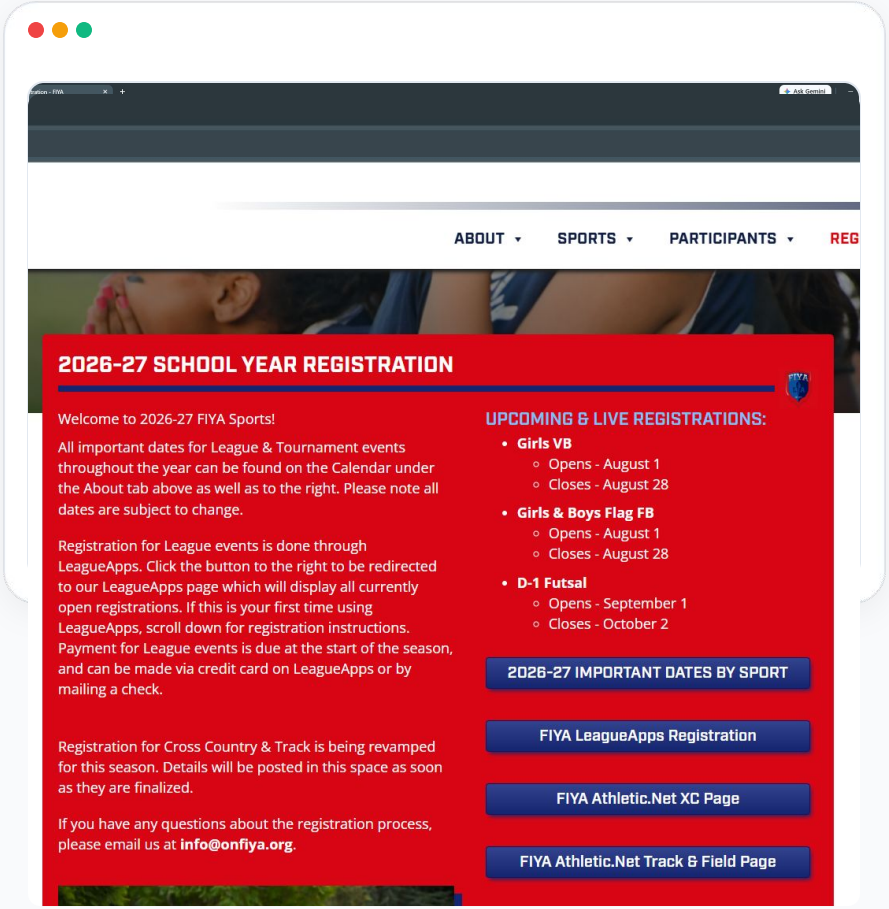
**1** **Go to**
[www.onfiya.org/registration/](www.onfiya.org/registration/)

**2** **Select Registration**
Click on the button labeled **"FIYA League Apps Registration"**.



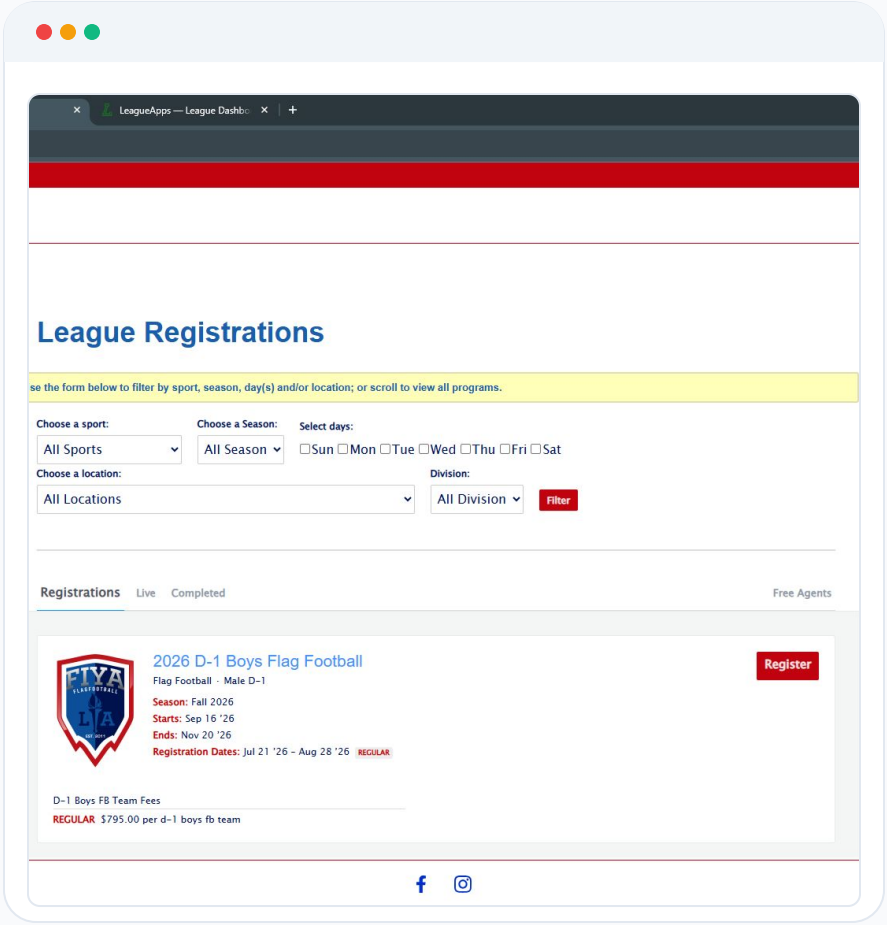
**3**

## Log in or Create a League Apps account

**4**

## Select Sport / Division

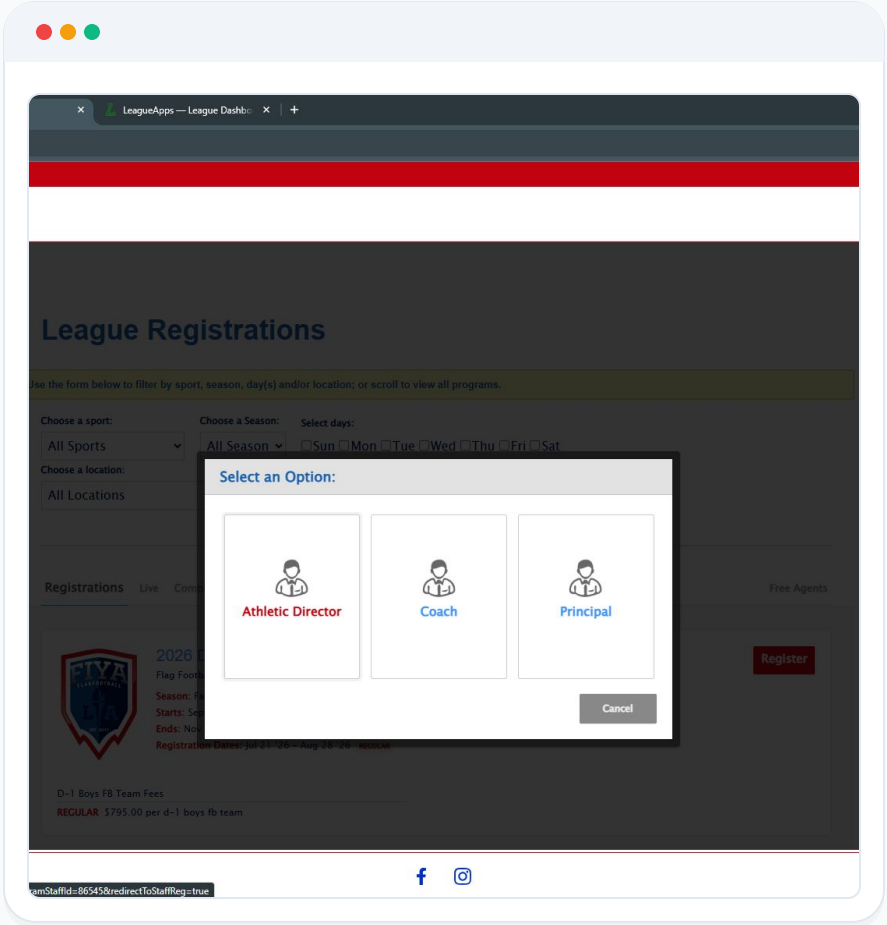
Select the Sport/Division you are registering for from the list.



5

## Role Selection

Select your role for the school team - Principal, Athletic Director, or Coach



## Team Name

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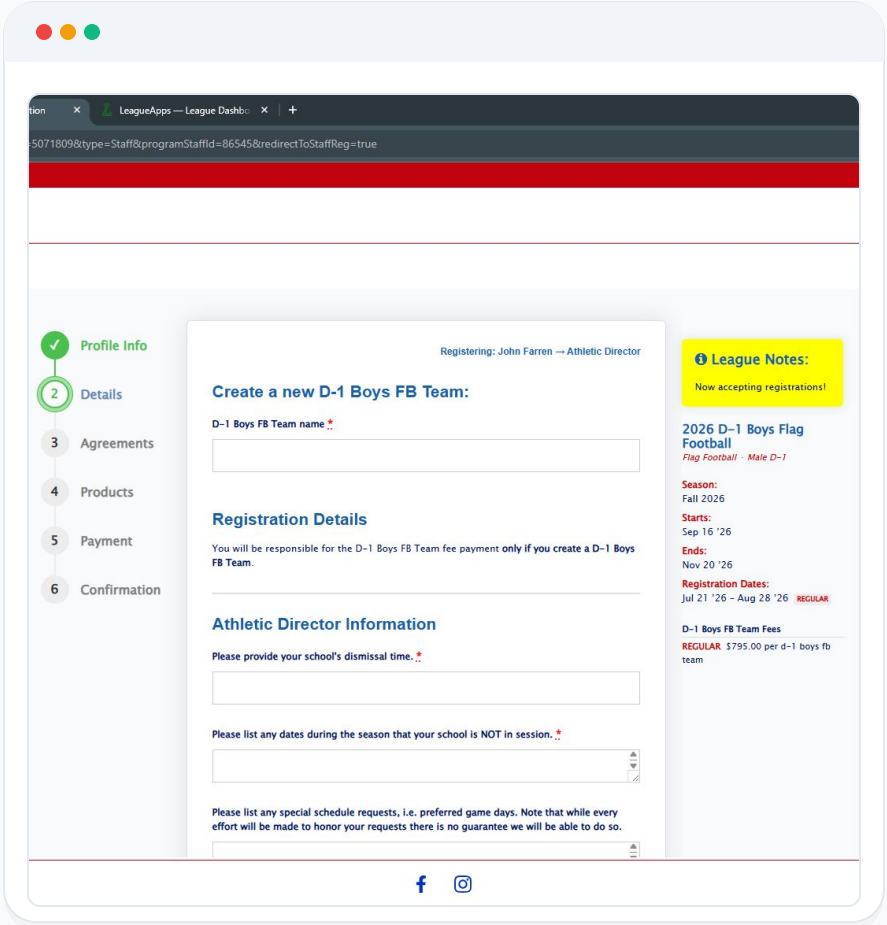
For Team Name, use the school name. Add a color or number if registering multiple teams in the same division. Team names may be adjusted by FIYA for clarity and consistency.



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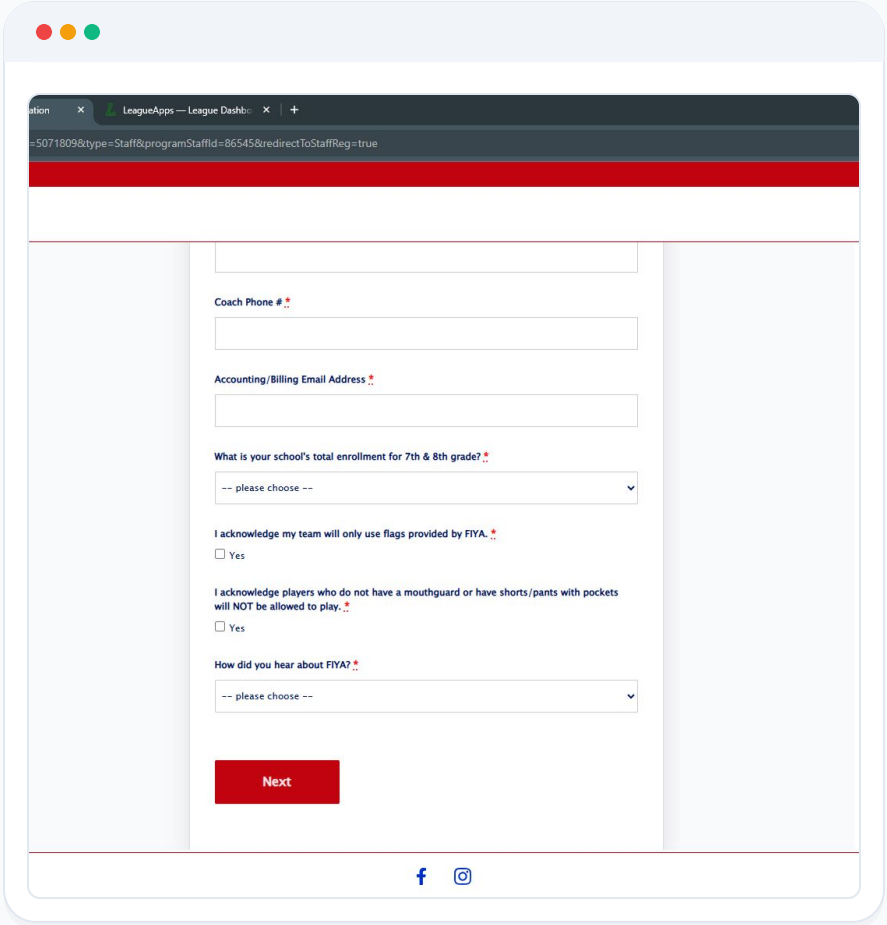
## Registration Details

Answer all questions displayed.



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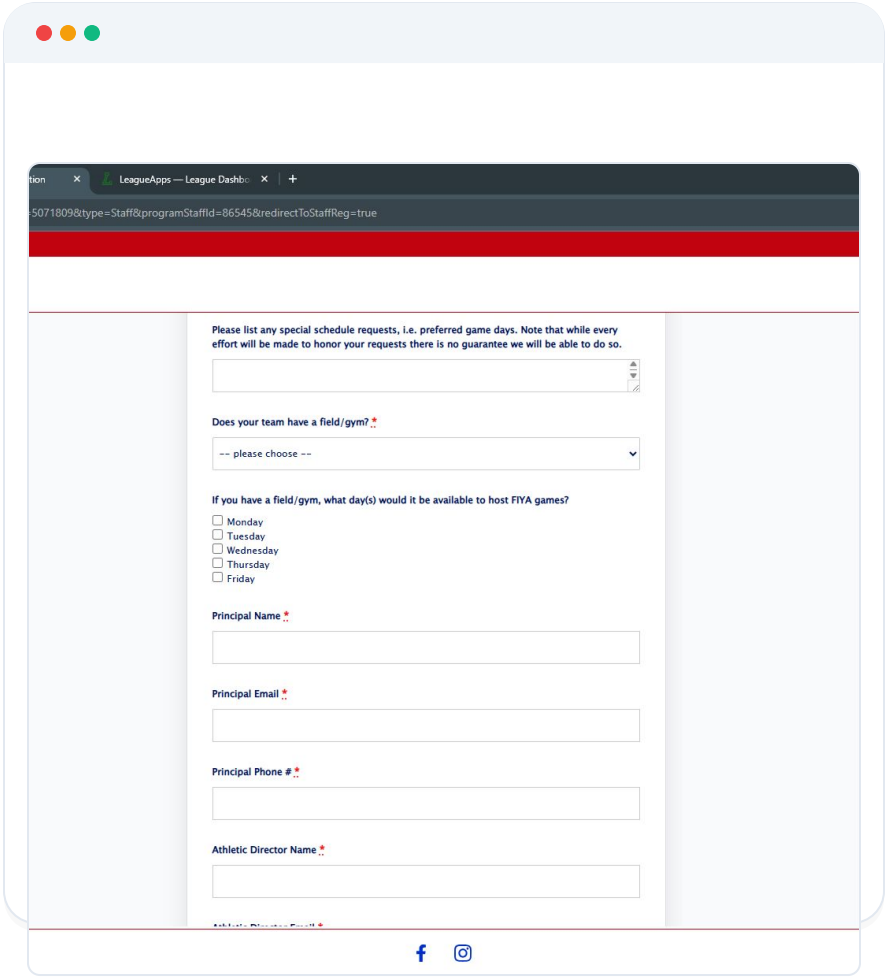
## Enter Contact Information

- **Principal & AD:** You may enter "same" if you have already registered a team this season.
- **Coaches:** Always fill out information completely, even if coaching multiple teams.
- **Accounting Email:** You may enter "same" if you have already registered a team this season.



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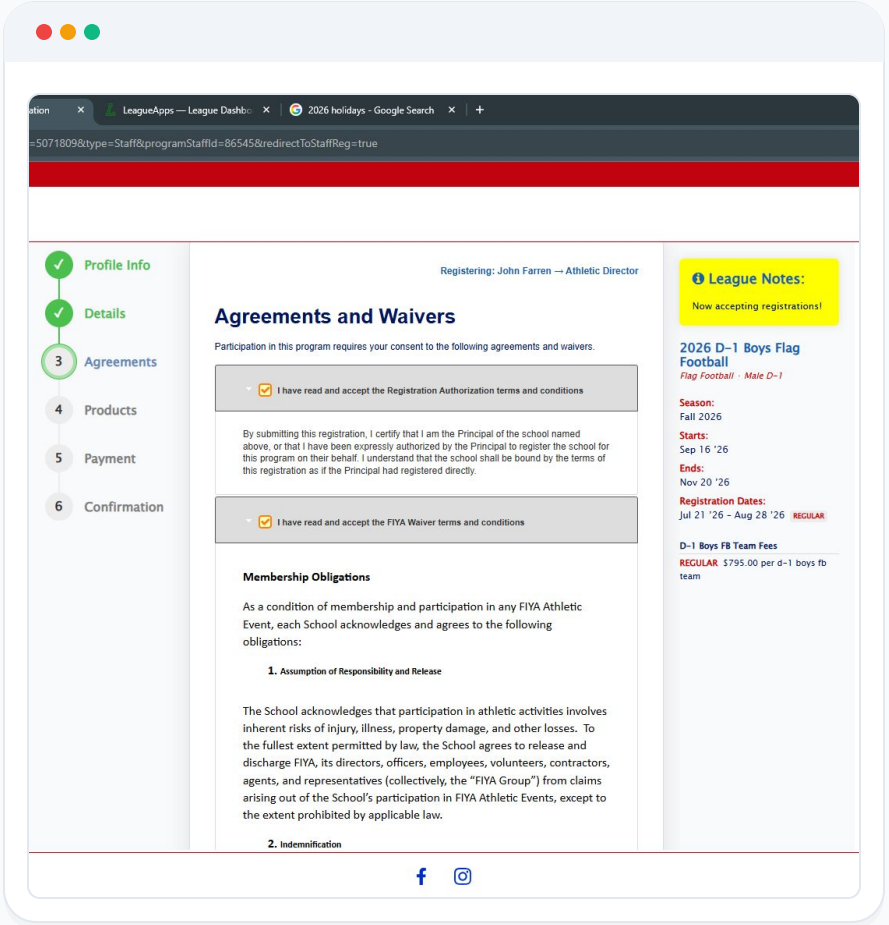
# Agreements & Waivers

Check to acknowledge and agree to waivers.



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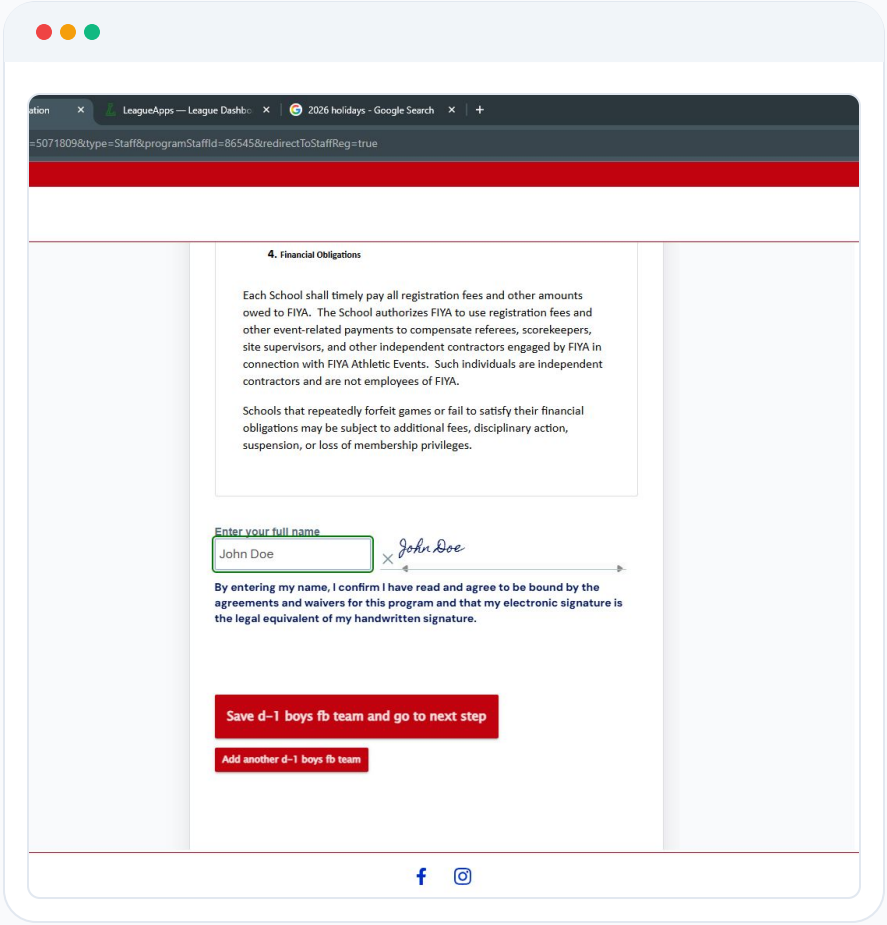
# Sign Registration

Sign and either go to the next step, or add another team if you have a second team for the same division and sport.

To add a team in a different sport or division you must start the process from the beginning after completing the registration for the first team.



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# Payment Details

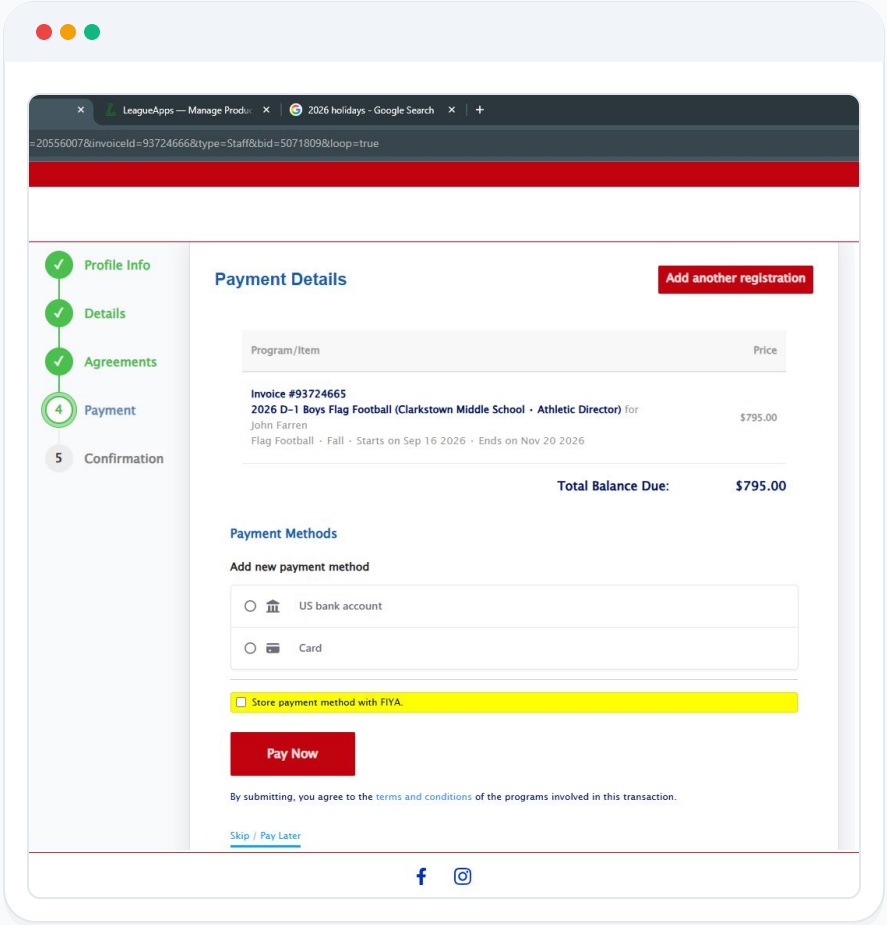
- Pay via bank account or card, or select "skip/pay later" if mailing a check.
- Make checks payable to FIYA and mail to:

  FIYA

  PO Box 451373

  Los Angeles 90045

- Payment due by start of season.



# Registration Complete

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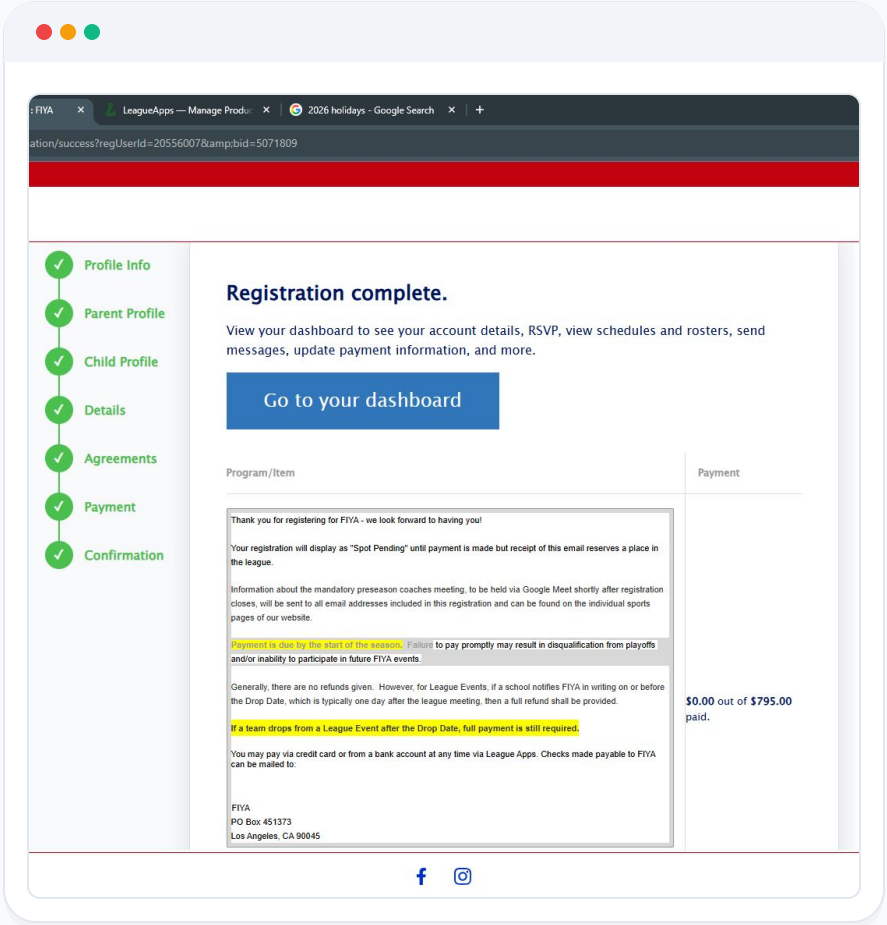
- Review information in confirmation message.
- Go to Dashboard to view all your registered teams.



## Further Notes

• You must select “create a new school team” each time. If you “select a school team to join” you will just be adding your account to a team already registered, NOT registering a separate new team.

• Each team registered is tied to the person who registers it, so if a coach registers one team and the principal another, these teams are not tied to each other in the LeagueApps system. This will not affect your registration at all but may somewhat limit the usefulness of LeagueApps for your school.

•Along those lines, there is deep functionality in terms of roster management and communication available to you through LeagueApps should you desire to use it. If so, we recommend that you register all teams throughout the year from the same LeagueApps account.

**If you have any questions about the registration process or the LeagueApps platform, please contact FIYA Director of Operations, John Farren.**