**Support**

**Parents: Online Registration Instructions**

**Online Registration Instructions**

Please read all instructions below to learn how to register your son or daughter.

**Steps to complete online registration:**

1. Access [www.grandchutebaseball.com](http://www.grandchutebaseball.com) and then click on **Register** in the top right hand corner of the site.


2. If you are new to the club/organization, fill out the **Create New Account**section on the Login screen. Then click on **Create Account.**



If you have previously created an account and registered on this specific website, then log in under the **Sign in Here** link.

Can't remember your username or password? Click the '**Forgot Username or Password**' link to have these items sent to the email address you previously used to create this account.
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3. Fill out the **Primary Parent/Guardian Information section**. If you wish to add a Additional Parent/Guardian’s email (to be cc’d on all Program related emails), enter their information in the Additional Parent/Guardian Information section and click **Invite Account User & Continue**. If not, leave the area blank and click **Continue.**




4. If this is your first time registering on the site, you will see a pop up, asking you to describe what fits you best. In most cases, you will select the first option if you have a child you are trying to register. The middle option is if you are volunteering but DO NOT have a child participating on the site. The third option is if you are trying to register yourself for an activity.

5. Fill out the **New Participant Inforamtion** section. Make sure your son or daughter's birth date is set correctly or it might not fall within the division parameters the club's Administrator has set. Click on **Continue**.


6. **Select** the Program you'd like to sign your son or daughter up for. Click on **Continue**.


7. Fill out all Registration Information. Click on **Continue**.

8. Sign up to volunteer on the **Available Positions** page. Choose the position you’re interested in, and you will be prompted to complete information about the position.  If you do not wish to volunteer, mark the appropriate box below. Choose **Continue.**


9. The last screen is the Checkout screen. Review your **Registration Summary**, select your **Payment Type**, select your **Payment Option** (Pay in Full or Payment Plan if it is being offered), enter in **Address and Payment** **Information**, read and agree to the **Terms & Conditions,** and then select **Submit Order**.


10. After you submit your order, you will be brought to a **Order Confirmation** page. You will also receive a confirmation email, detailing your registration.                                                                                                                                                                    
11. You just completed the online registration process!

Need more help? Check out our [Parent Registration FAQs](https://bluesombrero.zendesk.com/entries/22108236-Parent-Registration-FAQs).