

# YOUR GUIDE TO REGISTERING ON PLAYHQ

Welcome to your first PlayHQ Cricket Registration!

This guide is designed to step you through the process of creating an account, linking your Cricket ID and entering your details for the first time. Many of these tasks are one-time only. Any subsequent registrations you complete will retain all this information and be a much quicker process.

You may already have a PlayHQ account if you have participated in another sport that uses PlayHQ. You can use the same login details and a new Cricket specific profile will be created. You do not need separate accounts for other sports.

There is also a 'Cricket ID' linking process that will be part of the registration process. This will merge your MyCricket and PlayHQ profiles to ensure all your past playing history and statistics retained and kept together in one place in your PlayCricket App profile (previously MyCricket App). This data will not be lost or archived.

The Cricket ID is the email address used to log into the MyCricket App or coaching portal. The MyCricket ID is the unique number that identifies your MyCricket profile.

A key difference in PlayHQ is the requirement for individual registration by participants. Clubs cannot register you on your behalf. This is to ensure information is accurate and you have control of your personal data.

There is also a change to the insurance structure in Senior cricket. Rather than an individual team fee for insurance, this will now be paid per participant (as is already the case in juniors). All participants will need to pay the National Registration Fee at the time of registration. Watch the [video here](#) for more information.

As part of the registration process you will see a compulsory WA Cricket question you must provide a response to. This is to assist with identifying those players requiring a transfer or permit as the PlayHQ system will not contain registration history for players to identify those registering to a new club.

See below the options available with some further elaboration on each.

## What best describes your current registration status?

1. Returning Player. Re-registering to my most recent Club -Summer Season.  
*You are returning to the same club you were most recently registered to in a Summer season. This includes players who are returning from a break from cricket to their same club.*
2. Returning Player. Registering to a new Club or a past club.  
*You have previously played cricket. However you are registering to a different club than you last played for (even if you played for them sometime in the past). In this case you would require a transfer or permit.  
Select this option if you are registering to a second team/competition in addition to your home club.*
3. First time registering to Cricket (on PlayHQ or MyCricket).  
*You are registering to play Cricket for the first ever time. You have never registered to play on MyCricket or PlayHQ.*



Below is a step-by-step process on how to register to your Club on PlayHQ. We recommend following this sequence to ensure this process is as smooth as possible.

Please also note you will be required to make payment online of the National Registration Fee and any Association/Club fees at time of registering.

### **Step 1: Create or Know your PlayHQ Login**

Go to <https://www.playhq.com/signup> to create an account.

- If you are a parent/guardian, please use your own details and you can register dependents under this account when completing a registration form.
- If you are a club administrator and have an admin login with a club email address, please create a new account with a personal email address.
- Remember you may already have a PlayHQ account from other sports and can use this to login. If you have forgotten your password you can [reset this here](#).
- You will need to verify your email address. Please ensure you can access this.

### **Step 2: Create or Know your CricketID**

Go to <https://id.cricket.com.au/login> to create an account or check your login.

- This is not your MyCricket ID profile number.
- Click 'sign up' at the bottom of the page to create an account.
- You can reset your password if you do not remember.
- You may likely already have CricketID. This is used to login to the MyCricket App or to cricket.com.au.
- If you are a parent/guardian, please use your own details and you can register dependents under this account.
- You will need to verify your email address. Please ensure you can access this.

### **Step 3: Find your Clubs registration form.**

- This can be found on <https://play.cricket.com.au>.
- Alternatively a direct link may be provided by your Club.

### **Step 4: Complete the registration form.**

- Read the 'Get Started'
- Login using the PlayHQ account you created in Step 1.
- After you click 'Get Started' you will be asked if you are registering yourself or a dependent. You can enter their details here and they will be added to your profile.
- The final step before payment will be linking your cricket ID. Have your login details handy to ensure you don't need to exit and restart the form.
- Make payment and complete your registration.

### **Step 5: Claim your MyCricket profile on the MyCricket App.**

- The final stage of the linking process is to link your MyCricket Profile to your CricketID.
- You may have already completed this in the MyCricket App previously.
- This is optional and not required to complete your PlayHQ registration.
- Watch the [video here](#) on how to complete this step in the MyCricket App.

### **Step 6: Login to your PlayHQ profile**

Head to <http://www.playhq.com/account/profile>

- You can now login to your PlayHQ Profile to update your details, view your registrations and manage dependents.
- If you wish for your profile to be hidden from public view, you can update this here.
- If you need to reset your password you [can do so here](#).

