



How to Register a Player in the OGHA

In April of 2014 the OGHA moved to a fully automated registration and payment system. You can register your daughter for any one of our programs and pay using your credit card. Please note information regarding your account will be emailed to you (including passwords). If you would prefer you can email info@ogha.info to register using traditional paper forms. All registrations and payments are subject to specified deadlines to ensure entry into the OGHA. If you wish to use the mail system, please do so early.

Below are the **5 STEPS** required to register a player in the OGHA.

Note: Any accounts that were set up prior to April 2014 (using the old website) will NOT work anymore. So you have to create a new account.

Step 1 - Create an account


- Click **Create Account**
- Complete the fields on the **Create a Family Account** page and click Submit
You will receive a verification email to continue with your account creation. Depending upon your email settings, this message may be in your Junk or Trash folder.
- Click the link within the verification email **or** enter the url and verification code provided.
A small pop up window will announce that your account has been successfully verified.
- Click **OK** on the verification pop up.

Step 2 - Complete your family profile

Once you have created an account, you must log in to your Family Profile to provide some basic family information.


- Click **My Family login** at the top of the page.
- You will now see the following six icons.



- Click **My Family Profile.** 
- Complete the appropriate fields for your family.
- Click **Submit.**
A pop up will come up indicating, your family profile was successfully saved. Then you will be returned to the Main Menu (the screen with the six icons)


Step 3 - Add your players

Next you must add your daughter's information.


- Click **Add a New Player to My Family** 
- Complete the fields of information for your daughter
- Click **Submit.**
You will receive an email indicating your daughter has been added to your family profile.
- Repeat step 3 for each of your daughters.

Step 4 - Register the players for programs

Next you must register your daughter for an existing OGHA program

- Click **Register** 
- Pick a player
- Pick a program
- Click **Submit**
You will receive an email indicating your daughter has been registered in the selected program.

Step 5 - Make a payment.

- Click **\$ My Family Account.** 
A listing of your family commitments and their associated costs is displayed.
- Click **Make a Payment.**
- Enter the amount you wish to pay.
- Complete the credit card information
- Please enter the required information and your credit card information.
- Click **Submit.**
You will receive an email indicating the details of your payment.