GO TO [www.southcoastschoolsport.eq.edu.au](https://www.southcoastschoolsport.eq.edu.au) - Click Regional Sports – Regional Trial Levy Payment Link

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td><strong>REGIONAL TRIAL LEVY PAYMENT</strong> Click link (located bottom of Regional Sport tab School Sport South Coast)</td>
</tr>
<tr>
<td>2.</td>
<td><strong>SIGN UP</strong> Click button (top left hand corner) &amp; complete email details</td>
</tr>
<tr>
<td>3.</td>
<td><strong>ACTIVATION</strong> Click link from activation email</td>
</tr>
<tr>
<td>4.</td>
<td><strong>LOGIN</strong> Using the email address &amp; password entered previously</td>
</tr>
</tbody>
</table>

GO TO 4. LOGIN - IF ALREADY REGISTERED

3. **ACTIVATION** Click link from activation email

4. **LOGIN**

   Using the email address & password entered previously

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**GO TO 6. LEVY - IF ALREADY REGISTERED**

5. **ADD STUDENT** Click ADD STUDENT button

   - **School:** LEAVE BLANK – DO NOT select school
   - **Sports School:** School Sport South Coast
   - **Region:** South Coast
   - **First Name:** Student first name
   - **Last Name:** Student surname

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6. **LEVY** Click LEVY

   **Tick – Regional Trial**
   - Select Child
   - Select Region
   - Select correct District *
   - Select correct Trial
   - Select correct Sport
   - Click PAY NOW
   - Complete payment details

   * IF UNKNOWN – go to [www.southcoastschoolsport.eq.edu.au](https://www.southcoastschoolsport.eq.edu.au) Regional sports tab – Schools By District link