

STEP BY STEP - COACHES REGISTRATION

1. Visit www.nokcsoccer.com
2. Click the 'Recreational' tab —> 'Registration'
3. Click on 'Coaches Registration'

The screenshot shows the NOKC Soccer website. At the top, there's a header with the NOKC Soccer logo and navigation tabs: HOME, CLUB, NEWS, TOURNAMENTS, CAMPS, COMPETITIVE, RECREATIONAL, ACADEMY, DOCUMENTS, REFEREE, and COMPLEX. The 'RECREATIONAL' tab is selected, and a dropdown menu is open, showing options like LEAGUE, REGISTRATION, RESCHEDULES, SCHEDULES, FAQ, KIDSAFE - LANYARDS, SUMMER PROGRAM, RECREATION PICTURE DAY, and AGE GROUPS/ROSTER MAX. A yellow arrow labeled 'Step 1' points to the 'REGISTRATION' option. Below the navigation, there's a large banner with the word 'REGISTRATION' and a soccer ball. To the right, there's a sidebar with 'UPCOMING EVENTS' and 'LATEST NEWS'. At the bottom, there's a 'Documents' section with links like 'Coach's Contract', 'Code of Conduct', 'Scholarship Application', 'Age and Division Guidelines', and 'What is Traveling Rec?'. A yellow arrow labeled 'Step 2' points to the 'Manual Registration' link in the 'Register' section.

4. If you have NEVER coached at NOKC use 'New Users'. If you HAVE coached at NOKC previously use 'Registered Users.'

This block compares the registration process for new coaches versus those who have previously coached at NOKC. It features two side-by-side forms. The left form is titled 'NEW COACHES' and 'Recreational Coach Registration'. It includes a section for 'New Users' with a 'Create Account' button. The right form is titled 'COACHED AT NOKC PREVIOUSLY' and 'Registered Users', featuring a 'Login' button. Both forms include fields for Username, Password, and a 'Coach Password Lookup' link. A yellow arrow points from the 'New Users' section to the 'Create Account' button. A yellow arrow points from the 'Registered Users' section to the 'Login' button. Below the forms, there's a note about cookies and a link to the 'Coach Password Lookup' page.

Important: Cookies must be enabled in your browser in order to register or apply. Most websites require cookies in order to identify you over the internet. We do not store any personal information about you in the cookie. A randomly generated number is used so the server will remember you from one page to the next while you enter information in the online forms, and then this cookie is discarded when you close your browser.

If you are not sure what cookies are or how to adjust the privacy settings on your browser, we recommend you use the default settings.

Recreational Coach Registration

NOKC Coach Registration for Recreational Teams (U5-U19)

Fill out ALL below information!!

Coach Registration (Step 2 of 4)

Coach Information*

Full Legal Name Jane Doe

Gender Female

Date of Birth 01/01/1980

Address

City

State/Province Alabama

Postal Code

Primary Phone

Alternate Phone

Email Address

Mobile Text Messaging

v

Needed for on-site schedule updates and weather delays.

Experience (years)

Notes

Additional Information

Are you registering for Recreational Soccer or Traveling Rec Soccer? *

☐ NOKC Recreational Soccer Program (U6)

☐ NOKC Recreational Soccer Program (U7)

☐ NOKC Recreational Soccer Program (U8)


☐ NOKC Recreational Soccer Program (U10)

☐ NOKC Traveling Rec Soccer Program (U11-U18)

What team are you coaching

Coach Registration (Step 2 of 4)

[« Back](#) [Continue »](#)

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7. Step 3 of 4: Enter Full Name, Agree to Terms, & Finish

Coach Registration (Step 3 of 4)

Payment Information

Coach Registration Fee	\$0.00
Total Initial Payment	\$0.00

Review Registration Information

Coach Information

Name	Jane Doe
Level	
Gender	Female
Date of Birth	01/01/1980

Address 1234 abcdef
City Oklahoma City
State/Province OK
Postal Code 73132
Phone 123-4567
Mobile

Registration Agreement & Signature

Enter Your Full Name: Jane Doe

☒ By checking this box I agree to the following terms:

Payment Agreement
I authorize North OKC SC to charge my bank account (if paying by eCheck) or charge my credit card (if paying by credit card) in the following amounts:

Registration Agreement
I acknowledge that my application must be reviewed by the club before my application is accepted and submitting an application does not guarantee acceptance.

[« Go Back](#) [Finish & Submit Application](#)

Please click only once and do not re-submit or this may result in multiple charges.

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8. Will take you to the background check page - **DO NOT FILL OUT YET.** Click on 'My Profile'

Rankings Magazine Sheuneenio News Local Featured Tournaments Videos Club Directory Tournament Directory Software

Coach Account Home My Profile Club / Association ~~Background Checks~~ Concussion Center Log Out

Coach - MUST CLICK ON THE MY PROFILE PRIOR TO SUBMITTING BACKGROUND CHECK

Personal Information

Legal Name: Jessica Doe
First Middle Last Suffix

Gender: ☐ Male ☒ Female

Date of Birth: 1 / 1 / 1980
Month Day Year

SSN: - -

State ID#

Gov't Visa#

Home Phone

Work Phone

Address: 1234

City: oklahoma City

State: OK

Zip Code: 73162

Email Address: no-reply@nokcsoccer.com

License

Grade

Previous Residences (in last 5 years)

Background Information Disclosure

☐ NO Have you ever in your entire life been charged with, arrested for, pleaded guilty to or been convicted of a crime? You must disclose this requested information even if the charges were dismissed or you were acquitted, the conviction was stayed or vacated, the record sealed or expunged or you were told you need not disclose this information.

If yes, please explain

☐ YES

☐ NO Have you ever in your entire life been charged with, arrested for, pleaded guilty to or been convicted of a crime against a person? You must disclose this requested information even if the charges were dismissed or you were acquitted, the conviction was stayed or vacated, the record sealed or expunged or you were told you need not disclose this information.

If yes, please explain

☐ YES

☐ NO Have you ever in your entire life been charged with, arrested for, pleaded guilty to or been convicted of any violation of the law other than a minor traffic violation? You must disclose this requested information even if the charges were dismissed or you were acquitted, the conviction was stayed or vacated, the record sealed or expunged or you were told you need not disclose this information.

If yes, please explain

☐ YES

State Registered: Oklahoma

Background Check Agreement & Digital Signature

Important! You must scroll to the bottom of the agreement to reach the digital signature area. Please read and review all information before submitting. Once you submit the background check form it cannot be modified.

Background Check Agreement

9. Picture (must be done BEFORE the background check has been submitted)

The screenshot shows the 'My Profile' page of a Coach Account. The 'Photo' section on the right has a placeholder box labeled '[NO PHOTO]' and an 'Upload' button. A red arrow points to the 'Upload' button with the text 'Upload picture with PLAIN background'. The left sidebar contains links for 'Address & Account', 'Coach Profile', 'Secure Documents', and 'Password'. The main content area includes 'Club Information' (North OKC SC (OK)), 'Coach Contact Information' (Basic Information), and 'Contact Information' (Display Name, Address, City, State, Zip Code).

10. Upload Picture (needs to be a headshot with a PLAIN background/solid colored wall)

The screenshot shows the 'Upload Image File' dialog box. It contains the text '- Photo' and 'An in-focus portrait (passport style) photo is requested.' Below this, it says 'Upload a .jpg or .gif file from your computer:' and provides a 'Choose File' button (labeled 'no file selected') and an 'Upload Image' button. A red arrow points to the 'Choose File' button with the label 'Step 1', and another red arrow points to the 'Upload Image' button with the label 'Step 2'. The background of the dialog box shows a green field.

11. Example of a PLAIN background

The screenshot shows the 'Coach Account' interface with the 'My Profile' tab selected. The page is divided into several sections:

- Club Information:** North OKC SC (OK) [More Information]
- Coach Contact Information:**
 - Basic Information:** Includes a checkbox for 'Hide Name and Photo from Team Rankings', 'Full Legal Name' (Alli Fansher), 'Gender' (Female), 'Date of Birth', and 'State Registered'.
 - Contact Information:** Includes 'Display Name' (Alli Fansher), 'Address', 'City' (OKC), 'State' (OK), 'Zip Code' (73162), and 'Country' (United States).
- Photo:** A profile photo of a woman, with a red annotation 'PLAIN background!!!!' and a yellow arrow pointing to it.
- Coaches Club Magazine Subscription:** Shows 'Subscription' as 'Inactive' with a button to 'View GotSoccer Magazine'.
- Account Summary:** Shows 'Coach Profile' as 'afansh'.

12. Click 'Background Check' Tab & Submit New Report

The screenshot shows the 'Coach Account' interface with the 'Background Checks' tab selected. The page displays 'Background Check Information' and a 'Current Background Check Report' section. A red annotation 'Step 1' with a yellow arrow points to the 'Background Checks' tab. Below the report section, there is a video player titled 'Concussion Awareness - Prevention and Care' with a red annotation 'Step 2' and a yellow arrow pointing to the 'Submit New Report' button at the bottom. The video player shows a list of bullet points:

- Consider all perspectives
- Know the cues and take action
 - The player's health and safety is the priority
 - Don't put a player back in the game without clearance from a healthcare professional
 - The referee will keep stopping the game unless the player is properly cleared

13. Fill out all background check information & submit

Coach -

Personal Information

Legal Name: Jessica Doe
First Middle Last Suffix

Gender: ☐ Male ☒ Female

Date of Birth: 1 / 1 / 1980
Month Day Year

SSN: - -

State ID#:

Gov't Visa#:

Home Phone:

Work Phone:

Address: 1234

City: oklahoma City

State: OK

Zip Code: 73162

Email Address: no-reply@nokcsoccer.com

License:

Grade:

Previous Residences (in last 5 years)
City, State, Date

Background Information Disclosure

☐ NO Have you ever in your entire life been charged with, arrested for, pleaded guilty to or been convicted of a crime? You must disclose this requested information even if the charges were dismissed or you were acquitted, the conviction was stayed or vacated, the record sealed or expunged or you were told you need not disclose this information.
If yes, please explain

☐ YES

☐ NO Have you ever in your entire life been charged with, arrested for, pleaded guilty to or been convicted of a crime against a person? You must disclose this requested information even if the charges were dismissed or you were acquitted, the conviction was stayed or vacated, the record sealed or expunged or you were told you need not disclose this information.
If yes, please explain

☐ YES

☐ NO Have you ever in your entire life been charged with, arrested for, pleaded guilty to or been convicted of any violation of the law other than a minor traffic violation? You must disclose this requested information even if the charges were dismissed or you were acquitted, the conviction was stayed or vacated, the record sealed or expunged or you were told you need not disclose this information.
If yes, please explain

☐ YES

State Registered: Oklahoma

Background Check Agreement & Digital Signature

business or personal references, and any other source required to verify information that I have voluntarily supplied. I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification, to the extent such investigation includes information bearing on my character, general reputation, personal characteristics, or mode of living.

Digital Signature

In addition to the information above, you assert that the information on this form is accurate and complete and you voluntarily consent to a background check being performed.

☐ I Do Not Agree ☒ I Agree

[« Cancel](#) [» Submit](#)

14. Registration Submitted - FINISHED!!!

Coach Registration Complete (Step 4 of 4)

Registration Submitted!

You may wish to print this page for your records.

Printable Documents:

☒ [Printable Registration Form](#)

State Forms:

☒ [2017 Workshop & Referee Assignor Course \(Feb 3-5\)](#)
☒ [Oklahoma Duplicate Coaching License Request Form](#)

Club Website:

☒ <http://nokcsoccer.com/>

Registration Details

Recreational Coach Registration

Registration # 6482005
Date & Time 1/2/2017 12:52:53 PM
Coach Jane Doe