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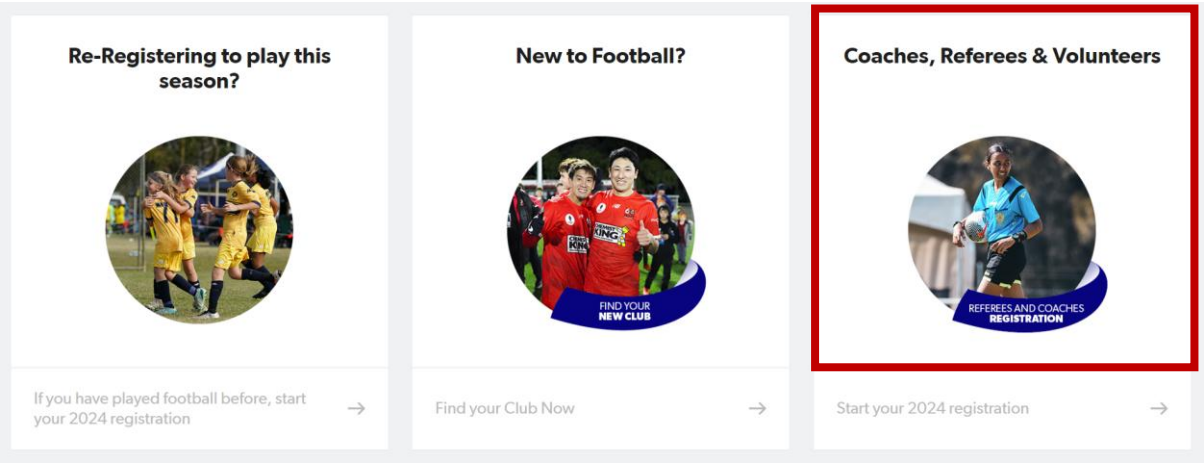
ENROLLING IN GAME LEADER COURSE

ACCESSING THE LEARNING CENTRE WITH AN EXISTING ACCOUNT

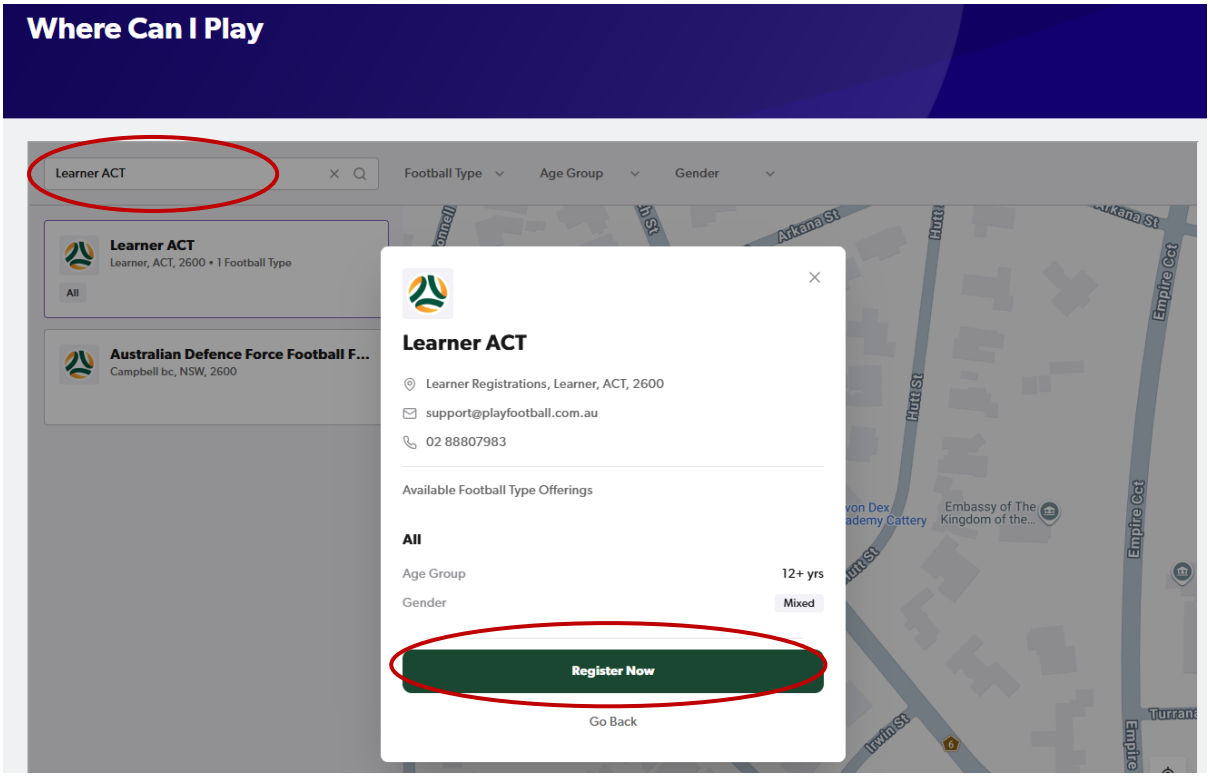
If you have an existing **referee** or **coach** account in the Learning Centre, you can access it by clicking on the *'Learner (Football Account)'* option and login using your PlayFootball credentials, then skip to step 12.

ACCESSING THE LEARNING CENTRE FOR THE FIRST TIME

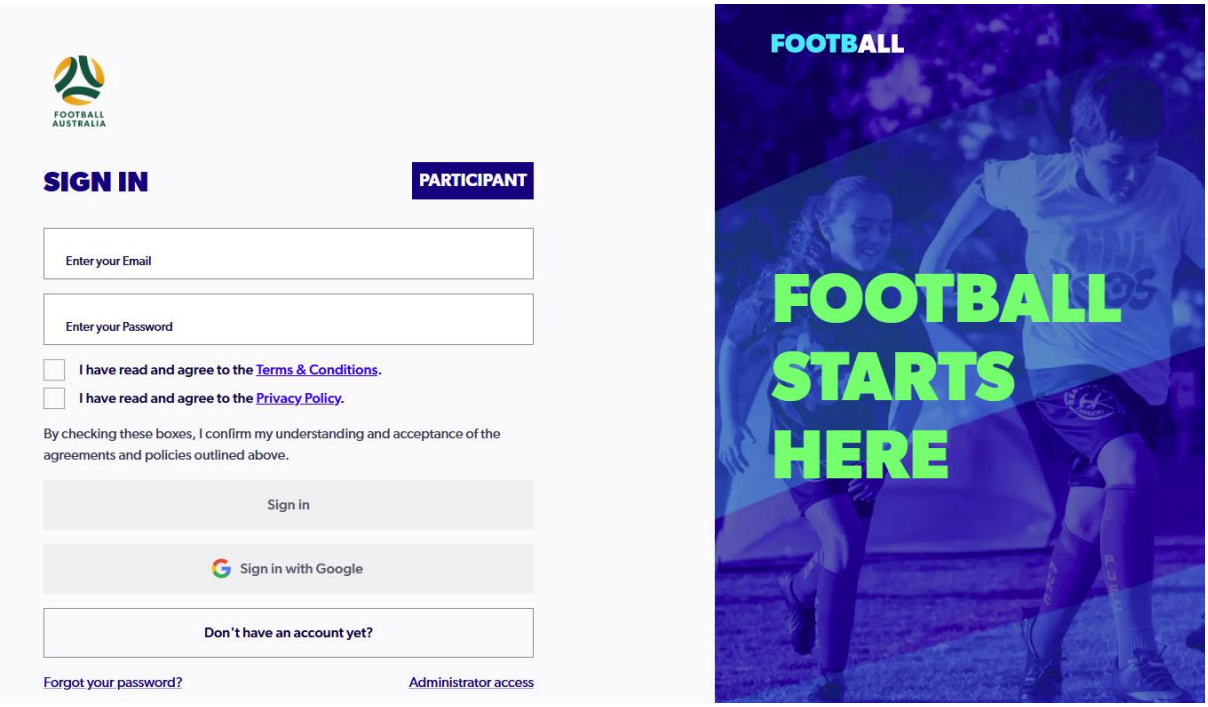
1. Go to PlayFootball, click on *'Coaches, Referees and Volunteers'*



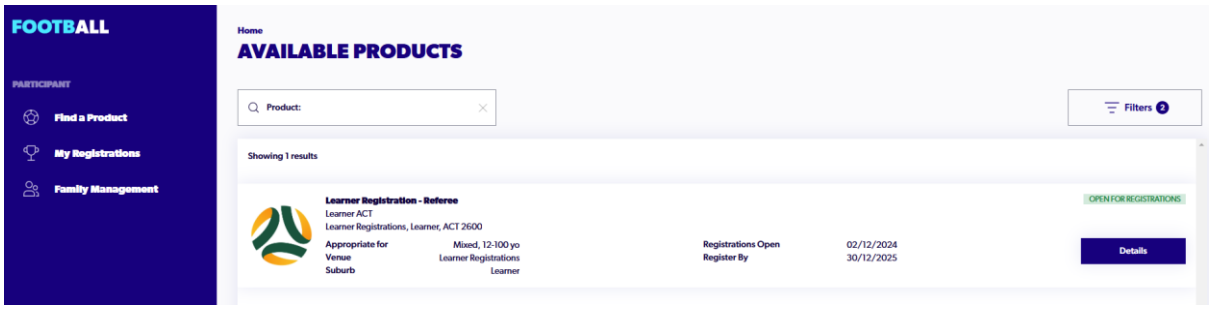
2. Search for *'Learner ACT'* and click *'Register Now'.*



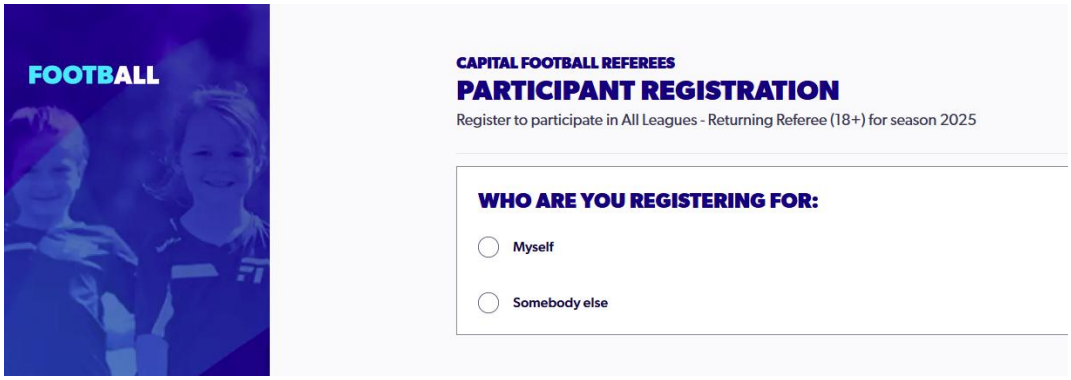
3. You will be directed to the **new** PlayFootball login page – use your existing details, check the boxes and select *'Sign In'*

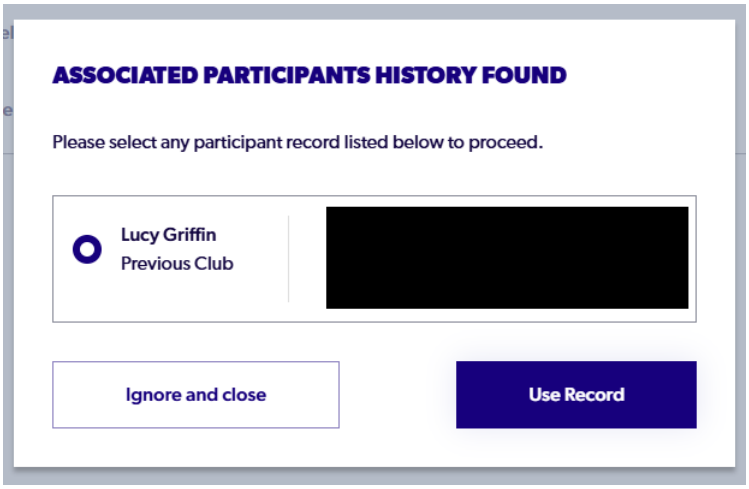


4. Select *'Details'* for the Learner Registration - Referee product, and then select '*Register'* on the next page.

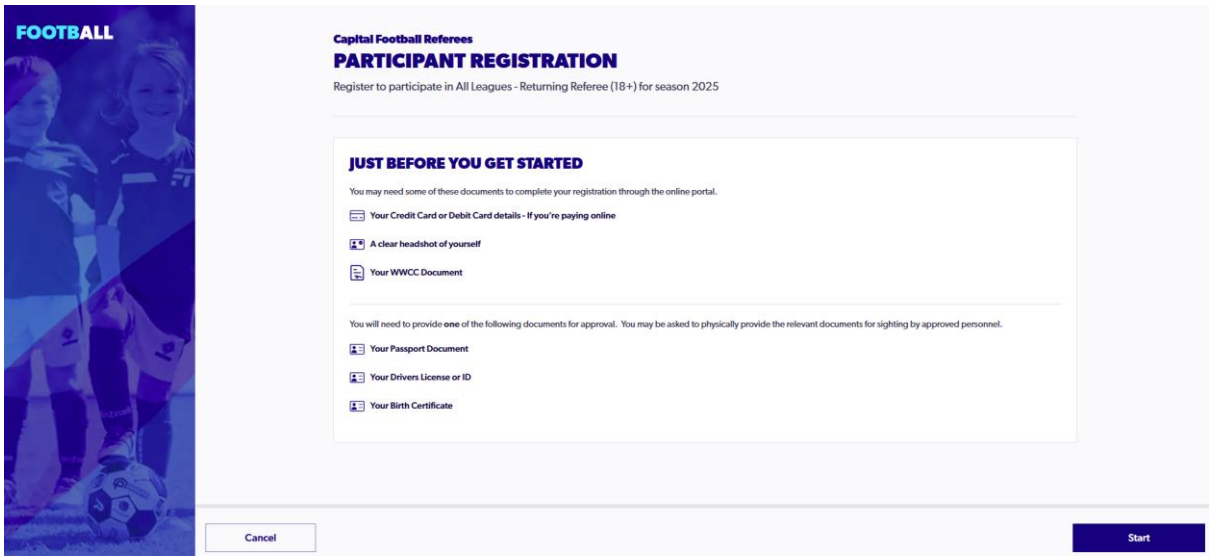


5. Choose if you are registering yourself or someone else associated with your account. You should get a popup with your previous details, select *'Use Record'*.





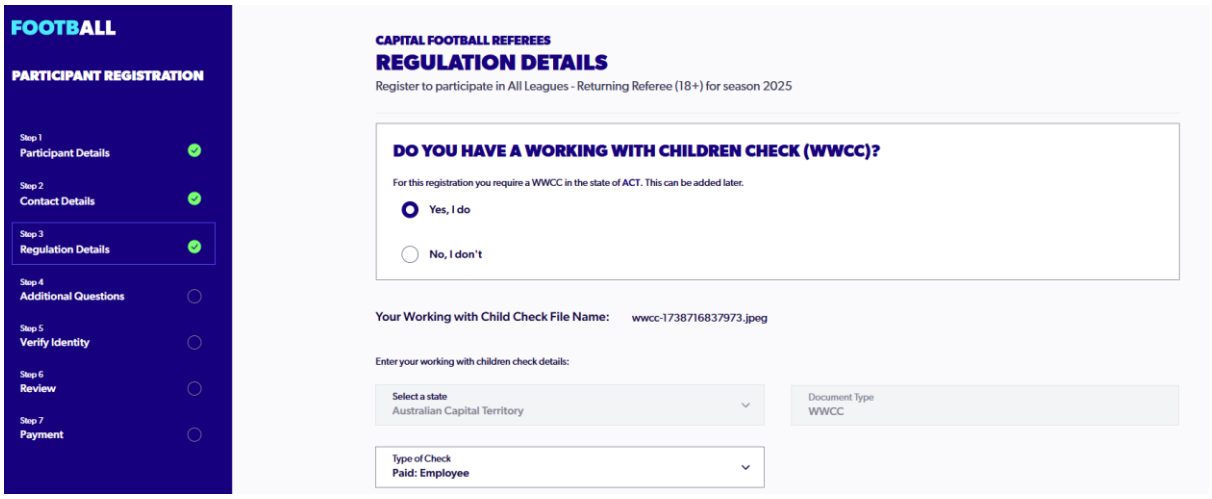
6. Ensure you have all documents ready for registration, this includes a WWVP card (from Access Canberra) for participants aged 16 and older. You will need to have a volunteer check at a minimum.



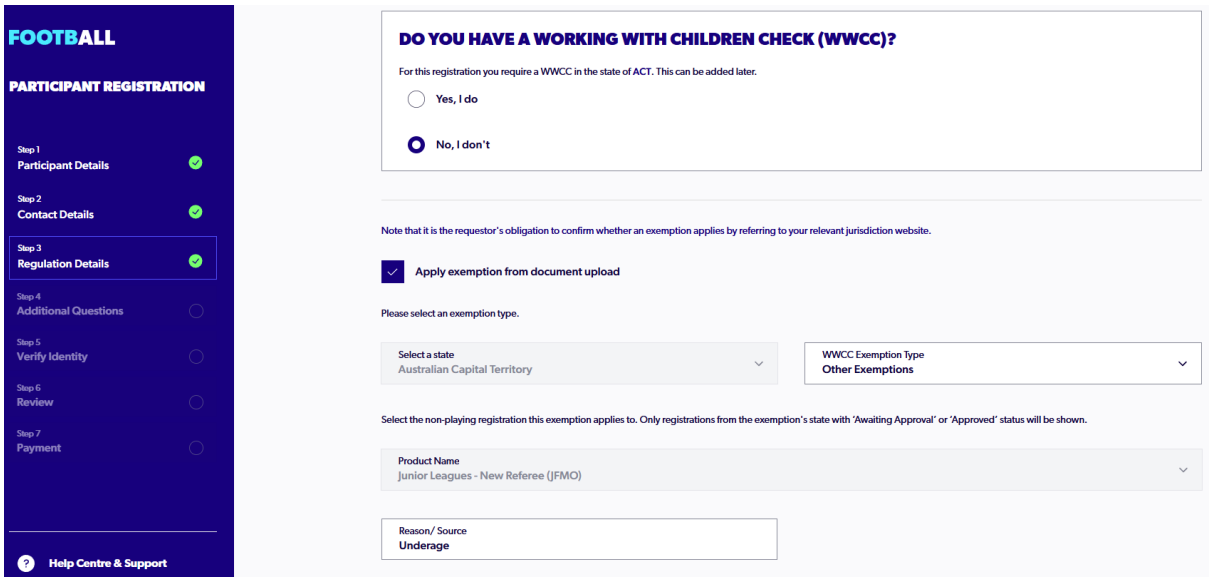
7. Follow the prompts, ensuring that the steps on the left of the screen show green ticks. **No tick means there is required information missing** – you will need to go back to the step with missing information.

NOTE: On Step 3, 'Contact Details' enter the participant's email (not the guardian's). This will be their Football Australia Learning Centre Username

8. **If aged 16+**, enter WWVP details – *you will not be able to register without a WWVP card*
    a. Enter the issue date as five years before the expiry date



9. **If aged U16**, request an exemption by choosing '*Other Exemptions'* for the Type, and put *'Underage'* in the Reason box. You should not need to provide documentation.



10. The registration should be approved within 1-2 business days from completion. You will receive an email from PlayFootball confirming approval of registration:

11. Within 48 hours of receiving the Learner ACT approval confirmation email, you will receive an onboarding email from the FA Learning Centre with login information and instructions.

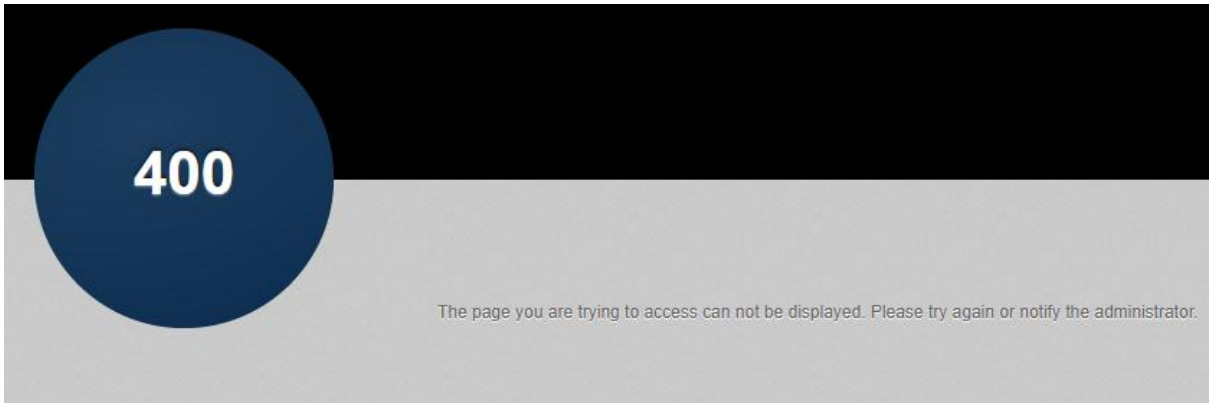
NOTE: If you do not receive an onboarding email, please reach out to learningcentre@footballaustralia.com.au with your FFA number for assistance

Further support articles can be found here

ACCESSING THE LEARNING CENTRE

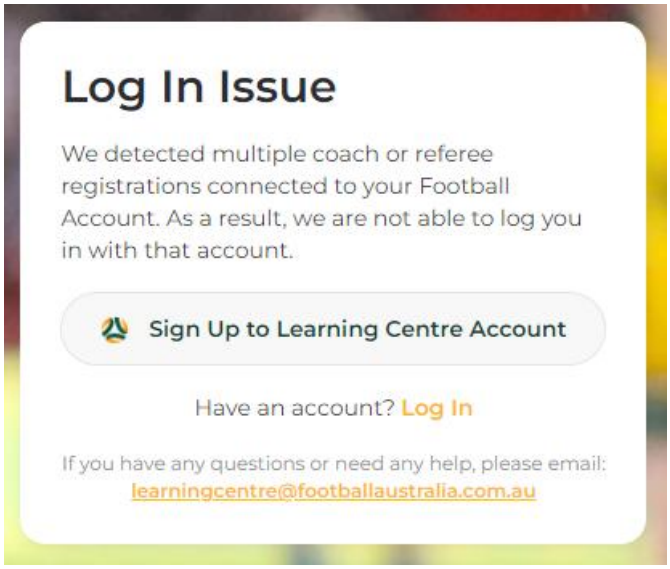
12. Navigate to the Learning Centre in your browser: https://learn.footballaustralia.com.au/

NOTE: You may get an error message (like below), use an incognito or private browser window to get access.

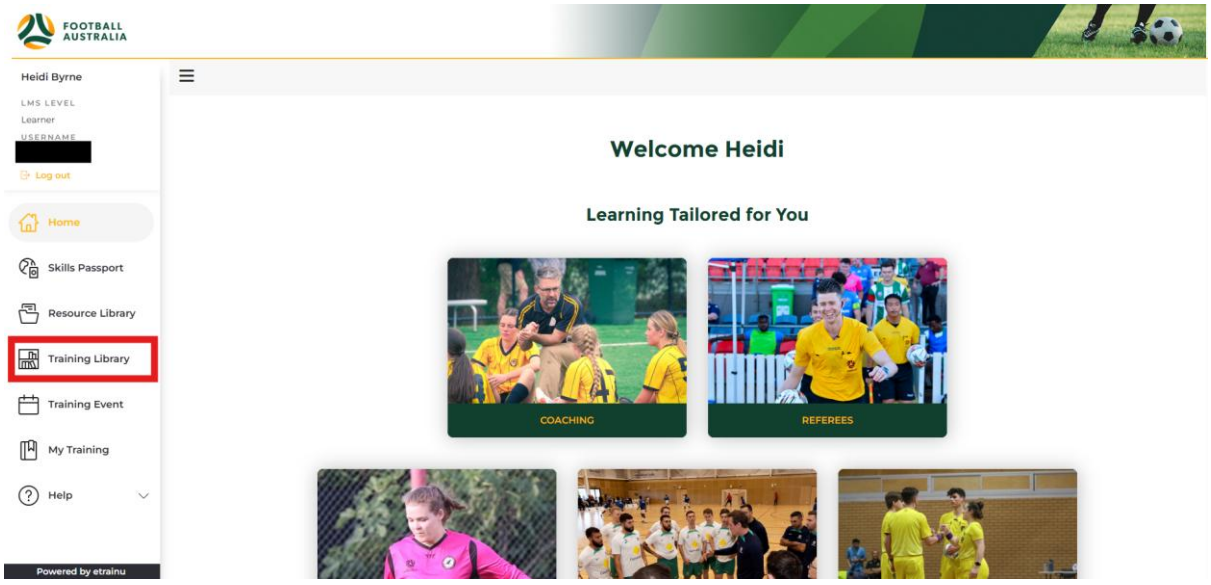


13. Click on the *'Learner (Football Account)'* option and login using your PlayFootball credentials

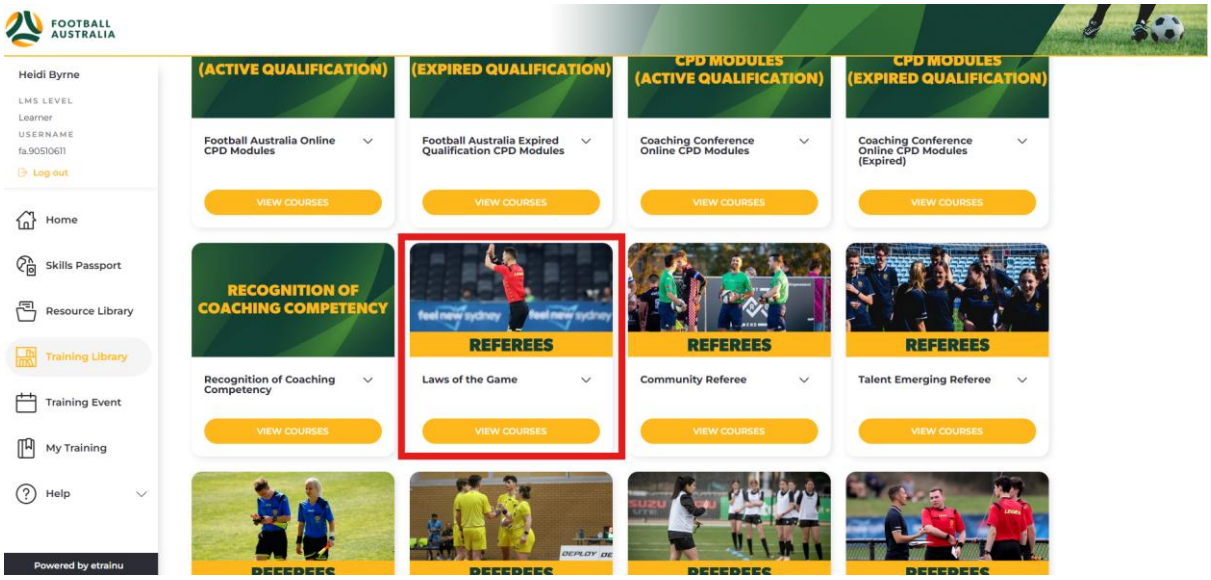
NOTE: If *'Multiple registrations against account'* error appears on login (see below), please see instructions from this support article.



14. Select *'Training Library'* From the left-hand menu.

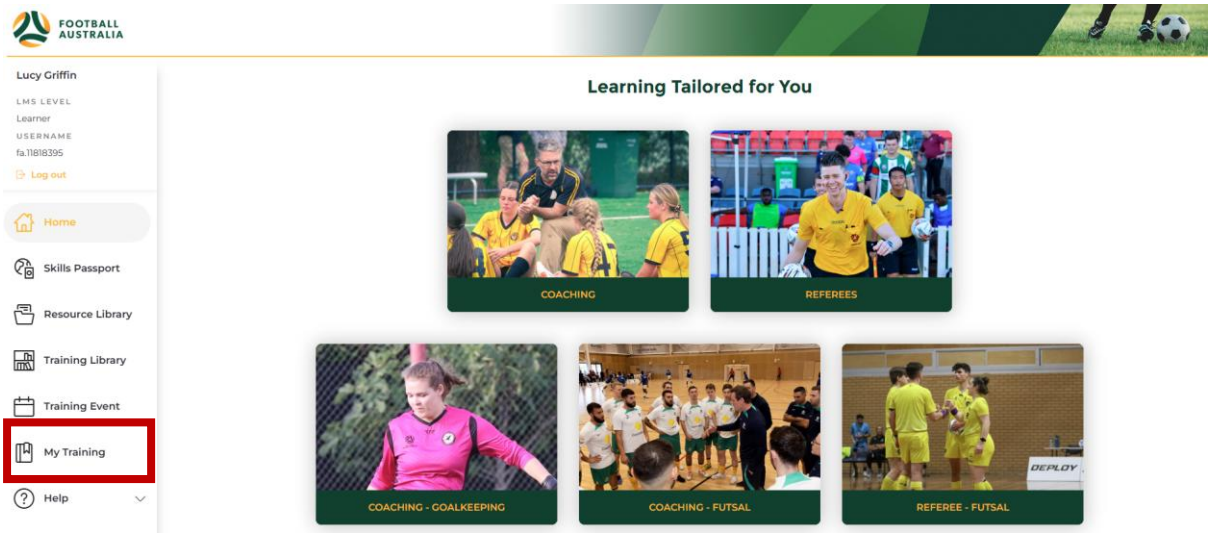


15. Scroll down and click '*View Courses*' underneath '*Laws of the Game*'.

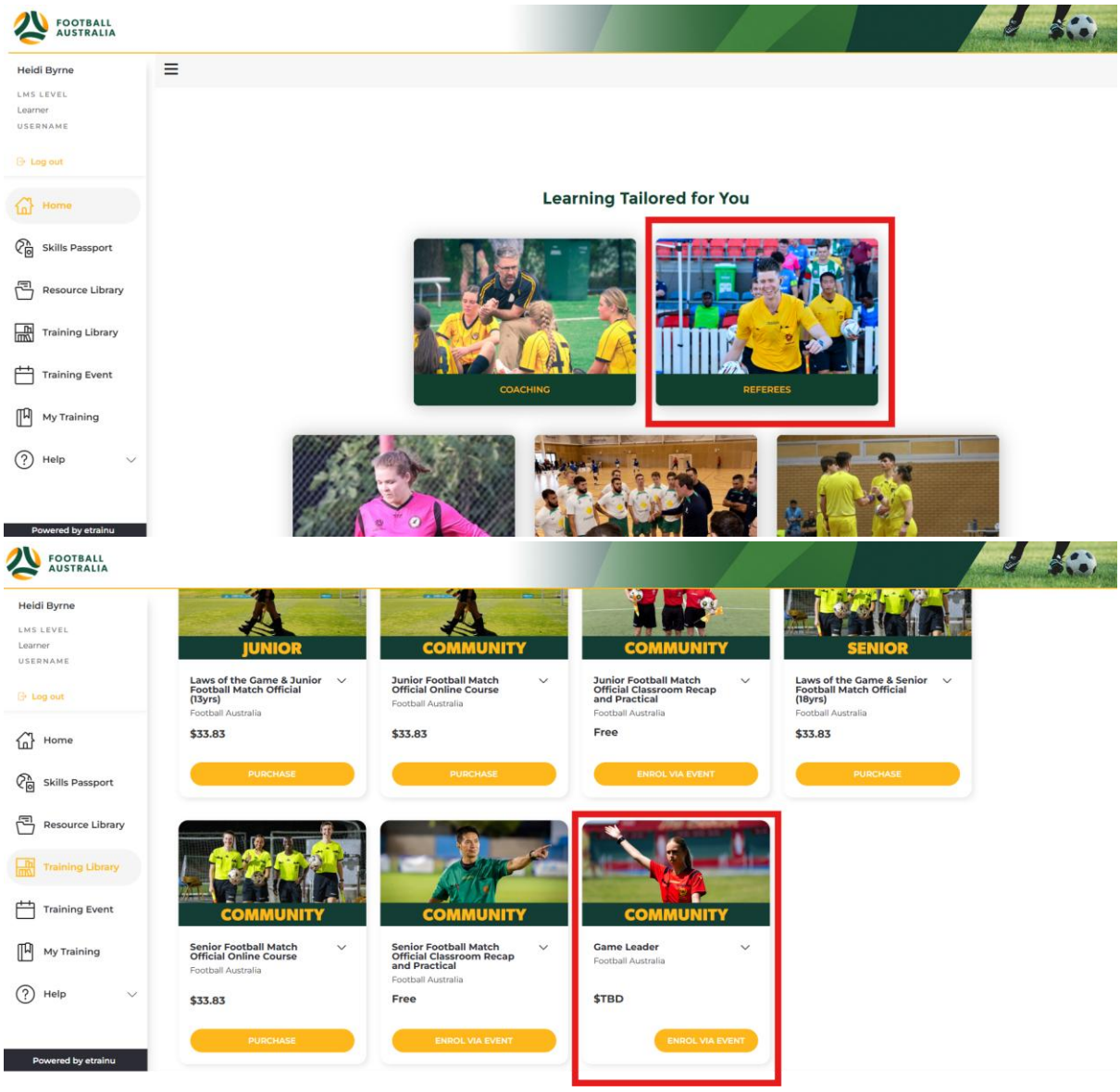


Then enrol into, and complete, the 'Laws of the Game' Module.

Modules are self-paced, you can come back to these at any time by going to *'My Training'* in the left-hand menu



16. Once the 'Laws of the Game' Module is Complete, you will be able to register into a Practical Event. Do this by selecting *'Referee'* on the home page, then '*Enrol via Event*' Under '*Game Leader*'.



Your total cost for 2027 will be $62. This includes your course costs, a shirt, whistle and bag. Registration for the season via PlayFootball is free but mandatory as is ensures that you are insured and will give you access to Spond, Dribl & RefWhistle. Information on how to register and get started will be sent to you upon course completion.

If you have any questions or require assistance, please contact Referees@CapitalFootball.com.au