

This Rugby Link self-help guide explains the process of how participants (players and non-playing members) can successfully complete their online registration through Rugby Link. This also includes the account recovery process for participants who do not know or have forgotten their login details.

NOTE: ALL participants will need to log into Rugby Link via the **NEW** look Rugby Portal. Participants who have previously logged into the Rugby Portal or Learning Centre can use the same login details.

Registration Process

Navigation in Rugby Link: Club's unique registration link

- Click on your Club's unique registration URL
- Click "Get Started"



- **NEW** Rugby Portal login



Rugby Portal

Login

*Email or MyRugby ID:

*Password:

LOGIN

[Reset Password](#)

CREATE A NEW ACCOUNT

NOTE:

- Participants who have previously logged into the Rugby Portal or Learning Centre can login with the SAME login details, i.e. email address or MyRugby ID. However, if multiple accounts have the same email address you will need to login using your MyRugby ID
- For all participants who HAVE NOT previously logged into the Rugby Portal or Learning Centre will need to complete further steps to active your login

- **RUGBY LEARNING CENTRE PORTAL RETURN MEMBER:**

- Enter Email or MyRugby ID and Password
- Click "LOGIN"

Rugby Portal

Login

*Email or MyRugby ID:
1487217

*Password:
.....

LOGIN

[Reset Password](#)

CREATE A NEW ACCOUNT

- **FORGOTTEN LOGIN OR 2017 RUGBY LINK LOGIN:**

- Click "Reset Password"

Rugby Portal

Login

*Email or MyRugby ID:

*Password:

LOGIN

[Reset Password](#)

CREATE A NEW ACCOUNT

- Enter your email or MyRugby ID
- Click “Submit”

Rugby Portal

Reset your password

*Email or MyRugby ID:

SUBMIT

[Need help logging in?](#)

RETURN TO THE LOGIN FORM

- MyRugby ID Found

MyRugby ID Found

We found your MyRugby ID **1487217** in our records, using the following email:
amy.a***om.au**

If you have access to this email address, please reset your password.

RESET YOUR PASSWORD

If you recognise the email above however no longer have access to this email account, attempt to recover your account.

RECOVER ACCOUNT

If you do not recognise the email above, this may not be your MyRugby ID. Please try again with your email address.

GO BACK

- **RESET YOUR PASSWORD**
 - If you have access to this email address, click “Reset your Password”
 - Confirmation will appear on the screen

Reset Password

A link for resetting your password has been sent to your email address.

RETURN TO THE HOME PAGE

- Email will be sent from Learning Centre
- Click the link to enter a new password

Hi Amy,

Your password has been reset for the following account in the Rugby Portal.

Name: Amy
My Rugby ID: 1487217

Please click on the link below to enter a new password for Amy:

https://uat-rugby.cs6.force.com/rugbyportal/login?c=Wd4X0In.k39yaKqaQ88Sko.zkyOCgsFzKpg_RKTP7Tr8LVa.KYudLZ13CUXQHAKDm48KfV72fpWovBybaXaBvdaIWNDFrzQtAZTfGGIZW3OwmPq99Ov9GnqiarCqGm8s9szDxEmAHzY_072nZf3D

If you have any trouble clicking these links please copy and paste it into your web browser.

For further information and resources please contact Rugby Australia on (02) 8005 5600 or contact us via the emails below:

Learning Centre: aru.learningcentre@rugby.com.au

Rugby Link: rugbylink@rugby.com.au or visit <http://www.rugbyaustralia.com.au/runningrugby/RugbyLink.aspx>.

Thanks,

The Rugby Team
Rugby Australia



RUGBY AU CUSTOMER SERVICE TEAM
Cnr Moore Park Rd and Driver Ave, Moore Park NSW 2021
T (02) 8005 5555 (Mon - Fri 9am - 5pm) | E customer.service@rugby.com.au
www.rugbyaustralia.com.au

- Enter a New Password
- Click “Change Password”

Reset Password

Your Password must be at least 8 characters long and have a mix of letters and numbers.

New Password

Verify New Password

CHANGE PASSWORD

- Proceed with registration



Please select who is being registered.

- Smith, Calista (ID:605787, DOB:1 Jan 00)
- Register myself - Amy Alagna (ID:2638356)
- Register a new Family Member

Continue

If the person you are purchasing the product on behalf of is not shown, you will need to:

- Login as that person - or
- Login to your account and link the person record to your account (record must have the same email address as yours to be able to link).

- **RECOVER YOUR ACCOUNT**

- If you recognise the email however no longer have access, click “Recover Account”
- Enter Surname and Date of Birth
- Click “Search”

Recover Your Account

Please enter your Surname and Date of Birth.

*Surname:

*Date of Birth:

SEARCH

- Match Found = enter new email and click “Submit Email”

Match Found

We found a match in our system.

Please enter a new email address to receive an email with a link to reset your password.

*New Email:

SUBMIT EMAIL

- You will be redirected to “Reset Password”

Reset Password

*MyRugby ID:

CANCEL
RESET PASSWORD

- Confirmation will appear on the screen

Reset Password

A link for resetting your password has been sent to your email address.

RETURN TO THE HOME PAGE

- Email will be sent from Learning Centre
- Click the link to enter a new password

Hi Amy,

Your password has been reset for the following account in the Rugby Portal.

Name: Amy
My Rugby ID: 1487217

Please click on the link below to enter a new password for Amy:

https://uat-rugby.cs6.force.com/rugbyportal/login?c=W44X0In.k39yakaa088Sko.zkyQCGsFzKpg_RKTP7Tr8LVa.KYudLZ13CLuxQHAKDm48KfvC72fpWovByhqXaBvdqIwVnDFrzQtAZTfGtZw3OwmPq99Oy9GnoiarCqGm8s9szDxEmAhzy_072mZf3D

If you have any trouble clicking these links please copy and paste it into your web browser.

For further information and resources please contact Rugby Australia on (02) 8005 5600 or contact us via the emails below:

Learning Centre: aru.learningcentre@rugby.com.au

Rugby Link: rugbylink@rugby.com.au or visit <http://www.rugbyaustralia.com.au/runningrugby/RugbyLink.aspx>.

Thanks,

The Rugby Team
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- Enter a New Password
- Click “Change Password”

Reset Password

Your Password must be at least 8 characters long and have a mix of letters and numbers.

New Password

Verify New Password

CHANGE PASSWORD

- Proceed with registration

RugbyLink Online Registration

Burnside Junior RUFC

Burnside Junior Player Registration 2018

Please select who is being registered.

Smith, Calista (ID:605787, DOB:1 Jan 00)

Register myself - Amy Alagna (ID:2638356)

Register a new Family Member

Continue

If the person you are purchasing the product on behalf of is not shown, you will need to:

- Login as that person - or
- Login to your account and link the person record to your account (record must have the same email address as yours to be able to link).

- **CONTACT US**

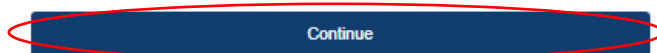
- If you continue to have trouble logging in please contact Rugby Australia
- Rugby Link Team: rugbylink@rugby.com.au or (02) 8005 5600

Registrations - Participant Registration Process

- For participants with a family relationship:
 - Identify who is completing the form
 - Select the individual being registered
 - Click “Continue”

Please select who is being registered.

- Smith, Calista (ID:605787, DOB:1 Jan 00)
- Register myself - Amy Alagna (ID:2638356)
- Register a new Family Member



- Select Registration Product
- Click “Continue”



Let's get started!

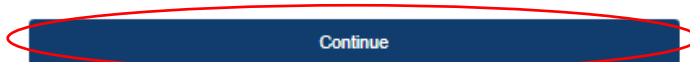
Choose your items from the options below to get started.

Registration Products

<input type="radio"/>	Burnside U12 Registration 2018 Burnside U12 Player Born in 2006-2007	\$175.00
<input type="button" value="Open"/>		

<input checked="" type="radio"/>	Burnside U13 Registration 2018	\$175.00
<input type="button" value="Open"/>		

<input type="radio"/>	Burnside U14 Registration 2018	\$180.00
<input type="button" value="Opening Soon"/>		



- Returning participants' details will pre-populate, while new participants will need to add their personal details
 - Email Address needs to be entered twice for verification purposes
 - Address is a Google finder

NOTE: Returning players will be unable to edit their name and/ or date of birth



Participant Details

First Name*

Middle Name

Last Name*

Gender*

Male Female Undisclosed

Date of Birth*

Email Address*

Re-enter Email Address*

Mobile Phone Number*

Address*

[My address cannot be found](#)

- Parent/ Guardian Details are **REQUIRED** for **ALL PARTICIPANTS UNDER 18 YEARS**

Parent/Guardian Details

First Name*

Last Name*

DOB*

Email Address*

Re-enter Email Address*

Mobile Phone Number*

Address*

My address cannot be found

- Complete any additional custom fields
- Click "Continue"

Continue

- "Review" your product and personal details



Review your order

Please confirm your order details are correct.

- Accept the National Registration Terms and Conditions, plus any Club Terms and Conditions added
- Click "Continue"

I have read and agree to the National [Terms & Conditions](#).

Continue

- Review Registration purchase
- Select 'Payment Schedule'
 - Single Payment
 - Two (2) Payments
 - Three (3) Payments
 - Four (4) Payments

NOTE: If part payments are selected,

- The first payment will include all the upline fees and transaction fees
- Subsequent payments will be evenly disbursed
- The final payment cannot be less than \$20
- Payments will be deducted from your account on the 16th of each month



Payment

Details of Purchase

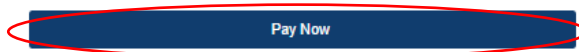
Burnside U13 Registration 2018	\$175.00
Includes fees to:	
Australian Rugby Union (Youth 13-18 yrs)	\$14.00
South Australian Rugby Union (Youth 13-18 yrs SA)	\$77.25
SA Junior Rugby Union (U13 Junior SA)	\$44.00
Burnside Junior RUFC	\$39.75
Processing Fee	\$3.29
Total	\$178.29

* Prices quoted in AUD.

Payment Schedule

Please Select

- Enter Credit/ Debit Card details
- Click “Pay Now”



- Confirmation will appear on the screen, as well as a confirmation email being sent to the participant



Thanks Amy, your registration has been accepted.

Amount Paid: \$407.52
 Receipt Number: ca204779
 A confirmation email has been sent to amy

For enquiries relating to this registration, please contact:
 Rugby Link

[Purchase product for another participant...](#)

NOTE: Click “Purchase Product for another Participant” for family registrations and family discounts. This will take you to the registration product select screen, ensure you have selected the correct family member from the ‘Register Myself OR Family Member’ dropdown before proceeding

*As of 12 December 2017

For more information, visit <http://www.rugbyaustralia.com.au/runningrugby/RugbyLink.aspx> or contact InteractSport [Support](#)/ Rugby Link [Support Team](#).