

2022 REGISTRATION INSTRUCTIONS

Registrations open on the 18th of December 2021

Before you start, make sure you have:

- Access to your email to activate your account
- Credit/Debit card
- Your Active Kids Voucher number (if applicable) – see info below
- Your child's height and weight
- A portrait photo of your child on your computer/phone

Introduction

All members will need to self-register in 2022. The system is **Rugby Xplorer**, and is managed by Rugby Australia. This is the same system we have been using for a number of years. Any technical issues with registering should be forwarded to Rugby Australia - rugbyexplorer@rugby.com.au

Prices for 2022 Season includes registration, all insurances, affiliation and playing fees, shorts, socks and a training shirt:

| Age Group | Price |
|------------|-------|
| U6 | \$150 |
| U7 | \$210 |
| U8 & U9 | \$300 |
| U10 to U18 | \$320 |

We have reduced the entry level U6 Fee for 2022 and have again maintained the fees at the same amounts for the rest of the age groups as we did in 2020 and 2021, and you will also be able to utilise your active kids voucher in the payment section.

We are again offering a sibling discount of \$20 for first sibling, \$30 for second and subsequent siblings is available.

If you are a returning player from 2021 or played the 7's gala days in late 2021 you will also have received a discount code that you can use in the payment section.

There are 2 steps for all members, new and returning, in 2022.

Step 1 – Set Up your Rugby Account

You will need to first set up your rugby account. You can either complete these activities at <https://myaccount.rugby.com.au> or else you can download the Rugby Xplorer App, available in the App Store and Google Store.

RETURNING MEMBERS – the email address you registered with in 2021 will be in the system, so please enter this one to retrieve. If you know your MyRugby ID you can also use this to find your account.

Once found, click “email me a magic link” and open the link sent to your email address and activate your account, creating a new password (unless you can remember last year's password).

The next step is to ensure all family relationships are linked **before** you register (except for new players) – i.e. all children being registered need to be linked to the primary account holder. Full instructions are available to help online - the link is: [My Rugby Account](#)

Step 2 – Register

You will need to go to <https://myaccount.rugby.com.au> and sign in, or open the Register tab in the Rugby Xplorer app.

- A. Make sure you select who you would like to register (your child)
- B. Enter Club name and Search – be sure to type “Killara” and select Killara West Pymble JRU, Sydney Junior Rugby Union as per below (otherwise you will be unable to register).
- C. This will take you to the Registration Type page, please note the following:
 - ✓ Role: Player
 - ✓ Registration type: **PLEASE MAKE SURE YOU SELECT “XVs JUNIORS”** as registration type as the “7s Junior” option is reserved for another purpose.
 - ✓ Duration: Season
- D. Then continue to follow the steps, confirming your child’s details, height, weight, school name etc. **Make sure you mark your profile as public** when asked yes or no, as this will be needed for sign in sheets, team lists etc.
- E. You will then come to the Registration Summary page. On this page you can **Add Active Kids Voucher** if you have one to apply.

If you are a returning player from 2021 you should have also received an email from noreply@rugbyexplorer.com.au with a discount code which can be applied by clicking **Add Club Discount**. If you have more than one child, you will receive multiple emails with a discount code for each – it does not matter which code you use with which rego. *(Please contact registrar@kwprugby.com if you were expecting the 2021 returning player discount code and did not get it)*
- F. Finally, you will come to the payment page where you can enter payment details.

And you are done!

Please note the sibling discount will apply but unfortunately the system does not allow for only one checkout option. So you will need to check out for each child, but provided you are doing it one after the other, the discount will apply for the second (and third etc) check out.

Full summary of instructions on the Rugby Xplorer Help Page – [Registration](#)

The full list of Help Resources is available at Help Resources are available at <http://www.rugbyau.com/participate/rugby-administration/club-administration/resource-library>

If you have completed all the steps, used the full registration instruction document and are still having problems, please let us know at registrar@kwprugby.com