

SkateReg – Synchro Skater Registration Process

This guide is to assist Synchro Skaters/Parents/Guardians with the new Synchro registration process on [SkateReg](#).

Questions about event registration should be directed to the Skate Ontario Events Team at events@skateontario.org

PART 1 – Creating your SkateReg Account & Skater Profiles

Step 1: Create Your SkateReg Account Login

In this step, you are entering your information as the Account Holder (Parent/Guardian). You will create skater profiles in a later step.

To create your login, [click here](#).

Step 2: Add Your Skater(s)

In this step, you will create your skaters' profiles. Any profiles created will be linked to your account as the Account Holder (Parent/Guardian).

To complete this step, you will need the following information for each of your skaters:

1. Skater's first and last name (This is the name that will appear on event Entry Lists and Start Orders)
2. Skater's date of birth
3. Skater's gender
4. The e-mail address you would like to receive information about this skater's event registrations
5. Skater's mailing address
6. Skater's Skate Canada number*

**If you do not know your skater's Skate Canada number, please contact your home club or coach*

To create your skater's profile, [click here](#).

Please note - If you are using a mobile device, the button to "Create Skater Profile(s)" will be located at the bottom of the page.

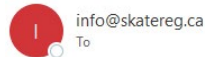
PART 2 – Adding your Skater to Synchro Team Roster & Signing Waivers

Step 1: Invitation to Join the Team Roster

You will receive a registration invitation from your Team Registrar to join the team roster.

It will prompt you to log into your SkateReg account.

Sally Skater invites you to join Skate Ontario 2!



You have a team invite request!

Sally Skater has invited you to join their team for Sectional Series November - Synchro, on 2024/11/10. Follow this link to register and join Skate Ontario 2: <https://skatereg.ca/1136-sectional-series-november-synchro/use/invite/01a1348b-6dd5-4257-8e17-fb1f256b5515>

Step 2: Join the Team

Select the skater that you wish to add to that team and click Register.

NOTE: Before hitting “Register”, verify that the team information is correct and that you are registering your skater for the correct synchro team.

Team

Team: Skate Ontario 2

Open Spots:

Event: Sectional Series November - Synchro

Category: Senior Elite 12 Synchro

Process an admin transaction

START ADMIN TRANSACTION

Who do you want to register?

Synchro Test Skater

REGISTER SOMEONE ELSE

Synchro

Test Skater

DATE OF BIRTH 2003-01-01

brittany.bilsborough@gmail.com

CANCEL REGISTER SYNCHRO

Step 3: Waivers

You must identify whether you are the parent or guardian of the skater you have selected. If you are not the parent or guardian of the skater you are registering, please select “No”.

Acknowledgement of one or more waivers or agreements is required for Sally Skater

Are you the parent or guardian of Sally Skater?

YES NO

You will be asked to enter the skater's legal Parent or Guardian information including first & last name, relationship to the skater (Parent or Legal Guardian), and their e-mail address. The skater's parent/guardian will be e-mailed waivers to complete.

Acknowledgement of one or more waivers or agreements is required for Sally Skater

An email notification for each waiver / agreement will be sent to the parent or guardian of Sally Skater for them to acknowledge their waiver(s) / agreement(s). Please note that Sally Skater's registration may be put into a pending status until the agreement(s) are completed.

What is the parent / guardian's first name? *required*

What is the parent / guardian's last name? *required*

What is this person's relationship with Sally? *required*

--Select an option--

What is the parent / guardian's email address? *required*

CONTINUE

Technical Support

If you **ARE** the parent or guardian of the skater you are registering, please select “**Yes**” and complete the required information.

Acknowledgement of one or more waivers or agreements is required for Sally Skater

What is your first name? *required*

What is your last name? *required*

What is your relationship with Sally? *required*

--Select an option--

What is your email address? *required*

CONTINUE