involved with age waivers– contact your club director for more information.

Click Continue

Step #3 - Registration Screen #2

Check the information for accuracy. Click the **Edit** button if you need to correct your **child's** membership information.

At this time, choose **“AIR CITY VBC”** (NOT **“UNDECIDED”** as shown to the right) in the Club drop down box.

Membership Type	Price
Junior Boys' Membership - Early Registration	\$42.00
Registration through December 31	
Valley - Juniors - OUTDOOR ONLY	\$20.00
Indoor membership is a full season membership but is limited to indoor programming (court, grass). This membership is not valid for participation eligibility for any indoor programming and the membership would need to be upgraded for participation in national or qualifier indoor events.	
Junior Try-outs - September, October, November	\$10.00
try-outs in September, October, November. Membership limited to a maximum of five try-out dates ONLY. Upgrade membership is then required to participate in practices and events.	9/12/12 - 11/30/12

You will have a few different choices to choose from. Make sure you select the correct type of membership for your needs.

We will be offering the **AIR CITY FALL LEAGUE** membership. This will cover the athlete for the Air City Volleyball Club Fall League **ONLY!** This membership type must be paid using a credit card in the next section.

NOTE: The membership is available for purchase ONLY AFTER September 2, 2019.

Fill in the Parent information and click **Submit**

Step #4—Registration Screen #3

Check this screen for accuracy one more time and make any changes to the membership information for the **Junior** Member. Click the **Edit** button if corrections must be made. Remember you are filling this out with your son's information.

This gives you a summary of your membership choices as well as your total fees.

You may also choose to make a donation to the National High Performance program by checking the box. Your dues will be adjusted accordingly if you choose to make a donation.

The screenshot shows a registration form for the Ohio Valley Region Volleyball. It includes sections for Membership Information, Member Information, and a summary of fees. The membership type is 'OVR Junior Try-outs - September, October, November' for the period 9/1/2012 - 11/30/2012, with a price of \$10.00. There are checkboxes for 'High Performance Donation, (\$5.00)' and 'I would like to subscribe to USA Volleyball Magazine, (\$2.50)'. The total amount due is \$10.00. The member information section includes fields for legal name, preferred first name, maiden name, former name, address, city, state, zip, and country. It also includes fields for email, home phone, work phone, mobile phone, fax, gender, birth date, current grade, level of play, and whether the member is hearing impaired/deaf or disabled physically.

Note: If the membership type does not include the USAV magazine, an additional option will show giving you the opportunity to purchase it for \$2.50. Do Not choose that option with just the Tryout Membership-most upgrades later will include the magazine.

Step #5

Once again double check the parent/guardian information that you filled out for accuracy.

The next area allows you to opt out of certain correspondence available from the National Office. The default for this is always checked. **UNCHECK** any boxes you prefer **NOT** receiving.

Payment Area

Fees should be paid by credit card at the time the application is filled out. Enter your credit card information and follow all of the steps for pay-

ment. If you do not have a credit card you may choose the 2nd option “**Submit payment separately per Region Policy**” This will allow the membership to go through as UNPAID. You then must send a check made out to: Ohio Valley Region and mail to: **Ohio Valley Region**

The screenshot shows the parent/guardian information section of the registration form. It includes fields for parent or guardian's name, email address, and a section for correspondence information. The correspondence section has checkboxes for receiving electronic communications from USA Volleyball, mailings from companies USA Volleyball feels would be of interest to me, and electronic communications from my Region about new features or services. The payment information section has two options: 'Pay now via Credit Card' and 'Submit payment separately, per Region policy'. The credit card option includes fields for credit card type, credit card number, security code, expiration date, and name on credit card.

5401 Rochelle Dr Stow, OH 44224-5512

If paying by check make sure that the name and date of birth are included in the memo area of the check so it can be credited to the correct individual. The membership is **NOT VALID** until payment is received and the account updated. You also will not be able to print out a membership card until payment is received. Payment must be received with 7 days. You will be notified via an email when the membership is paid.

Contact Al Herbert at 330-354-5332 or herbert @ovr.org if you have any questions.



The credit card area is a trusted secure credit card website and carries the secure verification logo- No one has access to your credit card number.

Step #6- The next part of this page is a very important part of the registration process and it is the most overlooked. A parent or guardian will be accepting the terms of membership on behalf of their child or legal ward. **YOU MUST OPEN** the files in order to continue on in the process.

Click on the Blue USAV Waiver & Release of Liability A box will open so that it can be read and printed for your records. Once read- close the pop box by clicking the **RED X** in the upper corner.

Check the box under USAV Waiver & Release of Liability to acknowledge agreement to the waiver.

Repeat the same steps with the USAV Participant Code of Conduct

Check the third box in front of the red text which is your agreement to the terms of membership and that you are the legally authorized person to sign this electronic document.

Checking the boxes is accepted as your electronic signature for the document.

The last part is to fill in the Driver's License number of the Parent or Guardian for verification of identity. *If you do not have a Drivers License you may also enter your phone number with no dashes i.e. 7737678579.*

Click **Confirm** at the bottom of the page. You will get 2 additional pop up screens click OK on each one

The screenshot shows a web browser window with the URL <https://webpoint.usavolleyball.org/wpl/Memberships/WaiverCode.asp?spopup=true&isCode=trn>. The page is titled "USA VOLLEYBALL PARTICIPANT CODE OF CONDUCT". It contains a list of prohibited actions and a section for the parent/guardian to agree to the terms. The "I agree to the USAV Participant Code of Conduct" checkbox is checked. The "Confirm" button is at the bottom right. Arrows point to the "USAV Waiver & Release of Liability" link, the "I agree to the USAV Participant Code of Conduct" checkbox, and the "Confirm" button.

Step #7

There will be a long confirmation page with all of your child's information included. Read the paragraph in **YELLOW** for final information on your registration.

VERY IMPORTANT:

Your user name and temporary password will also be listed– make sure you print or write down this information and save it in a safe place. **YOU NEED THIS INFORMATION to COMPLETE the REGISTRATION.**

Helpful Hint: The user name will normally be the email address you entered (or variation if the same email address is used for multiple individuals in the household) and the default password will be the first 3 letters of child's last name, child's birth month and then full birth year.

Membership Confirmation

Instructions for completing the membership process for the Ohio Valley Region and USA Volleyball. Please print your membership card from the menu on the left. Carry it with you to OVR and USA Volleyball events. Print this page as your receipt. If you choose to pay your membership fee via check, please make it payable to: OVR and mail it to: OVR Membership c/o Stephen Donahue 5401 Rockelle Dr. Show, OH 44224-5312 Include the full name of the individual for whom the membership is for in the memo section of the check. Good luck and have a great season.

[Click here to return to the Ohio Valley Region website](#)

Login Information

User Name: herbert@ovr.org_1

Password: aht11999

[Click Here to Login](#)

[Click here to change your username](#)

User Name: herbert@ovr.org_1

Please select a new password you can easily remember for this system.

* New Password: (please enter & confirm) [masked]

* Confirm Password [masked]

Please select and answer a security question for future access.

* Your Security Question: What is your first pet's name? [dropdown]

* Security Question Answer: Dog [text field]

You must officially re-login to the system by selecting the **“Click Here to Login”**.

This will take you to a screen requesting that you submit a new password as well as select a security question and answer. Once completed click **“Change Password”**.

Step #8 When back in your account you will see towards the top of the page an area for **“Additional Information”** one link is for the **Medical Release Form** that must be printed, filled out and turned into the Club.

Please use the following links as needed to print copies for your files and/or to meet region requirements.

[USAV Waiver & Release of Liability; USAV Participant Code of Conduct; Use Agreement](#)

[Medical Release Form](#)

Once your membership is complete and you are back at your record– select the **“Print Membership Card”** option on the left and scroll down to the end of the page to print.

Membership cards can **ONLY** be printed if they are associated to a Current Paid membership.

You will also receive a confirmation email from the USAV Webpoint system which will contain all information pertaining to your membership, including money paid, and options you have chosen.

NOTE: if you used the same email address for the member as you did for the parent, you will receive 2 email confirmations. One is always sent to the individual member and another to the parent. Because of this parents often think they have been charged

Member's Area

- My Information
- Print Membership Card
- Change Username or Password
- Renew Online
- Logout

twice, this is NOT the case. Only one charge would have been placed on your credit card. The charge will come up on your credit card statement as Ohio Valley Region.

Thanks for joining the Ohio Valley Region of USA Volleyball

*If you have ANY problems with the process contact the Region Administrator at
herbert@ovr.org or 330-354-5332*