

## Email Verification Process for New Accounts

May 17, 2022

This guide will show you the **Email Verification** process to activate your account after registering as a New User.

Create an account to register as a new User in your School's Activity Registration program.

**1. Click on the View My Account button**

Welcome to **Ben Lippen Athletics** Activity Registration

View My Account

Registration | Login

**New Users**

If you have **NOT** registered online before, or have not received your username and password, please click the button below to create your Account. Once you have set up a **Family Account**, use the same account information and log in to add additional students. **Do not set up a new family account per student.**

Create New Account

**Returning Users**

If you have **registered** online before, please click the button below to Log in to your Account. This will Autopopulate basic account information. *If you are not able to access, do not create a new family account.* You may click the [Forgot your username or password?](#) or call the Athletics Office.

Login to My Account

**2. Click here to start creating your account**

Coaches Registration Admin Login  
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Activity Registration

Fill out this form with your information and choose a username and password.

Home Booster Club Info WIN Summer Camp Info NEW! Athletics Page

Select Language

Sign Up

Create New Account [I already have an account](#)

Parent/Guardian First Name \* Mary

Parent/Guardian Last Name \* Matthews

Username \* marymatt Password \* .....

Email \* marymatthews0204@gmail.com

I'm not a robot reCAPTCHA Privacy - Terms

**Make sure to enter a working email address**

Sign Up

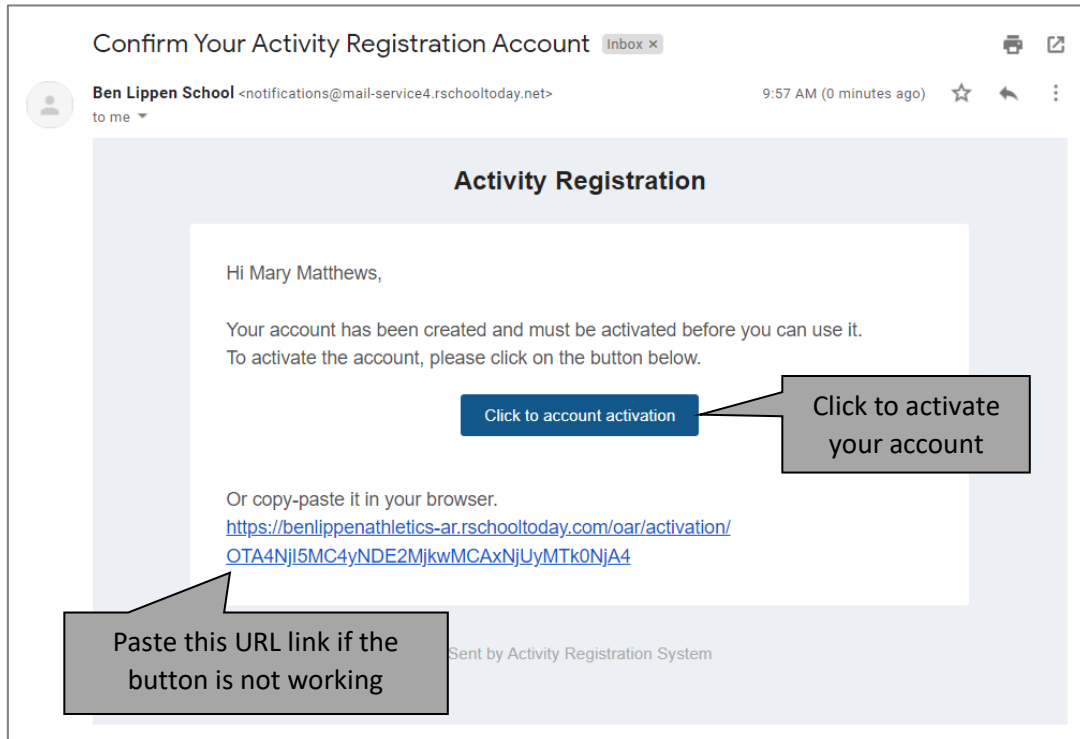
**After signing up, a page will open asking you to check your email**

Thank You For Signing Up!

Before we can activate your account, we need to confirm your email address.

Please login to your email account and look for the email from us with subject line "Confirm Your Activity Registration Account". Click the link inside the email to activate your account. If you have not received an email within a few minutes, please check your spam or junk folder.

Go to your email and open the **Confirmation Email**. Activate your Activity Registration account by clicking on the provided link.



It will redirect you to the Activity Registration page confirming your account activation.

