Parent Instructions- How to Register for a Sports Program

Step 1: Login to your existing parent portal account or create a new account. The direct link is <u>https://mch-lanier.my.site.com/portal/s/login/</u> or you can go to our website <u>https://www.boysgirlsclubs.com/</u> and select the 'Parent Portal' option in the upper right corner.

Step 2: Select the 'Programs' tab.



Step 3: Set the current location to 'All Locations'. Select the 'School Year Sports' category and then 'Soccer' program. The options for Spring Soccer 2025 will show up to the right

Choose a Course		Select a Registrant	Add-Ons		Questions		Finalize
Current Location. Showing Date for All Locations (Grange)							
Keyword or Code	PROGRAM	COURSE	COURSE SESSION	START DATE	SESSION PRICE	OPTION PRICES	
SEARCH	Soccer	Spring Soccer	Spring Soccer 2025	multiple options		Non-Member 0 S65.00 Member 0 S55.00	Options ↓
BROWSE FILTER							
CATEGORIES							
School Year Sports 🗸							
Summer Add Ons							
Summer Sports							
PROGRAMS							
Basketball							
Soccer 🗸							
COURSES							
Fall Futsal League							
Spring Soccer 🗸							
RESET							

Step 4: Select the blue 'Options' tab and then select 'Enroll' under the appropriate age/gender option.



Step 5: Select the name of the member you would like to enroll or select 'Add Household Member' to add someone new. Continue to answer all required questions and advance through the registration process as prompted until you reach the final payment screen. Here you can submit your payment using a credit or debit card and then your registration will be complete.