

HOCKEY CANADA REGISTRY (HCR) 3.0:

How to create an account

Welcome to the new **Hockey Canada Registry (HCR) 3.0!**

This new platform has eliminated the need for an ***eHockey account***. Moving forward, this will be your one-stop shop for everything hockey!

Before you get started with **HCR 3.0**, you will need to do is *create a new account*. We have created this guide to help walk you through the process.

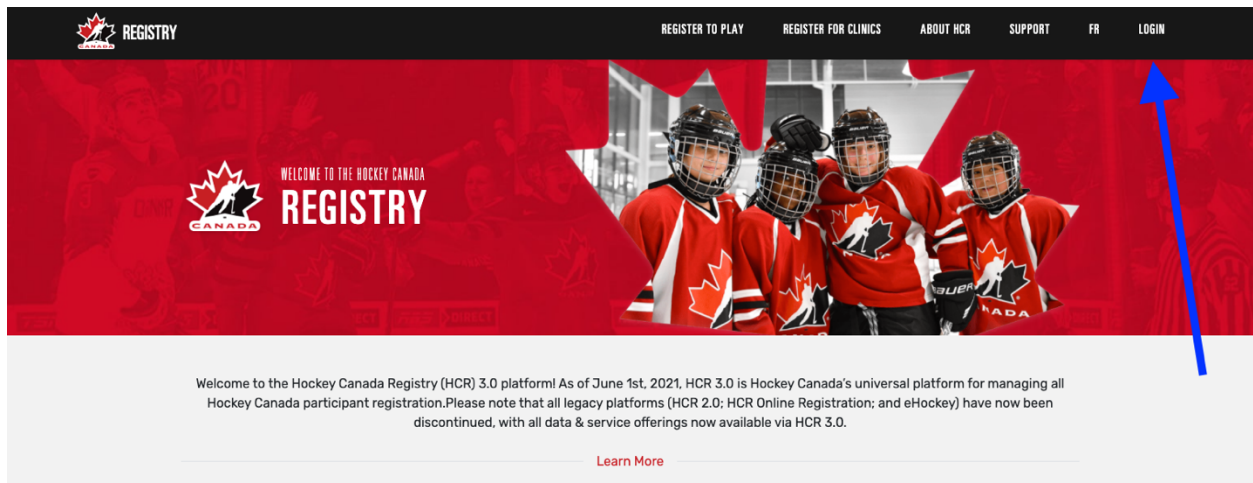
Step 1:

The first thing you will need to do is go to the [HCR 3.0 website](https://register.hockeycanada.ca/home) at the link below.

Hockey Canada Registry 3.0 website link: <https://register.hockeycanada.ca/home>

Step 2:

Next, you will need to click **LOGIN** in the top right corner (see the [blue arrow](#) below).



REGISTRY

REGISTER TO PLAY REGISTER FOR CLINICS ABOUT HCR SUPPORT FR LOGIN

WELCOME TO THE HOCKEY CANADA
REGISTRY

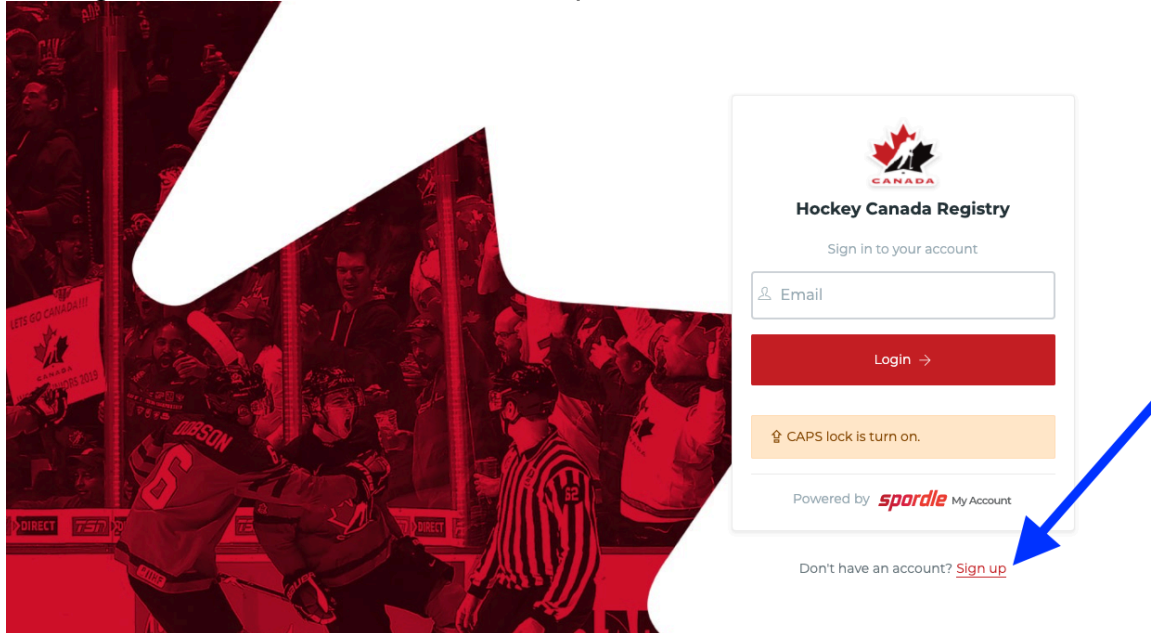
Welcome to the Hockey Canada Registry (HCR) 3.0 platform! As of June 1st, 2021, HCR 3.0 is Hockey Canada's universal platform for managing all Hockey Canada participant registration. Please note that all legacy platforms (HCR 2.0; HCR Online Registration; and eHockey) have now been discontinued, with all data & service offerings now available via HCR 3.0.

[Learn More](#)

Step 3:

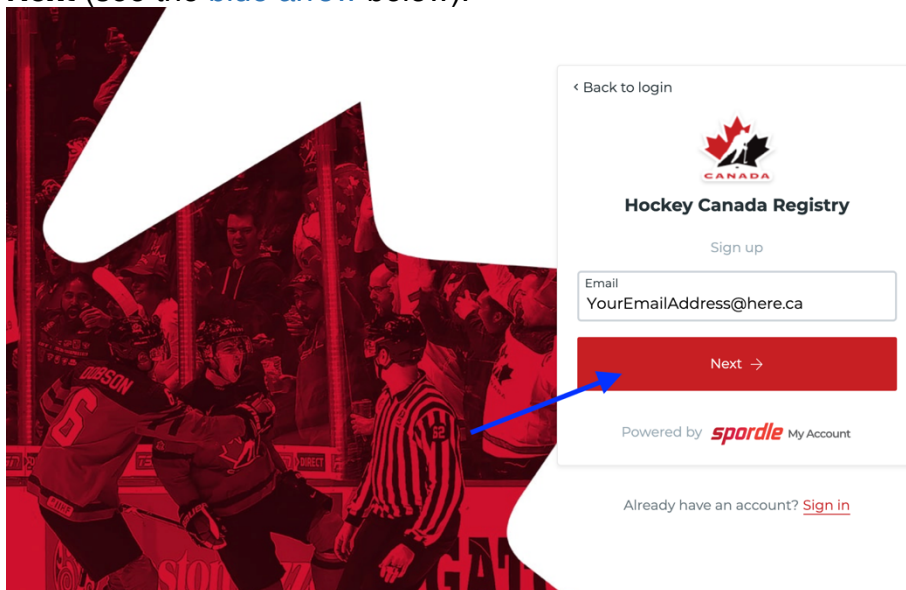
To create a new account, click on the **Sign up** link (see the [blue arrow](#) below). This will allow you to begin the registration process.

Please note: If you had an account within the old **HCR** or with **eHockey**, that account is no longer valid. You **must** create a new profile.



Step 4:

Enter a valid email address (your username) in the blank space below, and then click **Next** (see the [blue arrow](#) below).



Step 5:

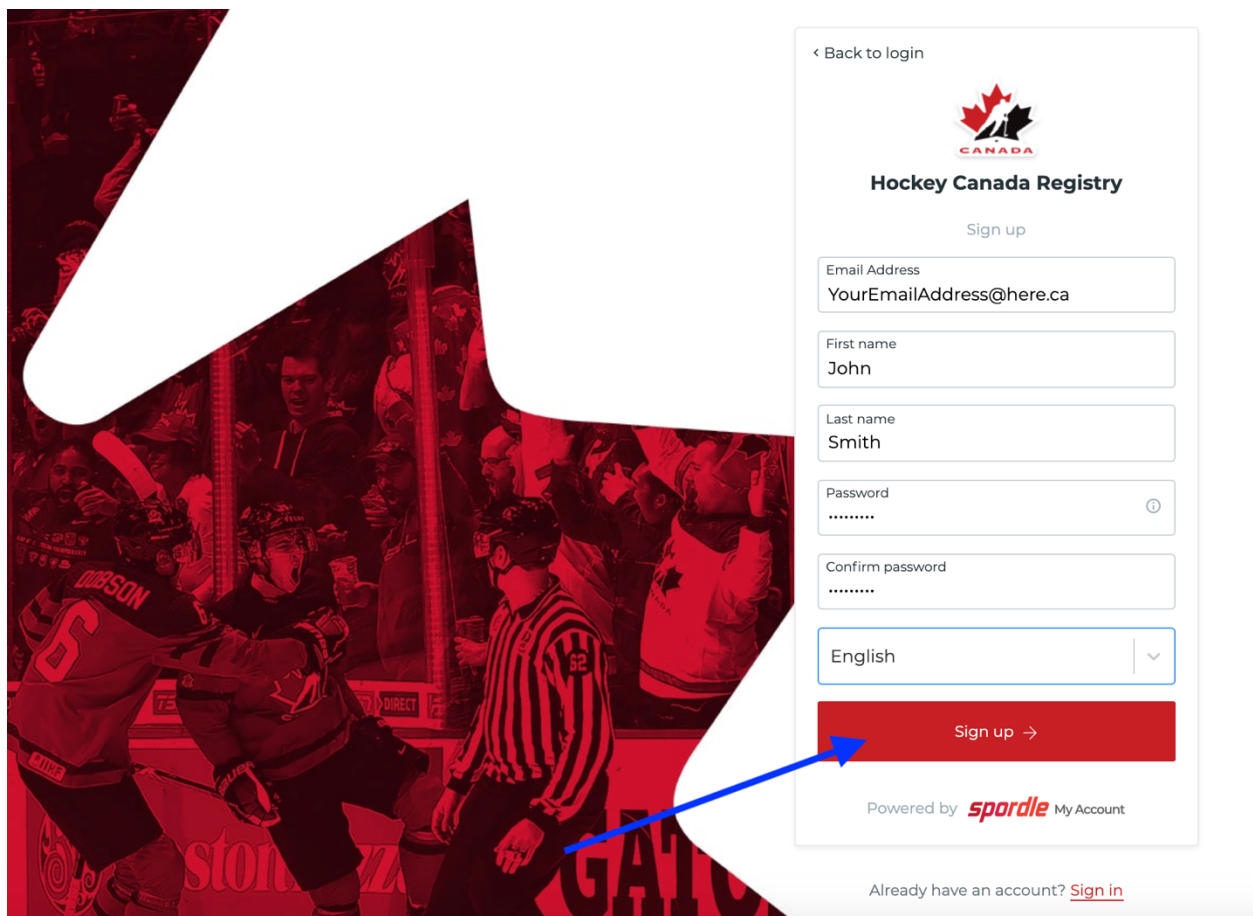
Next, you will need to enter your *first name* and *last name* into the required fields.

Then you will need to **create** and **confirm your new password**.

Please note: Your **new password** will require the following:

- Must be at least 8 characters
- Must have 1 number
- Must have 1 uppercase letter
- Must have 1 lowercase letter
- Must have 1 special character

Once you have entered all of the required information, click **Sign up** (see the [blue arrow](#) below).



The image shows a screenshot of the Hockey Canada Registry sign-up form. The form is overlaid on a background image of hockey players and fans. A large white arrow points from the text above to the 'Sign up' button. The form includes the following fields and elements:

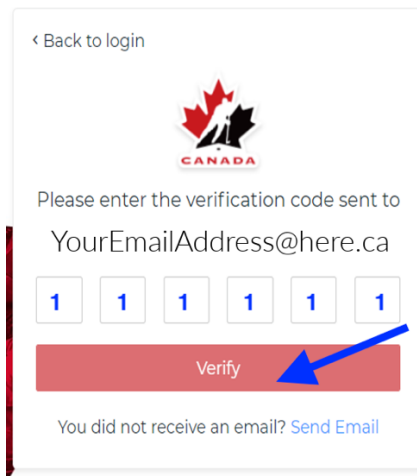
- Back to login link
- Hockey Canada logo
- Hockey Canada Registry title
- Sign up button
- Email Address field (placeholder: YourEmailAddress@here.ca)
- First name field (value: John)
- Last name field (value: Smith)
- Password field (masked with dots, includes a help icon)
- Confirm password field (masked with dots)
- Language dropdown menu (value: English)
- Sign up button (with a right arrow)
- Powered by spordle My Account text
- Already have an account? Sign in link

Step 6:

After you have completed the previous step, you will receive a **verification code** via email (to the email address you signed up with).

This email may be directed to your **junk mail** so it is important to check both your **inbox** and **junk mail** (or **spam**) folders.

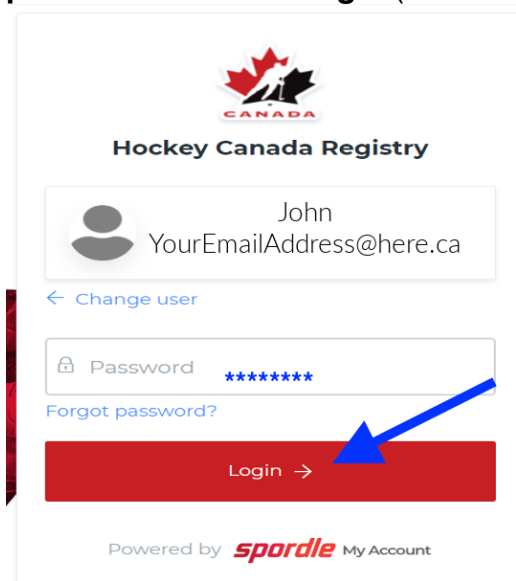
Enter the **verification code** in the required fields then click **Verify** (see the [blue arrow](#) below).



The screenshot shows a verification screen with the Hockey Canada logo at the top. Below the logo, it says "Please enter the verification code sent to YourEmailAddress@here.ca". There are six input boxes, each containing the digit "1". Below the input boxes is a red "Verify" button with a blue arrow pointing to it. At the bottom, there is a link that says "You did not receive an email? [Send Email](#)".

Step 7:

After you have entered your **verification code**, you will be required to re-enter your **password** and click **Login** (see the [blue arrow](#) below).



The screenshot shows a login screen with the Hockey Canada logo at the top. Below the logo, it says "Hockey Canada Registry". There is a user profile section with a grey circle icon, the name "John", and the email address "YourEmailAddress@here.ca". Below this is a link that says "< Change user". There is a password input field with a lock icon, the text "Password", and seven asterisks "*****". Below the password field is a link that says "Forgot password?". At the bottom is a red "Login" button with a right-pointing arrow and a blue arrow pointing to it. At the very bottom, it says "Powered by **spordle** My Account".

Step 8:

Next, you will be brought to the **Hockey Canada terms and conditions** – please read and then click **I agree** (see the [blue arrow](#) below).



Hockey Canada Registry

Terms and conditions

Please read and accept the following terms and conditions of use before proceeding.

Spordle Terms of Use

Terms and Conditions

User Agreement

This User Agreement ("Agreement") is entered into between Spordle Inc. ("Spordle") and the user ("User", "you", "your") to govern your use of the Spordle Solutions ("Solutions") that you will access from the Spordle ID platform either through Spordle My Account ("User Account"). Please read this agreement carefully. You must agree to all of the terms of this agreement to use Spordle My Account.

By clicking the "I Agree" checkbox or by accessing, browsing or using the Platform, you agree to be bound by these Terms of Service and any related policies or guidelines, including any subsequent amendments or modifications.

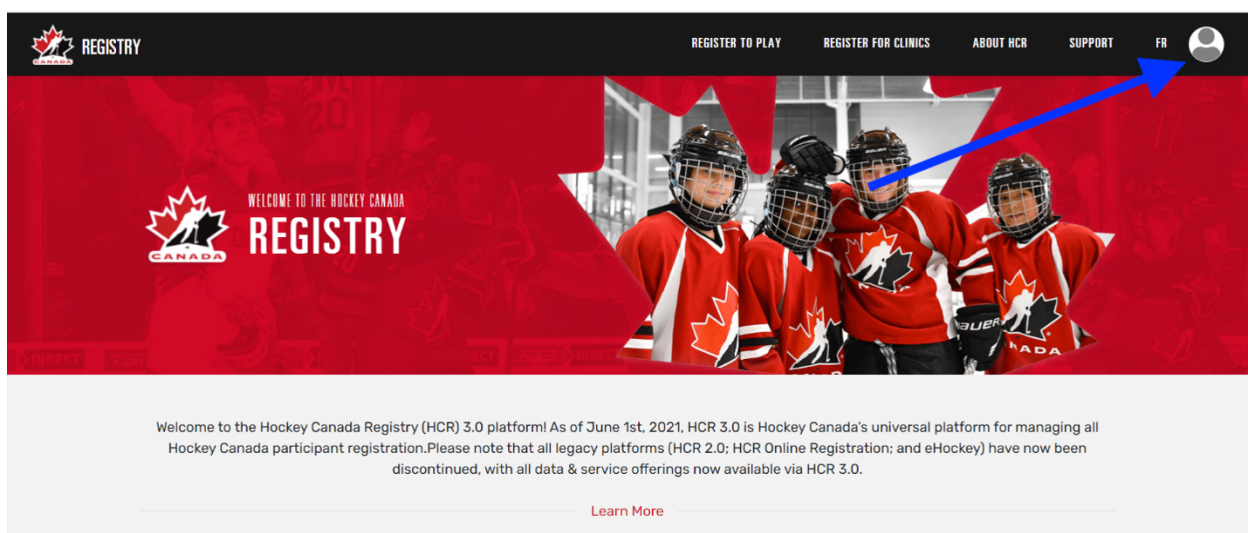
Decline & exit [I agree ✓](#)

Powered by **spordle** My Account

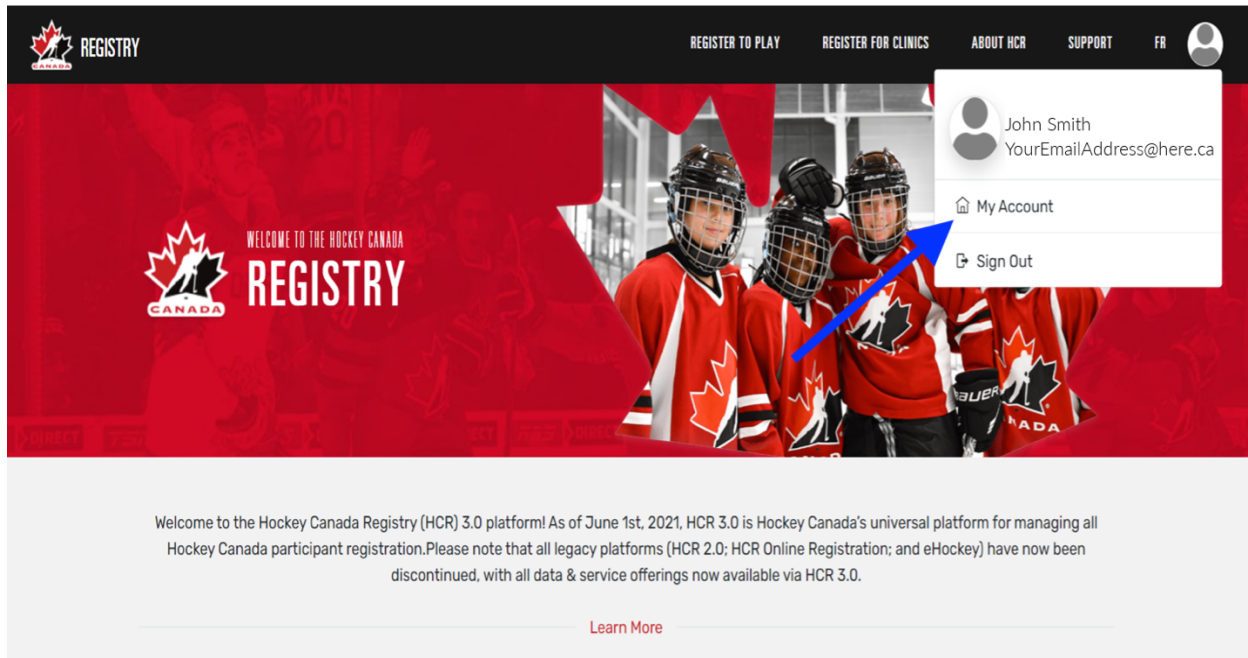
Step 9:

After clicking **I agree**, you will be directed back to the **Hockey Canada Registry 3.0** homepage.

Next, please click on the **circle** in the top right corner (see the [blue arrow](#) below).



From the drop-down menu, click on **My Account** (see the [blue arrow](#) below).

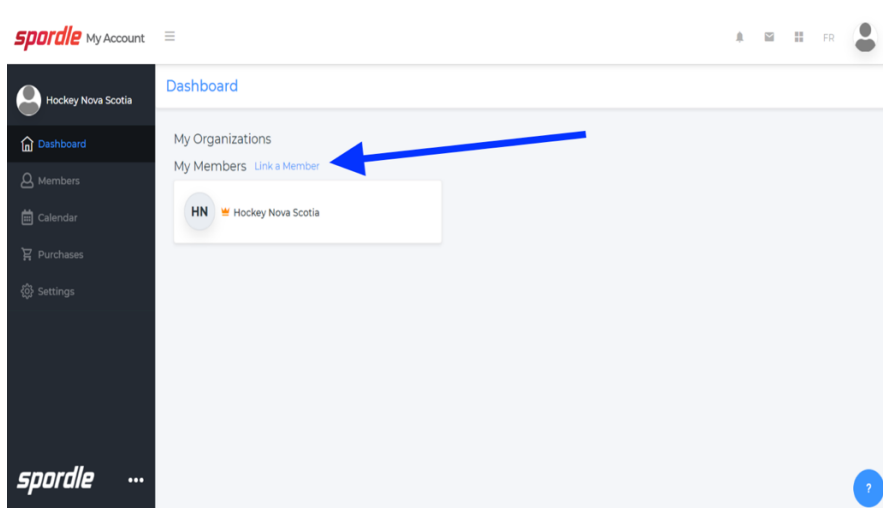


Step 10:

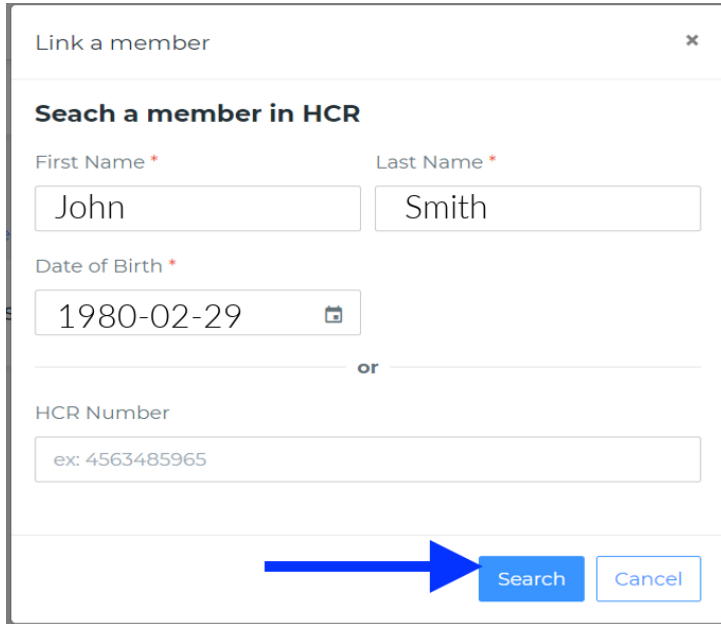
Next, you will be directed to your **HCR 3.0 Dashboard**. The dashboard will give you several options.

One of the most *important first steps* is to **link** your old HCR participant account.

Much like your old **eHockey** account, you will need to **link yourself (your old HCR participant number)** to your new **HCR 3.0** account. To do this, click on the [blue Link a member](#) link (see the [blue arrow](#) below).



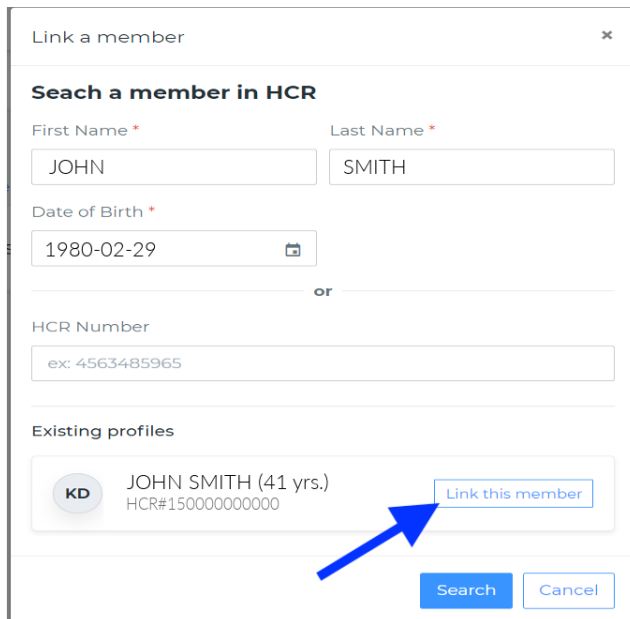
Search for your account by entering your **first name**, **last name**, and **date of birth** (or, if you know your **HCR number**, you can enter that) and click **Search** (see the [blue arrow](#) below).



The screenshot shows a web form titled "Link a member" with a close button (x) in the top right corner. Below the title is the heading "Seach a member in HCR". There are four input fields: "First Name *" containing "John", "Last Name *" containing "Smith", "Date of Birth *" containing "1980-02-29" with a calendar icon, and "HCR Number" containing "ex: 4563485965". Below these fields is a horizontal line with the word "or" in the center. At the bottom of the form are two buttons: "Search" and "Cancel". A blue arrow points from the left towards the "Search" button.

This search will bring up any existing profiles in that name. This will also include the person's HCR number.

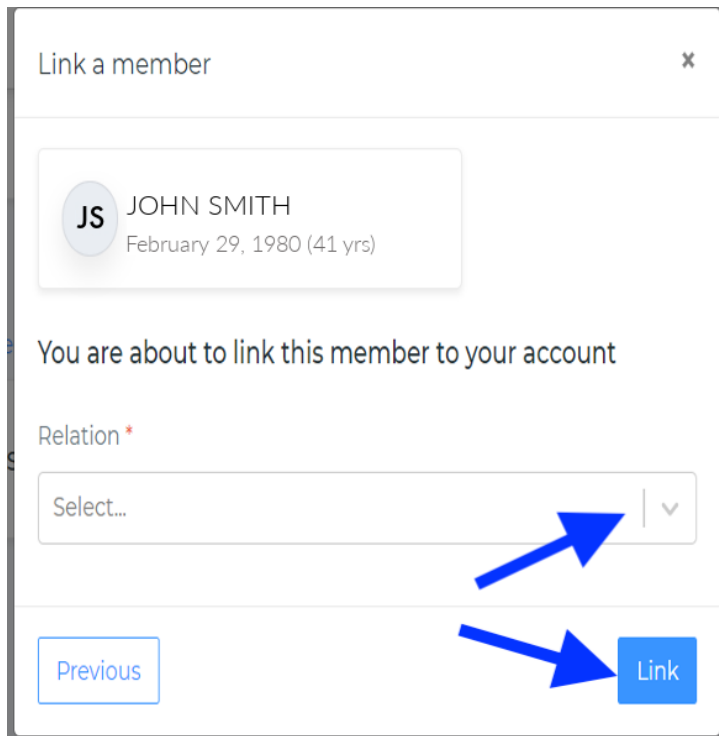
Confirm that the member you have found is the member you were looking for. When you have found the right profile, click **Link this member** (see the [blue arrow](#) below).



The screenshot shows the same "Link a member" form as above, but now with search results. The "First Name" field contains "JOHN", "Last Name" contains "SMITH", and "Date of Birth" contains "1980-02-29". Below the "HCR Number" field is a section titled "Existing profiles" which contains one entry: "KD JOHN SMITH (41 yrs.) HCR#150000000000". To the right of this entry is a button labeled "Link this member". A blue arrow points from the bottom left towards this button. At the bottom of the form are "Search" and "Cancel" buttons.

After you have found the member that you would like to link to your account, you will need to select what **relation** you are to the member.

To do this, click the **Relation** drop-down menu (see the first **blue arrow** below). To link yourself to your account in the list of options, you will need to select **Self** and then click **Link** (see the second **blue arrow** below).



Link a member

JS JOHN SMITH
February 29, 1980 (41 yrs)

You are about to link this member to your account

Relation *

Select... | v

Previous Link

Step 11:

Now that you have successfully linked yourself to your new **HCR 3.0** account, you should get familiar with the rest of the **HCR 3.0 Dashboard**.

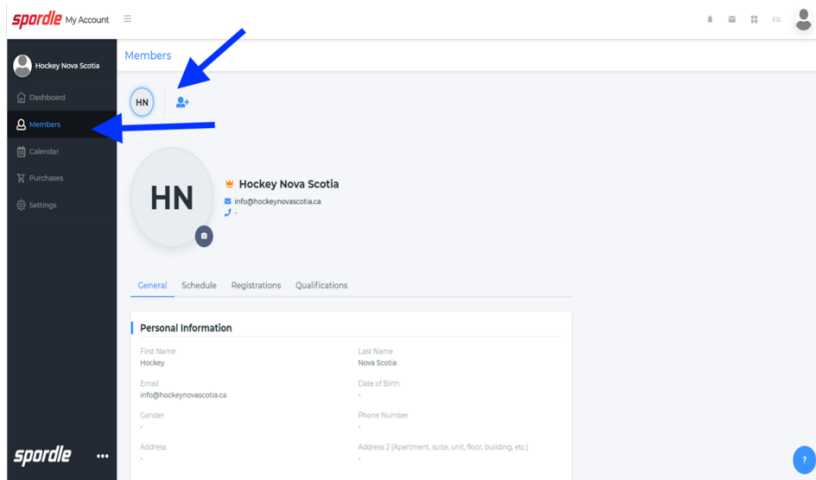
Below, we will quickly walk you through some of the following **Dashboard** areas to give you a better idea of what they are used for:

- Members
- Schedule
- Registrations
- Qualifications
- Calendar
- Purchases
- Settings

Members

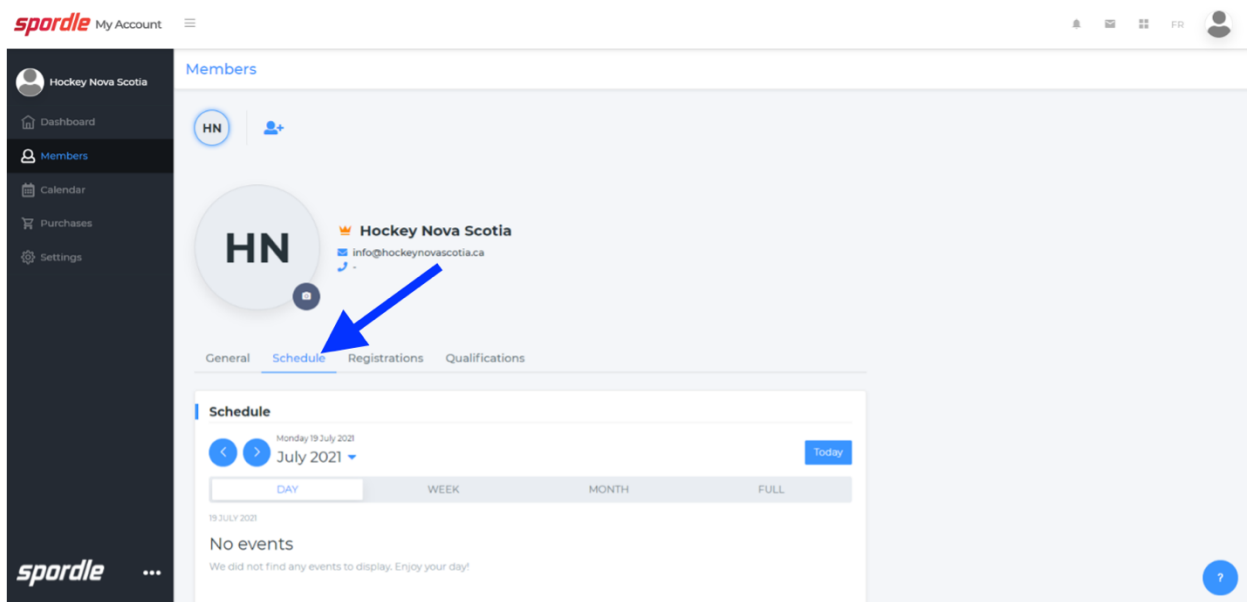
The **Members** section is where you can view information for the member profiles that are linked to your account.

You can toggle through your linked members by clicking on the circles (see the **HN circle** below to the left of the first **blue arrow**) or you can add a member by clicking on the **blue head** and **plus sign** (to the right of the first **blue arrow** below).



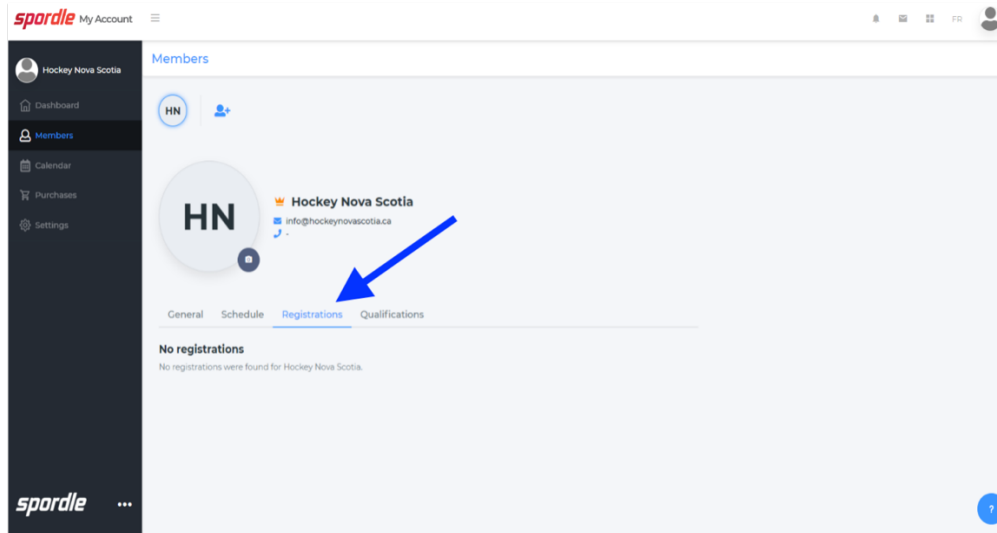
Schedule

The **Schedule** section is where you can view all of the **scheduled activities** for you and your linked members. This section will also display the **payments** that are scheduled for you and your linked members.



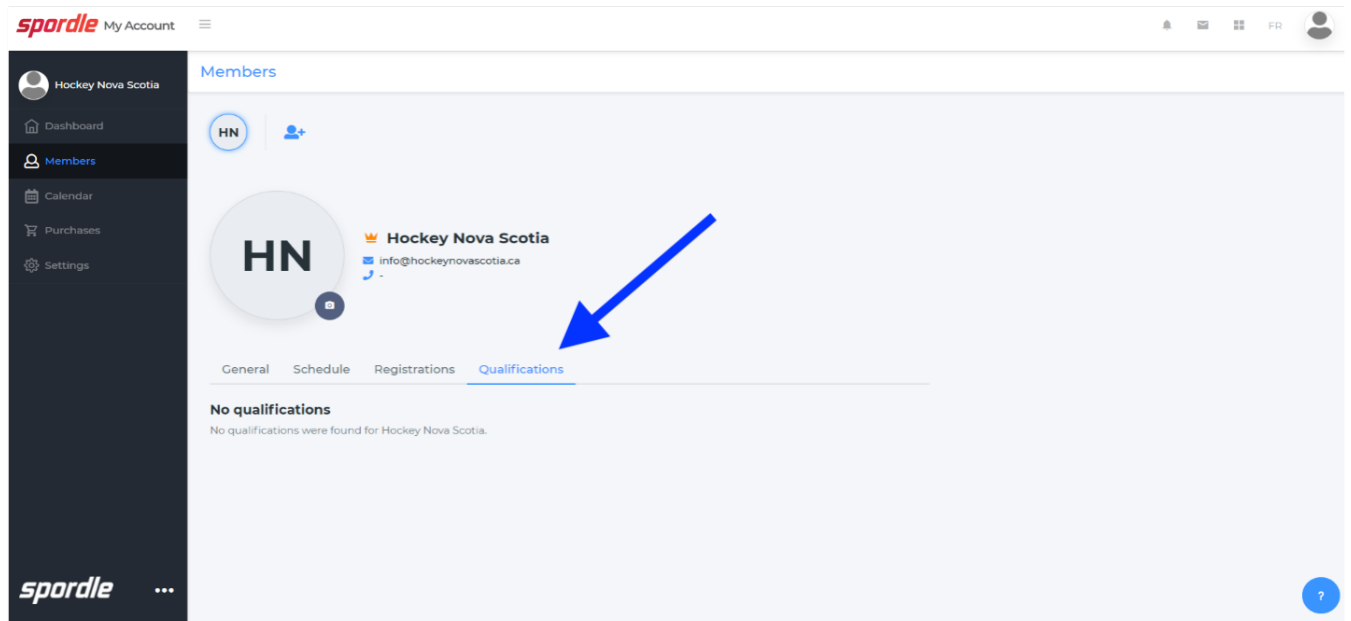
Registrations

The **Registrations** is fairly simple and straight-forward: It will display the history of the linked members' **registrations**.



Qualifications

The **Qualifications** tab is where you can find all of your linked members' qualifications. This section would include any **coaching** or **officiating** clinics your linked members have attended.

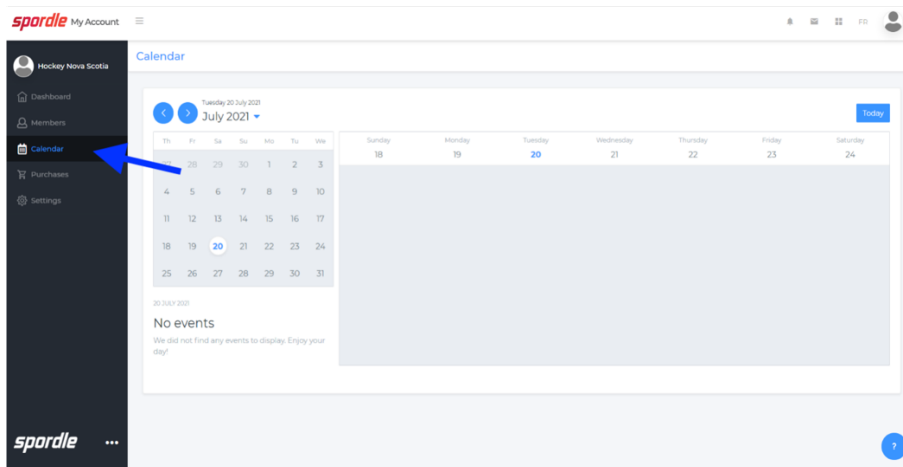


For example, this is what your **Qualifications** section may look like:

Season	Category	Qualification	Status
2010-2011	● Coach	*COACH 2 - COACH LEVEL	Certified
2008-2009	● Coach	*COACH 1 - INTRO TO COACH	Certified

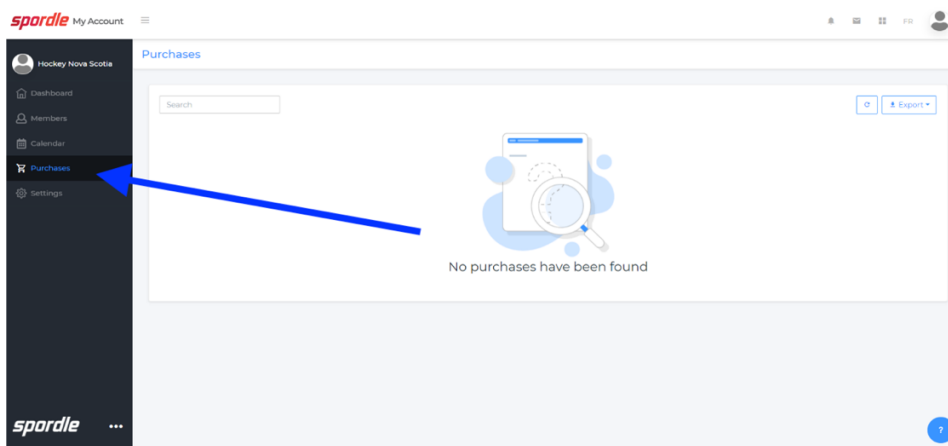
Calendar

The **Calendar** section is where you can see all of your linked members' scheduled activities, as well as any payments that are scheduled for you and your linked members. For example, this area will display any officiating or coaching clinics that you are registered for.



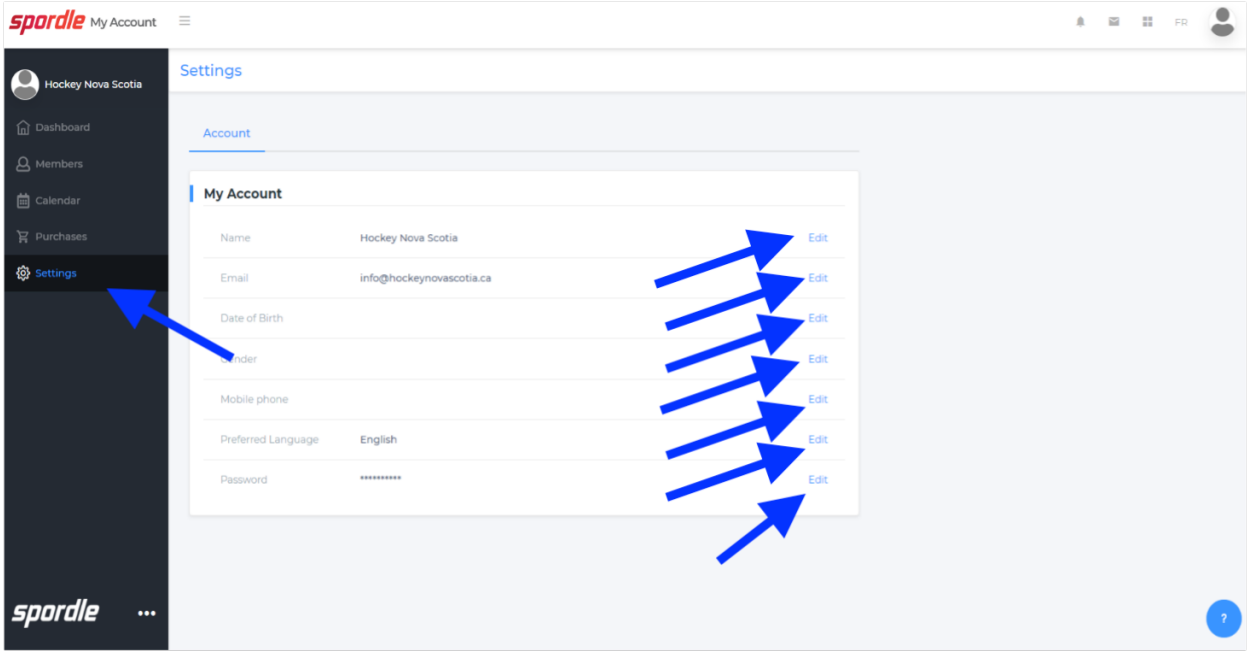
Purchases

The **Purchases** section is where you can view the history of all of your purchases for you and your linked members. For example, this section will display hockey season registrations, clinic registrations, and any items that you purchase.



Settings

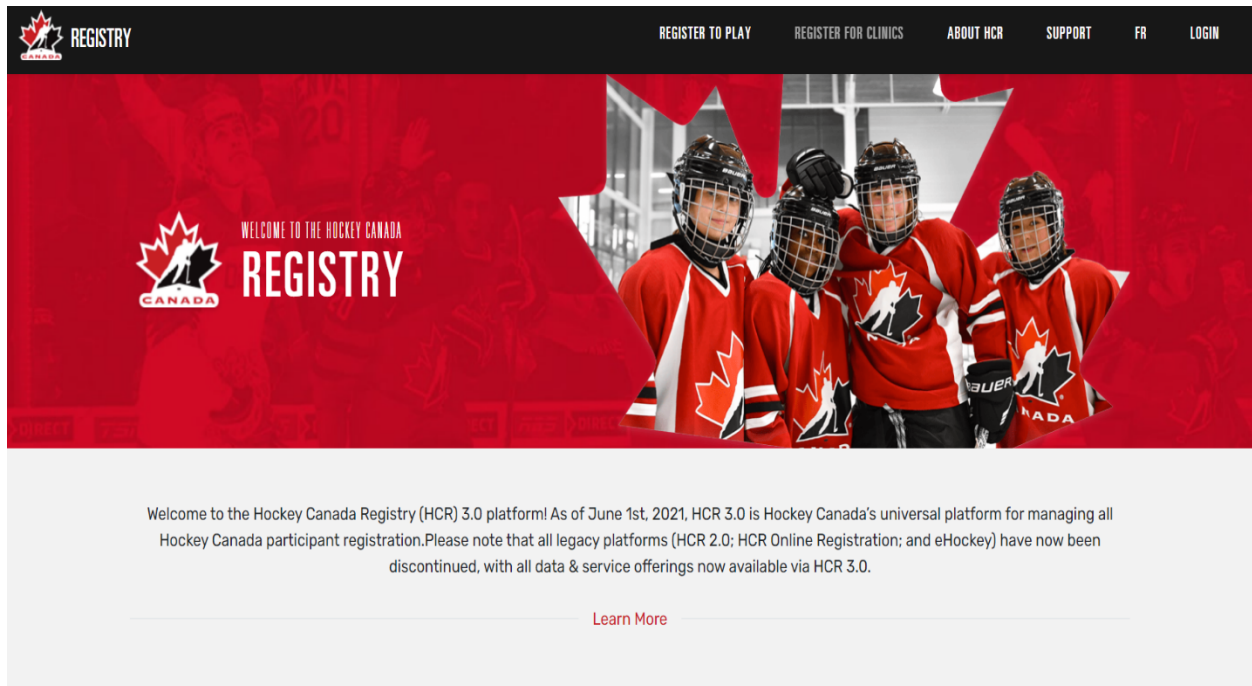
The **Settings** section is the area of the **HCR 3.0 Dashboard** that allows you to set up and edit all of your **personal information**. You can edit your information by clicking on each **blue Edit** button.



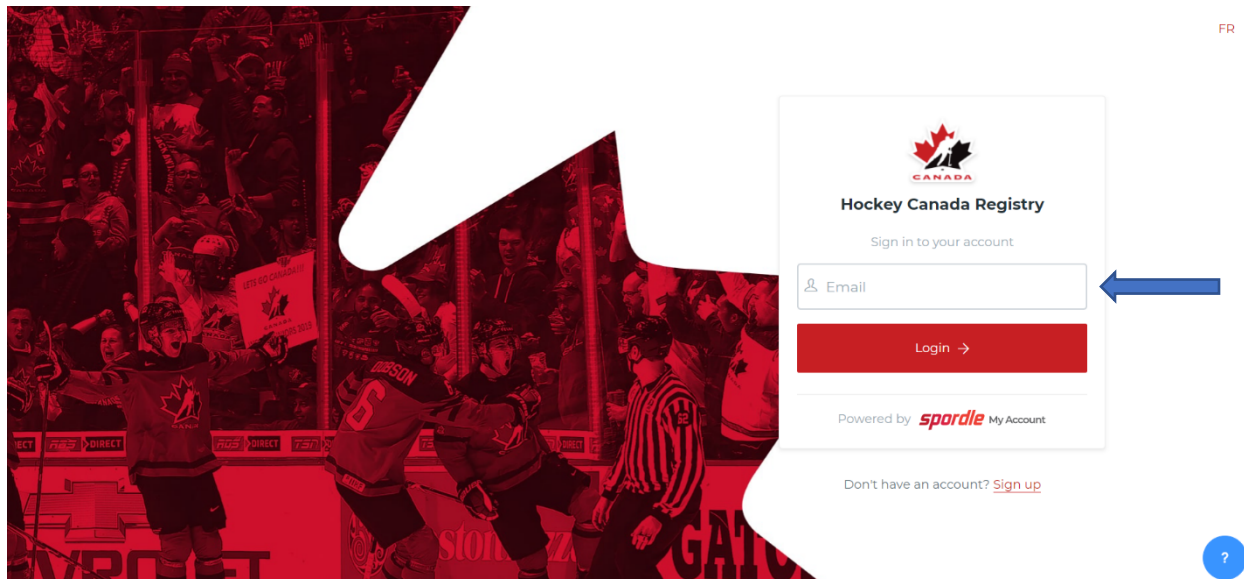
How to Register For a Clinic: HCR 3.0

GET STARTED HERE: <https://register.hockeycanada.ca/home>

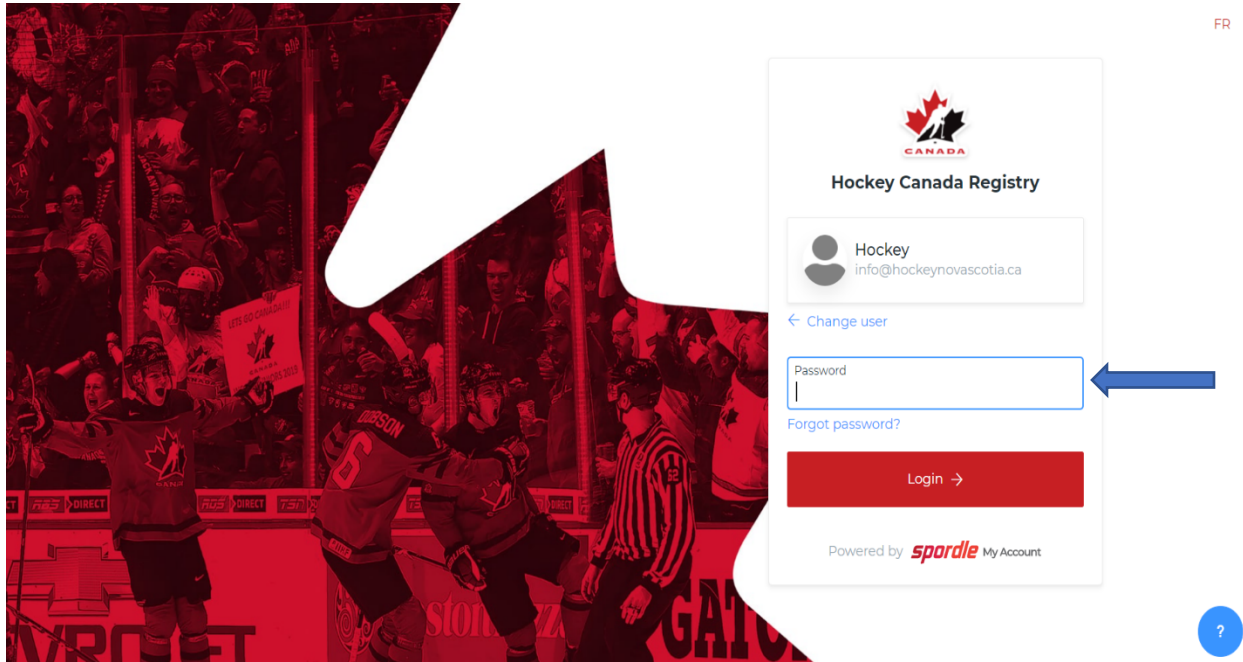
STEP 1: Log in to your account by clicking on the **Login** tab in the top right-hand corner.



STEP 2: Enter your email address.



STEP 3: Enter your password.



FR

Hockey Canada Registry

Hockey
info@hockeynovascotia.ca

[← Change user](#)

Password

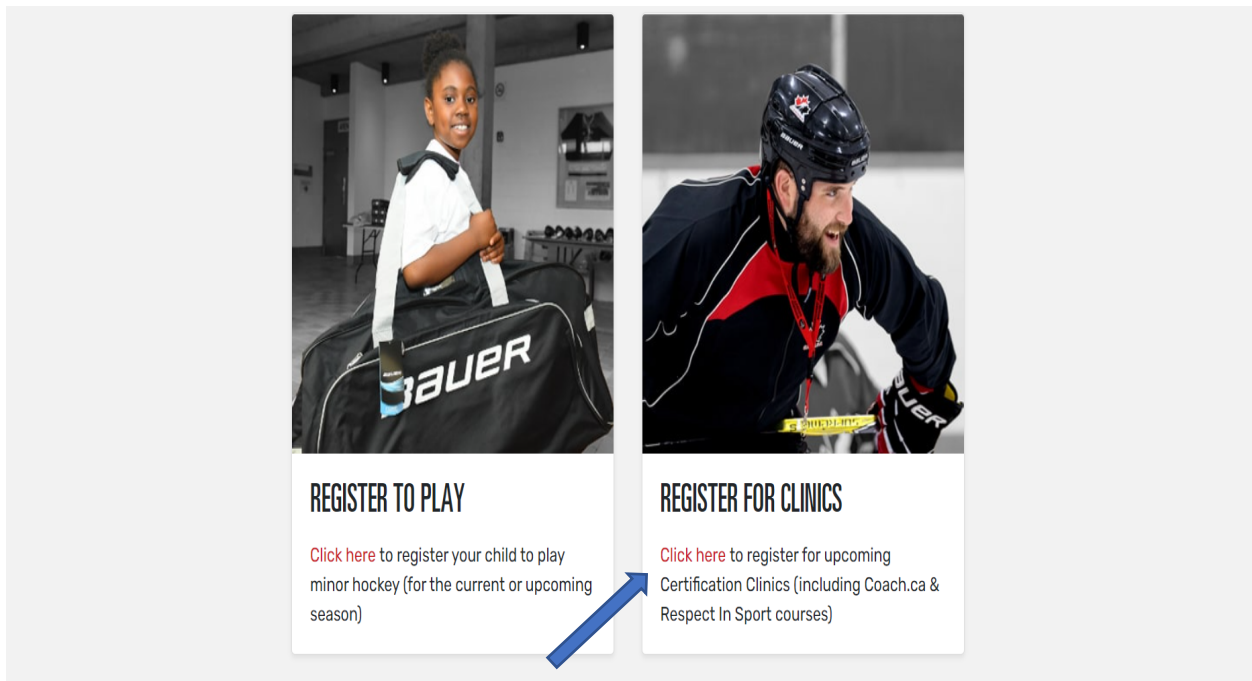
[Forgot password?](#)

Login →

Powered by **spordle** My Account

?

STEP 4: Scroll down until you find this image. Then click **Register For Clinics**.



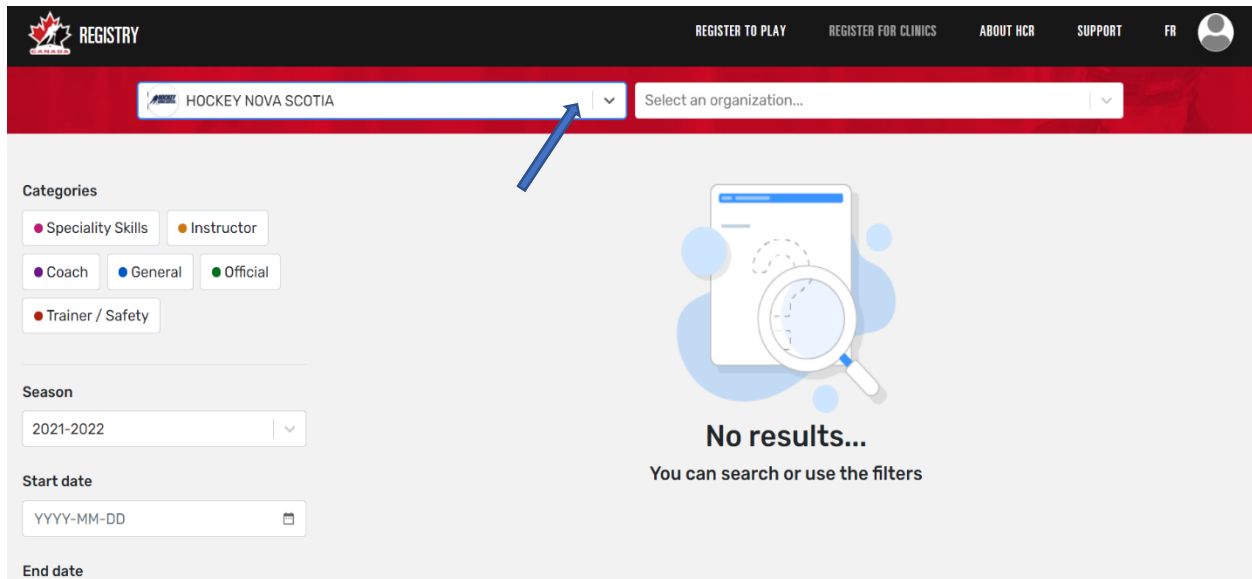
REGISTER TO PLAY

[Click here](#) to register your child to play minor hockey (for the current or upcoming season)

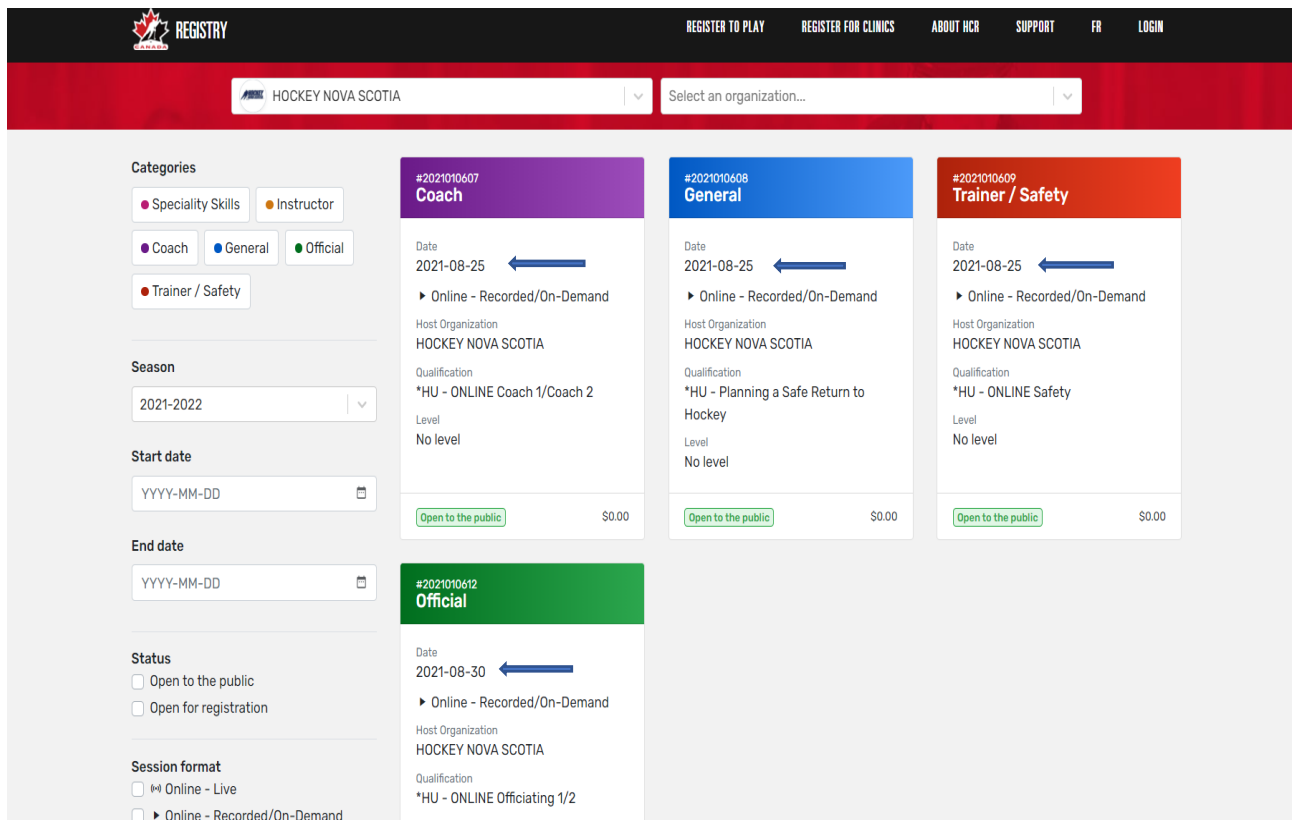
REGISTER FOR CLINICS

[Click here](#) to register for upcoming Certification Clinics (including Coach.ca & Respect In Sport courses)

STEP 5: Select the correct branch from the drop-down list: **Hockey Nova Scotia**.

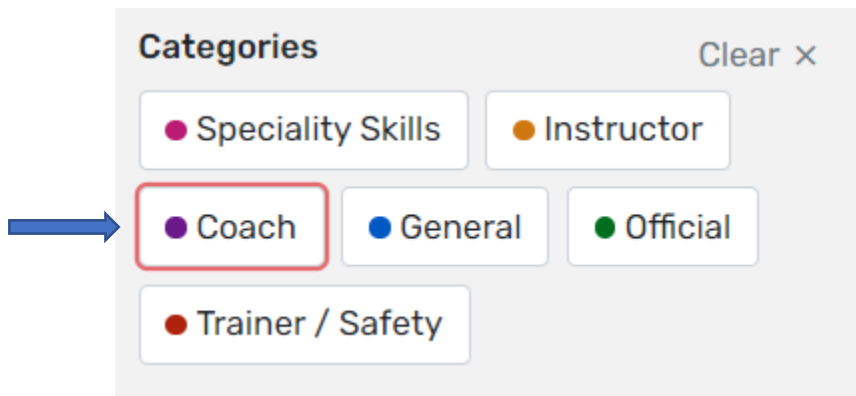


STEP 6: Once you choose **Hockey Nova Scotia**, you will then see a list of clinics that are being offered through that branch. **Please note** the date on each clinic is the date you are able to begin the registration process.



STEP 7: To find a particular type of clinic, you can select one of the **Categories** on the left-hand side of the page.

If you click on any of the Category tabs in this section, the clinics in that particular category will appear (**ex:** clicking on **Coach** will provide a list of our HU Online Coach 1/Coach 2, Intro to Coach, and Development 1 clinics).



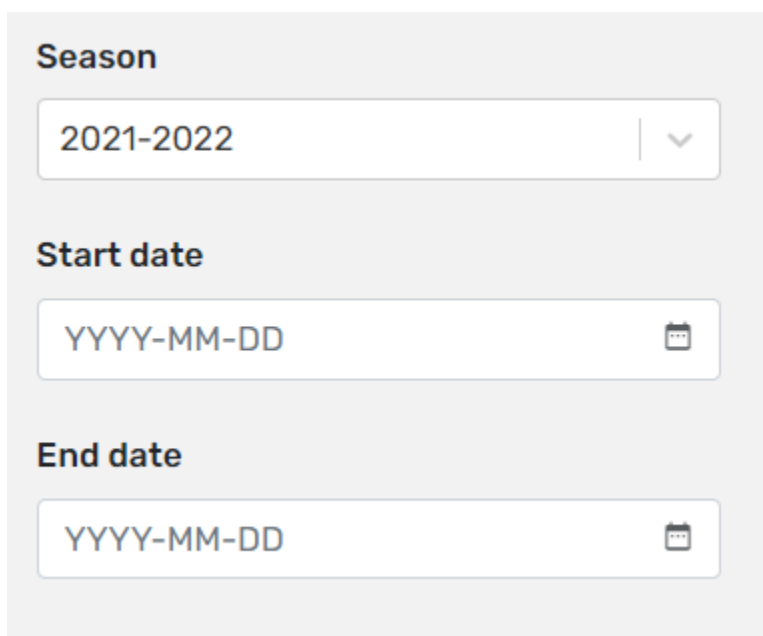
Categories Clear x

Speciality Skills Instructor

Coach General Official

Trainer / Safety


Below **Categories**, you will find a section that will break down clinics by season, as well as start date and end date.




Season

2021-2022 | v

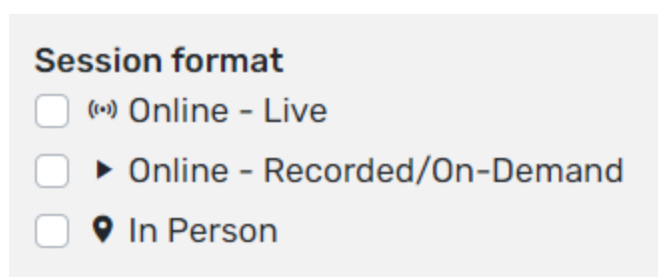
Start date

YYYY-MM-DD 


End date


YYYY-MM-DD 


The next section gives you the option to pick a clinic that is live (on Zoom), recorded (HU-Online Hockey University clinic), or offered in-person



Session format

 Online - Live

 Online - Recorded/On-Demand

 In Person

STEP 8: Once you have decided on the clinic you want to attend, click on it. This will also provide you with an overview of all the clinic's details.

#2021010608
General - *HU - Planning a Safe Return to Hockey

Overview

Host Organization HOCKEY NOVA SCOTIA	Category General
Qualification *HU - Planning a Safe Return to Hockey	Level No level

Description

This course offers an overview of Hockey Canada's Return to Hockey Safety Guidelines. The program looks at some key information our membership needs to know to help to reduce the risk of COVID-19 in the hockey environment. Throughout this module we will point our membership toward detailed information on specific prevention topics and encourage all members to become familiar with the Public Health Authority guidelines and restrictions and the Hockey Canada Safety Guidelines.

#2021010608
General - *HU - Planning a Safe Return to Hockey

HOCKEY NOVA SCOTIA
Wednesday August 18, 2021
Until Monday May 30, 2022 (ADT)
▶ Online - Recorded/On-Demand

Price for one person :

Total	\$0.00
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[Register](#)

Attendees

Clinic for Player, Coach, Official, Volunteer, Bench Staff	Criminal record check Non mandatory
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Attendees requirements	
Minimum number of attendees Not specified	Maximum number of attendees Not specified
Age requirements	
Minimum age 16	Maximum age Not specified

Prerequisites

Qualification's prerequisites
No prerequisites

Organization's prerequisites
No prerequisites

Contacts



Info HNS
info@hockeynovascotia.ca

Instructors

No instructors

Sessions

Session #1

Language

English

Format

▶ Online - Recorded/On-Demand

Schedule**Start date**

Wednesday August 18, 2021 8:00 AM (ADT)

End date

Monday May 30, 2022 11:59 PM (ADT)

Duration

4 hours and 0 minutes

Note

The Hockey University link can be found in your Clinic information email upon successful completion of registration.

Clinic Fees

Mandatory Items

Name	Amount
HU - Planning a Safe Return to Hockey	\$0.00

STEP 9: When you have reviewed the clinic information and you have determined that this is the clinic you are required to take, click on the blue **Register** button.

#2021010608
General - *HU - Planning a Safe Return to Hockey

HOCKEY NOVA SCOTIA
Wednesday August 18, 2021
Until Monday May 30, 2022 (ADT)
▶ Online - Recorded/On-Demand

Price for one person :

Total	\$0.00
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[Register](#)

STEP 10: You will then be asked to select or search for the participant that is signing up for the clinic you have chosen.

Select participant to register

General - *HU - Planning a Safe Return to Hockey

Qualification
*HU - Planning a Safe Return to Hockey

Level
No level

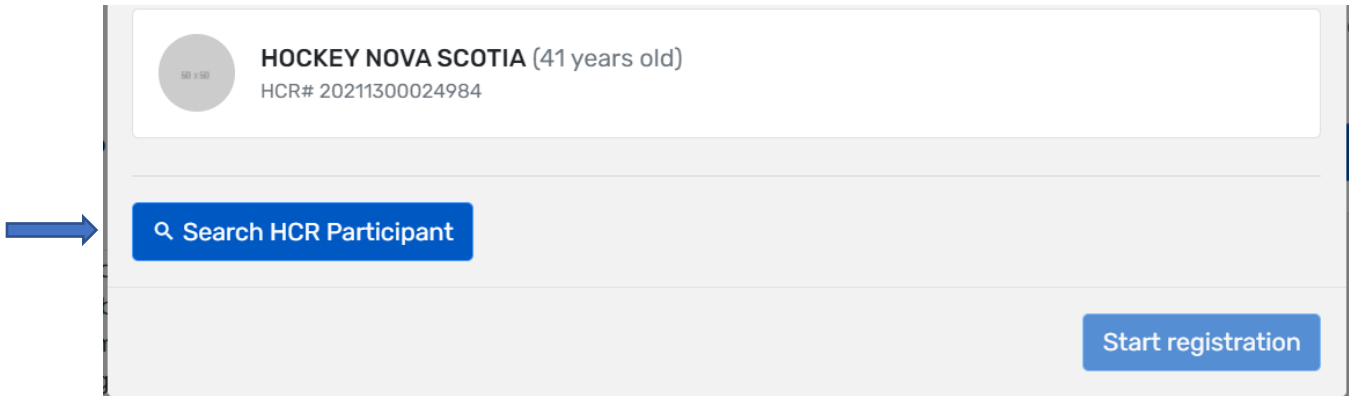
[* Prerequisites >](#)

Wednesday August 18, 2021

Until Monday May 30, 2022 (ADT)

\$0.00 Price for one participant

Select a participant

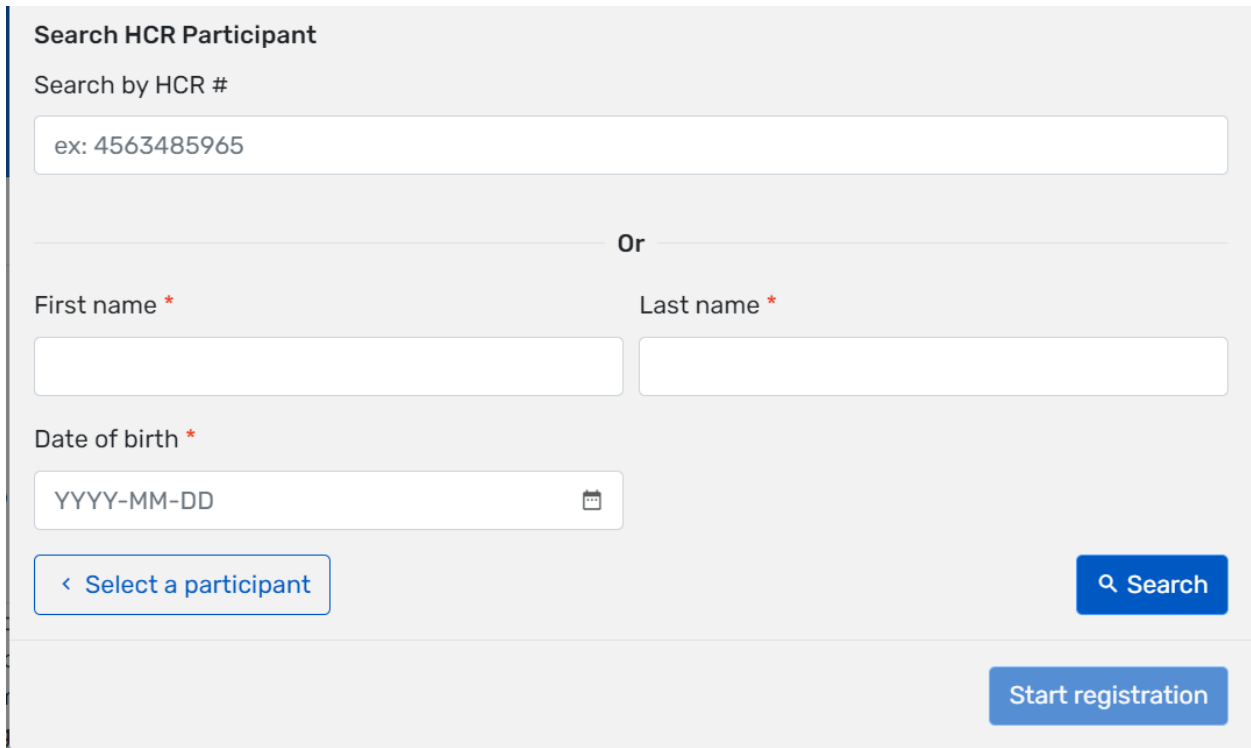


HOCKEY NOVA SCOTIA (41 years old)
HCR# 20211300024984

Search HCR Participant

Start registration

To do this, click on the participant (ex: your own profile) who will be registering for the clinic. If your profile doesn't appear, you can do a search.



Search HCR Participant

Search by HCR #

ex: 4563485965

Or

First name * Last name *

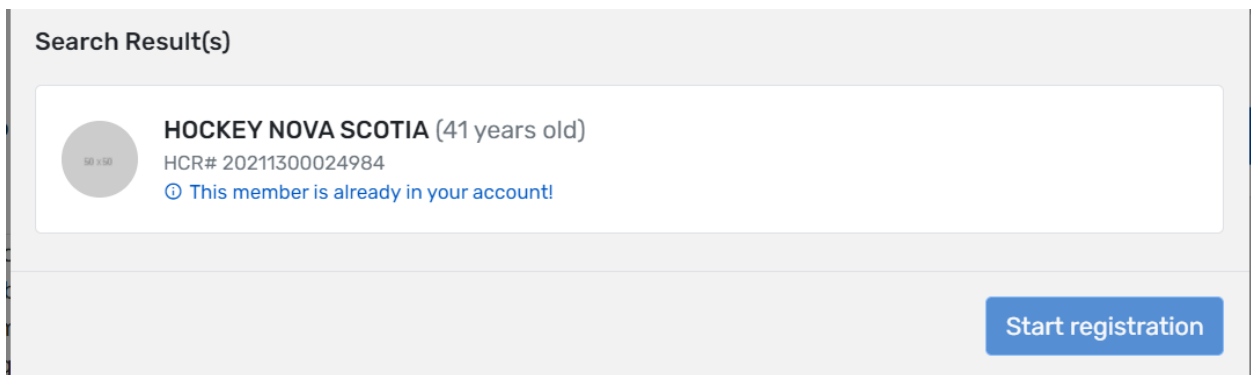
Date of birth *

YYYY-MM-DD

Select a participant Search

Start registration

To do this, you can either enter the **HCR#** or enter the participant's first/last name, and date of birth. When that information has been inputted, click **Search**.



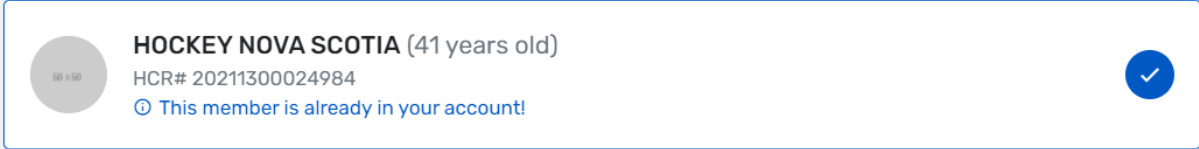
Search Result(s)

HOCKEY NOVA SCOTIA (41 years old)
HCR# 20211300024984
This member is already in your account!

Start registration


When you have found the participant you were searching for, click on the participant box and then click **Start Registration**.

Search Result(s)



HOCKEY NOVA SCOTIA (41 years old) ✓
HCR# 20211300024984
[ⓘ This member is already in your account!](#)

Start registration




STEP 11: You will then receive the **registration summary**, including the clinic name and the cost. Once you have confirmed that this is the correct clinic, you need to click **Next**.

Registration summary ✕

Registration for HOCKEY NOVA SCOTIA

Registration	
General - *HU - Planning a Safe Return to Hockey	\$0.00
Required items	
HU - Planning a Safe Return to Hockey	\$0.00
<hr/>	
Total price	\$0.00

Next



STEP 12: You will then be brought to the **Payment Terms and Conditions**. Check the box to indicate that you have read and accept the terms and conditions, and then click **Next**.

Payment Terms and Conditions

Payment Terms and Conditions


The registrant acknowledges that by completing the registration process that He/Him, Her/She and Or They/Them, agree to attend the clinic at the time and place published in the clinic registration process. All coaching clinics are billed to the Hockey Nova Scotia Hockey Association or Member Team (Elite and Junior Divisions only).

I have read and accept the terms and conditions *

Previous Next

STEP 13: At this point, your registration is complete.

Registration Confirmation



Thank you for registering!

Your receipt number is #2021200171578

An email confirmation has been sent to
info@hockeynovascotia.ca

Thank you for your registration

Once completed, you will receive two emails. The first one is an invoice and the second one will provide you with the clinic information, as well as the **Hockey University** link to complete the online clinic.

Invoice



Date: 2021-08-31 07:54

Invoice #: 2021200204674

Paid by

Hockey Nova Scotia
259 Commodore Drive
B3B 0M1
Dartmouth, NS, CA
info@hockeynovascotia.ca
Phone number(s)
[+19024549400](tel:+19024549400)

Organization

HOCKEY NOVA SCOTIA
259 Commodore Drive
B3B 0M1
Dartmouth, NS, CA
info@hockeynovascotia.ca
+19024549400

Item(s)	Price	QTY	Total
HOCKEY NOVA SCOTIA #20211300024984			
#2021010609 - Trainer / Safety - *HU - ONLINE Safety Season : 2021-2022	\$0.00	x 1	\$0.00
Sub total:			\$0.00
Taxes :			\$0.00
Total:			\$0.00



Date: 2021-08-30

Invoice #: 2021200204694

Thank you for your registration

Clinic

Name: #2021010609 - Trainer / Safety - *HU - ONLINE Safety
Type: Qualification
Organisation: HOCKEY NOVA SCOTIA

Member

Number #: 1500001037943
Name: KELLY DALRYMPLE

Qualification

Name: *HU - ONLINE Safety
Category: Trainer / Safety

Clinic session(s)	Format	Provider	Duration
<p>Session #1</p> <p>Language: English</p> <p>URL:</p> <p>Schedule Date: 2021-08-25 08:00 (ADT)</p> <p>Hockey University ←</p> <p>Note</p> <p>The Hockey University link can be found in your Clinic information email upon successful completion of registration.</p>	Online - VODs	N/A	04:00