

MYHANB Member Login and HAA Registration Guide

REGISTRATION DEADLINES

	<u>Earlybird Deadline*</u>	<u>Final Deadline*</u>
Volleyball	June 24, 2018	July 15, 2018
Basketball	August 25, 2018	September 15, 2018
Track	March 31, 2019	April 30, 2019

*NOTE: Registration after the Earlybird deadline is an additional \$10 fee.

STEP 1

- Using an internet browser, go to www.myhanb.org or, go to www.hanb.org and click on the myhanb link.
- If you are already a user, **enter your login information and go to step 2.** If you have not logged into our system before, click “Need a login?”
- Enter your first name, last name and email address, then click Find Me. **Note: Your first name, last name and email address MUST match with our database or you will not be given a login.** If your information is not found in our database, you will be given a link to send an email to the parish office. A staff member will then enter your corrected information and email you when you can try again.
- If your information matches our database, an email reply containing your username and password for login to myhanb will be emailed to you. Return to myhanb and complete the log in process. Enter the username and password sent to you in the fields provided.
- The system will require you to change your password with the first successful login. Enter a password of your choice.



Sign In

E-mail Address or User Name:

Password:

Remember my Username

Forgot your [password](#) or [user name](#) ?

Need a login? [Click here](#)

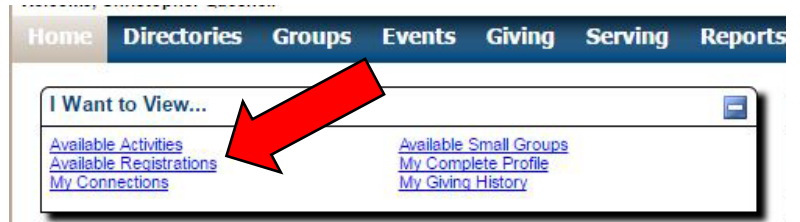


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STEP 2

- Select Available Registrations



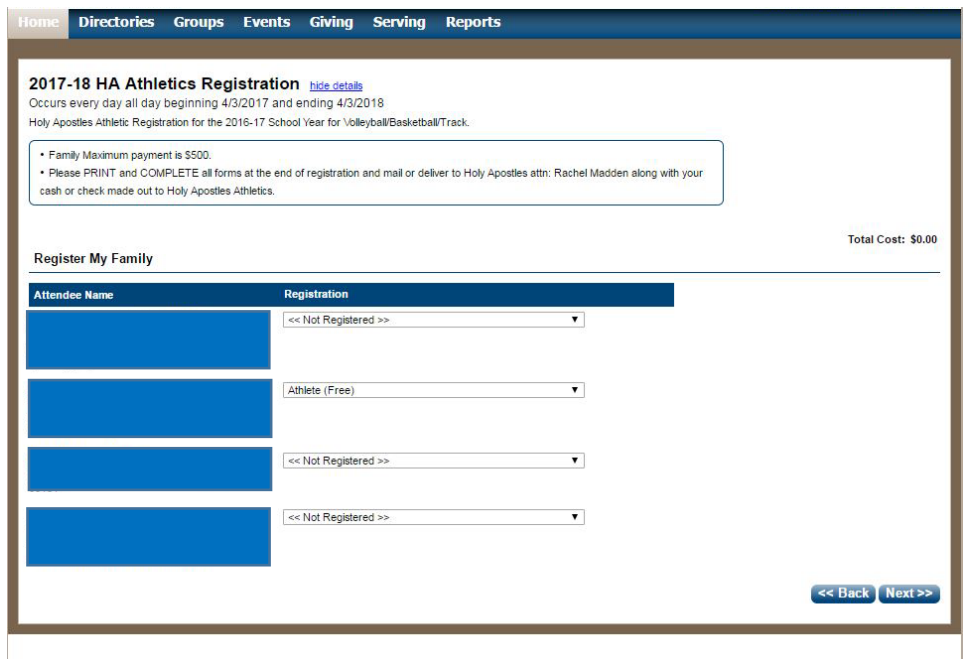
STEP 3

- Click the Register button next to HA Athletic Association Registration 2018-19:



STEP 4

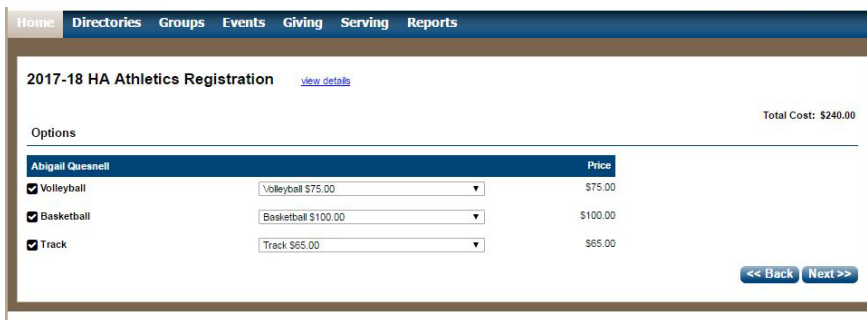
- From the dropdown menu select each person or family member that you would like to register, then select NEXT:



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STEP 5

For each person select the sports you would like to register them for from the dropdown menu and click next.



The screenshot shows a web interface for "2017-18 HA Athletics Registration" for a user named Abigail Quesnell. The total cost is \$240.00. Under the "Options" section, there is a table with columns for "Abigail Quesnell", "Price", and "Options".

Abigail Quesnell	Price	Options
<input checked="" type="checkbox"/> Volleyball	\$75.00	Volleyball \$75.00
<input checked="" type="checkbox"/> Basketball	\$100.00	Basketball \$100.00
<input checked="" type="checkbox"/> Track	\$65.00	Track \$65.00

Navigation buttons: << Back, Next >>

STEP 6

Answer the questions for each participant for that program. Click Next

STEP 7

Review the summary and make sure each family member is registered correctly. Click Next

STEP 8

Select a payment method.

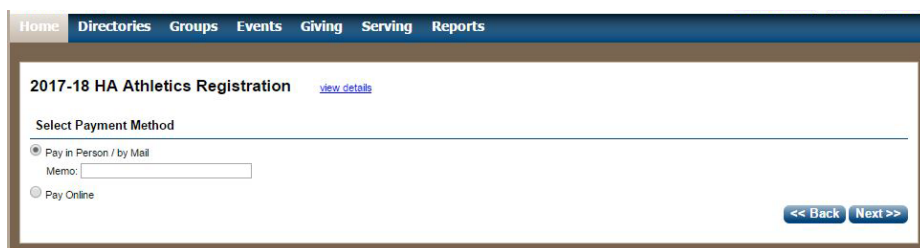
Option 1 – Submit payment to the school office Attn: Athletics

Holy Apostles School

Attn: HA Athletics

3875 South 159th Street

New Berlin, WI 53151



The screenshot shows the "2017-18 HA Athletics Registration" page with the "Select Payment Method" section. There are two radio button options: "Pay in Person / by Mail" (selected) and "Pay Online". A "Memo:" field is visible next to the "Pay in Person / by Mail" option. Navigation buttons: << Back, Next >>

Option 2 - Pay Online with your checking account. NO credit card payments are accepted at this time.

Your registration is now complete. If you have additional questions, contact Chris Quesnell at quesnell@uwalumni.com or 414-704-5427.