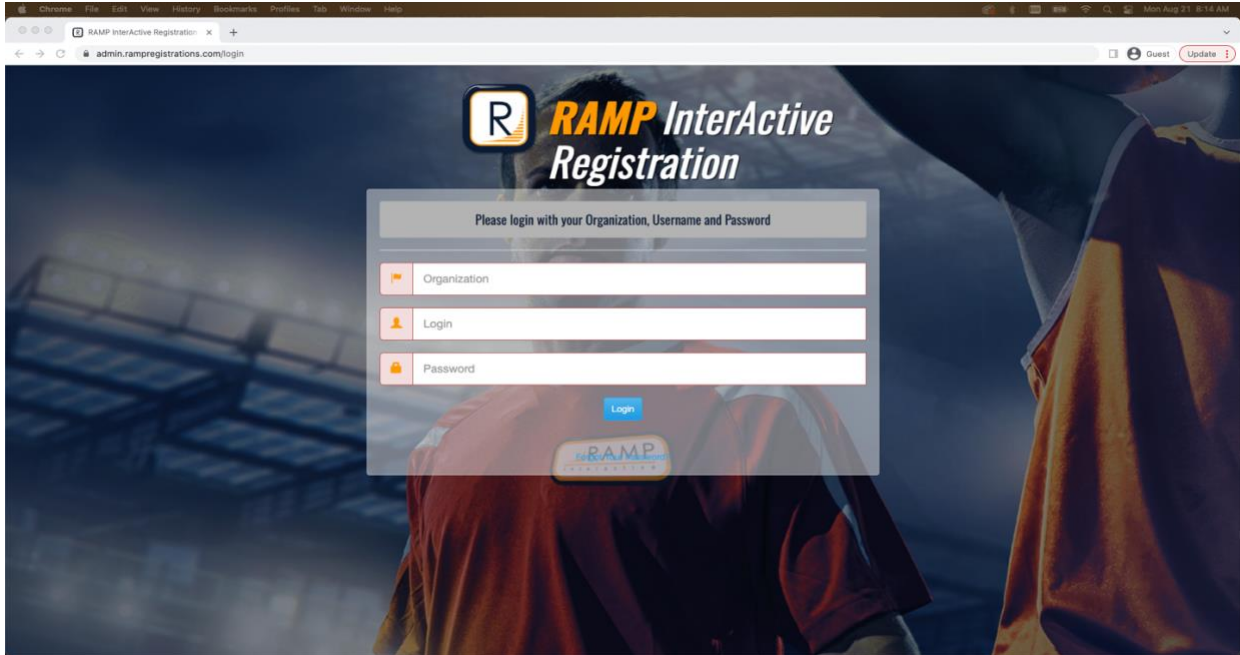


## Club Affiliation Procedure

1. Login to RAMP Interactive: <https://admin.rampregistrations.com/login>  
Enter your login information.



2. On your home screen – at the left panel – click on “Seasons” – then select “Seasons” on the dropdown menu.

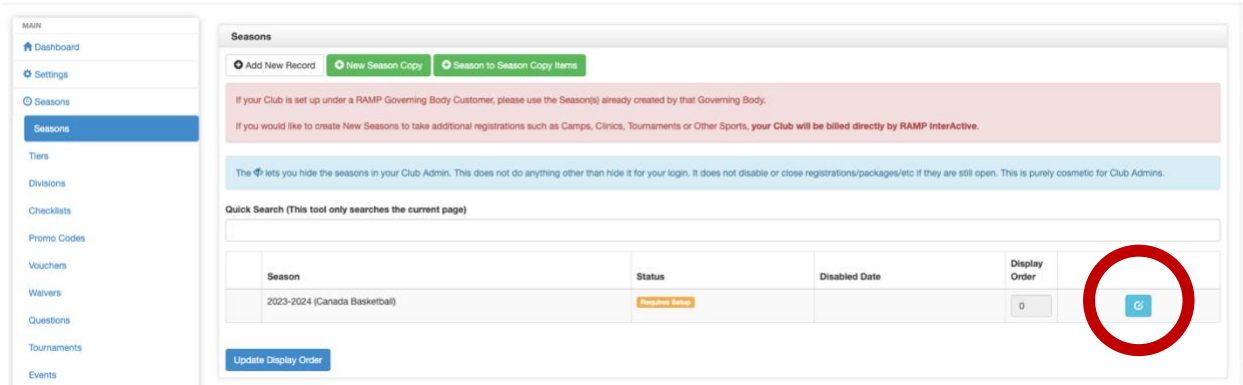
A screenshot of the RAMP InterActive Registration dashboard. The left sidebar contains a navigation menu with items like Dashboard, Seasons, Divisions, Checklists, etc. The "Seasons" item is highlighted with a red circle. The main content area shows a "Public Access" section with a "Front End Registration Link" and a "Basic Setup Instructional Video" section. Below these is a "Summary" section with a table for "Seasons" (2023-2024 (Canada Basketball)) and a "Payments" section with a table for "Payments".

Total	Total Paid	Account Credits	Outstanding Balance	Pending Charges	Balance after Pending
\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00

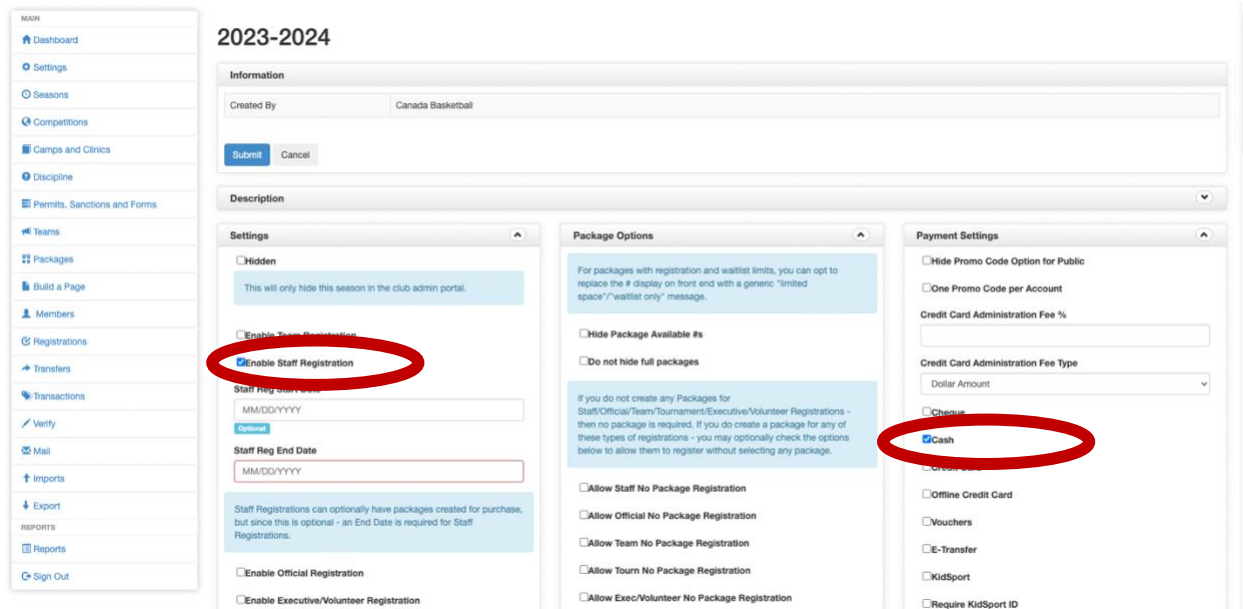
Players	Staff	Official	Team Registrations	Tournament Registrations	Club Executive/Volunteer
1	0	0	0	0	0

Type	Amount
Cheque	\$200.00

3. You will notice that the status of your club is “Required Setup”. You will need to click on the edit button to complete the setup for the year.



4. On the 2023-2024 setup – please click on “Enable Staff Registration” on Settings and “Cash” under Payment Settings. Click on “Submit” after clicking on Enable Staff Registration and Cash. You have now completed your club’s setup on RAMP. You must now complete the affiliation with Ontario Basketball.



If you plan to use RAMP Interactive as your club’s own registration database. Please contact Mike Barbin – [mbarbin@basketball.on.ca](mailto:mbarbin@basketball.on.ca)

- To complete the affiliation with Ontario Basketball. Click on “Permits, Sanctions and Forms”. Then select “Club Submissions” on the dropdown menu.

Your club status will be “Pending”. Click on edit button on the Club Affiliation row.



Club Submissions

Seasons: 2023-2024 (Canada Basketball) | Tournaments: None

Status: All

View

Quick Search (This tool only searches the current page)

Season	Permit Name	Status	Balance	End Date	
2023-2024	Club Affiliation	Pending	\$0.00		
2023-2024	House League Only Affiliation	Pending	\$0.00		

- Complete the necessary fields, questions and document uploaded – select the fee associated and click Save progress.

Club Affiliation

Season: 2023-2024

Status: [ ]

Comments: [ ]

Questions

Where is your club located? [ ]

Custom File Uploads

Club Mission and Values: [Choose File] No file chosen

Club Executives and Contact List: [Choose File] No file chosen

Please Sign Here

Clear Signature

Packages

2023-24 Club Affiliation

This package is a required purchase.

\$500.00

Save Progress Cancel

- Your club's status will now be "Pending (Submitted)". OBA will receive notification of your club's affiliation. Once everything is approved by OBA – your status will turn to "Approved".

The screenshot shows the 'Club Submissions' page in the Ontario Basketball Programs admin interface. The page includes a sidebar with navigation options like Dashboard, Settings, Seasons, Competitions, Camps and Clinics, Discipline, Permits, Sanctions and Forms, Teams, Packages, Build a Page, Members, Registrations, and Transfers. The main content area features filters for Seasons (2023-2024 (Canada Basketball)) and Tournaments (None), and a Status filter set to 'All'. A 'View' button is present. Below the filters is a 'Quick Search' field. The main table displays the following data:

Season	Permit Name	Status	Balance	End Date	
2023-2024	Club Affiliation	Pending Submitted	\$500.00		<a href="#">View</a> <a href="#">Add Offline Transaction</a>
2023-2024	House League Only Affiliation	Pending	\$0.00		<a href="#">View</a>

This screenshot shows the 'Club Submissions' page after the 'Club Affiliation' entry has been approved. The status for that entry has changed from 'Pending Submitted' to 'Approved'. A 'Receipt' link has also appeared next to the 'Add Offline Transaction' button for that entry. The 'House League Only Affiliation' entry remains in 'Pending' status. The table data is as follows:

Season	Permit Name	Status	Balance	End Date	
2023-2024	Club Affiliation	Approved	\$500.00		<a href="#">View</a> <a href="#">Add Offline Transaction</a> <a href="#">Receipt</a>
2023-2024	House League Only Affiliation	Pending	\$0.00		<a href="#">View</a>

Once you have been approved you are now ready to register your teams, coaches, and players for Ontario Basketball events. You will also receive an email from Ontario Basketball that will provide the rules and regulations manuals, deadlines and information about the 2023-24 season!