



Becoming a University Administrator

Step 1. Go to <https://membership.basketballengland.co.uk>.

Step 2. Follow the link to 'Sign Up', which will take you to the 'Become a Member' form.



Step 3: Fill in the 'Become a Member' form.

Twitter Facebook Instagram YouTube

BECOME A MEMBER

[← GO BACK](#)

MEMBER DETAILS

For Under 16's - The Membership and Licence forms/process needs to be completed by a person with parental responsibility on behalf of the child.

Date of Birth *
 Click to add date

Please enter your full name as it appears on your Passport / Birth Certificate.

First Name * Last Name *

Email Address *

Home Phone Mobile Phone *

Gender *
Please select your Gender ... *

If you do not identify as one of the above, please contact the Customer Service Team who will be able to support you with your application process.

Nationality * Country of Birth *

British United Kingdom

EMERGENCY CONTACT DETAILS

Full Name *

Their relationship to you * Contact Phone Number *

WHAT ARE YOUR ROLES IN BASKETBALL?

<input type="checkbox"/> Player	<input type="checkbox"/> Coach	<input type="checkbox"/> Referee
<input type="checkbox"/> Table Official	<input type="checkbox"/> SAC Coach	<input type="checkbox"/> Physiotherapist
<input type="checkbox"/> Doctor	<input type="checkbox"/> Interpreter	<input type="checkbox"/> Club Secretary
<input type="checkbox"/> Club Welfare Officer	<input type="checkbox"/> Team Manager	<input type="checkbox"/> DBS Verifier
<input type="checkbox"/> Statistician	<input type="checkbox"/> Volunteer	

ADDRESS

Postcode * [FIND MY ADDRESS](#)

Select House
Please find and select or enter your Address *

Address Line 1 * Address Line 2

Town / City * County *

ABERDEENSHIRE

Country *

United Kingdom

CHOOSE YOUR PASSWORD

Password * Retype your Password *

ANONYMOUS INFORMATION

This data will be anonymised for use by our funders, and will not be shared with any third parties.

Ethnicity Sexual Orientation Religion

Prefer not to say * Prefer not to say * Prefer not to say *

DISABILITY

Disclosure of disability information is optional. Data will be used to ensure we can effectively support and communicate with members. Anonymised data may be shared with our funders.

Long term limiting illness
 Prefer not to say No Yes

Disability 1 - Type of Disability Disability 2 - Type of Disability

None / Prefer not to say * None / Prefer not to say *

If you have more than two disabilities to disclose, please contact the Customer Service Team who will be able to support you with your application process.

ACCOUNT CONFIRMATION

I have read and accept the Terms and Conditions. *

I am aged over 18 or am a person with parental responsibility. *

COMMUNICATION PREFERENCES

I would like to receive marketing communications from Basketball England.

I would like to receive communication from partners of Basketball England.

I would like to receive the Basketball England Members Newsletter.

I would like to receive the Basketball England Clubs Newsletter.

I would like to receive the Basketball England Coaches Newsletter.

I would like to receive the Basketball England Officials Newsletter.

* - denotes mandatory field

+ ADD LICENCE(S)
JOIN AND PROCEED TO CHECKOUT

Membership Price List:

BE Membership - Senior	£15.00
BE Membership - Junior (Under 18)	£8.50
LL (Local League) Player Licence FREE WITH BE MEMBERSHIP	

This is renewed annually from date of purchase.

Basketball England | Data Protection & Privacy | Contact Us

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Step 4. Follow the link at the end of the form to 'Join and Proceed to Checkout'.

ACCOUNT CONFIRMATION

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+ ADD LICENCE(S) **JOIN AND PROCEED TO CHECKOUT**

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Step 5. Choose a payment option.

REVIEW AND CHECKOUT

How do you want to pay?

It looks like you currently do not have a basketball membership subscription, for a quicker checkout this has been added to your basket.

Pay Now online

My Club / Organisation Pays

Please enter the Club / Organisation CA Code

SEARCH

The club name assigned to the CA code provided:

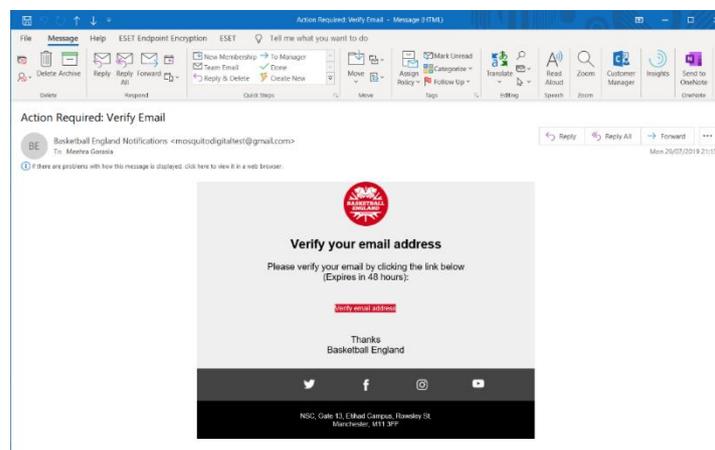
Total To Pay: £15.00

BE Membership - Senior (Expires 28/06/2020) £15.00

LL Player Licence - Senior (Expires 28/06/2020) FREE

CHECKOUT

Step 6. Go to your email account to verify your email address. Please note that this is the email address that you used to sign up. (Remember to check the junk folder!)



Step 7. Contact membership@basketballengland.co.uk to assign yourself as a university administrator.



Accessing Your University Portal

Step 1. 'Log In' with your membership number.

PLEASE LOG IN TO YOUR ACCOUNT.

LOG IN.

Enter Your Membership Number

Password

LOG IN

[Forgotten these details?](#)

DON'T HAVE AN ACCOUNT?

To become a BE member, you will need to create an account using the link below. As a member, you will get access to our competitions and leagues, club insurance and numerous competition giveaways. This also includes exclusive access to Howden Sport Benefits, which gives our members access to online shopping for a number of key brands.

SIGN UP

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Step 2. Go to the dropdown in the top right-hand corner to manage your club.

My Locker - A000014

Welcome to your Basketball England dashboard. Click on the below pods to navigate around your profile.

3 OUTSTANDING ELIGIBILITY REQUIREMENTS

0 ITEMS PENDING PAYMENT

0 CLUBS JOINED

My Profile
This is a summary of your personal details. You will be able to edit parts of your profile here.
[MY PROFILE →](#)

Licences
Apply for and view licences here. Licences include Local League, BUCS, National League, BBL and WBBL.
[LICENCES →](#)

Eligibility
Upload your required documents here. These will vary dependent on the licence you are applying for.
[ELIGIBILITY →](#)

Clubs and Teams
Attach yourself to a club here.
[CLUBS & TEAMS →](#)

Product History
This will detail your current and previous licence purchases to provide your true basketball journey!
[PRODUCT HISTORY →](#)



Club Finances

Step 1. Follow the link to 'Finances' on the club admin dashboard.

Manage Your Club - CA0000

Welcome to your Club dashboard. Click on the below pods to navigate around.

10 TEAMS HAVE NO PLAYERS

14 PENDING CLUB PAYMENTS

9 MEMBERS WISH TO ASSOCIATE WITH THE CLUB

Finances

View the clubs pending and previous transactions here. You can pay for any pending transactions here too.

FINANCES →

Step 2. Pay the £60 university club fee.

CA0720 - Greater Manchester Community Basketball Club

1 PENDING ORDERS

Pending Orders

SHOW 6

Select	Date Added	Description	Order Reference	Total £
<input type="checkbox"/>	01/09/2019 00:00:00	BE Club Membership - 2019/2020		£60.00

Showing 1 to 1 of 1 records

Previous Orders

SHOW 6

Order Date	Description	Order Reference	Total £
No data available in table			

Step 3. Once the club fee has been paid, the member payment requests will come through to pay.



Creating Teams within Clubs

Step 1. Follow the link to 'Teams' on the club admin dashboard.

Manage Your Club - CA0000

Welcome to your club dashboard. Click on the below pods to navigate around.

10 TEAMS HAVE NO PLAYERS | 14 PENDING CLUB PAYMENTS | 9 MEMBERS WISH TO ASSOCIATE WITH THE CLUB

Club Overview | Licences | Finances | Members | Teams | Leagues & Competitions

Step 2. Follow the link to 'Create Team'.

Manage Your Club - Club Overview

CA5009 - MG Test Club

Club Overview | Licences | Finances | Members | Teams | Leagues & Competitions

League Level: Any | Gender: Any | Age Category: Any / Not applicable | Division: Any / Not applicable

LOAD | CREATE TEAM

Team Name	League Level	League Type	Division	Gender	Age Category	Players	Manage Team
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Step 3. Fill in the 'Team Setup and Configuration' form.

Create Team

Club Overview | Licences | Finances | Members | Teams | Leagues & Competitions | Settings

Team Setup and Configuration

Team Name: _____ | Select Age Category: Any / Not applicable

League Level: Any | Select Gender for Team: Male Female

Select Division: Any / Not applicable

SAVE



Assigning Members to Teams

Step 1. Follow the link to 'Teams' on the club admin dashboard.

Manage Your Club - CA5009

TEAMS HAVE NO PLAYERS | 0 PENDING CLUB PAYMENTS | 0 MEMBERS WISH TO ASSOCIATE WITH THE CLUB

CLUB REVIEW | LICENCES | FINANCES | MEMBERS

TEAMS | LEAGUES & COMPETITIONS

Step 2. Select 'Manage Team' on the relevant team.

Manage Your Club - Club Overview

CA5009 - MG Test Club

Club Overview | Licences | Finances | Members | Teams | Leagues & Competitions

LOAD | CREATE TEAM

Team Name	League Level	League Type	Division	Gender	Age Category	Players	Manage Team
U18 Men	BUCS	University/College	Any / Not applicable	Men	Senior	0	Manage Team

Step 3. Add 'Available Members' to 'Members Currently in Team'.

MANAGE TEAM

Members currently in team

Show 5 | Search:

Licence Type	Licence Status	Member ID	Forename	Surname	Age	Gender	Nationality	League Level	Remove	More Details
No data available in table										

No records found

Available Members

Show 5 | Search:

Licence Type	Licence Status	Member ID	Forename	Surname	Age	Gender	Nationality	League Level	Add	More Details
No data available in table										

No records found



Viewing Licence Cards

Step 1. Follow the link to 'Licences' on the club admin dashboard.

Manage Your Club - CA5006

1 TEAMS HAVE NO PLAYERS 0 PENDING CLUB PAYMENTS 0 MEMBERS WISH TO ASSOCIATE WITH THE CLUB

LICENCES

Step 2. Select 'download team licences' for the relevant team.

CA0000 - Mosquito Digital Test Club

Team Name	League Level	League Type	Division	Gender	Age Category	Players	
Hero Team	Local League	Open (Junior)	Any / Not applicable	Men	Under 16	0	
IJ Test Team	BUCS	University/College	Any / Not applicable	Men	Senior	0	
IJ Test Team 2 - changed name	BUCS		Division 2	Men	Senior	0	
IJ Test Team 3	BUCS		Division 3	Men	Senior	0	
Simon's Devil Dogs	BUCS		Division 1	Men	Senior	0	
SU Test Team	BUCS	Open (Senior)	Division 1	Men	Senior	0	
Team Mixquillo Under 18s	BUCS		Division 1	Men	Under 18	0	
Test Team NI Div 1	National League	Open (Senior)	Division 1	Men	Senior	1	Download Team Licences