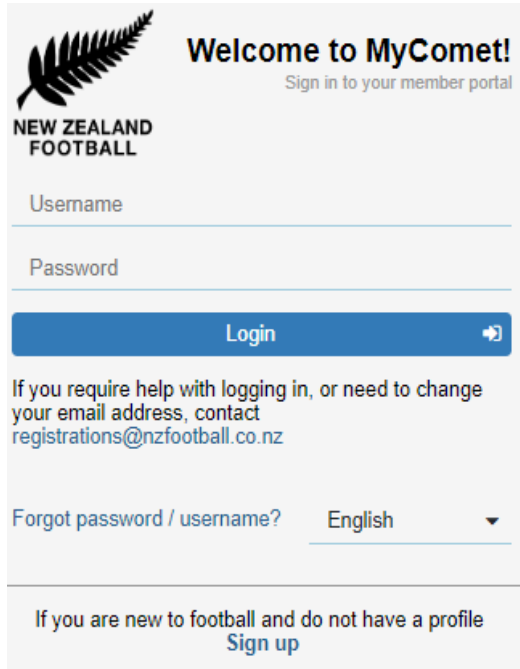


# How do I Register

Every player needs to be signed up to MyComet in order to register, with their own Login. MyComet is a new system from New Zealand football and is the only way to register to play football.

## [Registration Page](#)

<https://mycomet-oceania.analyticom.de/en/login>








If you are new to football and have not played for a club before.... Click **“Sign Up”** at the bottom, and follow the instructions to get a username and password to then login and register

If you have played football for any club previously, you should have a username and password for MyComet to Login. If you have forgotten your username or password, select **“Forgot password/username?”** and follow the instructions to reset your Login

**DO NOT SET UP A NEW USER LOGIN IF YOU HAVE PREVIOUSLY PLAYED FOOTBALL**  
**You need to use your existing one in the system**


## Using MyComet


- Once logged in to MyComet select **“Register”** from the left-hand side.

-  Dashboard
-  Personal info
-  Register
-  Settings
-  Help

- Under **“Choose Seller”**, type **“Manurewa AFC”** or click on the black triangle at the right hand end and scroll down, then select by clicking on **“Manurewa AFC”**

Choose seller

Manurewa AFC 

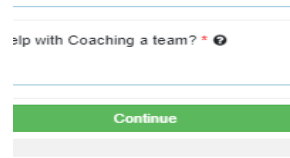
- Select the item for the **“Grade”** you wish to play for, then click the green Trolley tab. For Example: turning 11 years old this year – you should be playing in **“11<sup>th</sup> Grade”**  
Please check the Date Of Birth (DOB) is correct for your child 

### **PLEASE NOTE:**

We cannot guarantee that you will be able to play in a grade that is different from your age group should you wish to do so for whatever reason. Please email the club committee for that grade.

Fees are payable for the grade that you are playing in. If you register for the 14<sup>th</sup> grade and you end up playing in the 15<sup>th</sup> grade, then you will pay 15<sup>th</sup> grade fees.

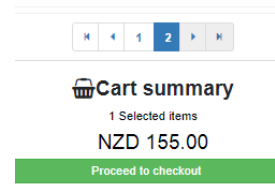
- Answer all pop-up questions required in the survey box to be able to click the green “Continue” tab



- Check what your Cart contains. Beside your selection, there will be this box



- Click on the green “Proceed to Checkout” tab at the bottom of the page



- Check the details in the “Checkout Summary” and Click the agreement box at the bottom (shown below with the yellow arrow)

#### Checkout summary

Sold by	Manurewa AFC
Customer	[REDACTED]
Selected items	
Youth Football (15 yrs) 2019	NZD 155.00
<b>Grand total NZD 155.00</b>	
<p>I (or if I am currently under 18 years, my parent or legal guardian) agree to the NZ Football Terms and Conditions of the National Registration System</p> <p>By submitting payment, I agree to the Terms and Conditions of the 'Seller' as displayed on the Seller's website, physical offices, or as otherwise provided to me by a representative of the Seller.</p>	
<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/> <input type="checkbox"/>	
<input type="button" value="Submit payment"/>	
<input type="button" value="Pay later"/>	

- Click “Submit Payment” or “Pay Later” We would prefer that payment be made at the time of registration.

## Payment via bank account

If you have elected the “Pay Later” option, you must pay the fee to our bank account Manurewa AFC - Westpac 03-0355-0455629-000 directly.

Please make sure that you use the “players name”, “date of birth” and “national number” as the payee details and reference.

There is no difference to the cost if you pay online or pay via the bank account.

## What happens if I don't pay?

If payment cannot be made in full, please contact your club committee directly to make arrangements. Arrangements **cannot** be made with Coaches / Managers.

Payment arrangements are only made in exceptional circumstances.

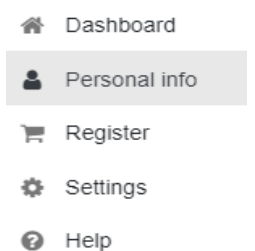
If the fee is still unpaid by the start of the season, your child can not play and will be sidelined until fees are paid.

## REGISTRATION IS NOT COMPLETE UNTIL FEES HAVE BEEN PAID IN FULL

## Update your Details

Once you have completed your registration please click on “Personal Info” and check that we have your correct contact details.

If these are not correct, we will not be able to contact you with team and club information.



## Confirmation Email from MyComet

You should receive an email from COMET NZF.

If you did not, check your "spam / Junk" folder

If it is not there, then log back in to the account and complete the registration process

**Example of the Confirmation email below**

----- Original Message -----

[COMET NZF] - New item purchase (Pay Later option)

From: [comet@oceaniafootball.com](mailto:comet@oceaniafootball.com)

To: "YOUR EMAIL WOULD BE HERE"

Date: 27 February 2019 at 23:10

Subject: [COMET NZF] - New item purchase (Pay Later option)

### This is notification about new item purchase

Seller: FC Manurewa AFC (COMET ID: 45043),

Customer: "YOUR CHILDS NAME" (COMET ID: "THEIR ID NUMBER"),

Purchased items: "THE GRADE THEY ARE REGISTERED IN FOR 2019" eg....

Mini Football (12 yrs) 2019 (Registration fees for all players aged 12 years old, participating in Winter Season football for their Club / School)

Total: "THE FEE AMOUNT" eg... NZD 145

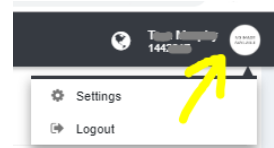
Invoice number: 201911111

Invoice status: **NOT PAID**

Respectfully, Analyticom COMET

## How do I register another child?

Make sure you log out of the first account by clicking on the childs name at the top right corner, and a box will appear below, click on Logout, then repeat the registration process from the start for the other child



## FREQUENTLY ASKED QUESTIONS

### JUNIOR DIVISIONS (5<sup>th</sup> to 10<sup>th</sup> Grades)

#### What age group are the Grades?

The grade indicates what age the child is turn during the year.

Eg . if they are turning 6 years old, they will be in the 6<sup>th</sup> grade... turning 10 = 10<sup>th</sup> grade

#### What happens after you register

It takes time for everyone to register so please be patient.

- **5<sup>th</sup> to 8<sup>th</sup> Grades** are not graded into teams by football ability by way of trials but are grouped by age. Parents can request placing players with other friends or school mates.
- **9<sup>th</sup> and 10<sup>th</sup> Grades** are "graded" by doing an assessment night (small pre-season games) which are held to group players of similar abilities together.
- Trials are usually held over two nights to be advised by the club once registration is completed.
- From the grading trials, the players will be grouped into teams.
- Dates for trials will be notified via our Website or Facebook pages.
- If you wish to play in the same team that you were in last year, please let us know when you register. We can't guarantee this, but we will do our best to meet every request.

## **Team Leaders (Coaches) / Managers**

- 1 or 2 parents from each team will need to be “Team Leaders” (coaches). Team Leaders are required to help with running training activities and games each Saturday.
- Activity folders and rules will be handed out to each team to help the Team Leaders so there is no need for previous football knowledge.
- 1 parent will need to be “Manager” and act as the main team contact for the Club.

## **What do I get for my money?**

- Manurewa AFC will provide each junior and youth player with a playing strip which includes a shirt and shorts which will be handed out by Coach/Manager and **MUST BE WASHED AND RETURNED** at the end of the season. Parents must buy shin-pads, football boots and MAFC yellow socks.
- Manurewa AFC will provide each team leader/coach with team balls and training gear for use during the season.
- A portion of your fees goes towards the running of the club, maintaining uniforms, equipment, prizegiving etc.
- The remainder is paid to NZ Football and Auckland Football Federation who are our Governing Bodies.

## **What do I need to buy?**

- Football Boots
- Manurewa AFC Socks (Socks must be purchased through the club)
- Shin-pads - these **MUST** be worn by all players and socks must cover the shin-pads.

## **When and where do I train?**

- **5<sup>th</sup> to 8<sup>th</sup> Grades** do two training activities and two games every Saturday morning so no need to have a training during the week unless the team wants to do so.
- **9<sup>th</sup> and 10<sup>th</sup> Grades** should train at least once during the week and when and where can be decided by the team and coach sorting out the details.

## **Where do we play?**

- **5<sup>th</sup> to 8<sup>th</sup> Grades** play at Manurewa AFC Memorial Park
- **9<sup>th</sup> and 10<sup>th</sup> Grades** play within the Auckland region and typically around the South Auckland clubs

## **What day and times are my games?**

- **5<sup>th</sup> to 8<sup>th</sup> Grades** play on Saturday and need to be at the grounds before 8am to help set up for the first activity at 8.20am. Every few week, there is a Friday Night fun event instead of the Saturday games.
- **9<sup>th</sup> and 10<sup>th</sup> Grades** play on Saturday and kick off is normally either 9am, 10am or 11am kick off with the game information on the Auckland Football Fixtures website. You will need to be at the ground at least 30minutes before KO
- As some changes can be made during the week, it is advisable to check the website every Saturday morning.

## **When does the season start and finish?**

- The first games are around the beginning of April and the last end of August.
- We usually do not have games in the middle weekend of the school holidays, but can be the first and last weekend of the holidays

## **What happens at the end of the season?**

- All uniform and equipment are to be washed and returned to your coach
- All team gear and uniform will be returned by the coach to the Committee as instructed.
- Prizegiving is usually held a few weeks after the end of the season. This gives us time to collate results and organise trophies, etc.

## **Is there a prize giving at the end of the season?**

- Yes, at the end of October (details to be confirmed)
- The team awards are usually chosen by your coaches whilst the big club awards are won via nomination. Please encourage your coach to nominate their players

## **Are there team photos?**

- All Yes, these are done at the club in June / July (details to be confirmed) and they are handed out at the end of year prizegiving

## **FREQUENTLY ASKED QUESTION**

### **YOUTH DIVISIONS (11<sup>th</sup> to 17<sup>th</sup> Grade)**

#### **What happens after you register**

It takes time for everyone to register so please be patient.

- Trials are held for the top two teams of each grade. If you wish to play in one of our top teams, please come to trials. If you wish to play in the same team that you were in last year, please let us know when you register. We can't guarantee this, but we will do our best. Dates for trials will be notified via our website or Facebook pages.
- Once we have had the trials and registration is complete, teams will be put together. This is not an easy process and your committee try their very best to accommodate your requests.

#### **What do I get for my money?**

- Manurewa AFC will provide each junior and youth player with a playing strip which includes a shirt and shorts which will be handed out by Coach/Manager and MUST be returned at the end of the season
- Manurewa AFC will provide each coach with a ball bag and kit for use during the season
- A portion of your fees goes towards the running of the club, maintaining uniforms, equipment, prizegiving etc.
- There are also fees which are payable to NZ Football and Auckland Football Federation who are our Governing Bodies.

#### **What do I need to buy?**

- Football Boots
- Manurewa AFC Socks (Socks must be purchased through the club)
- Shin-pads - these MUST be worn by all players and socks must cover the shin-pads.

#### **When and where do I train?**

- Once the teams are put together, coaches are notified, and it is the Coach that will contact you. Training times and schedules are decided by the Coach. We encourage Coaches to discuss preferred times with the team and to choose a time when hopefully all players can attend. Most teams train twice during the week with most trainings taking place at Memorial Park.

#### **Where do we play?**

- This depends on the grade and division you are in; however, all games are played within the Auckland area.

#### **What day and times are my games?**

- Most games are on a Saturday with the younger grades 11th -13th usually morning games 9am to 11am with the older grades in the afternoon.
- Metro divisions play on Sunday.

### **When does the season start and finish?**

- The first games are around the beginning of April and the last end of August.
- We usually do not have games in the middle weekend of the school holidays.

### **What happens at the end of the Season?**

- We hold a prizegiving for each section. Details will be given to you closer to the time. The team awards are usually chosen by your coaches whilst the big club awards are won via nomination. Please encourage your coach to nominate their players