

- 1) Please go to the Online Registration section of this website for a link to online registration or [Click Here](#)
- 2) Once on the Oliver Ames High School login page, please “Create a New Account”. Note that our online registration program is powered by Sports Pilot. You may be familiar with them because they power many of the Easton youth sports online registration programs. *IMPORTANT: Even if you have already created a family profile on Sports Pilot for a youth sports program, you will need to create a NEW profile for Oliver Ames High School and Middle School sports and Marching Band registrations.*
- 3) When you have created your account and are logged onto the system, create your family profile by clicking “+Add” Parent/Guardians and “+Add” all of your children that will be registering for Oliver Ames High School or Easton Middle School sports or Marching Band.
- 4) Click “Register Player” next to the name of the child to be registered. A list of all available fall activities will be listed. Click the activity for which you wish to register. A registration link for that activity will be listed on a new page. Click that link which will bring you to important information and disclosures. Please read those and click “I Agree” in order to proceed. If you don’t agree, click “Cancel”.
- 5) If you click “I Agree”, you will proceed to a questionnaire with several agreements/acknowledgements at the bottom. Please complete the questionnaire and agreements/acknowledgements by answering every question.
- 6) Following the agreements/acknowledgements section is a “Product Name” section which contains the total fee for the activity and possible fee discounts based on family maximum (\$600 per family per year), free or reduced fees if your child receives free or reduced lunch. Click any of these boxes that apply to you. Note that this is a discount request that will be reviewed and applied to your invoice at a later time if you qualify.
- 7) Click “Continue” at the bottom of the page. If you have not completed all of the required information, you will receive an error message indicating the missing information. Please go back and complete that information in order to proceed.
- 8) Next you will see a summary of all of the information you submitted. Please review. If anything is incorrect, click “Previous Page” and correct the information. If it is correct, click “Continue”.
- 9) Repeat steps 4 through 8 for each additional child to be registered for a fall sport.
- 10) Each time you complete a registration for a child you will arrive at the Family Profile Page. You will see a section for Pending Invoices and Checkout. **Be sure to checkout to complete your registration for each child and each sport. If you do not Checkout, you will not be registered!**
- 11) At Checkout, there is only one option: “Submit Registration Using Alternate Payment”; and the Payment Type is “Tryout Registration”. Click “Complete Registration” at the bottom of the page. **You will NOT pay at this time.** You will receive an email at a later time instructing you when your payment is due.

Completing this process should take less than half an hour the first time through. After that, your family profile will be saved and future registrations will only take a few minutes.

If you have questions, please contact Brad Darby, bdarby@sportspilot.com