

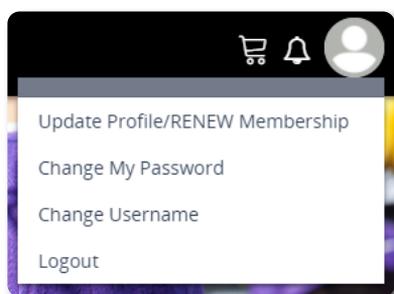
ACCESS YOUR THSCA MEMBERS PORTAL ONLINE TODAY!
PLEASE VISIT WWW.THSCA.COM AND CLICK ON

THSCA MEMBER PORTAL

AT THE TOP TO UPDATE YOUR THSCA PROFILE INFO,
RENEW YOUR MEMBERSHIP FOR 2022-2023, AND
REGISTER FOR COACHING SCHOOL.

UPDATE YOUR MEMBER PROFILE:

1. The first time visiting the new portal you will be required to set up a new password, so select the **Forgot your Password?** option. **Your username will be the email address we have on file for your member account.**
2. The system will email a link/verification code for you to verify your account and set-up a new password. *[If you have any difficulty remembering the email address you used for account set-up, or you do not receive the verification email to reset your password, please call our THSCA office 512.392.3741 and we can assist you.]*
3. Once you have logged in, click on the Round Grey User icon on the top right and select **“Update Profile/RENEW Membership”**.



4. Select the pencil icon under “My Personal Information” to update your contact data.



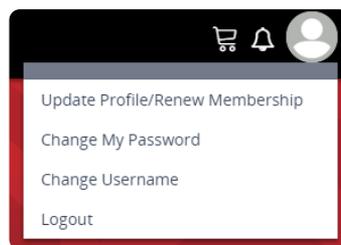
5. Under “Communication Preferences” please opt-in to receive **THSCA Updates & Reminders** via email throughout the year.

MEMBERSHIP & EVENT REGISTRATION:

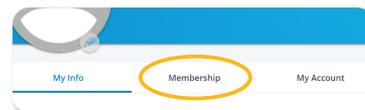
The THSCA member portal functions as a shopping cart experience. If you would like to pay for multiple things at once, (example: Membership, Coaching School Registration, Liability Insurance, etc.) you will need to add them all to your shopping cart before proceeding to check out.

To Renew your Membership:

1. Click on the Round Grey User icon on the top right and select **“Update Profile/RENEW Membership”**.
2. Click on the Membership tab, and you should find an option to **Renew** at the bottom.



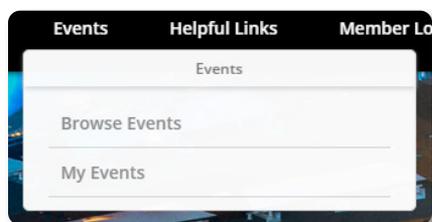
3. Select the appropriate membership type and hit the Next button to proceed.



4. Read the disclaimer information and check the box marked “Above Read.” Also please select an option on your Texas Coach magazine delivery preference. Then click Next.
5. Select any add-ons, including a Political Action Committee Donation, Benevolence Donation or Professional Liability Insurance. Then click Next.
6. You will be prompted with a summary of your selections. When you are satisfied with your selections, choose Add to Cart.

To Register for an event, like Coaching School:

1. Click on the Events tab on the menu at the top and select Browse Events.



2. Select the event you would like to register for:



3. And look for the **Register** button on the top right.



4. Select the appropriate registration fee and hit the Next button to proceed.
5. Read the disclaimer information and check the box that you understand the terms of registration, then click Next.
6. Please select any sessions you may need to attend at Coaching School to secure your seat. For this year the only two courses that will require session sign-up in advance to reserve a seat will be the **Tackling Certification 1.0** (This is not a re-certification, it is only for coaches new to coaching football for this fall) or **Tackling Certification 2.0** (This is for re-certification if you have already completed level one certification and you are due for the bi-annual renewal this year). Then click Next.
7. Select any add-ons you would like (Hall of Honor Ticket(s) or Benevolence Donation) and then click Next.
8. You will be prompted with a summary of your selections. When you are satisfied with your selections, choose Add to Cart.

READY TO CHECKOUT?

1. Click on the shopping cart icon to view the summary of selected items to purchase.
2. When you are satisfied with the summary click, **CHECK OUT**.
3. You should be redirected to the Checkout screen to proceed with credit card payment.

Upon completion of the transaction you should **IMMEDIATELY** receive an emailed, itemized receipt you can turn in to administration for reimbursement if necessary. You no longer have to wait until coaching school to pick up your receipt. If for any reason you do not receive the email, you can always log back into your Member Portal account and print it from your account history.

You should also receive an email confirming registration for Coaching School if you have registered for that event. ***(Please remember that THSCA membership for the year and Coaching School registration are TWO SEPERATE fees.)***

After you have completed check-out in the member portal you will be prompted to update your profile information. Please make sure we have the correct contact information for you and that your communication preferences are set-up so you can receive **THSCA Updates & Reminders** emails.

If you need to update the school you are affiliated with in your profile please email your name, THSCA ID number and new school affiliation to intern@thsca.com so we can correct it for you.

22-23 MEMBERSHIP

PROFESSIONAL - \$70

AFFILIATE - \$70

RETIRED - \$70

STUDENT - \$30

22-23 LIABILITY INSURANCE

PREMIUM - \$58

COACHING SCHOOL REGISTRATION FEES

PRE-REGISTRATION - \$60
[Before June 1st]

LATE REGISTRATION - \$75
[Between 6/2-7/1]

ONSITE REGISTRATION - \$90
[7/17 or 7/18 Only]