

**PLEASE TAKE THE TIME TO READ THIS**



Hi coaches

This past year, all coach profiles have been stored online using the same online system as the players. Some of you were able to create your own profile and some were created by the club. Our system requires that you renew your credentials each year. It is your responsibility to become familiar with this system and make updates to your profile whenever there are changes such as email address, phone number, etc.

SurDel requires that all coaches renew their credentials for the 2013/14 season. A new **Coach Login** has been added to the left column of the SurDel website - [www.surdelgirlssoccer.bc.ca](http://www.surdelgirlssoccer.bc.ca). If you already have a *Username* and *Password*, please login and follow the prompts. If you do not have a *Username*, click on *Forgot your Username* and wait for the system to email it to you. The same goes for your *password* - click on *Forgot your Password* and wait for your password to arrive in your inbox. If you were given a generic password, please change it immediately to something only you know.

**Once you login, you will see the following:**

Your coaching registration with **SurDel Girls Soccer Club** will expire after May 31, 2013. You do not need to do anything before that date. After May 31, 2013, you will automatically be prompted to renew for the new season.

**Renew for Next Season Now**

**Do not try to re-register through the coaching form on the web site as the system will reject your application.**

- Click on *Renew for Next Season Now*.

The next screen to open will ask you to agree to some club policies.

- Click *I agree* and *Submit Renewal*.

Once you do this, the following will open.

**Thank You!**

For joining **SurDel Girls Soccer Club** for another great year of soccer.

**Click My Info on the left to update your personal information.**

Please ensure your certification is up to date and any position requests are correct for this season.

Scroll down to *Position Applied For* and make the appropriate changes to the Youth Section - i.e. age group for next year, the level you want to coach and so on. At the very bottom you can change or update your *Username* or *Password*. Also be sure to make any changes to your personal information as needed. Click on save.

If you have any problems, please don't hesitate to email me at [rfodor@dccnet.com](mailto:rfodor@dccnet.com)

Rick Fodor

President, SurDel Girls Soccer