

# HOW TO REGISTER with Mosman Junior Rugby Club

You must have a Rugby Xplorer account to register.  
Registrations can be completed via the app or website:  
<https://myaccount.rugbyexplorer.com.au>

The MJRC unique link to register directly into your club is:  
<https://myaccount.rugbyexplorer.com.au/choose-registration?name=Mosman%20Junior%20Rugby%20Club>

Or search for the club in the registration process.

1. Open Rugby Xplorer app/ Rugby Portal and sign in by entering email address and Password.
2. Click "Register".
3. Click 'Find a Club'.
4. Select who you would like to register (if your child has never played you can create a new profile for them now by clicking 'Link a New Person'), click "continue".
5. Enter Club name (Mosman **Junior**) and "search" Club name will appear in bold, with its parent organisations below in grey.
6. Click Club name and "next".
7. Select:
  - i. Registration Role (Player)
  - ii. Registration Type (Walla, Tri Time or XV's Junior)
  - iii. Duration (season) from dropdowns, click "next".
8. Registrations will display as open or closed. If open, continue through the process. If closed, contact your club or check our troubleshooting guide.
9. Personal details will appear for the individual that you are registering, click "next".
10. Ability to add a Profile Photo (including a selfie) or click "skip".
11. Additional details will appear depending on your Rugby Region, complete the required details and click "next".
12. Enter Parent/Guardian details, click "next".
13. Additional information
  - If U18 enter height and weight and school.

- In Australia, non-playing members are also required to enter their WWC details.

14. Any additional questions will appear, click “next”.

15. Any custom questions by your club will appear. These are listed as Saleable items your Club is offering:

For players - these items are to request the correct kit size for your child. All efforts to provide the correct size kit will be made, however there may be some variation to kit provided. There is no additional cost and for kit, and all fields must be completed but selection at least ‘1’ quantity of each item, click “next”.

16. Registration summary will appear• Registration Fees expand to show the breakdown of registration fees.

- Any early bird discounts and/or Rugby Xplorer Credits will appear here
- The transaction fee will appear

17. If applicable, enter NSW Active Kids voucher

18. If applicable, enter Club Discount Code

- ‘Club Discount Applied’ will appear for successful discounts.
- ‘Incorrect Club Discount Code’ will appear for discounts that have already been redeemed or wrong code has been entered.

19. Optional ‘Donate to my Club’ in Australia.

20. Agree to Rugby’s Registration Terms and Conditions

21. Click “Pay”.

21. Select payment option

- Enter credit/ debit card details; or
- Proceed through Zip Pay options (Australia only)

22. Click “Make Payment”

23. Confirmation screen will appear with “Finish” and confirmation email will be sent to the registered participant

24. Would you like to add another registration?

- Selecting 'Yes', will enable family discounts in a registration loop (if offered by your Club).

- By selecting no, you will no longer be eligible for a family discount (if offered)

\*Please note family discounts are not currently offered by MJRC.