



HOW TO REGISTER

What is Rowing Canada Aviron (RCA) and the Alberta Rowing Association (ARA)?

RCA is the governing body for the sport of rowing in Canada. The ARA is the provincial branch of RCA. These associations provide, among benefits, insurance coverage for participants engaged in rowing activities.

Why do I have to register with RCA and ARA?

RCA and ARA require everyone who participates in a rowing program with a local member club, to register with them as well. You do this online through the RCA Web Registration System (WRS). The fees for RCA and ARA are included in the total cost of your membership. You only need to pay RCA and ARA fees once per year and they are valid from the date of purchase until March 31st of the following year.

How do I register for programs?

- STEP 1. Navigate to the RCA Web Registration System at <https://membership.rowingcanada.org/Home>
- STEP 2. Click on **Register/Join**.
- STEP 3. Click **Join a Program**.
- STEP 4. From the drop-down lists, choose **Alberta** and **Edmonton Rowing Club**.
- STEP 5. You will now see the list of ERC programs. Scroll down until you see the applicable program.
- STEP 6. Click **Join** on the adult or youth program as relevant. This will take you to the Log In/Create an Account screen.
- STEP 7. If you have rowed before at a club in Canada, select **Log In**. Follow the prompts to recover your login information if you do not remember your username, member number, or password. Update your account information if there are changes and be sure to include your emergency contact information.
- STEP 8. If you have never rowed before, select **Create Account Now**.

Note for Parents/Guardians: If you are registering a child or youth, you will need to create the account under their name. If you are registering more than one child or youth you will need to create separate accounts for each.

Follow the prompts to enter your personal information. When you enter your information, the system may find similar names and ask you to confirm that you do not already have a profile in the system. Based on your response, you will have the option to log in, update your profile, or create an account. When you create an account, the system will assign you a member number and prompt you to select a username and password. Make sure to include your emergency contact information in your account profile.

STEP 9. Click the checkboxes to accept our liability waiver form and Code of Conduct.

STEP 10. At the final step, you will be shown the charges and you can pay online by credit card.

STEP 11. You will receive an email confirming your registration once it has been received and activated by our Membership Director.

You're all done! Questions? Contact our Membership Director at membership@edmontonrowing.ca if you need help navigating the Web Registration System.