



©TM

**FOOTBALL  
QUEENSLAND**

**MyFootballClub Set Up 2018**

**Player Fees and Packages**

**Junior in Senior Competition**



## How To Set up Fees and Packages for a Junior playing in a Senior Competition

Competition Fees relate to the competition in which the player participates in, and **NOT** the age of the player.e.g Participants in Senior Competitions that have not reached the age of 19 will pay the Junior FFA and Football Queensland Registration Fee **BUT** will pay the Senior Competition Fee.

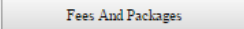
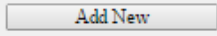
### Step 1 - Check That Age Groups Are Still Applicable For The Coming Season

- This age groups should be as per below:

Fee Segment	Minimum Age	Maximum Age
Senior Players 19 and Over	18	50
Junior Boys Playing in a Senior Competition	16	18
Junior Girls Playing in a Senior Competition	15	18
Junior Boys	11	18

- More instructions on how Age groups work are contained at [http://www.myfootballclub.com.au/fileadmin/user\\_upload/Setting\\_Up\\_Age\\_Groups\\_.pdf](http://www.myfootballclub.com.au/fileadmin/user_upload/Setting_Up_Age_Groups_.pdf)

### Step 2 - Fee Package Set Up

1. From the main menu of MyFootballClub, click on the  button.
2. Click on the  button.
3. Set up the required fee.

**PLEASE NOTE: 'Football Type' must be selected first.**

- a) Select the Football Type as **Outdoor**
- b) The season will default to '**2018 Outdoor**'
- c) Select the "Player Status" as Amateur;
- d) Select the applicable Gender
  - It is recommended that you set up 2 packages – one for Girls playing in a Senior Competition and one for Boys playing in a Senior Competition
  - **NOTE: a gender MUST be chosen or the fee will not display during registration.**
- e) Select the fee Type as **Player**

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- f) Select the Age Group eg Junior Girls Playing in Senior Comp - **NOTE: an Age Group MUST be chosen or the fee will not display during registration.**
- g) Add in the Club Fee

**Add Fee**

* Fee Name	* Season	* Valid From	Valid To	Max Players
Junior Playing in Senior Comp	2018 Outdoor	01/01/2018	31/12/2018	
Type	FFA Classification	Football Type	Player Status	
Player	Registration	Outdoor	Amateur	
Age Group	Gender			
Youth / Fillies - Min Age : 14 - Max Age : 18	Mixed			
Club Fee				
150.00				
		<input type="checkbox"/> Make Available As Add On Item <input checked="" type="checkbox"/> Available to Online Self Registration		
Exit		Delete		Setup Package
		Save		

- h) DO NOT MAKE THE PACKAGE AVAILABLE FOR SELF REGISTRATION UNTIL IT HAS BEEN CHECKED
- i) Click the **Setup Package** button
- j) If you click on Show All Records AND then Click on the Word **Valid From** TWICE - the 2018 fees will show first – this will make it easier to choose the correct fee.

**Selected** Show All Records

Name	Price (inc GST)	Issued By	Type	Football Type	Age Group	Gender	Valid From	Valid To
<input type="checkbox"/> FFA Junior NRF 2018	12.60	Football Federation Australia	Player	Outdoor	FFA 4 to 18 - Junior	Mixed	01/12/2017	31/12/2018
<input type="checkbox"/> FQ - Junior MFR 2018	32.90	Football Queensland	Player	Outdoor	FQ - Juniors	Mixed	01/12/2017	31/12/2018

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- k) Select the applicable **Yellow** FFA Fee for the package you are creating (e.g. *FFA Junior NRF 2018* for a Senior Player Fee)
- l) Scroll down and select an applicable **Blue** FQ fee (e.g. *FQ - Junior MFR 2018* for a Junior Player Fee)
- m) Scroll down and select an applicable **Pink** Zone Fee and/or **Light Pink** Competition Fee.

NOTE as they are playing in a SENIOR competition they must be the SENIOR competition fees.

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- n) Press the  button
- o) Take note of the Total Price.
- p) This is the fee value that the player will see when they register.
- q) When you have the fee package correct, press the  button.

**NOTE: If you do not select a fee from ALL hierarchy levels, you will not be able to save the Fee Package.**

Name	Price	Organisation	Player	Level	Category	Gender	Valid From	Valid To
FQ-NPLW First Team Women PROFESSIONAL Comp 2018	77.00	Football Queensland	Player	NPL	FQ-NPL/NPLW/FQPL - Professional	Female	01/12/2017	30/11/2018
FQ - September 2018	0.00	Football Queensland	Player	Outdoor	All Ages	Male	01/12/2017	31/12/2018

**Selected**

Name	Price	Organisation	Player	Level	Category	Gender	Valid From	Valid To
<input type="checkbox"/> FFA Junior NRF 2018						Male	01/12/2017	31/12/2018
<input type="checkbox"/> FQ - Junior MFR 2018						Male	01/12/2017	31/12/2018

**You have not selected fees from every level of the hierarchy.**  
**This package will not be Active until it has fees from all levels of the hierarchy.**

Show All Records

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When you are ready for your players to begin registration, edit the fee and select the **Available for Online Self Registration** box.

End

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