

# Online Registration Guidelines for Minor (age under 18)



**HONG KONG BASEBALL ASSOCIATION**

Updated on: 30 October 2016



# Online Registration for Minor Step by Step

- Go to the website of HKBA "Online Registration System (ORS)"  
<http://www.hkbaseball.org/login.php>



## Online Registration for Minor Step by Step (Cont'd)

- To access the "Online Registration System" by:
  - Sign up an account; or
  - Sign in by your username "**A180xxxx**"

### *Notes:*

*Online Registration System records an individual participation in the HKBA. Same email address is allowed to register once, please use different email address for each individual.*

# Online Registration for Minor Step by Step (Cont'd)

- Click the bar "Courses" (課程)
- For example, select the tag "U12 Player Selection" (U12球員選拔)

The screenshot shows a web browser window with the URL `localhost:8888/devhkbaseball.eksx.com/web/myaccount_payment_landing.php`. The page has a navigation menu with buttons for "管理員:申請管理", "管理員:網上付款申請管理", "管理員:會員管理", "管理員:技術人員列表", and "管理員:義工名單列表". Below this is another set of buttons: "AVE: Create League Team", "AVE: Create League Player", "AVE: Create User", "AVE: Datafeed Failed", "AVE: Membership Edit", and "管理員: 聯賽管理".

The main content area is titled "課程" (Courses) and contains three tabs: "16-17年度棒球推廣計劃 第三期", "U12球員選拔" (highlighted in orange), and "技術人員課程".

Under the "U12球員選拔 [BFA U12]" tab, there is a table with the following data:

課程編號	開始日期/時間	地點	開班/學生人數	收生人數/報名人數	截止報名	HKD
<input checked="" type="checkbox"/> BFA U12-PS	05-11-2016 15:00-18:00	黃大仙獅子山公園 (天馬苑對面)	15 / 30	0 / 0	2016-11-04	100.0

Below the table, there are sections for "球員資格:" (Player Eligibility) and "備註:" (Remarks). The eligibility criteria are:

- a. 必須為香港棒球總會會員; 及
- b. 11-12 歲(2004 年-2005 年之間出生); 及
- c. 持有香港身份證及有效回鄉證 (有效期為2016 年12 月8 日或以後); 及
- d. 通過甄選評核及面試。

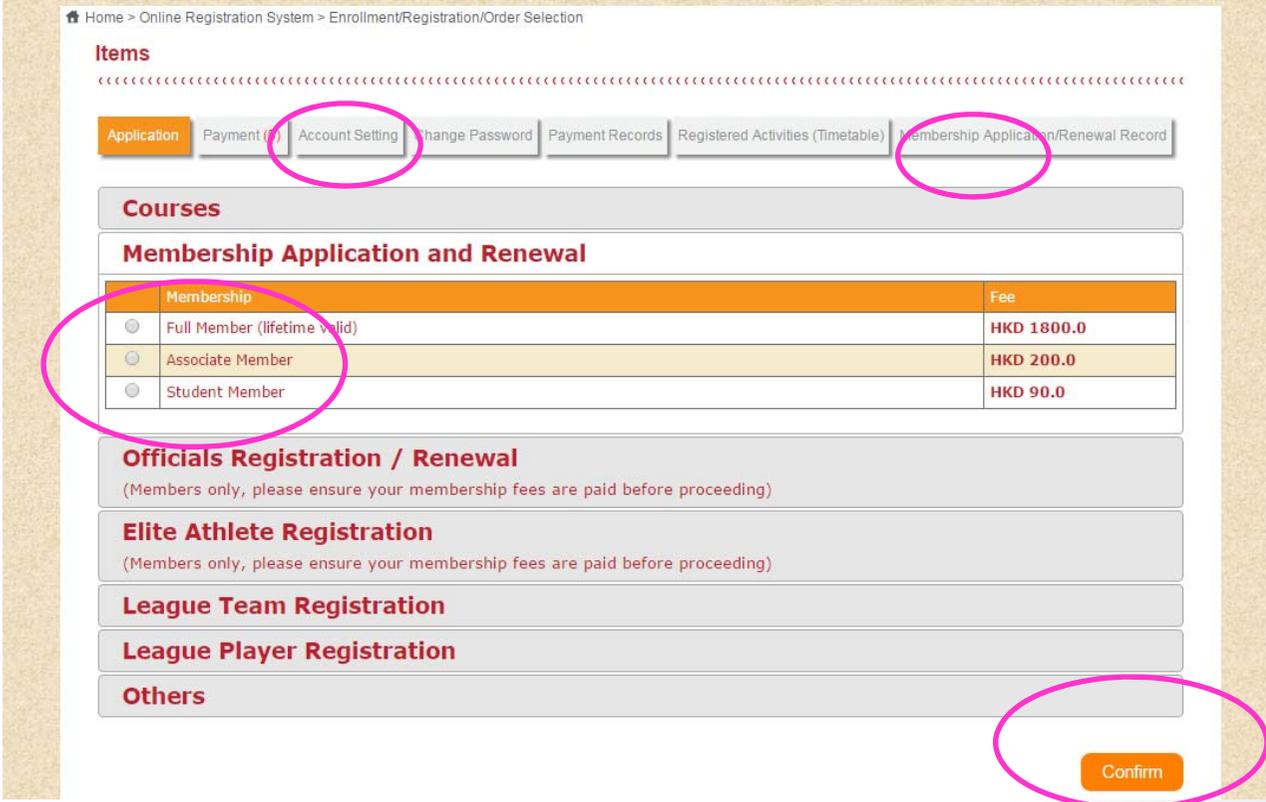
The remarks section contains the text: "訓練日期, 時間及地點請參看載於本會網頁內的集訓時間表。" and a URL: `http://www.hkbaseball.org/load.php?id=273403&lang_id=2`.

At the bottom of the page, there are several buttons for registration: "入會/續會申請", "技術人員周年註冊(必須為有效會員方可進行註冊, 請先按上列繳交會費)", "精英運動員註冊(必須為有效會員方可進行註冊, 請先按上列繳交會費)", "聯賽球隊註冊", "聯賽球員註冊", and "其他". A "確定" (Confirm) button is highlighted with a red circle.



# Online Registration for Minor Step by Step (Cont'd)

- If you are not a HKBA member or your membership has been expired. Please subscribe/renew your membership at the same time
- You can check your membership status at the tag of “Account Setting” (帳戶設定) or “Membership Application/Renewal Record” (會籍申請/續會記錄)



# Online Registration for Minor Step by Step (Cont'd)

- Then, the system will go to "Payment" (付款) page, a Minor is required to get consent from parent for his/her online registration/enrollment.

**Payment**

Application | **Payment (2)** | Account Setting | Change Password | Payment Records | Registered Activities (Timetable) | Membership Application/Renewal Record

Item Name	No. of Enrollment / Qty	Remarks	Fee per person / Unit Price	Subtotal	
U12 Player Selection 9th BFA U12 Baseball Championship Player Selection	1	Player Eligibility: a. Must be member of Hong Kong Baseball Association; b. Age 11-12 (born between 2004 and 2005); c. Holding HKID and China re-entry permit which expiry date should be 8 Dec 2016 and after; d. Pass in the tryout and interview. Remarks: Please refer to the training schedule on our website for the date, time and place. <a href="http://www.hkbaseball.org/load.php?id=273403&amp;lang_id=1">http://www.hkbaseball.org/load.php?id=273403&amp;lang_id=1</a>	HKD \$ 100.0	HKD \$ 100.0	Remove From Cart
Student Member	N/A	Upload student card copy: Not Upload Parent or Guardian Name: Parent or Guardian Contact:  1 Year (For the period of 1 April 2016 to 31 March 2017). For those age 18 or above apply for the Student Membership, student card copy MUST be attached.	HKD \$ 90.0	HKD \$ 90.0	Remove From Cart
<b>Total</b>				<b>HKD \$ 190.0</b>	

**Student Member**

Student Card  未選擇任何檔案

Parent or Guardian Name  This field is required.

Parent or Guardian Contact  This field is required.

Parent or Guardian Email  This field is required.

Parental Consent for a Minor Online Application



## Online Registration for Minor Step by Step (Cont'd)

- After clicking “Send Parental Consent Email” (發出家長/監護人同意書), an email with subject “未成年人士網上報名 - 家長同意書 Parental Consent for a Minor Online Application” will be sent to the applicant’s email address and the provided parent’s email address.

Thank you!

A parental consent email has been sent.

Press here to continue.



## Online Registration for Minor Step by Step (Cont'd)

- Parent check his/her email and click the link to give consent.
- Below is the email sample with subject “未成年人士網上報名 - 家長同意書 Parental Consent for a Minor Online Application”



致：貴家長：

本會收到 貴子弟透過本會「網上登記系統」申請以下項目。如 閣下同意 貴子弟參加，請按以下連結發出同意回覆。當 貴子弟收到同意回覆的電郵後，貴子弟再登入本會「網上登記系統」完成所需報名程序及進行網上付款(如需付款者適用)。

貴子弟帳戶名稱: ADMIN\_AVEEGO

貴子弟姓名: 陳港生

項目名稱	報班人數/數量	備註	每人費用/單價	小計
U12 Player Selection BFA U12-PS	1	Player Eligibility: a. Must be member of Hong Kong Baseball Association; b. Age 11-12 (born between 2004 and 2005); c. Holding HKID and China re-entry permit which expiry date should be 8 Dec 2016 and after; d. Pass in the tryout and interview. Remarks: Please refer to the training schedule on our website for the date, time and place. <a href="http://www.hkbaseball.org/load.php?id=273403&amp;lang_id=1">http://www.hkbaseball.org/load.php?id=273403&amp;lang_id=1</a>	HKD \$ 100.0	HKD \$ 100.0
<b>合共:</b>				<b>HK\$ 100.0</b>

按此連結發出同意回覆。(注意：如 閣下不同意，請勿按此連結)  
[http://localhost:8888/devhkbbaseball.eksx.com/web/cart\\_parent\\_consent\\_confirm\\_act.php](http://localhost:8888/devhkbbaseball.eksx.com/web/cart_parent_consent_confirm_act.php)

如有查詢，請與中會聯絡。  
電話：2504 8330  
電郵：[hkbsa@hkolympic.org](mailto:hkbsa@hkolympic.org)

本會辦公時間為星期一至五：上午九時至一時及下午二時至六時，星期六、日及公眾假期全日休息。



## Online Registration for Minor Step by Step (Cont'd)

- After clicking the link to give parental consent, the following message will be showed



## Online Registration for Minor Step by Step (Cont'd)

- The applicant will receive an email from the ORS about the returned consent from his/her parent.
- Then, applicant login on the ORS to finish the payment online (if payment is required)



Dear Member,

Regarding your application for the following item(s) through our "Online Registration System". Your parent has returned his/her consent. Please login on our "Online Registration System" to finish the application procedure and pay online (if payment is required).

Your Username: A1806177

User Log In Path: [http://www.hkbaseball.org/login.php?lang\\_id=1](http://www.hkbaseball.org/login.php?lang_id=1)



# Online Registration for Minor Step by Step (Cont'd)

- Go to the tag of “Payment Records” (付款記錄) and click “View” to proceed payment online

Home > Online Registration System > Payment Records

### Payment Records

Application | Payment (0) | Account Setting | Change Password | **Payment Records** | Registered Activities (Timetable) | Membership Application/Renewal Record

Application Number	Application Date	Payment Method	Transaction Status	Transaction Date	Amount	Remark	
INV20161030-0005681	2016-10-30 00:45:25	N/A	Unpaid	N/A	HKD \$ 190	Parental Consent: 2016-10-30 09:12:42	<a href="#">View</a>
INV20161029-0005678	2016-10-29 23:55:43	N/A	Unpaid	N/A	HKD \$ 190	Parental Consent: 2016-10-29 23:56:19	<a href="#">View</a>
INV20161029-0005677	2016-10-29 23:53:10	N/A	Unpaid	N/A	HKD \$ 190	Parental Consent: 2016-10-29 23:54:30	<a href="#">View</a>
INV20161028-0005665	2016-10-28 17:12:52	N/A	Unpaid	N/A	HKD \$ 100	Not yet received Parental Consent.	<a href="#">View</a>
INV20161028-0005659	2016-10-28 14:23:51	N/A	Unpaid	N/A	HKD \$ 100	Not yet received Parental Consent.	<a href="#">View</a>



# Online Registration for Minor Step by Step (Cont'd)

- On the page of "Payment Records" (付款記錄), click "Re-Payment" (重新付款) to proceed payment online

Home > Online Registration System > Payment Records > INV20161030-0005681

### Payment Records - INV20161030-0005681

Application | **Payment (0)** | Account Setting | Change Password | Payment Records | Registered Activities (Timetable) | Membership Application/Renewal Record

Username: A1806177  
 Application Number: INV20161030-0005681  
 Application Date: 2016-10-30 00:45:25  
 Transaction Date:  
 Transaction ID:  
 Transaction Status: Unpaid  
 Amount: HKD \$ 190  
 Payment Method: N/A

**Online Payment Terms**

I declare that all information given in this online application and best of my knowledge, accurate and complete.

I authorise the Association to obtain, and the relevant authorities my qualifications and/or employment as required for my application.

I consent that if registered, I will conform to the Statutes and Rules of the Association.

Our online payment service provider is PayDollar, a leading, secure a provider to banks and online merchants since 2000. Customers pay through acquiring bank, card and payment companies for real-time transaction. Validation Certificates (EV) SSL transaction encryption. PayDollar supports secure authentication of Visa and MasterCard namely: Verified By Visa security protection for both customers and merchant.

I agree the terms and conditions Terms of Use and Privacy policy

**Payment Method**

pay dollar VISA MasterCard PPS 聚寶龍

**Re-Payment**

Name: YEARS OLD EVELEN / 十一歲  
 Mobile: 25048329  
 Email: nelsonball42@gmail.com  
 Address:

Item Name	No. of Enrollment / Qty	Remarks	Fee per person / Unit Price	Subtotal
Student Member	N/A	Upload student card copy: Not Upload Parent or Guardian Name: WONG KA LAI Parent or Guardian Contact: 25048328  1 Year (For the period of 1 April 2016 to 31 March 2017); For those age 18 or above apply for the Student Membership, student card copy MUST be attached.	HKD \$ 90.0	HKD \$ 90.0
9th BFA U12 Baseball Championship Player Selection	1	Player Eligibility: a. Must be member of Hong Kong Baseball Association; b. Age 11-12 (born between 2004 and 2005); c. Holding HKID and China re-entry permit which expiry date should be 8 Dec 2016 and after; d. Pass in the tryout and interview. Remarks: Please refer to the training schedule on our website for the date, time and place. http://www.hkbaseball.org/load.php?id=273403&lang_id=1	HKD \$ 100.0	HKD \$ 100.0
<b>Total Amount</b>				<b>HKD \$ 190.0</b>



# Online Registration for Minor Step by Step (Cont'd)

- Now, you are connected to **PayDollar Payment Service**, select your payment method by clicking on the logo below to finish your payment

**pay dollar** You are now connected to **PAYDOLLAR PAYMENT SERVICE**

Secure Authenticated Merchant :

You are now connected to a secure payment site operated by PayDollar.com . Your payment details will be securely transmitted to the Bank, Card and Payment Companies for transaction authorisation using up to 256-bit SSL encryption.

---

**SAFE AND SECURE PAYMENT with MasterCard®**

**The Hong Kong Baseball Association**

Select your payment method by clicking on the logo below:

*Pay By Credit and Debit Card*

*Pay By Bank Account and Net Banking*

*Pay by Ewallet*

[Learn more](#)

PayDollar Payment Service



## Online Registration for Minor Step by Step (Cont'd)

- Payment confirmed
- You are suggested to "Print" the payment confirmation before pressing "Continue" to proceed to our confirmation page



### PayDollar By PPS

Please press "continue" to proceed to merchant's confirmation page.

Payment method :	PPS
Transaction Date :	2016/07/10
Transaction Time :	00:08:15
Amount :	HKD 3.00
Merchant :	Hong Kong Baseball Association
Merchant Reference No.:	7669
Payment Reference No. :	000071314674
PPS Reference No. :	290832



PayDollar Payment Service 

Copyright © 2015 AsiaPay Limited. All rights reserved.

