

# 2009 NERVA Registration Procedures

---

## Renewal Registration Procedures

To re-register you will need your:

Member's Name: (Make sure you keep track of your Log In Information, for future use)

Members User Name:

Members Password:

*If you forgot your member name and password please email [admin@lat42.net](mailto:admin@lat42.net).*

First go to our web site, [www.nervajuniors.org](http://www.nervajuniors.org). There you will click on "Registration Webpage", which will take you to the "Online USAV Region Membership Registration" instructions.

This will take you to "USA Volleyball - Website Login" where you will enter your **User Name** and **Password**. If you have never before logged on to your record, you may be asked to "Change Your Password". If so, simply follow the online instructions. Once you've completed these steps and logged on, you will be taken to a screen annotated "Thank you for logging in!".

If you are a member but don't have a user name and password? Click on the "[Click Here](#)" on the top of the page to activate your account! Then fill in your name, email address and date of birth then click on "request log in " button for your log in information.

At this point you have certain choices you can make. These choices are listed on the left of the screen under "**Member's Area**". If you wish to change your User Name and/or Password then you should select "**Change Login Information**" and follow the online instructions. To change the User Name, simply delete what's entered there, and type in your new User Name. Then you can select a new Password. Once you've changed this information, or if you're satisfied with the Login Information, as it is, go "**Renew Online**".

Now you are looking at your "**Member Information**". Here you will make the appropriate changes to the existing data. Pay close attention to your **Email Address**. For adult players you will need to indicate your "**Level Of Play**". Juniors will need to enter their "**Current Grade**". Both of these options have pull down windows, which reflect your options. Once you've finished this page, click on "**Continue**", and proceed to the next screen.

You are now looking at the "**Membership Options**". Here, the first thing is to select your club affiliation. Simply click on the pull down window for "**Club**", at the top of the page. This will provide you with your options. Make your selection by clicking on your option and continue on through the page. For "**Regular Junior**" members you will not see the same participation options as the "**Regular Adult**" members will see. **The junior members are all considered as players and need only update their Parent/Guardian Information.** "Regular Adult" members will be provided a number of options. Many of these options, if selected, will require the completion of the **Background Screening Information**. The system will make this determination. If you are working with a junior club, and you're prompted to complete the background screening, please do so at this time. Not doing so will only delay your registration process. Once you've completed this page, click on "**Submit**", and continue to the next screen.

Now you are confirming the "**Member Information >> Membership Options >> Background Screening**". This will be your last chance to edit and change your information, if needed. Proceed through this screen and make changes, if necessary. Once you've reached the "**Agreement Statement**" you will need to check "**I Agree**" before you can confirm the information. *By checking this agreement, you've agreed to remain with this club through the entire season. For you, the season will begin once you have played with this club during a sanctioned event. Until then, you will be permitted to change your club affiliation.* You may now click on "**Confirm**" and continue. At this point you will be required to open and read the Code of Conduct and the Waiver and Release of Liability, and check them. Here you will be asked to enter your driver's license number. This will constitute your **Electronic Signature**.

Your final screen will read, "**Membership Application Confirmation and Membership Application Information**". Now, you will need to print the forms required to complete your online registration. First, toward the bottom of the screen you'll see a section marked "**Before your membership can be activated: Print out the required documents below by clicking on the document links**". **Since we are now using the "Electronic Signature" for the Waiver and Release of Liability, as well as the Background Screening Form, it will not be necessary to print these forms.** Once you've printed the other required forms, return to the confirmation screen and print this entire screen. This screen print, along with the Code of Conduct should be retained in your personal files. Your complete login information is listed on this screen print. Keep it where you can find it. The other forms go to your club director or the Region Office.

If followed this should get you renewed.

# 2009 NERVA Registration Procedures

---

## New Member Procedures

2009 New Registrations: **DO NOT** have a membership with New England Regional Volleyball

First go to our web site, [www.nervajuniors.org](http://www.nervajuniors.org). There you will click on "Registration Webpage", which will take you to the "Online USAV Region Membership Registration" instructions.

**New user** please click 'WebPoint - USAV [Registration Page](#)' on the LINKS TAB in the middle of the page to get to the new registration page.

Then click on **Players and Coaches that are NEW and did not register last season go to:**  
[https://webpoint.usavolleyball.org/wp/memberships/join.asp?mbr\\_ChapterID=25971](https://webpoint.usavolleyball.org/wp/memberships/join.asp?mbr_ChapterID=25971) link and follow the instructions. Then fill out the information on the screen, then click "continue" button at the bottom of the page.

**Please completely and accurately fill out as much information as you can.**

Now you are looking at your "Member Information". Here you will make the appropriate changes to the existing data. Pay close attention to your **Email Address**. For adult players you will need to indicate your "Level Of Play". Juniors will need to enter their "Current Grade". Both of these options have pull down windows, which reflect your options. Once you've finished this page, click on "Continue", and proceed to the next screen.

You are now looking at the "Membership Options". Here, the first thing is to select you club affiliation (be sure to select LAT42VBC as your club). Simply click on the pull down window for "Club", at the top of the page. This will provide you with your options. Make your selection by clicking on your option and continue on through the page. For "Regular Junior" members you will not see the same participation options as the "Regular Adult" members will see. **The junior members are all considered as players and need only update their Parent/Guardian Information.** "Regular Adult" members will be provided a number of options. Many of these options, if selected, will require the completion of the **Background Screening Information**. The system will make this determination. If you are working with a junior club, and you're prompted to complete the background screening, please do so at this time. Not doing so will only delay your registration process. Once you've completed this page, click on "Submit", and continue to the next screen.

Now you are confirming the "Member Information >> Membership Options >> Background Screening". This will be your last chance to edit and change your information, if needed. Proceed through this screen and make changes, if necessary. Once you've reached the "Agreement Statement" you will need to check "I Agree" before you can confirm the information. *By checking this agreement, you've agreed to remain with this club through the entire season. For you, the season will begin once you have played with this club during a sanctioned event. Until then, you will be permitted to change your club affiliation.* You may now click on "Confirm" and continue. At this point you will be required to open and read the Code of Conduct and the Waiver and Release of Liability, and check them. Here you will be asked to enter your driver's license number. This will constitute your **Electronic Signature**.

Your final screen will read, "Membership Application Confirmation and Membership Application Information". Now, you will need to print the forms required to complete your online registration. First, toward the bottom of the screen you'll see a section marked "Before your membership can be activated: Print out the required documents below by clicking on the document links". Since we are now using the "Electronic Signature" for the Waiver and Release of Liability, as well as the Background Screening Form, it will not be necessary to print these forms. Once you've printed the other required forms, return to the confirmation screen and print this entire screen. This screen print, along with the Code of Conduct should be retained in your personal files. Your complete login information is listed on this screen print. Keep it where you can find it. The other forms go to your club director or the Region Office.

If followed this should get you signed up.