



PARENTS SIGNING UP TO COMPLETE THE PAYS PROGRAM FOR THE FIRST TIME:

- Go to www.nays.org
- In the top right corner click Register
- New box says Select the type of account you would like to create:
 - Choose: **User/Member Account**
- **Step 1 – Login information**
 - Email – Confirm Email
 - Create password – must be at least 8 characters
 - 1 Capital letter
 - 1 number
 - 1 special symbol (! @,#,\$,%,&,*)
 - Confirm password
- How are you involved with youth sports? Choose:
 - I am a parent or guardian of a youth athlete
 - Click **Continue ▶** (at bottom)
- **Step 2 – Contact Information** – Fill in all the information
 - First Name
 - Last Name
 - Phone #
 - Address
 - State
 - City
 - Zip code
 - Gender
 - Date of birth
 - Ethnicity
 - Youth sports involved with (choose whatever applies)
 - Ages (of all kids)
 - Click **Continue ▶** (at bottom)
- **Step 3 – My Organizations**
 - Search by Names - put in Greensboro
 - Put ✓check in box for Greensboro PKS and Rec 301 S. Greene Street, Greensboro
 - New box appears with Green ✓ click **Continue**
 - My roles with the Organization – under Role choose **NAYS Parent** in drop down
 - Click **Continue ▶** (at bottom)
 - Review information
 - Click **Create Account** (at bottom)
 - **Checkout** (at bottom)
 - **Pay \$5.00 Fee**