

2022

Registration & Memberships

Information & Guidelines

DISCLAIMER: The information and materials contained within this document are owned by Inspire Events Australia and may only be used by current FISAF members. Copying or sharing any or all of this document for any other purpose other than FISAF Australia participation, or by anyone who isn't a current FISAF member is strictly prohibited.

TABLE OF CONTENTS

TABLE OF CONTENTS	3
REGISTRATION & MEMBERSHIP REQUIREMENTS	4
CLUB & SCHOOL REGISTRATION	4
HOW TO REGISTER YOUR CLUB	4
HOW TO REGISTER YOUR SCHOOL	10
MEMBERSHIPS	15
INDIVIDUAL MEMBERSHIPS – ATHLETES	15
INDIVIDUAL MEMBERSHIPS – COACHES & JUDGES	20

REGISTRATION & MEMBERSHIP REQUIREMENTS

FISAF Australia is dedicated to the development, promotion and regulation of Sport Aerobics in Australia and prides itself on providing excellent service to its members.

The FISAF registration system enables FISAF to maintain a database of all its members which facilitates the provision of relevant products and services to all members. FISAF Australia exists to serve its members and is dedicated to the development, promotion and regulation of FISAF Sports Aerobics within Australia.

To be a registered member (whether club, school or individual member), all registrations & memberships must be paid in full by the required due date. All registrations and memberships must be valid at all times whilst presenting as a FISAF Australia member to the public.

All registrations & memberships must be renewed annually. Registration & Membership can be completed via our website: www.fisafaustalia.com.au

CLUB & SCHOOL REGISTRATION

In 2022 Clubs & Schools will be required to register prior to any memberships taking place. The registration system will ensure all FISAF Australia affiliated clubs & schools have the following required standards in place:

- Australian Business Number (ABN)
- Public Liability Insurance
- Working with Children Check (or Equivalent, E.g., Teacher Registration)
- Qualified First Aider
- Music Licence
- Club Name Approval

HOW TO REGISTER YOUR CLUB

It is important to note that clubs & Schools (competing in the School, Elementary, National & or International Stream's) must register their club/studio **prior** to athletes completing their own individual memberships. Your club will not show on the club affiliation drop down box unless your registration is confirmed.

- **IMPORTANT:**

- The cost of a 2022 Club Registration covers 1 x coach membership, as well as free access to use the 2022 music uploader account.

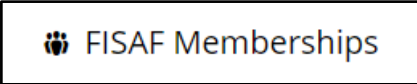
To complete a new club registration, follow the steps below:

STEP 1:

Go to our website: www.fisafaustalia.com.au

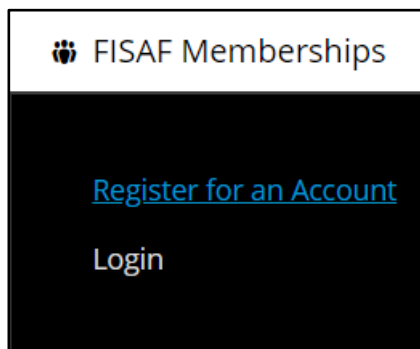
STEP 2:

Click on the 'FISAF Memberships' button, located on the top page menu.

 FISAF Memberships

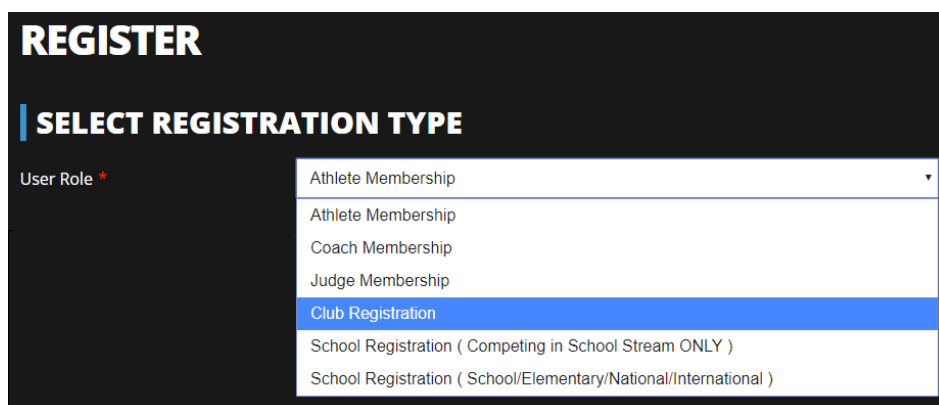
STEP 3:

Click on 'Register for an account'.



STEP 4:

Select registration type from the drop-down box.

A screenshot of a registration form titled 'REGISTER'. Under the heading 'SELECT REGISTRATION TYPE', there is a dropdown menu labeled 'User Role *'. The dropdown is open, showing several options: 'Athlete Membership', 'Athlete Membership', 'Coach Membership', 'Judge Membership', 'Club Registration' (which is highlighted in blue), 'School Registration (Competing in School Stream ONLY)', and 'School Registration (School/Elementary/National/International)'.

STEP 5:

Complete the 'NAME' fields provided.

Please Note: The details you provide in these fields will serve as your account login credentials.

A screenshot of the 'NAME' section of the registration form. It contains seven input fields, each with a label and an asterisk indicating it is required: 'Club Name *', 'Password *', 'Repeat Password *', 'First Name *', 'Last Name *', 'Nickname', and 'E-mail *'. The input fields are empty and have a white background with a dark border.

IMPORTANT:

- **Please note that regardless of whether a club/school/individual has held a membership with FISAF in past years, ALL 2022 members are required to register a NEW account**
- The system accepts 1 email address per user. If you have multiple registrations/memberships to complete, these will need to be done with a different email address.

STEP 6:

Complete the 'CLUB OR SCHOOL' fields provided.

CLUB OR SCHOOL

Business Name *

Business Website *

Business Address *

State *

Business Email *

Business Phone *

Business ABN *

Business Public Liability

Insurance/Certificate of Currency *

STEP 7:

Complete the 'CONTACT DETAILS' fields provided.

- **IMPORTANT:**

- The details you provide under 'Contact Details - Studio Owner' serves as the head coach & or studio owner's 2022 membership. **This person will not need to purchase a 2022 individual membership.**

CONTACT DETAILS (STUDIO OWNER DETAILS)

Contact Name *

Contact Gender *

Contact Date of Birth *

Contact Home Address *

Contact Phone Number *

Contact First Aid Cert *

Contact Working With Children *

Photo ID *

STEP 8:

Complete the 'PARTICIPATION AGREEMENTS' fields provided.
Please Note: To read & or download the policy documents, click on the link provided.

PARTICIPATION AGREEMENTS

Policy Document * I Agree

By ticking this box, you confirm your understanding and acceptance of the acknowledgements, declarations and agreements in the attached document. - [Policy Document](#)

Participation Waiver * I Agree

By ticking this box, you confirm your understanding and acceptance of the acknowledgements, declarations and agreements in the attached document. - [Participation Waiver](#)

Music Licence * I Agree

By ticking this box, you confirm your club or school holds the necessary music licence for the 2020 competition season.

STEP 9:

Select 'SUBSCRIPTION TYPE'.

SUBSCRIPTION TYPE

Club Subscription - \$75 until December 31, 2020

STEP 10:

Complete the 'BILLING ADDRESS' fields provided.

BILLING ADDRESS

Country *

First Name *

Last Name *

Company Name

Address *

Town / City *

State / County *

Postcode / Zip *

Email Address *

Phone *

STEP 11:

Option a)

Unselect "Ship to a different address?"

Ship to a different address?

OR

Complete the "SHIPPING ADDRESS" fields provided.

SHIPPING ADDRESS

Country *	Australia
First Name *	
Last Name *	
Company Name	
Address *	
Town / City *	
State / County *	Select an option...
Postcode / Zip *	

STEP 12:

Enter your payment details.

SELECT A PAYMENT METHOD

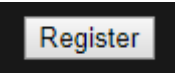
Manual/Offline Credit / Debit Card

CREDIT / DEBIT CARD INFORMATION

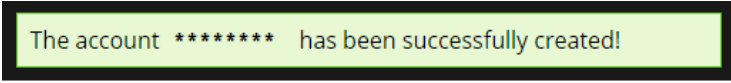
0000 0000 0000 0000	01 / 20 000
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STEP 13:

Click the 'REGISTER' button.

A rectangular button with a dark background and the word "Register" in white text.

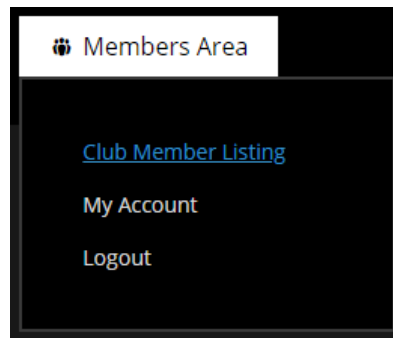
If you are successful, the following message should appear:

A green rectangular box with a black border containing the text "The account ***** has been successfully created!".

The account ***** has been successfully created!

STEP 14:

Once you have successfully registered your club, you can then log in to your account. As your athletes begin to complete their memberships, you can then view your club member listing.

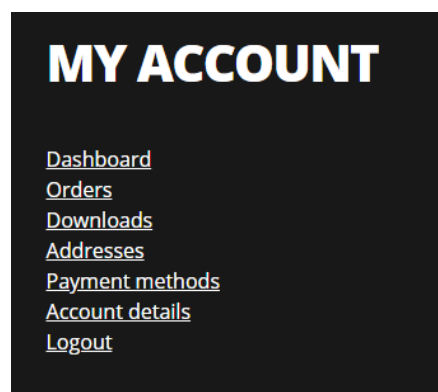


CLUB MEMBER LISTING

First Name	Last Name	Role	Email	Dob	Actions
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STEP 15:

Once logged in, you can select 'My Account' where the system will allow you to check the status of orders made through the site, update addresses, update payment methods as well as update your details including your file uploads.



HOW TO REGISTER YOUR SCHOOL

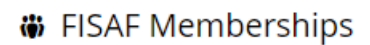
To complete your school registration, follow the steps below:

STEP 1:

Go to our website: www.fisafaustralia.com.au

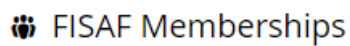
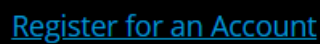
STEP 2:

Click on the 'FISAF Memberships' button, located on the top page menu.

A rectangular button with a white background and a black border. On the left is a small icon of a person with arms raised. To the right of the icon, the text "FISAF Memberships" is written in a black, sans-serif font.

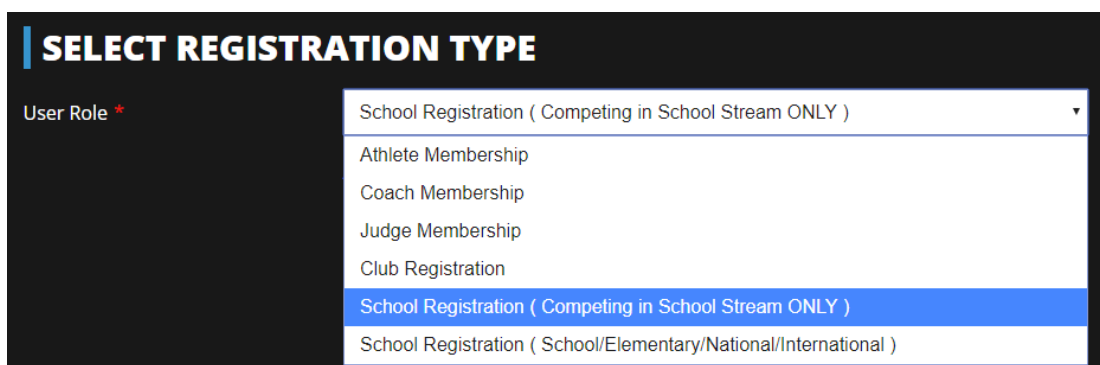
STEP 3:

Click on 'Register for an account'.

A rectangular button with a white background and a black border. On the left is a small icon of a person with arms raised. To the right of the icon, the text "FISAF Memberships" is written in a black, sans-serif font.A text link with a blue underline, reading "Register for an Account".A text link reading "Login".

STEP 4:

Select registration type from the drop-down box.

A screenshot of a web form titled "SELECT REGISTRATION TYPE". On the left, there is a label "User Role *" with a red asterisk. To the right is a dropdown menu. The menu is open, showing a list of options: "School Registration (Competing in School Stream ONLY)", "Athlete Membership", "Coach Membership", "Judge Membership", "Club Registration", "School Registration (Competing in School Stream ONLY)", and "School Registration (School/Elementary/National/International)". The second-to-last option is highlighted with a blue background.

STEP 5:

Complete the 'NAME' fields provided.

Please Note: The details you provide in these fields will serve as your account login credentials.

NAME

Club Name *	<input type="text"/>
Password *	<input type="password"/>
Repeat Password *	<input type="password"/>
First Name *	<input type="text"/>
Last Name *	<input type="text"/>
Nickname	<input type="text"/>
E-mail *	<input type="text"/>

IMPORTANT:

- **Please note that regardless of whether a club/school/individual has held a membership with FISAF in past years, ALL 2022 members are required to register a NEW account**
- The system accepts 1 email address per user. If you have multiple registrations/memberships to complete, these will need to be done with a different email address.

STEP 6:

Complete the 'CLUB OR SCHOOL' fields provided.

CLUB OR SCHOOL

Business Name *	<input type="text"/>
Business Website *	<input type="text"/>
Business Address *	<input type="text"/>
State *	Choose One ... ▾
Business Email *	<input type="text"/>
Business Phone *	<input type="text"/>
Business ABN *	<input type="text"/>

STEP 7:

Complete the 'CONTACT DETAILS' fields provided.

CONTACT DETAILS (SCHOOL COORDINATOR DETAILS)

Contact Name *

Contact Gender *

Contact Date of Birth *

Contact Home Address *

Contact Phone Number *

Contact First Aid Cert *

Contact Working With Children *

Photo ID *

Important: For the Working With Children check upload, should you not hold a Blue Card (or similar), please upload your School Teach ID & or registration.

STEP 8:

Complete the 'PARTICIPATION AGREEMENTS' fields provided.

Please Note: To read & or download the policy documents, click on the link provided.

PARTICIPATION AGREEMENTS

Policy Document * I Agree
By ticking this box, you confirm your understanding and acceptance of the acknowledgements, declarations and agreements in the attached document. - [Policy Document](#)

Participation Waiver * I Agree
By ticking this box, you confirm your understanding and acceptance of the acknowledgements, declarations and agreements in the attached document. - [Participation Waiver](#)

School Terms * I Agree
By ticking this box, you confirm your understanding and acceptance of the acknowledgements, declarations and agreements in the attached document. - [Schools Term and Conditions Document](#)

Music Licence * I Agree
By ticking this box, you confirm your club or school holds the necessary music licence for the 2020 competition season.

STEP 9:

Select 'SUBSCRIPTION TYPE'.

Please Note:

- The total number of *athletes* refers to current *enrolled* students at your school participating in FISAF Australia events.
- The total number of *Coaches/ Coordinators* refers to School staff members of your school participating in FISAF Australia events.
- For public liability reasons, any persons who coach/choreograph for the school as a contractor (under an ABN) **or as a volunteer, must** complete an individual membership.

SUBSCRIPTION TYPE

- School 0 - 10 - \$50 until December 31, 2020
Total Coaches and Athletes
- School 11 - 25 - \$75 until December 31, 2020
- School 26 - 50 - \$125 until December 31, 2020
- School 51 - 75 - \$175 until December 31, 2020
- School 76 - 100 - \$225 until December 31, 2020
- School 101 - 125 - \$275 until December 31, 2020
- School 126+ - \$325 until December 31, 2020

STEP 10:

Complete the 'BILLING ADDRESS' fields provided.

BILLING ADDRESS

Country *	Australia
First Name *	
Last Name *	
Company Name	
Address *	
Town / City *	
State / County *	Select an option...
Postcode / Zip *	
Email Address *	
Phone *	

STEP 11:

Option a)

Unselect "Ship to a different address?"

Ship to a different address?

OR

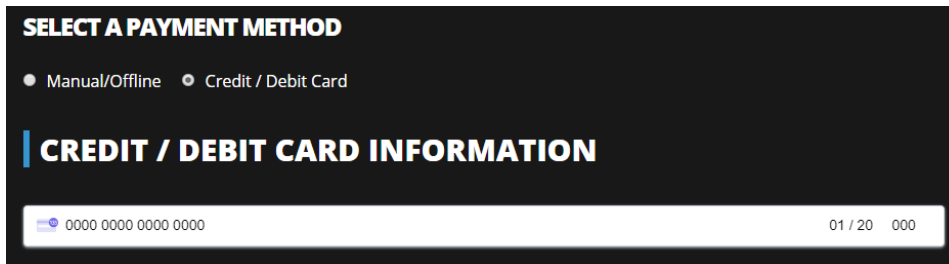
Complete the "SHIPPING ADDRESS" fields provided.

SHIPPING ADDRESS

Country *	Australia
First Name *	
Last Name *	
Company Name	
Address *	
Town / City *	
State / County *	Select an option...
Postcode / Zip *	

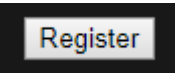
STEP 12:

Enter your payment details or to pay via invoice, please select 'Manual/Offline' option.

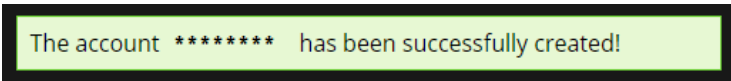


STEP 13:

Click the 'REGISTER' button.



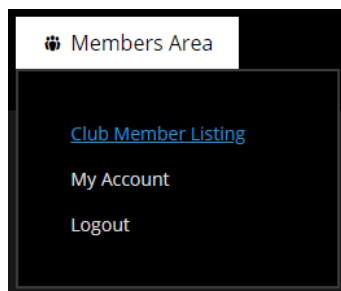
If you are successful, the following message should appear:



STEP 14:

Once you have successfully registered your school, you can then log in to your account.

Note: If you have registered under *SCHOOL REGISTRATION - Competing in School | Elementary | National | International*, you will also be able to view your School Member Listing once your athletes begin to complete their memberships.



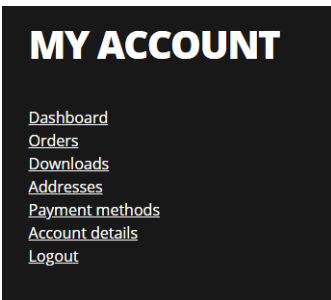
CLUB MEMBER LISTING

First Name	Last Name	Role	Email	Dob	Actions
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STEP 15:

Once logged in, you can select 'My Account' where the system will allow you to check the status of orders made through the site, update addresses, update payment methods as well as update your details including your file uploads.

MY ACCOUNT



MEMBERSHIPS

In 2022, all coaches, judges & Elementary Stream, National Stream & or International Stream athletes, must have a valid 2022 FISAF Australia Membership in order to participate in any event.

Once clubs/schools have completed the *registration* process (see above), athletes, coaches & judges will be able to select the club/school they are representing from a dropdown list. This dropdown list will only feature clubs/schools based on their residential address. Athletes, coaches & judges must represent a club/school which is located within the State in which they reside.

Please Note: In the event that members (athletes/teams only) would like to represent multiple clubs, athletes/teams must apply for consideration via a 'Request to Compete' form.

INDIVIDUAL MEMBERSHIPS – ATHLETES

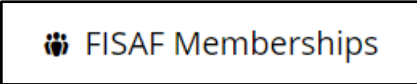
To complete your individual membership, follow the steps below:

STEP 1:

Go to our website: www.fisafaustalia.com.au

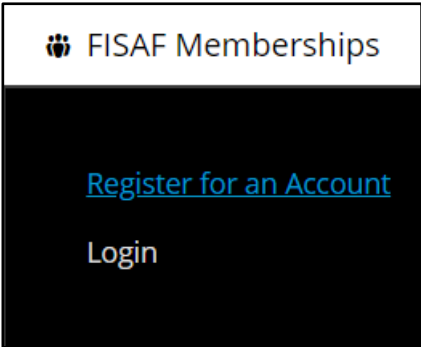
STEP 2:

Click on the 'FISAF Memberships' button, located on the top page menu.

A rectangular button with a white background and a black border. On the left is the FISAF logo (a stylized figure with arms raised), followed by the text "FISAF Memberships" in a sans-serif font.

STEP 3:

Click on 'Register for an account'.

A screenshot of a website menu. At the top is the FISAF logo and the text "FISAF Memberships". Below this is a dark background with two options: "Register for an Account" in blue text and "Login" in white text.

FISAF Memberships

[Register for an Account](#)

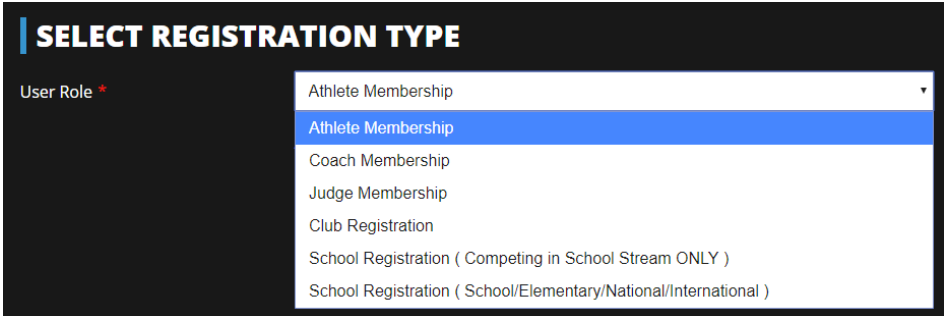
Login

STEP 4:

Select registration type from the drop-down box.

SELECT REGISTRATION TYPE

User Role *

A screenshot of a dropdown menu. The title is "SELECT REGISTRATION TYPE". Below it is a label "User Role *" followed by a dropdown box. The dropdown box is open, showing a list of options: "Athlete Membership" (highlighted in blue), "Coach Membership", "Judge Membership", "Club Registration", "School Registration (Competing in School Stream ONLY)", and "School Registration (School/Elementary/National/International)".

Athlete Membership

Athlete Membership

Coach Membership

Judge Membership

Club Registration

School Registration (Competing in School Stream ONLY)

School Registration (School/Elementary/National/International)

STEP 5:

Complete the 'NAME' fields provided.

Please Note: The details you provide in these fields will serve as your account login credentials.

IMPORTANT:

- **Please note that regardless of whether a club/school/individual has held a membership with FISAF in past years, ALL 2022 members are required to register a NEW account**
- The system accepts 1 email address per user. If you have multiple registrations/memberships to complete, these will need to be done with a different email address.

The 'NAME' form contains the following fields:

- Username ***: info@inspireeventsaustralia.com.au
- Password ***: [Redacted]
- Repeat Password ***: [Redacted]
- E-mail ***: [Redacted]

STEP 6:

Complete the 'ATHLETE INFORMATION' fields provided.

The 'ATHLETE INFORMATION' form contains the following fields:

- Firstname**: [Redacted]
- Lastname**: [Redacted]
- Nickname**: [Redacted]
- Athlete Gender**: Female
- Athlete Date of Birth**: [Redacted]

STEP 7:

If you have multiple children & or need to purchase multiple memberships for different people, click on the "ADD ADDITIONAL ATHLETE" box provided.

Add Additional Athlete

Once selected you will need to complete the additional 'ATHLETE INFORMATION' fields provided.

The additional 'ATHLETE INFORMATION' form contains the following fields:

- Firstname**: [Redacted]
- Lastname**: [Redacted]
- Nickname**: [Redacted]
- Athlete Gender**: Female
- Athlete Date of Birth**: [Redacted]

Buttons: **Add Additional Athlete** (grey), **Remove Athlete** (red)

STEP 8:

If any of the athletes are under the age of 18 you must tick the 'YES' box provided.

Are any of the above athletes under Yes
the age of 18 years?

Once the 'YES' box is selected you will need to complete the 'PARENT/GUARDIAN' fields provided.

PARENT / GUARDIAN

Parent Name *	<input type="text"/>
Parent Date of Birth	<input type="text"/>
Parent Email	<input type="text"/>
Parent Phone *	<input type="text"/>

STEP 7:

Complete the 'ADDRESS' fields provided.

ADDRESS

Street Address *	<input type="text"/>
Suburb *	<input type="text"/>
State *	<input type="text" value="Choose One"/>
Post code *	<input type="text"/>

STEP 8:

Select your Club/School affiliation from the drop box.

CLUB/SCHOOL AFFILIATION

Select Club

Club Affiliation *

IMPORTANT: Clubs/Schools will only appear on the drop box from your state of residence. Additionally, if your club/school has not yet completed their registration, they will not appear on the drop-down box.

STEP 9:

Complete the 'PARTICIPATION AGREEMENTS' fields provided.

Please Note: To read & or download the policy documents, click on the link provided.

PARTICIPATION AGREEMENTS

Policy Document * I Agree
By ticking this box, you confirm your understanding and acceptance of the acknowledgements, declarations and agreements in the attached document. - [Policy Document](#)

Participation Waiver * I Agree
By ticking this box, you confirm your understanding and acceptance of the acknowledgements, declarations and agreements in the attached document. - [Participation Waiver](#)

STEP 10:

Select 'SUBSCRIPTION TYPE'.

SUBSCRIPTION TYPE

Athlete Subscription - \$40 until December 31, 2020
Athlete Early Bird Pricing

STEP 11:

Complete the 'BILLING ADDRESS' fields provided.

BILLING ADDRESS

Country *

First Name *

Last Name *

Company Name

Address *

Town / City *

State / County *

Postcode / Zip *

Email Address *

Phone *

STEP 12:

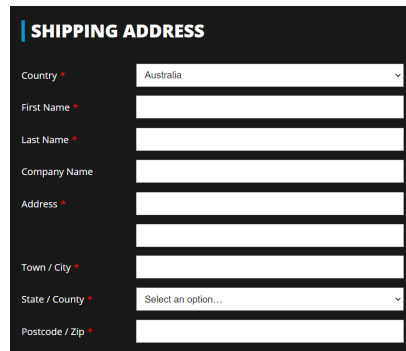
Option a)

Unselect “Ship to a different address?”

Ship to a different address?

OR

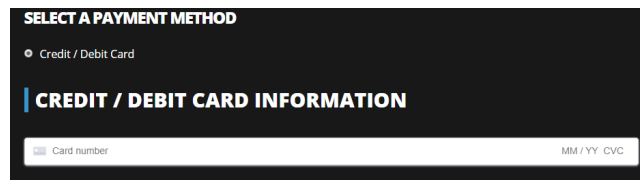
Complete the “SHIPPING ADDRESS” fields provided.



The screenshot shows a form titled "SHIPPING ADDRESS" with the following fields: Country (dropdown menu with "Australia" selected), First Name (text input), Last Name (text input), Company Name (text input), Address (text input), Town / City (text input), State / Country (dropdown menu with "Select an option..." selected), and Postcode / Zip (text input).

STEP 13:

Enter your payment details.



The screenshot shows a form titled "SELECT A PAYMENT METHOD" with a radio button selected for "Credit / Debit Card". Below this is a section titled "CREDIT / DEBIT CARD INFORMATION" with a text input field for "Card number" and a dropdown menu for "MM / YY CVC".

STEP 14:

Click the ‘REGISTER’ button.

Register

If you are successful, the following message should appear:

The account ***** has been successfully created!

STEP 15:

Once logged in, you can select ‘My Account’ where the system will allow you to check the status of orders made through the site, update addresses, update payment methods as well as update your details including your file uploads.

MY ACCOUNT

[Dashboard](#)
[Orders](#)
[Downloads](#)
[Addresses](#)
[Payment methods](#)
[Account details](#)
[Logout](#)

INDIVIDUAL MEMBERSHIPS – COACHES & JUDGES

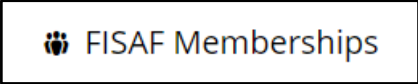
To complete your individual membership, follow the steps below:

STEP 1:

Go to our website: www.fisafaustralia.com.au

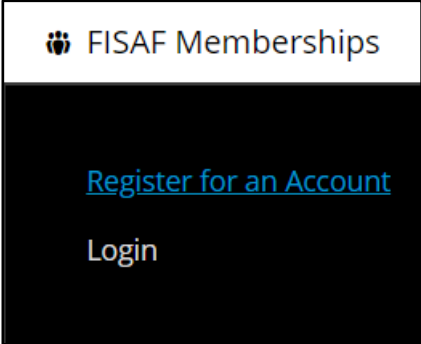
STEP 2:

Click on the 'FISAF Memberships' button, located on the top page menu.

A rectangular button with a white background and a black border. On the left is the FISAF logo (a stylized figure with arms raised), followed by the text "FISAF Memberships" in a black sans-serif font.

STEP 3:

Click on 'Register for an account'.

A dark grey rectangular menu box with a white header. The header contains the FISAF logo and the text "FISAF Memberships". Below the header, there are two options: "Register for an Account" in blue text and "Login" in white text.

FISAF Memberships

[Register for an Account](#)

Login

STEP 4:

Select registration type from the drop-down box.

SELECT REGISTRATION TYPE

User Role *

Coach Membership ▼

Athlete Membership

Coach Membership

Judge Membership

Club Registration

School Registration (Competing in School Stream ONLY)

School Registration (School/Elementary/National/International)

STEP 5:

Complete the 'NAME' fields provided.

Please Note: The details you provide in these fields will serve as your account login credentials.

IMPORTANT:

- **Please note that regardless of whether a club/school/individual has held a membership with FISAF in past years, ALL 2022 members are required to register a NEW account**
- The system accepts 1 email address per user. If you have multiple registrations/memberships to complete, these will need to be done with a different email address.

NAME

Username *

Password *

Repeat Password *

First Name *

Last Name *

Nickname

E-mail *

Gender *

Date of Birth *

Phone Number *

STEP 6:

Complete the 'ADDRESS' fields provided.

ADDRESS

Street Address *

Suburb *

State *

Post code *

- **IMPORTANT:**
 - o **JUDGES ONLY:** For independent judges, who are **not** affiliated with a club or school, please select Queensland as your State of Residence. This will provide you with the JUDGE MEMBERSHIP choice in the Club/School affiliation drop down box.

STEP 7:

Select your Club/School affiliation from the drop box.

CLUB/SCHOOL AFFILIATION

Select Club

Club Affiliation *

IMPORTANT: Clubs/Schools will only appear on the drop box from your state of residence. Additionally, if your club/school has not yet completed their registration, they will not appear on the drop-down box.

STEP 8:

Complete the 'PARTICIPATION AGREEMENTS' fields provided.

Please Note: To read & or download the policy documents, click on the link provided.

PARTICIPATION AGREEMENTS

First Aid Certificate *

Working with Children *

Photo for ID *

Policy Document * I Agree
By ticking this box, you confirm your understanding and acceptance of the acknowledgements, declarations and agreements in the attached document. - [Policy Document](#)

Participation Waiver * I Agree
By ticking this box, you confirm your understanding and acceptance of the acknowledgements, declarations and agreements in the attached document. - [Participation Waiver](#)

STEP 9:

Select 'SUBSCRIPTION TYPE'.

SUBSCRIPTION TYPE

Coach Subscription - \$40 until December 31, 2020
Coach Early Bird Pricing

OR

SUBSCRIPTION TYPE

Judge Subscription - \$40 until December 31, 2020
Judge Early Bird Pricing

STEP 10:

Complete the 'BILLING ADDRESS' fields provided.

BILLING ADDRESS

Country *	Australia
First Name *	
Last Name *	
Company Name	
Address *	
Town / City *	
State / County *	Select an option...
Postcode / Zip *	
Email Address *	
Phone *	

STEP 11:

Option a)

Unselect "Ship to a different address?"

Ship to a different address?

OR

Complete the "SHIPPING ADDRESS" fields provided.

SHIPPING ADDRESS

Country *	Australia
First Name *	
Last Name *	
Company Name	
Address *	
Town / City *	
State / County *	Select an option...
Postcode / Zip *	

STEP 12:

Enter your payment details.

SELECT A PAYMENT METHOD

Credit / Debit Card

CREDIT / DEBIT CARD INFORMATION

Card number MM / YY CVC

STEP 13:

Click the 'REGISTER' button.

Register

If you are successful, the following message should appear:

The account ***** has been successfully created!

STEP 14:

Once logged in, you can select 'My Account' where the system will allow you to check the status of orders made through the site, update addresses, update payment methods as well as update your details including your file uploads.

MY ACCOUNT

[Dashboard](#)
[Orders](#)
[Downloads](#)
[Addresses](#)
[Payment methods](#)
[Account details](#)
[Logout](#)