

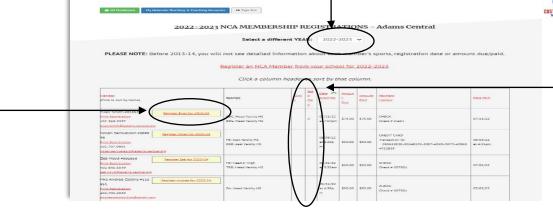
1. Go to ncacoach.org. Click "AD LOGIN" in the upper right-hand corner.

2. Select School and type in your password. The password is all digits and can be obtained from Tina at the NCA office.

3. The screen will go to the 2025-2026 NCA Membership Registrations for your school. No coaches will appear here until they register for this year which opens May 1st.

4. If you want to go back to see last year's registration, select a previous year and all members will appear.

A yellow box "Register coach for 2025-2026" will also appear. Once a coach registers for this year, the yellow box will disappear, and the coach's name will appear on your 2025-2026 NCA Membership Registration in the AD login.



coaches

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5. You can monitor coaches that register for Membership as their name will appear on the registration. You can also monitor those that register for the 2025 Coaches Clinic and/or Gold Card by seeing an "x" in one or both of these two columns.

6. A running total with an amount due to NCA will appear at the bottom of the registration.

7. Once all coaches have registered, print off your AD 2025-2026 NCA Membership Registration Sheet by right clicking anywhere on the page - select print and mail in with a check. YOU WILL NOT BE ABLE TO PAY ONLINE WITH A CREDIT CARD – YOU WILL NEED TO CALL THE OFFICE (4% fee applies).

