

### Step By Step Youth Registration Process

- 1.) Go to [redbirdrookies.org](http://redbirdrookies.org) and select "Find a League Near You!"
- 2.) Select "Sign Up" under your league name.
- 3.) Click on the "Register" button for your league.
- 4.) You will be redirected to [mlb.com](http://mlb.com) to sign up **OR** sign in to your [mlb.com](http://mlb.com) account. Once account is created or you have signed in, you will automatically be redirected back to the LeagueApps registration page.
- 5.) Complete the Parent Profile. Then click "Complete profile & go to next step." If account has a pre-existing parent profile you do not have to complete this step.
- 6.) Complete your Child's Profile. Then click "Save." If account has a pre-existing child profile you do not have to complete this step.
- 7.) Select the "Child" and complete the registration process.
- 8.) Read and accept all Redbird Rookies waiver requirements.
- 9.) View the summary of your registration for accuracy. If good, click "Complete" or you can "Add another registration" at this time.
- 10.) Once registration is completed you will be sent a confirmation email.

### Step By Step Adult Volunteer Process

- 1.) Go to [redbirdrookies.org](http://redbirdrookies.org) and select "Find a League Near You!"
- 2.) Select the "Coach and Parent Volunteer Registration" button at the bottom of the page.
- 3.) Click on the "Register" button in the New Coach/Parent Volunteer section.
- 4.) You will be redirected to [mlb.com](http://mlb.com) to sign up OR sign in to your [mlb.com](http://mlb.com) account. Once account is created or you have signed in, you will automatically be redirected back to the LeagueApps registration page.
- 5.) Select your desired role (Head Coach, Assistant Coach or Parent Volunteer).
- 6.) You will either create your profile or use a preexisting profile.
- 7.) Complete the registration steps through the end, clicking "Next" at the end of each step.
- 8.) Once registration is completed you will be sent two emails. A registration confirmation and a background check email.
- 9.) Follow the instructions provided in your email to complete the background check process.
- 10.) Once the background check is cleared and you are a Parent Volunteer, you are all set! **IF** you are a Head or Assistant Coach continue on to the next steps.
- 11.) All coaches (ONLY) will need to complete the required Abuse Awareness Training for Adults. Step by Step instructions can be found in a PDF file within your previous confirmation emails.
- 12.) The completion certificate will then need to be uploaded into your profile on LeagueApps.
- 13.) Once uploaded, you are ready to coach!

