



WGHA Staff/Volunteer Registration

- Everyone must register in RAMP for the new season: [RAMP](#)
- You must make sure that you have all your certifications up to date in the system. You can check what is needed here: [Team Official Qualification Requirements](#)
- Please fill out the Criminal Offence Declaration and upload it to the box asking for your CRC (Separate PDF to download)
 - If you did not upload a copy of your Vulnerable Sector Check (VSC) last season, you will need to do that this year. They are **valid for 3 seasons**.
 - If you need a new VSC, you may obtain the volunteer letter and apply online to Durham Regional Police Services at [DRPS Record Checks](#).
- The NCCP# field is a mandatory field. If you haven't put in the number previously you will need to do so now. You can find your number at: [Coaching Association of Canada](#)
- If you don't have an NCCP# you can create an account at the coach locker site above (you may also have a number attached to a different sport) or you can put in N/A (this would only pertain to Managers, Treasurers, Trainers and Board Members)
- The HCRID# is the Hockey Canada Registry ID. That number can be found at: [spordle My Account](#)
- The Hockey Canada Registry has been updated and if you have not already done so, you will need to create a new login. You will not automatically see your old records. When you are in the Dashboard you will need to select 'Link a Member' choose 'Self' from the drop-down menu. This will show all your qualifications linked to Hockey Canada.
- For the Respect In Sport, you can look up your number or take the course here: [Respect in Sport](#)
 - *Please make sure that you take the **Activity Leader** course and not the Parent course.*
- Coaching clinics can also be found here: [Clinics](#)
- To complete your Trainers Certificate, you will find the course and refresher course here: [Trainers](#)