

Online Registration System

Hong Kong Baseball Association

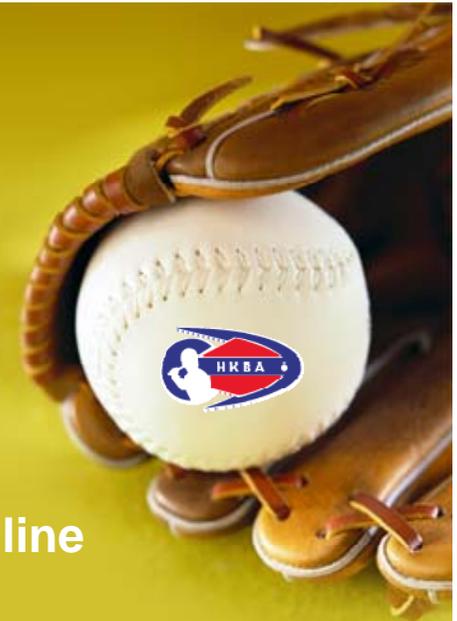
Online Player Registration Guideline

Last updated on 11 July 2016



Introduction

- To better control the registration of team and player in our league and tournament, **Hong Kong Baseball Association (HKBA)** is pleased to announce the launch of Online Team Registration and Online Player Registration through our “**Online Registration System**”.
- Please note that registration online must be completed the procedure by paying online. At this time, we accept online payment through **PPS by Internet**; PPS Shop&Buy Service is not available via mobile phone browser; please access the service via computer. See how to set up/change PPS Internet Password.
<http://www.ppshk.com/hkt/revamp2/English/SetupPwd.html>
- Other payment methods will be provided later.



Online Player Registration

(Part 1)



- Please read the [Local League Information](http://www.hkbaseball.org/load.php?link_id=62684&lang_id=2) to check your eligibility http://www.hkbaseball.org/load.php?link_id=62684&lang_id=2
- Please confirm with your target team before registration
- Player registration fee includes Group Personal Accident (GPA) Insurance premium, administration fees, processing fees from bank & payment gateway company; please visit our website for the GPA coverage, "[Insurance](http://www.hkbaseball.org/load.php?link_id=122689)" http://www.hkbaseball.org/load.php?link_id=122689
- Non-resident of Hong Kong is allowed to register in our local league, please note that the GPA insurance only cover your medical expenditure that involved in Hong Kong registered clinic/hospital. If you don't have a bank account in Hong Kong, bank charges will be involved in using other method to transfer the compensation.

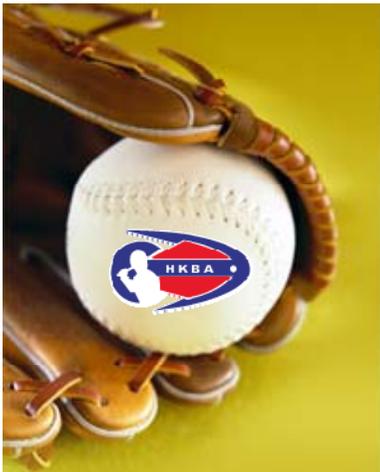
Online Player Registration

(Part 2)

- Player is required to upload a headshot for generate team roster; photos must be in one of these file formats: .jpg, .png. You'll be able to crop and reposition your photo after uploading.
- Photo requirements:
 - ✓ A recent photo has been taken within the last six months
 - ✓ Good quality makes you recognizable
 - ✓ You are the **only one** in the picture, does not include another person
 - ✓ A head-and-shoulders view, with the entire face, both eyes and head clearly visible
 - ✓ You are in focus
 - ✓ Head covers with baseball cap is allowed but not cover your face
 - ☒ NOT wearing sunglasses
 - ☒ NOT too light or too dark
 - ☒ NOT too far or too close
 - ☒ NO part of your head is being cut off



Warning: If the photo you upload doesn't meet the requirements listed above, you will not be allowed to participate in the game.



Player Registration Step 1



Last updated on 11 July 2016

Online Player Registration Step by Step

- Go to the website of HKBA "Online Registration System"

<http://www.hkbaseball.org/login.php>

The screenshot shows the HKBA Online Registration System login page. The browser address bar displays www.hkbaseball.org/login.php. The page header includes the HKBA logo and the text "香港棒球總會 HONG KONG BASEBALL ASSOCIATION". There are navigation links for "Home", "Contact", "中文", and "ENG", along with a search bar. The main content area is titled "User Log In" and contains two columns of information:

- Member Information:** Includes input fields for "Username" and "Password", a "Log In" button, and a link for "Forgotten password?".
- Member Registration:** Explains the "Member Only" programme and includes a "Sign up" button.
- User Sign up:** Explains the "Open to Public" programme and includes a "Sign up" button.
- Notes:** States that the Online Registration System records participation and that users should use different email addresses for each individual. It also mentions that enrollment/registration/order must be completed online with payment options, accompanied by the "APS 繳費靈" logo.
- A link for "I can't identify my account" is located at the bottom of the notes section.

The footer contains a Privacy Policy, Disclaimer, Recruitment, Useful Linkage, Contact Us, and Page Visitors section. It also includes copyright information for the Hong Kong Baseball Association (2004-2016) and a note about browser compatibility. The website is designed by Average Ltd.



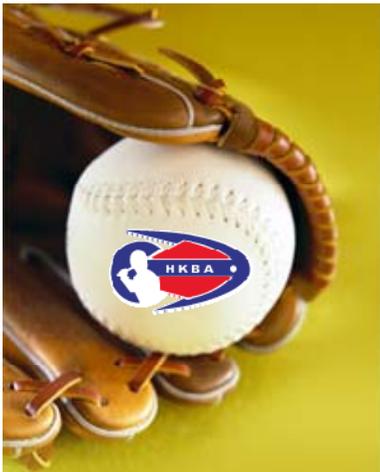
Player Registration Step 2

Online Player Registration Step by Step (Cont'd)

- Access on the “Online Registration System” by:
 - Sign up an account; or
 - Use your username “**A180xxxx**”, current HKBA member/registered user has been assigned an username, if you did not receive our notification email about your username, please get in touch with HKBA as follows:
Telephone: 2504 8330
Email: hkbsa@hkolympic.org to get your username.

Notes:

- 1. 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.*
- 2. Each individual is allowed to register one account.*



Player Registration Step 3

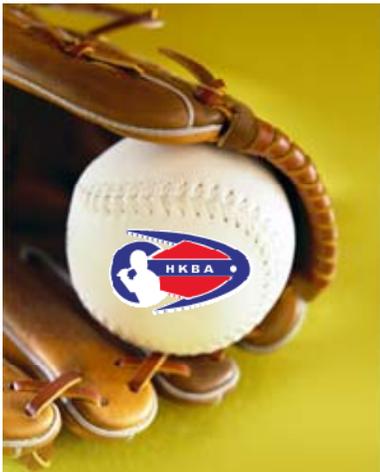


Last updated on 11 July 2016

Online Player Registration Step by Step (Cont'd)

- Enter your personal data and upload your headshot photo in your "Account Setting"
- Ensure your photo does meet the listed requirements on Online Player Registration (Part 2) in this guide

The screenshot shows the 'My Account' page of the Hong Kong Baseball Association website. The page is titled 'My Account' and has a navigation bar with options like 'Application', 'Payment (0)', 'Account Setting', 'Change Password', 'Payment Records', 'Registered Activities (Timetable)', and 'Membership Application/Renewal Record'. The 'Account Setting' tab is currently selected. Below the navigation bar, there are several sections for user information and administrative tools. The 'System Admin' section includes fields for 'Username', 'Name (Chinese)', 'Name (English)', 'Gender', 'Date of Birth', 'HKID/BirthCert./Passport/Other', 'Email', 'Mobile Phone (SMS accessible)', 'Other phone', 'Address', 'Flat, Floor', 'Building', and 'Number Street'. There is also a 'Profile Picture (160 X 160)' section with a placeholder image and a note: 'Member registration must provide head shot for issuing membership card.' The page footer contains links for 'Privacy Policy', 'Disclaimer', 'Recruitment', 'Useful Linkage', 'Contact Us', and 'Page Visitors', along with copyright information for the Hong Kong Baseball Association (2004-2016).



Player Registration Step 4



Last updated on 11 July 2016

Online Player Registration Step by Step (Cont'd)

- Expand the menu of “**League Player Registration**”
- Check the **division** you register for, select the **team** in the drop down menu

Notes: If you cannot find the team you register for, this means your Team Manager has not finished League Team Registration, please get contact with him/her.

香港棒球總會 HONG KONG BASEBALL ASSOCIATION

Home | Contact | 中文 | ENG

Hello, Account Setting Logout

Search

Home > Enrollment/Registration/Order Selection

Items

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

Officials Attendance Record

Admin: Offline Application | Admin: Online Payment Application | Admin: Member List | Admin: Officials Attendance | Admin: Volunteer List

Courses

Membership Application and Renewal

Officials Registration / Renewal
(Members only, please ensure your membership fees are paid before proceeding)

Elite Athlete Registration
(Members only, please ensure your membership fees are paid before proceeding)

League Team Registration

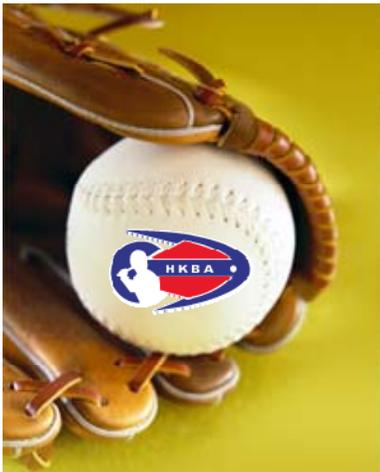
League Player Registration

2016/17 Hong Kong Open League - Player Registration Fee			
	Item name	Team name	Fee
<input type="checkbox"/>	16/17 Men Grade A Player	Please select ▼	HKD 40.0
<input type="checkbox"/>	16/17 Men Grade B Player	Please select ▼	HKD 30.0
<input type="checkbox"/>	16/17 Men Grade C Player	Please select ▼	HKD 30.0
<input type="checkbox"/>	16/17 Women Grade A Player	Please select ▼	HKD 40.0

Privacy Policy | Disclaimer | Recruitment | Useful Linkage | Contact Us | Page Visitors:

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Please use Google Chrome or Mozilla Firefox browser. Internet Explorer browser can not effectively read all the page.

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Player Registration Step 5



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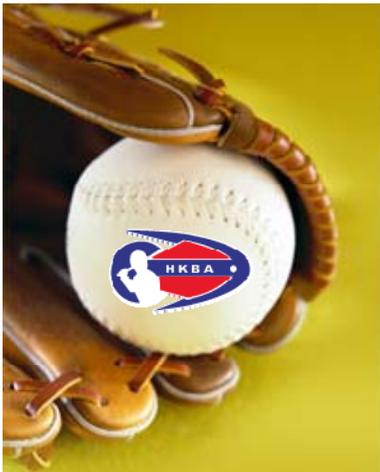
Online Player Registration Step by Step (Cont'd)

- You are allowed to register more than one team at the same time
- Before making payment, please check the division and team you register for are correct on the shopping cart carefully
- Please note that **NO refund** will be made after submitting your registration.

The screenshot shows a web browser window with the URL www.hkbaseball.org/cart.php. The page header includes the HKBA logo and the text "香港棒球總會 HONG KONG BASEBALL ASSOCIATION". There are navigation links for "Home", "Contact", "中文", and "ENG". A user is logged in, and there are links for "Account Setting" and "Logout". A search bar is also present.

The main content area is titled "Payment" and shows a navigation menu with options: "Application", "Payment (1)", "Account Setting", "Change Password", "Payment Records", "Registered Activities (Timetable)", "Membership Application/Renewal Record", and "Officials Attendance Record". Below this, there are administrative links: "Admin: Offline Application", "Admin: Online Payment Application", "Admin: Member List", "Admin: Officials Attendance", and "Admin: Volunteer List".

Item Name	No. of Enrollment / Qty	Remarks	Fee per person / Unit Price	Subtotal	
2016/17 Hong Kong Open League - Player Registration Fee 16/17 Men Grade B Player	1	Team Name: ABC-TEAM	HKD \$ 30	HKD \$ 30	Remove From Cart
Total				HKD \$ 30	



Player Registration Step 6



Last updated on 11 July 2016

Online Player Registration Step by Step (Cont'd)

- Read the terms and conditions in the scroll down menu
- Check the box to agree
- Select payment method

A screenshot of a web browser showing the HKBA online player registration form at www.hkbaseball.org/cart.php. The form includes fields for 'Address' (Flat, Floor, Building Name, Number, Street, District) and 'Online Payment Terms'. A scrollable text area contains the terms and conditions, with a red circle around the 'I agree' checkbox. Below this is the 'Payment Method' section, where 'PPS' (PayDollar) is selected and circled in red. A 'Submit' button is at the bottom. A modal dialog box is open over the form, displaying the text 'www.hkbaseball.org 顯示 : Please read our terms and conditions.' with a '確定' (OK) button. The browser's address bar shows the URL and the page title '香港棒球總會 Hong Kong Baseball Association'.

[Privacy Policy](#) | [Disclaimer](#) | [Recruitment](#) | [Useful Linkage](#) | [Contact Us](#) | [Page Visitors](#)

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Please use Google Chrome or Mozilla Firefox browser, Internet Explorer browser can not effectively read all the page.





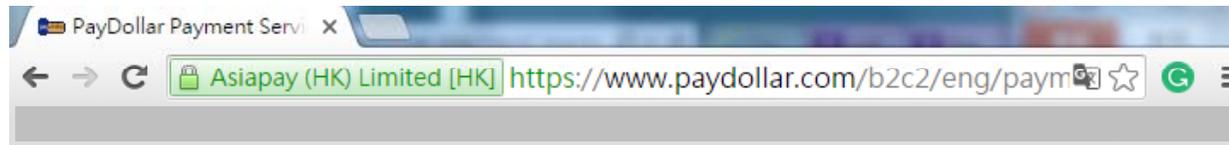
Player Registration Step 7



Last updated on 11 July 2016

Online Player Registration Step by Step (Cont'd)

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



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.

Hong Kong Baseball Association

Select your payment method by clicking on the logo below:

Pay By Bank Account and Net Banking



PayDollar Payment Service



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Online Player Registration Step by Step (Cont'd)

- On the selected payment service, reconfirm the merchant name **“Hong Kong Baseball Association”** and the amount you pay

- Provide the PPS Account Number and PPS Internet Password
- Read and accept the PPS Services General Terms & Conditions of Use
- Press **【Submit】**

Online Payment Service x

← → ↻ <https://www.ppschk.com/cgi-bin/gx.cgi/AppLogic+pps.megaProc> 🔍 ☆ 🌐 ☰

PPS 繳費登 **PAY IT YOUR WAY!** Pay it your way! Pay it your way!

You **must read** the Terms and Conditions, Legal Disclaimer & Copyright Notice and Personal Information Collection Statement before clicking Submit for payment. For PPS Services General Terms and Conditions of Use, please browse ppschk.com

Merchant Name: Hong Kong Baseball Association

Reference Number: 2016071071314202

Amount (HK\$): 5200.00

8-digit PPS Account Number or PPS Account Name * : []

PPS Internet Password: []

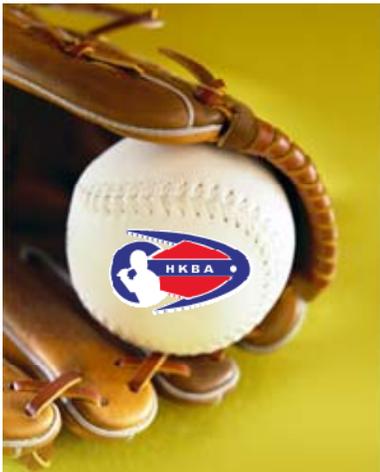
I have read and hereby accept the PPS Services General Terms and Conditions of Use.

Starting from 17 March 2016, PPS customers will receive SMS alert on every successful payment made to the merchant categories of "Credit Services" & "Securities Broker".

Submit **Cancel**

*If you are not a PPS user yet, please set up your PPS Account at any nearby PPS Registration Terminal. For details, please click [here](#).

Notes: If the amount is wrong, press **【Cancel】** ; go back to HKBA “Online Registration System” and check your shopping cart.



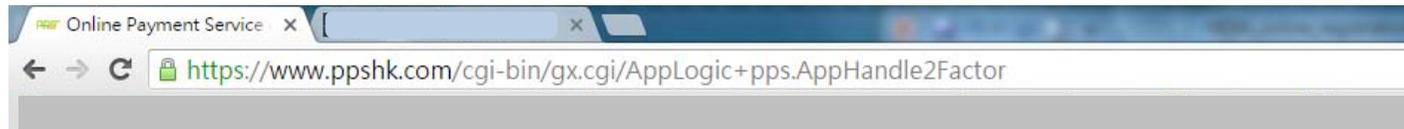
Player Registration Step 9



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Online Player Registration Step by Step (Cont'd)

- Press **【Proceed】** , you will receive a 6-digit one-time password on your registered mobile phone via SMS



You **must read** the Terms and Conditions, Legal Disclaimer & Copyright Notice and Personal Information Collection Statement before clicking "Submit" for payment. For PPS Services General Terms and Conditions of Use, please browse ppshk.com

TWO-FACTOR AUTHENTICATION REQUIRED

A 6-digit **One-time Password (OTP)** will be sent to your mobile phone **HK 90****21** via SMS. Please ensure your mobile phone is switched on, SMS-enabled and with sufficient memory.

With effect from 30 October 2011, SMS for OTP originating by PPS will be sent to your mobile phone number registered via PPS registration terminal. This OTP will not be forwarded to other phone number even though you have enabled "SMS Forwarding" service provided by mobile phone service providers **in Hong Kong**.

I hereby confirm that I will receive this SMS via the mobile phone number that registered via PPS registration terminal.

Press "Proceed"

*If you are not a PPS user yet, please set up your PPS Account at any nearby PPS Registration Terminal. For details, please click [here](#).



Player Registration Step 10



Last updated on 11 July 2016

Online Player Registration Step by Step (Cont'd)

- Enter the 6-digit password in the provided box, then **【Proceed】**



You **must read** the Terms and Conditions, Legal Disclaimer & Copyright Notice and Personal Information Collection Statement before clicking "Submit" for payment. For PPS Services General Terms and Conditions of Use, please browse ppshk.com

Please enter the 6-digit **One-time Password (OTP)** appeared on your mobile phone (00:10:06)

*If you are not a PPS user yet, please set up your PPS Account at any nearby PPS Registration Terminal. For details, please click [here](#).



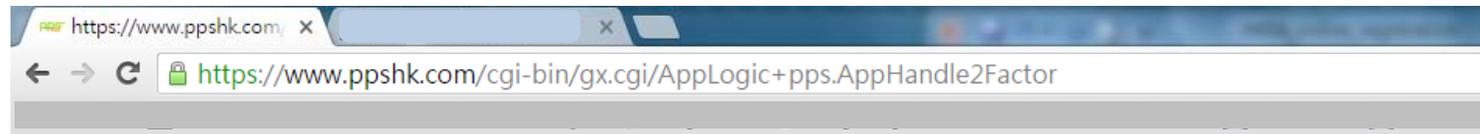
Player Registration Step 11



Last updated on 11 July 2016

Online Player Registration Step by Step (Cont'd)

- Please wait for confirmation message from Hong Kong Baseball Association



Please wait for confirmation message from Hong Kong Baseball Association.

If you stay at this page for more than 1 minute, please contact customer service of Hong Kong Baseball Association for further action.



Player Registration Step 12



Last updated on 11 July 2016

Online Player Registration 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

Continue

Print

PayDollar Payment Service 

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Player
Registration
is partially
done



Last updated on 11 July 2016

Online Player Registration Step by Step (Cont'd)

- “Payment completed”, HKBA confirmation page
- Automatically, a confirmation email will be sent to your registered email address
- *If you are planning to register more than one division, there is no guarantee you will be accepted in the registered team, please read the Local League Information carefully http://www.hkbaseball.org/load.php?link_id=62684&lang_id=2*

A screenshot of a web browser displaying the HKBA website. The browser's address bar shows the URL: www.hkbaseball.org/cart_confirm_payment_paydollar.php?Ref=7669. The website header features the HKBA logo and the text '香港棒球總會 HONG KONG BASEBALL ASSOCIATION'. Below the header, the page content displays 'Payment completed' in red, followed by a separator line of asterisks. The text reads: 'Thank you!', 'A confirmation email has been sent to your email account.', and 'Press here to continue.' The phrase 'Press here to continue.' is circled in red. At the bottom of the screenshot, there is a photograph of a baseball team in blue and white uniforms standing on a field, holding a large red flag with the white Bauhinia flower emblem of Hong Kong.



Player
Registration
to be
accepted
by the
Team
Manager



Online Player Registration Step by Step (Cont'd)

- An initial Team Roster will be generated for Team Manager's confirmation
- The accepted players will receive an invitation from the Team Manager by email, you are required to confirm by the provided link in the email
- Please note that once a player is on a confirmed roster, under the mutual recognition procedure, such player is **frozen on such team's roster** for the remainder of the season in the same division. **NO change or refund is allowed.**