
School Sport A.C.T (SSACT)

Dear Parent/Carer,

If you would like your child to trial for a SSACT **North/Gungahlin U12 regional** sporting team you must follow the below registration process. It is up to you to find the trial and register for that trial. There will no longer be paper trial notes given out by the schools.

Registration Process

School Sport ACT now collects all registration information online – this is to prevent the movement to and fro of a paper note and have all information readily available to officials prior to the trial. As this process incurs a fee for data storage, system maintenance and admin a small \$3 fee payment via credit card will be required.

1. Go to the School Sport ACT website – www.schoolsportact.asn.au
2. Click Register (top right corner of homepage) for an Account – enter details and password
3. A confirmation email will be sent to your chosen email that will contain a link that you must click on to verify the email account.
4. Click Log In (top right hand corner of home page) enter password then click on top tab My Profile
5. You will see a ‘dashboard’ of your information, click green box to Add Student – enter student and medical details and save.
6. Go to the Sports Tab – choose your specific sport, click on Trial Information box then click on the Register to Trial link.
7. Select your child’s name from the dropdown box and then enter the optional fields for Playing History, Preferred Position (if applicable) and Representative Experience.
8. Make the \$3 credit card payment then click to register.
9. An automated email will then be sent to your Principal/School Approver for their approval to trial (no need to take anything to school for the Principal to sign).
10. You will be able to see the process has been complete back in My Profile – once your Principal/School Approver has completed the approval process your child’s information will be collated onto a list for the Team Manager and Coach prior to trial.
11. Note the registration process closes two days before the first trial date to allow sufficient time for approval and sharing of collated information.

Nikki