



DragonFly Setup Instructions for Parents and Coaches

Rocket City Falcons Basketball · 2026–2027 Season

Every athlete and every coach registers through DragonFly. Parents use it to enroll their players, upload paperwork and pay fees. Coaches and volunteers use it to join the program so they can be added to team rosters. Both start from the same place, but the paths split at one screen — pick the section below that applies to you.

Our program code: 5WTH3L

Rocket City Falcons is listed in DragonFly under Brownsboro, AL. There is a separate organization called Rocket City Rockets in Huntsville — make sure you pick the Falcons.

Part 1 · Parents — Registering Your Athlete

1. Create your account. Go to dragonflymax.com and click LOGIN / SIGN-UP, then Sign Up For Free.



- Use YOUR name and YOUR email — not your child's. You will add your children in a later step.
- DragonFly emails you an 8-digit verification code. Enter it, then accept the Terms of Service.

2. Connect to Rocket City Falcons. On the Today page, click Get Started.

Let's connect you to your school, state association or group.

[Get Started](#)

My Cards

3. Choose Parent as your role. Then click Add Parent.

Join Your School or State Association

What do you do at your school or state association?

Athlete Parent Staff Official Other School Role

Cancel Add

Join Your School or State Association

What do you do at your school or state association?

Parent

YOU ARE A PARENT, GUARDIAN, OR RESPONSIBLE PARTY FOR AN ATHLETE OR ATHLETES.

Cancel Add Parent

4. Pick Alabama, then find the Falcons. Search for “rocket city” and select Rocket City Falcons (5WTH3L, Brownsboro AL). Click Join Rocket City Falcons.

Join Your School or State Association

Back Pick your state.

Other Alabama Alaska Arizona Arkansas California Colorado Connecticut District of Columbia Delaware Florida Georgia Illinois Indiana Iowa Kansas Kentucky Louisiana Maine Maryland Massachusetts Michigan Minnesota Missouri Montana Nebraska Nevada New Hampshire New Jersey New Mexico New York North Carolina North Dakota Ohio Oklahoma Oregon Pennsylvania Rhode Island South Carolina South Dakota Tennessee Texas Utah Vermont Virginia Washington West Virginia Wisconsin Wyoming

Cancel Pick Alabama

Joining Rocket City Falcons (5WTH3L) as Parent

Back Search for your school or state association. If you have a code, type it here. Need help?

rocket city

✓ Rocket City Falcons Brownsboro, AL 5WTH3L

Rocket City Rockets Huntsville, AL 5LSJAS

I can't find my organization

Cancel Join Rocket City Falcons

5. Add each child. Click Add a Child and create a record for every athlete in your family. Each child gets their own completion bar.

Allegra Borchers

View Details | Submit Paperwork

75% Completed

Philip Borchers

View Details | Submit Paperwork

13%

Add a Child

Registering a player in more than one age group

Add your player to each age group they will play in, but only pay the fee for the oldest team. A player rostered on two teams pays the higher of the two fees, not both.

6. Submit paperwork. Open each child and click Submit Paperwork. Work down the checklist until it reads 100%.

- RCF Player Agreement
- AHSAA Preparticipation Physical Evaluation
- Copy of birth certificate

All forms can be downloaded from rocketcityfalconsbasketball.org/parents-information

Birth certificate upload date

When DragonFly asks for an Effective Date on the birth certificate, enter the date you upload it — not the date on the certificate itself. Using the birth date causes the document to show as expired.

7. Pay fees. Fees can be paid in DragonFly, by Zelle, check or cash. Fees are due before practice starts — contact the President or Treasurer if you need a payment plan.

Part 2 · Coaches, Assistants and Volunteers

This section is for head coaches, assistant coaches, board members and screened volunteers. **If you are also an RCF parent, you do not need a second account** — see the note at the end of this section.

1. Create your account. Go to dragonflymax.com, click LOGIN / SIGN-UP, then Sign Up For Free. Enter your name, email and a password, complete the captcha and click Submit.

- You will be asked to confirm you are creating the account for yourself — click It's Me.
- DragonFly emails you an 8-digit verification code. Enter it, then accept the Terms of Service.
- Already have an account as an RCF parent? Skip to the note at the end of this section instead.

2. Click Get Started. On the Today page, find “Let's connect you to your school, state association or group” and click Get Started.

3. Choose Staff — not Parent. This is the one screen where the coach path differs from the parent path. Select Staff and click Add.

4. **Choose Coach.** On the next screen select Coach, then click Add Coach.
5. **Pick Alabama, then find the Falcons.** Scroll to Alabama and click Pick Alabama. Search for “rocket city”, select Rocket City Falcons (5WTH3L, Brownsboro AL) and click Join.

Screenshot shows the parent path — yours will read “as Coach”. The search is otherwise identical.

6. **Review the summary and confirm.** DragonFly shows a summary of everything you entered. Read it, and if anything is wrong click Back in the top-left to fix it before confirming.
7. **Wait for approval.** Your request goes to the RCF administrator for approval. Send Scott Borchers a text or email once you have submitted so it does not sit in the queue.

Coaching requirements are separate from DragonFly

Joining DragonFly does not clear you to coach. You must also complete the RCF Coach Application, sign the Coach and Volunteer Agreement, and pass a background screening through Protect My Ministry.

You may not coach, supervise, chaperone or transport an athlete until your background screening and Coach and Volunteer Agreement are complete.

If you are a coach AND an RCF parent

One DragonFly account can hold both roles — you do not need to sign up twice with a second email address.

Whichever role you set up first, ask Scott Borchers to add the other role to your existing account rather than creating a new one. Two accounts on the same person cause roster and paperwork problems that are tedious to unwind.