



BCSPORTCHEER.CA



INFO@BCSPORTCHEER.CA

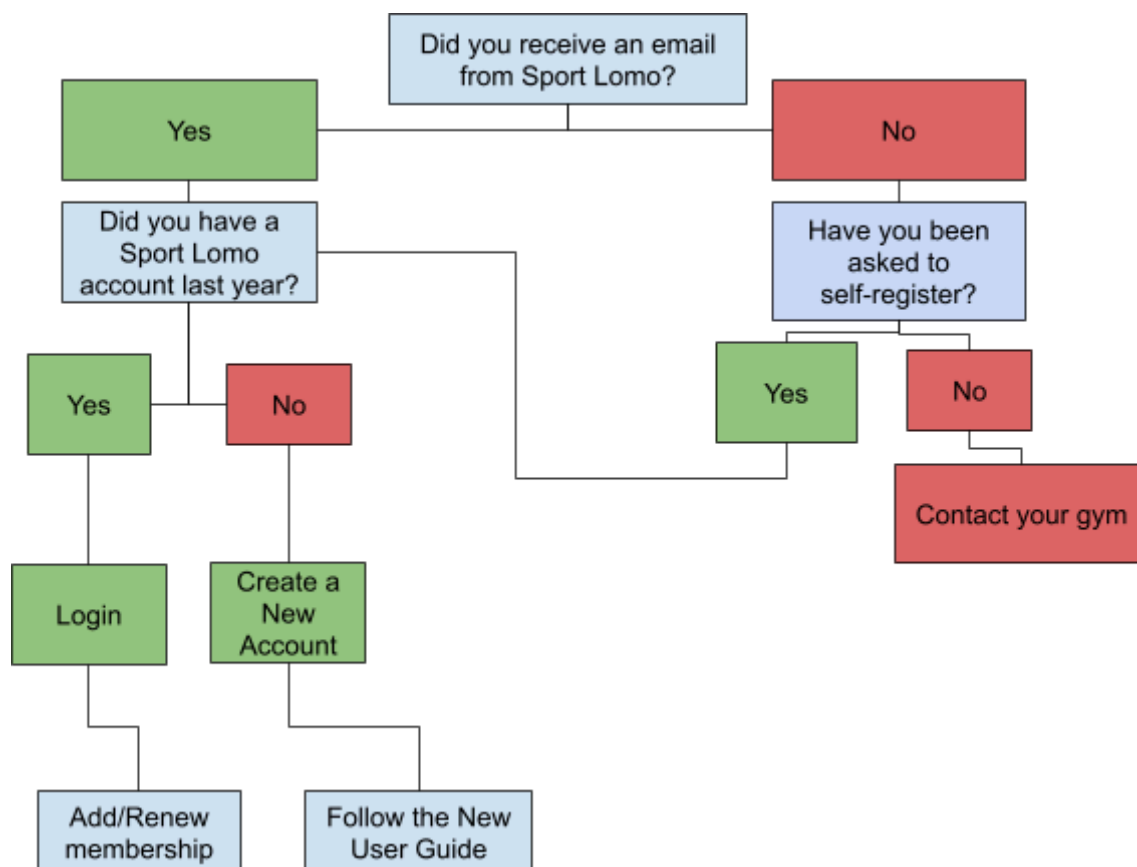
Sport Lomo Guide - Coaches

2025-2026 Season

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Registration Website

<http://cheercanadareg.sportlomo.com/>



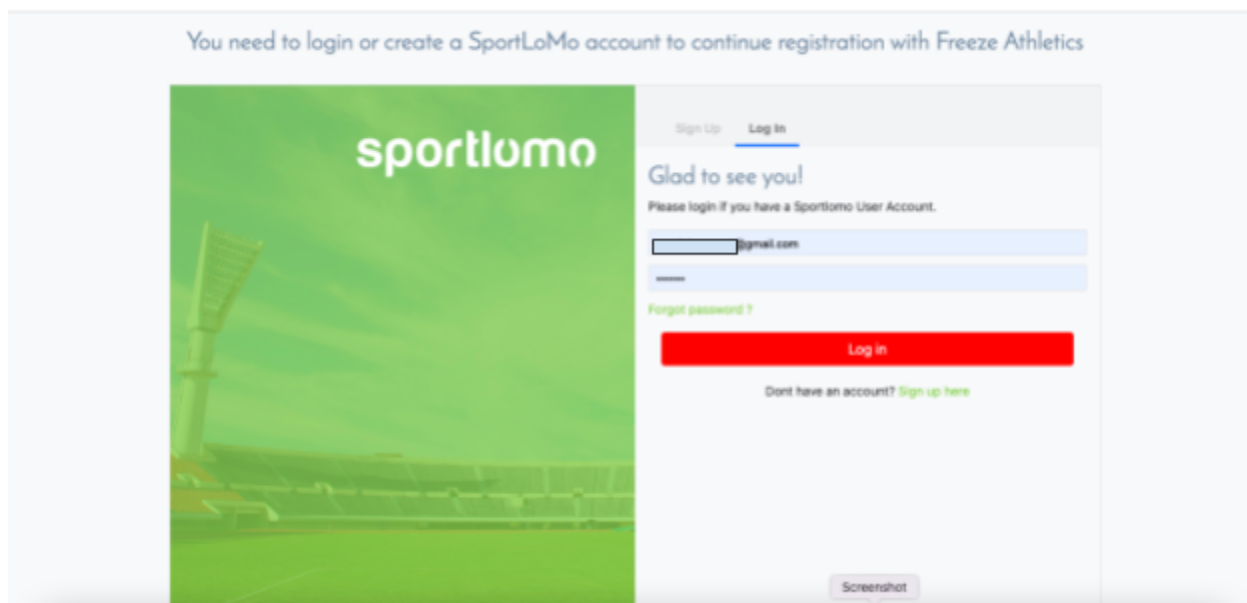
Please take a moment to review the [various memberships](https://bcsportcheer.ca/sport-lomo) that may apply. This is at the bottom of our Sport Lomo page on our website.

<https://bcsportcheer.ca/sport-lomo>

SELF-PAY FOR COACHES

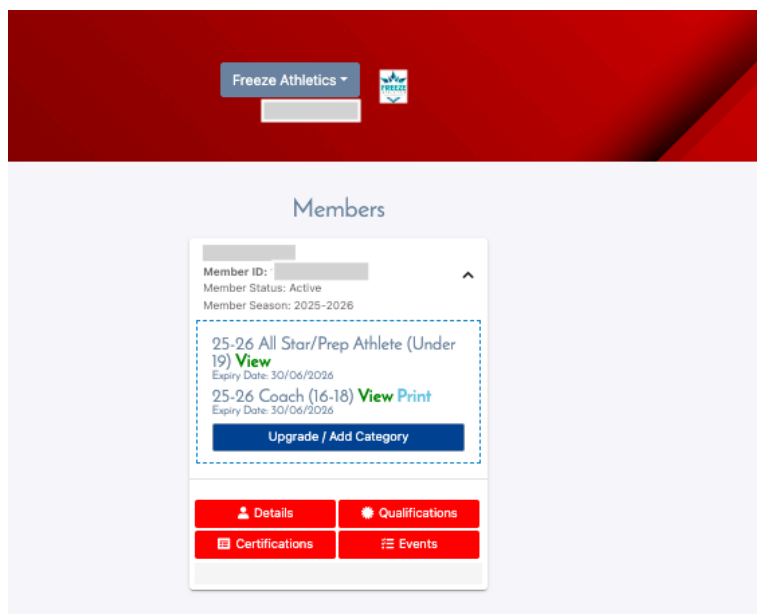
ADD/RENEW MEMBERSHIP FOR SELF-PAY

Log in to your account. If you didn't save your password, or don't remember it, you may need to click on Forgot Password.

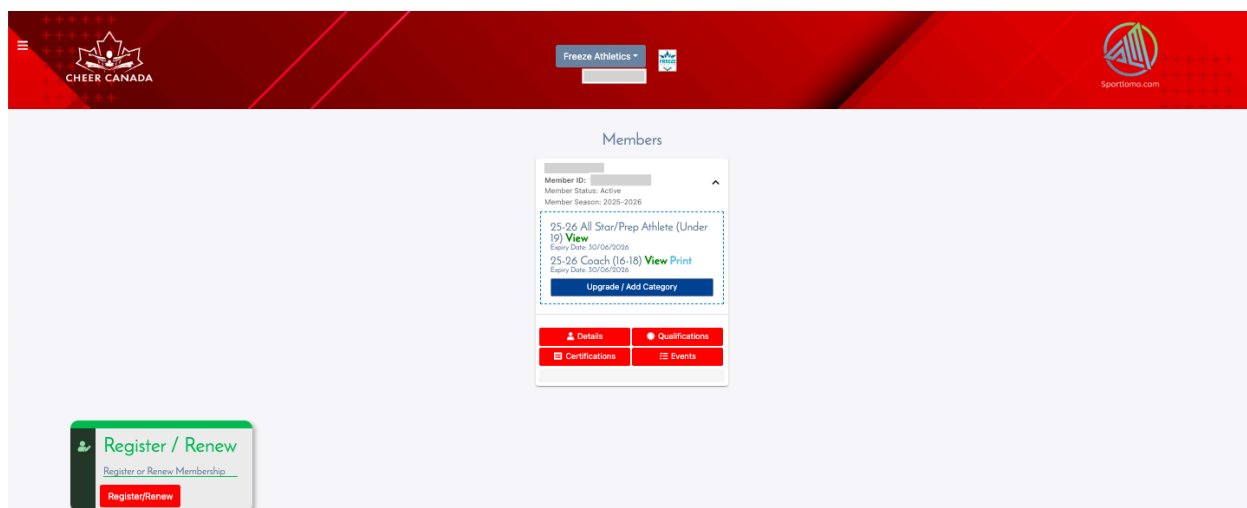


Wait for the email (check your SPAM and junk folders for an email from noreply@sportmanager.ie) and reset it.

You should have a screen like this with your “card.”



Make sure that it says 2025/2026 season. If it says 2024/2025 Season, you should have a button that says Add/Renew in Green below.



Select the type of membership to renew (i.e. All Star/Prep Athlete (Under 19)) and change the QTY to 1. **IF THEY ARE AN ATHLETE AND A COACH OR CIT, PLEASE SELECT **MULTIPLE MEMBERSHIP**, and choose all that apply under multiple membership, not above)**

2024-2025			
Name: Administrator & Program Owner	Price: 31.50	Qty: 0	Total: 0.00
Name: 2024-2025 Volunteer/Chaperone/PTSO Member	Price: 5.00	Qty: 0	Total: 0.00
Name: 2024-2025 Competitive Athlete - Adult	Price: 36.50	Qty: 0	Total: 0.00
Name: 2024-2025 Competitive Athlete - Under 19	Price: 36.50	Qty: 0	Total: 0.00
Name: 2024-2025 Recreational Athlete - Under 19	Price: 16.50	Qty: 0	Total: 0.00
Name: 2024-2025 Coach (19 and over)	Price: 41.50	Qty: 0	Total: 0.00
Name: 2024-2025 Coach (ages 16-18)	Price: 41.50	Qty: 0	Total: 0.00
Name: 2024-2025 CIT (under 16)	Price: 5.00	Qty: 0	Total: 0.00
Name: 2024-2025 Administrator/Program Owner	Price: 31.50	Qty: 0	Total: 0.00
Name: Multiple Memberships (19 and over)	Price: 0.00	Qty: 0	Total: 0.00
Name: Multiple Memberships (under 19)	Price: 0.00	Qty: 0	Total: 0.00

Screenshot Total Cost (Ex Fees): 0.00

And click continue at the bottom of the screen.

You will be asked to fill in/verify your information and upload a photo. If you are a coach, you will also need to fill out the right side of the screen.

Selected Membership

MULTIPLE MEMBERSHIPS (UNDER 19)

Multiple Memberships (under 19)

Personal Data

Member First Name

Member Last Name

E-mail

Gender

DOB

Ethnic Origin

Parent First Name

Parent Secondname

Address 1

City/Town

Post Code

Parent Phone

Mobile (Primary)

NCCP number

Headshot Photo

Use Existing

Upload Photo

Questionnaire

I.* Select all that apply

☐ Coach in Training - Cheer
 ☐ Coach in Training - Performance Cheer
 ☐ Coach - Performance Cheer
 ☒ Coach - Cheer

S.* Select all that apply regarding your current level of certification

☐ New Coach (not certified)
 ☐ Novice
 ☐ Recreational
 ☐ Level 1/Beginner
 ☐ Level 2/Intermediate
 ☒ Level 3/Median
 ☐ Level 4/Advanced
 ☐ Level 5/Elite

Scroll Down to the waiver and sign the waiver, then click REGISTER at the bottom.

Waiver

Underage Waiver - Parent / Guardian to sign

You will find the French version at the bottom of the document. / Vous trouverez la version en français au bas du document.

WARNING! Please read carefully! By signing this document, you will assume certain risks.

1. This is a binding legal agreement. Clarify any questions or concerns before signing. Prior to participating, an individual who is younger than the age of majority and who wants to participate in the sport of cheerleading and the activities, programs, cl [More](#) provided by, and/or in the events sponsored

Please sign above

Complete

Receipt

Receipt will be emailed to

You will be taken to the payment page if you are self-paying. **YOU SHOULD NOT SEE THIS PAGE IF YOUR PROGRAM HAS PREPAID.**

Purchase Summary

Receipt:

Payment Summary

Item	Quantity	Price
Multiple Memberships (Under 19)	1	41.50
Total		41.50
Additional Fees		0.00
Total (Ex Service Fees)		41.50

Discount Code: **Apply**

Card Details

You will have an opportunity to review and confirm your payment before payment is taken.
Your payment will be processed using Stripe, one of the world's leading Payment Processors. No financial information is disclosed to SportLama or your Club.

Please enter your card details

Credit or debit card

Save with Visa

What is my CVC / CVV code?

Continue

Payment Breakdown

Association	Category	Price	Additional Fees	Discount	Amount Due
Cheer Canada	2024-2025 Coach	31.50	0.00	0.00	31.50
BC Sport Cheer	2024-2025 Competitive Athlete - Under 19	10.00	0.00	0.00	10.00
Freeze Athletics	2024-2025 Competitive Athlete - Under 19	0.00	0.00	0.00	0.00

Screenshot

You will be taken back to this page and will be emailed a receipt.

Freeze Athletics

Members

Member ID:

Member Status: Active

Member Season: 2025-2026

25-26 All Star/Prep Athlete (Under 19) **View**

Expiry Date: 30/06/2026

25-26 Coach (16-18) **View** **Print**

Expiry Date: 30/06/2026

Upgrade / Add Category

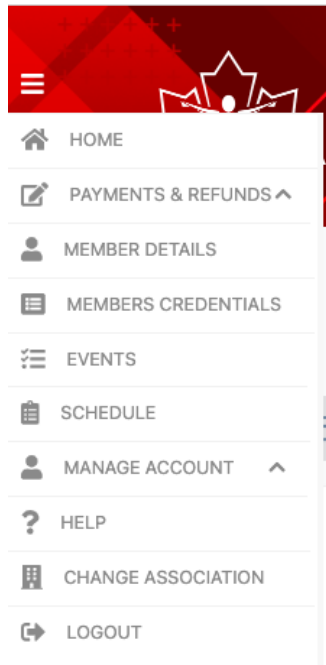
Details **Qualifications**

Certifications **Events**

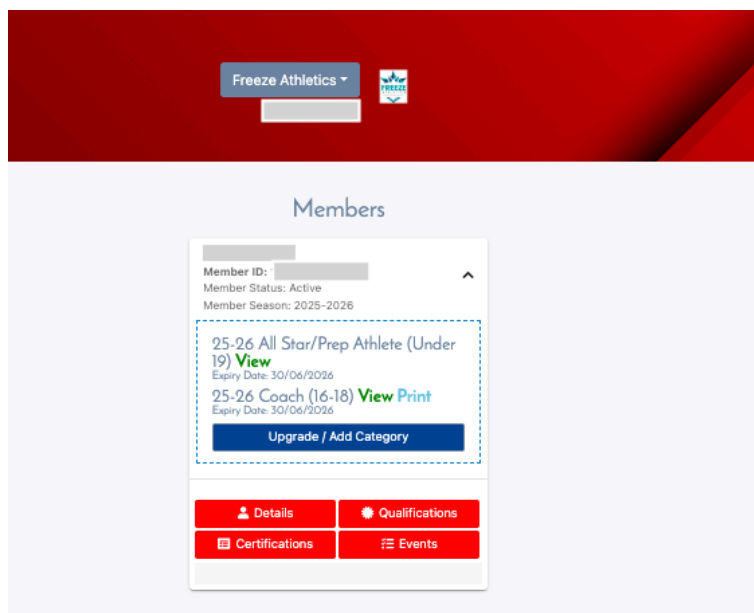
If you are a **coach**, you will need to click on the Certifications button to upload your credentials and certificates.

Click on “Manage.”

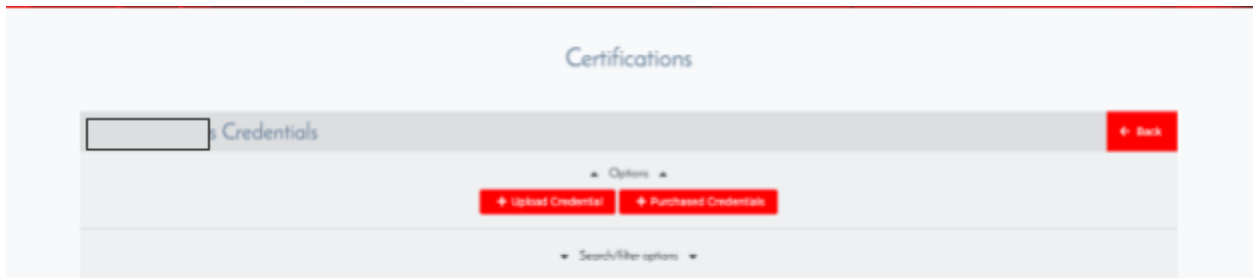
To add credentials, click on the top three lines in the top left corner and select HOME to be taken back to your card..



Click on the Certifications button



Click on Upload Credential



Using the top drop down, select the type of credential

The screenshot shows the 'Upload Credential' form. At the top, there's a header 'Credential' and a red 'Back' button. Below the header, there's a section titled 'Upload Credential'. Inside this section, there's a 'Details' box. The 'Details' box contains several fields: 'Type' (a dropdown menu with 'NCCP' selected), 'Credential Name' (a dropdown menu with 'Select Credential' selected), 'Provider' (a text input field), 'Provider Identifier' (a text input field), 'Start Date' (a date input field), 'Expiry Date' (a date input field), and 'Additional Info' (a text area). At the bottom of the 'Details' box, there's a red 'Save' button.

In this instance, we will select the NCCP courses. Then select the type of course from the NCCP list.

The screenshot shows the 'Upload Credential' form. At the top, there's a header 'Credential' and a red 'Back' button. Below the header, there's a section titled 'Upload Credential'. Inside this section, there's a 'Details' box. The 'Details' box contains several fields: 'Type' (a dropdown menu with 'NCCP' selected), 'Credential Name' (a dropdown menu with 'Select Credential' selected), 'Provider' (a text input field), 'Provider Identifier' (a text input field), 'Start Date' (a date input field), 'Expiry Date' (a date input field), and 'Additional Info' (a text area). At the bottom of the 'Details' box, there's a red 'Save' button.

Credential

Upload Credential← Back

Details

Type

NCCP

Credential Name

Provider

Provider Identifier

Start Date

Expiry Date

Additional Info

✓ Select Credential

Advanced Practice Planning

Basic Mental Skills

Coach and Leading Effectively

Design a Basic Sport Program

Developing Athletic Abilities

Emergency Action Plan

Making Ethical Decisions

Making Headway

Managing Conflict

Performance Planning

Planning a Practice

Prevention and Recovery

Psychology of Performance

Safe Sport Training

Sport Nutrition

Save

Select the course and enter the start date. Click save. Repeat this for all NCCP courses.

Credential

Upload Credential← Back

Details

Type

Select Credential Type

Credential Name

Provider

Provider Identifier

Start Date

Expiry Date

Additional Info

Select Credential

Save

Add a new Credential, this time select NCCP Locker Transcript. Put today's date in the start date, and upload a pdf of your NCCP Locker transcript. Then click Save.

Credential

Upload Credential← Back

Details

Type

NCCP Locker Transcript

Credential Name

NCCP Locker Transcript

Provider

Provider Identifier

Start Date

28/06/2024

Expiry Date

Additional Info

Attachment(s)

Choose file

Save

Follow the Upload Credential process above for each additional Credential:

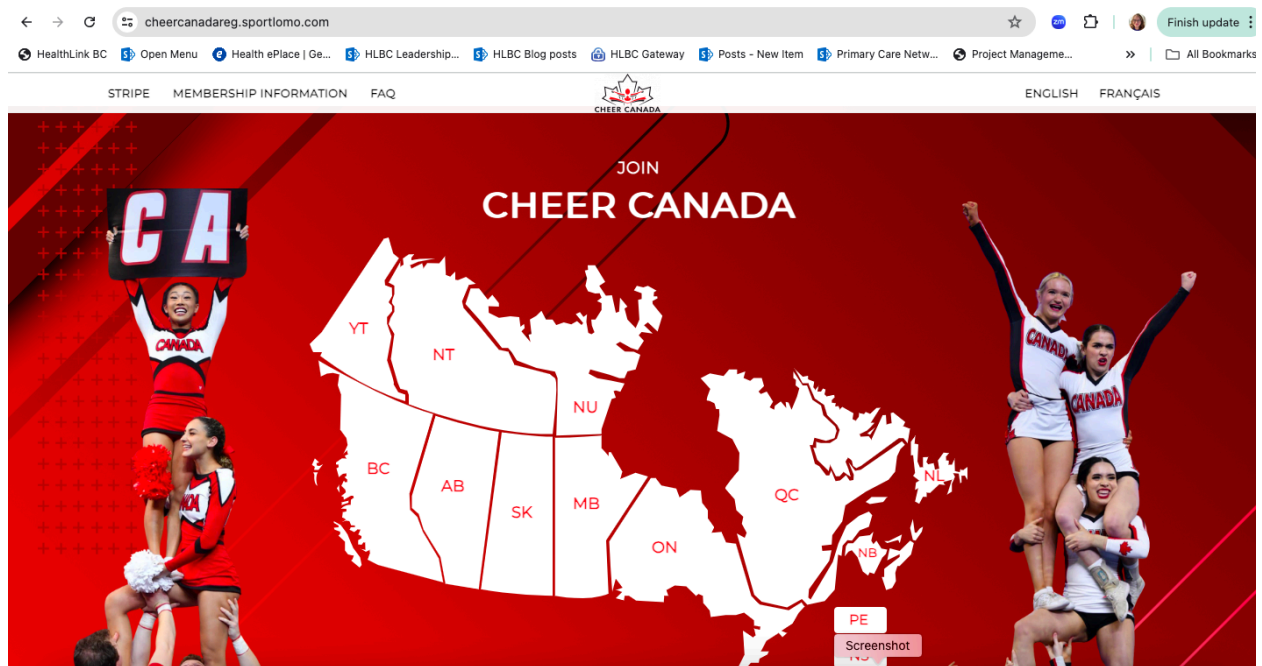
- Your certification (BCSC, ICU, IASF)
- Your first aid certificate
- Your criminal record check (if 18+)

You will need to be approved by the BCSC Administrator. If you do not upload copies of your certificates, you will be rejected and asked to resubmit.

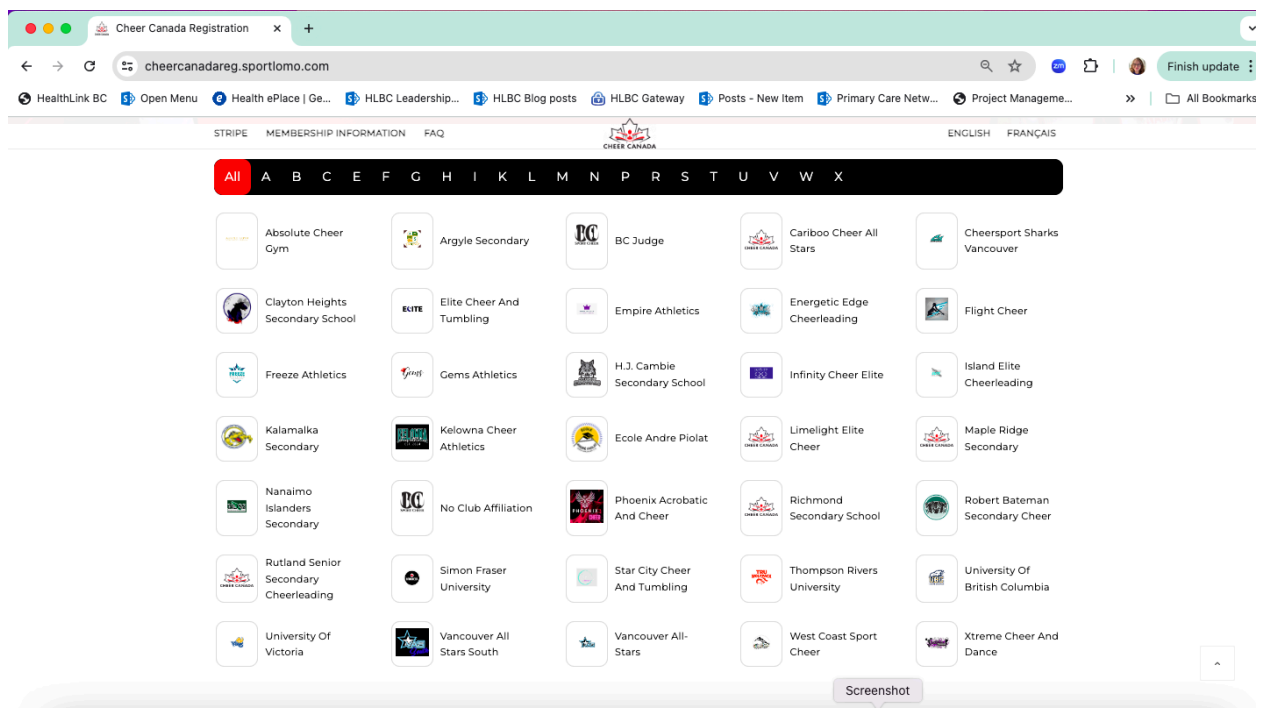
[Please see the BC Sport Cheer website for a full list of requirements.](#)

Please note that you must enter each credential separately. If you are missing some of the requirements, you may not be eligible for renewal of your BCSC-ID at competitions.

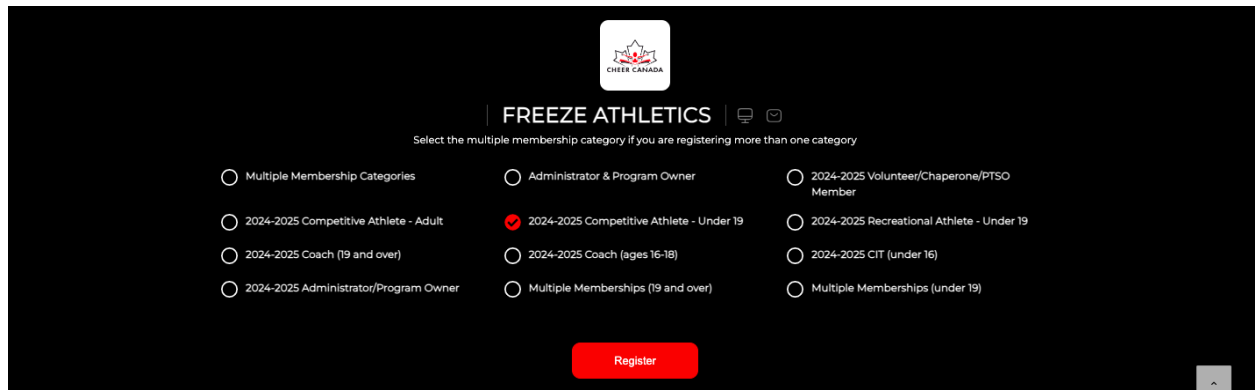
NEW USER GUIDE FOR SELF PAY COACHES



Select your province, then scroll down to select your program.



Select your membership type from the list. **IF YOU ARE MORE THAN ONE CATEGORY (AN ATHLETE AND A COACH OR CIT, VOLUNTEER), PLEASE SELECT MULTIPLE MEMBERSHIP.**



FREEZE ATHLETICS

Select the multiple membership category if you are registering more than one category

☐ Multiple Membership Categories

☐ Administrator & Program Owner

☐ 2024-2025 Volunteer/Chaperone/PTSO Member

☐ 2024-2025 Competitive Athlete - Adult

☒ 2024-2025 Competitive Athlete - Under 19

☐ 2024-2025 Recreational Athlete - Under 19

☐ 2024-2025 Coach (19 and over)

☐ 2024-2025 Coach (ages 16-18)

☐ 2024-2025 CIT (under 16)

☐ 2024-2025 Administrator/Program Owner

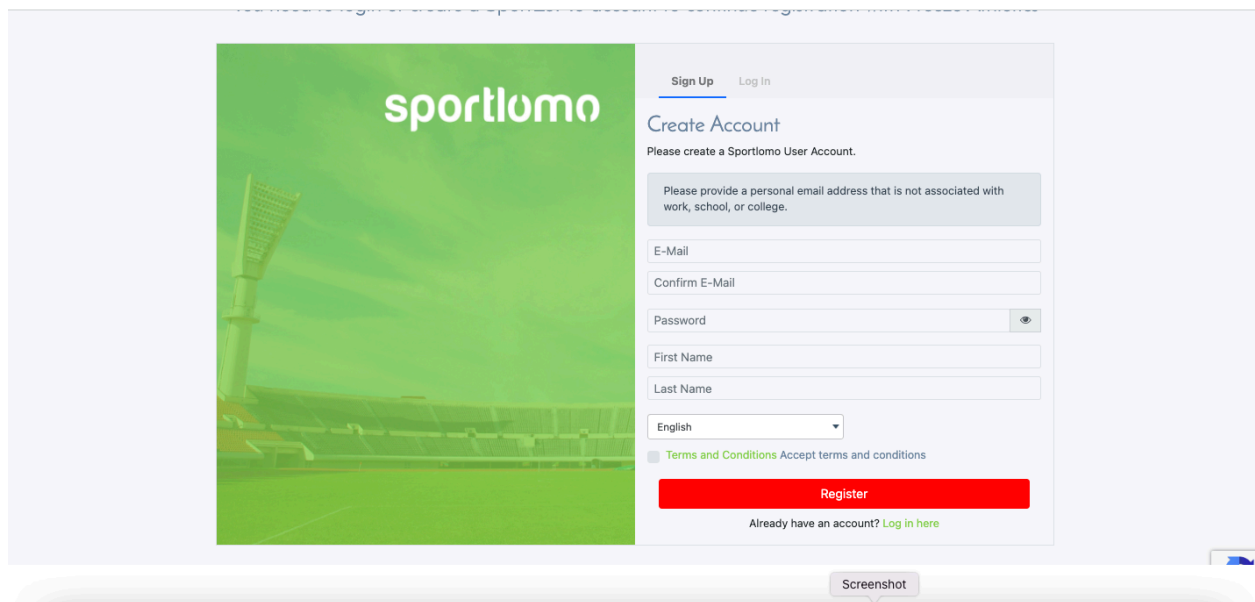
☐ Multiple Memberships (19 and over)

☐ Multiple Memberships (under 19)

Register

Then select Register.

You will need to Create an account and wait for the Activation email. Check your SPAM and junk folders for an email from noreply@sportmanager.ie.





[Sign Up](#) [Log In](#)

Create Account

Please create a Sportlomo User Account.

Please provide a personal email address that is not associated with work, school, or college.

E-Mail

Confirm E-Mail

Password

First Name

Last Name

English

☐ [Terms and Conditions](#) Accept terms and conditions

Register

Already have an account? [Log in here](#)

Screenshot

If you select a single category, you will ensure the proper category has a 1 in the QTY and click continue at the bottom of the screen.

Name: Administrator & Program Owner	Price: 31.50	Qty: 0	Total: 0.00
Name: 2024-2025 Volunteer/Chaperone/PTSO Member	Price: 5.00	Qty: 0	Total: 0.00
Name: 2024-2025 Competitive Athlete - Adult	Price: 36.50	Qty: 0	Total: 0.00
Name: 2024-2025 Competitive Athlete - Under 19	Price: 36.50	Qty: 0	Total: 0.00
Name: 2024-2025 Recreational Athlete - Under 19	Price: 16.50	Qty: 0	Total: 0.00
Name: 2024-2025 Coach (19 and over)	Price: 41.50	Qty: 0	Total: 0.00
Name: 2024-2025 Coach (ages 16-18)	Price: 41.50	Qty: 0	Total: 0.00
Name: 2024-2025 CIT (under 16)	Price: 5.00	Qty: 0	Total: 0.00
Name: 2024-2025 Administrator/Program Owner	Price: 31.50	Qty: 0	Total: 0.00
Name: Multiple Memberships (19 and over)	Price: 0.00	Qty: 0	Total: 0.00
Name: Multiple Memberships (under 19)	Price: 0.00	Qty: 0	Total: 0.00

Screenshot Total Cost (Ex Fees): 0.00

You will be asked to fill in your information and upload a photo. If you are a coach, you will also need to fill out the right side of the screen.

Selected Membership

MULTIPLE MEMBERSHIPS (UNDER 19)

Multiple Memberships (under 19)

Personal Data

Member First Name

Member Last Name

E-mail

Gender

Girl/Woman

DOB

Ethnic Origin

These categories do not apply to me

Parent First Name

Parent Second Name

Address 1

City/Town

Coquitlam

Post Code

Parent Phone

Mobile (Primary)

NCCP number

Headshot Photo

Use Existing

Upload Photo

Questionnaire

1. * Select all that apply

☐ Coach in Training - Cheer
 ☐ Coach in Training - Performance Cheer
 ☐ Coach - Performance Cheer
 ☒ Coach - Cheer

2. * Select all that apply regarding your current level of certification

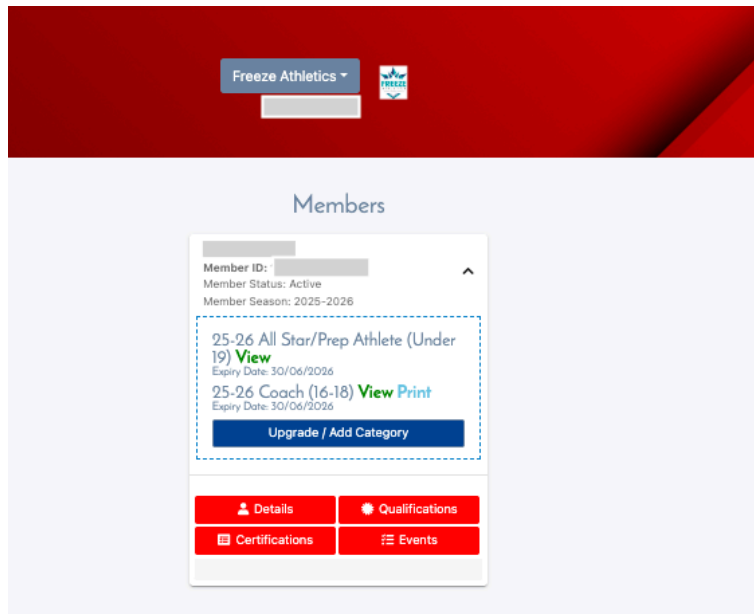
☐ New Coach (not certified)
 ☐ Novice
 ☐ Recreational
 ☐ Level 1/Beginner
 ☐ Level 2/Intermediate
 ☒ Level 3/Median
 ☐ Level 4/Advanced
 ☐ Level 5/Elite

Scroll Down to the waiver and sign the waiver, then click REGISTER at the bottom.

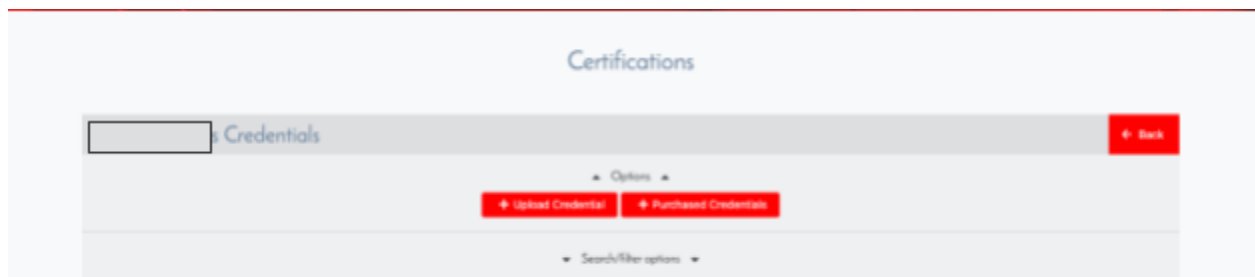
You will be taken to the payment page if you are self-paying. **YOU SHOULD NOT SEE THIS PAGE IF YOUR PROGRAM HAS PREPAID.**

You will be taken back to this page and will be emailed a receipt.

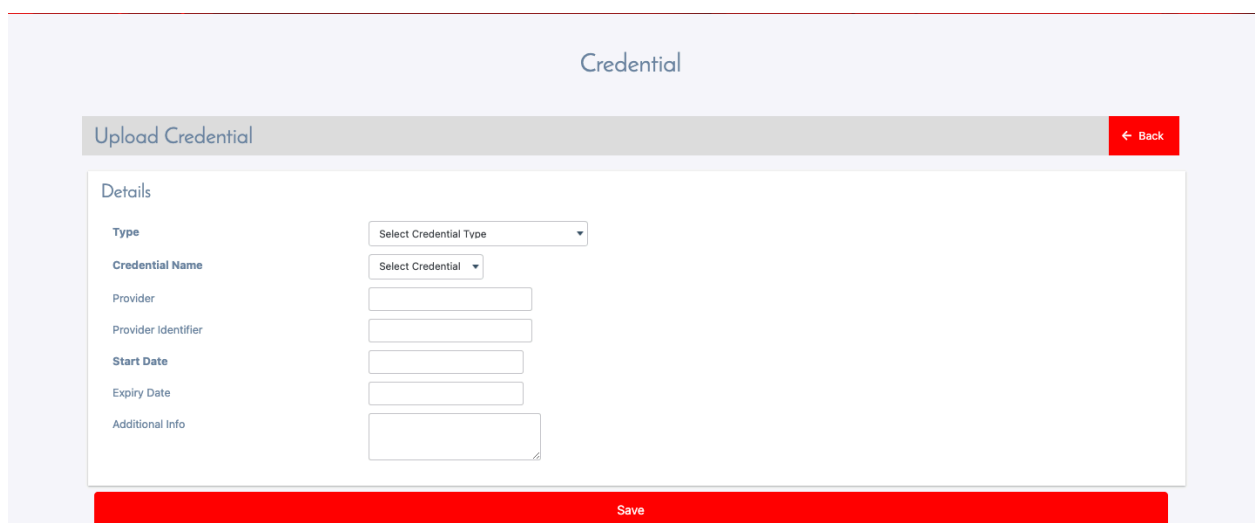
Click on the **Certifications** button



Click on Upload Credential



Using the top drop down, select the type of credential



In this instance, we will select the NCCP courses. Then select the type of course from the NCCP list.

Credential

Upload Credential← Back

Details

Type

NCCP

Credential Name

Select Credential

Provider

Provider Identifier

Start Date

Expiry Date

Additional Info

Save

Credential

Upload Credential← Back

Details

Type

NCCP

Credential Name

✓ Select Credential

Advanced Practice Planning

Basic Mental Skills

Coach and Leading Effectively

Design a Basic Sport Program

Developing Athletic Abilities

Emergency Action Plan

Making Ethical Decisions

Making Headway

Managing Conflict

Performance Planning

Planning a Practice

Prevention and Recovery

Psychology of Performance

Safe Sport Training

Sport Nutrition

Provider

Provider Identifier

Start Date

Expiry Date

Additional Info

Save

Select the course and enter the start date. Click save. Repeat this for all NCCP courses.

Credential

Upload Credential← Back

Details

Type

Select Credential Type

Credential Name

Select Credential

Provider

Provider Identifier

Start Date

Expiry Date

Additional Info

Save

Add a new Credential, this time select NCCP Locker Transcript. Put today's date in the start date, and upload a pdf of your NCCP Locker transcript. Then click Save.

Credential

Upload Credential ← Back

Details

Type: NCCP Locker Transcript

Credential Name: NCCP Locker Transcript

Provider:

Provider Identifier:

Start Date: 28/06/2024

Expiry Date:

Additional Info:

Attachment(s)

Choose file

+

Save

Follow the Upload Credential process above for each additional Credential:

- Your certification (BCSC, ICU, IASF)
- Your first aid certificate
- Your criminal record check (if 18+)

You will need to be approved by the BCSC Administrator. If you do not upload copies of your certificates, you will be rejected and asked to resubmit.

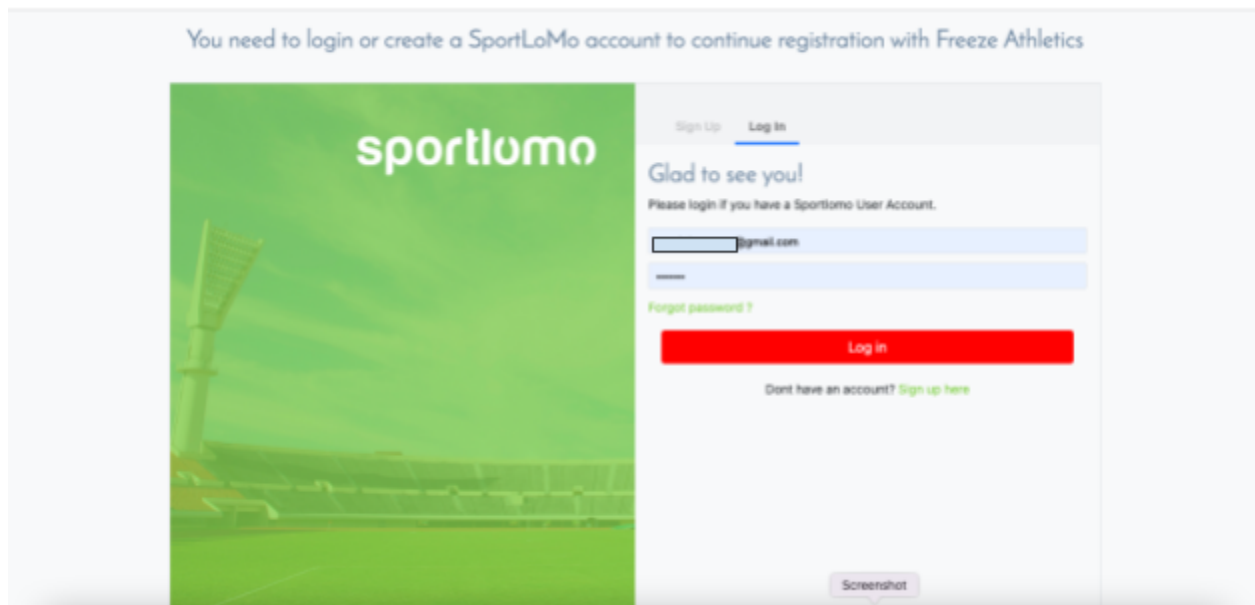
[Please see the BC Sport Cheer website for a full list of requirements.](#)

Please note that you must enter each credential separately. If you are missing some of the requirements, you may not be eligible for renewal of your BCSC-ID at competitions.

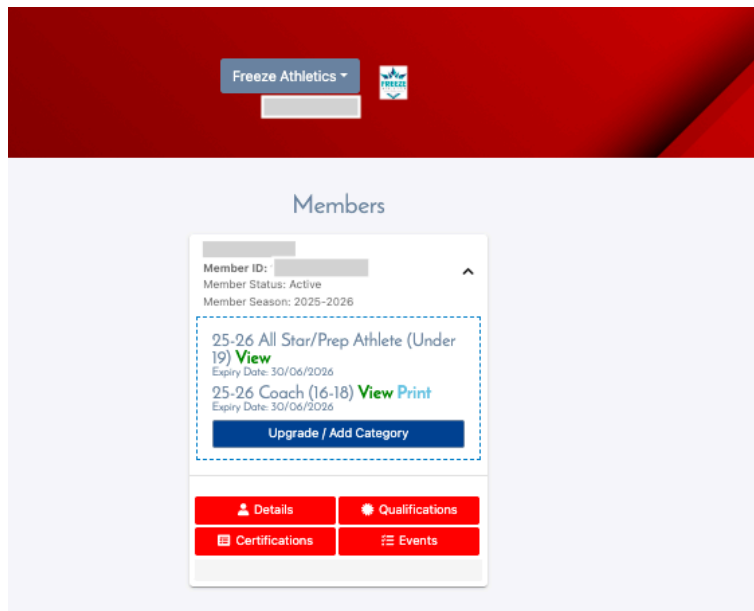
PROGRAM PAID/REGISTERED

ADD/RENEW MEMBERSHIP FOR PROGRAM PAID

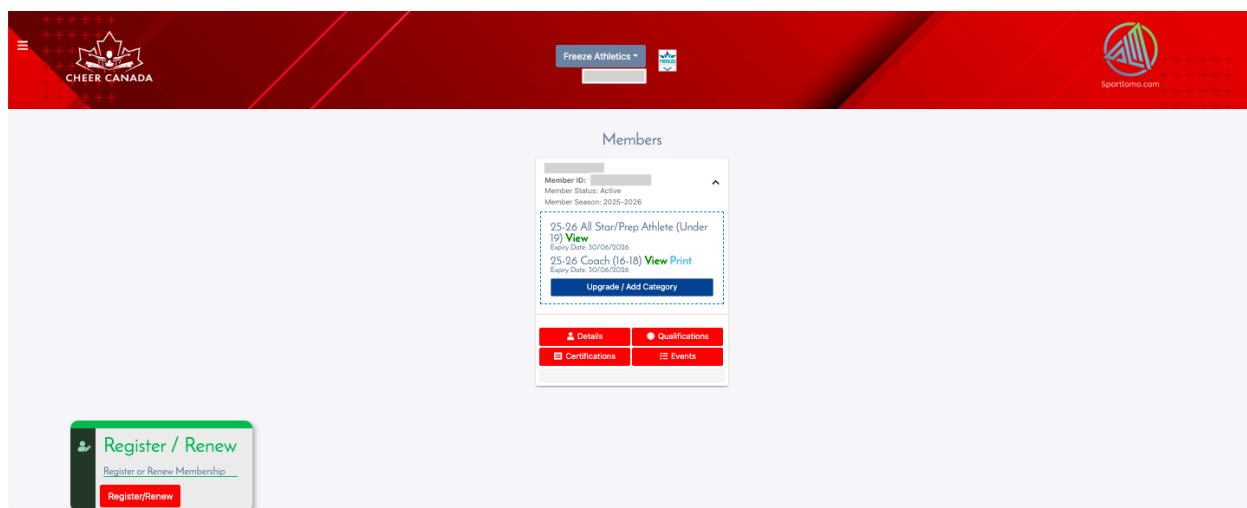
Click on the link in the email from noreply@sportmanager.ie. You will be taken to the log in page. If you didn't save your password, or don't remember it, you may need to click on Forgot Password and re-activate using the email from noreply@sportmanager.ie.



You should have a screen like this with your “card.”



Make sure that it says 2025/2026 season. If it says 2024-2025 Season, contact your gym administrator.



You will be asked to fill in/verify your information and upload a photo. You will also need to fill out the right side of the screen.

Scroll Down to the waiver and sign the waiver, then click REGISTER at the bottom.

Using the top drop down, select the type of credential

Credential

Upload Credential

← Back

Details

Type

Select Credential Type

Credential Name

Select Credential

Provider

Provider Identifier

Start Date

Expiry Date

Additional Info

Save

In this instance, we will select the NCCP courses. Then select the type of course from the NCCP list.

Credential

Upload Credential

← Back

Details

Type

NCCP

Credential Name

Select Credential

Provider

Provider Identifier

Start Date

Expiry Date

Additional Info

Save

Credential

Upload Credential ← Back

Details

Type

Credential Name

Provider

Provider Identifier

Start Date

Expiry Date

Additional Info

✓ Select Credential

Advanced Practice Planning

Basic Mental Skills

Coach and Leading Effectively

Design a Basic Sport Program

Developing Athletic Abilities

Emergency Action Plan

Making Ethical Decisions

Making Headway

Managing Conflict

Performance Planning

Planning a Practice

Prevention and Recovery

Psychology of Performance

Safe Sport Training

Sport Nutrition

Save

Select the course and enter the start date. Click save. Repeat this for all NCCP courses.

Credential

Upload Credential ← Back

Details

Type

Credential Name

Provider

Provider Identifier

Start Date

Expiry Date

Additional Info

Save

Add a new Credential, this time select NCCP Locker Transcript. Put today's date in the start date, and upload a pdf of your NCCP Locker transcript. Then click Save.

Credential

Upload Credential← Back

Details

Type

NCCP Locker Transcript

Credential Name

NCCP Locker Transcript

Provider

Provider Identifier

Start Date

28/06/2024

Expiry Date

Additional Info

Attachment(s)

Choose file

Save

Follow the Upload Credential process above for each additional Credential:

- Your certification (BCSC, ICU, IASF)
- Your first aid certificate
- Your criminal record check (if 18+)

You will need to be approved by the BCSC Administrator. If you do not upload copies of your certificates, you will be rejected and asked to resubmit.

[Please see the BC Sport Cheer website for a full list of requirements.](#)

Please note that you must enter each credential separately. If you are missing some of the requirements, you may not be eligible for renewal of your BCSC-ID at competitions.

NEW USER GUIDE FOR PROGRAM PAID

Click on the link in the email from noreply@sportmanager.ie. You will be taken to the log in page.

You will need to Create an account and wait for the Activation email. Check your SPAM and junk folders for an email from noreply@sportmanager.ie.

Sign Up [Log In](#)

Create Account

Please create a Sportlomo User Account.

Please provide a personal email address that is not associated with work, school, or college.

E-Mail

Confirm E-Mail

Password

First Name

Last Name

English

☐ [Terms and Conditions](#) Accept terms and conditions

Register

Already have an account? [Log in here](#)

Screenshot

You will be asked to fill in your information and upload a photo. If you are a coach, you will also need to fill out the right side of the screen.

Selected Membership

MULTIPLE MEMBERSHIPS (UNDER 19)

Multiple Memberships (under 19)

Personal Data

Member First Name

Member Last Name

E-mail

Gender

DOB

Ethnic Origin

Parent First Name

Parent Second Name

Address 1

City/Town

Post Code

Parent Phone

Mobile (Primary)

NCCP number

Headshot Photo ☐ Use Existing

Questionnaire

1. * Select all that apply

☐ Coach in Training - Cheer

☐ Coach in Training - Performance Cheer

☐ Coach - Performance Cheer

☒ Coach - Cheer

2. * Select all that apply regarding your current level of certification

☐ New Coach (not certified)

☐ Novice

☐ Recreational

☐ Level 1/Beginner

☐ Level 2/Intermediate

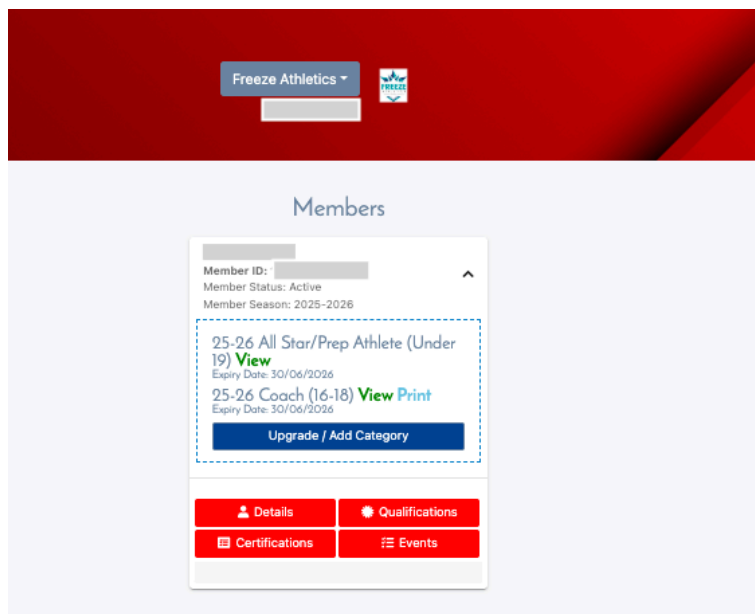
☒ Level 3/Median

☐ Level 4/Advanced

☐ Level 5/Elite

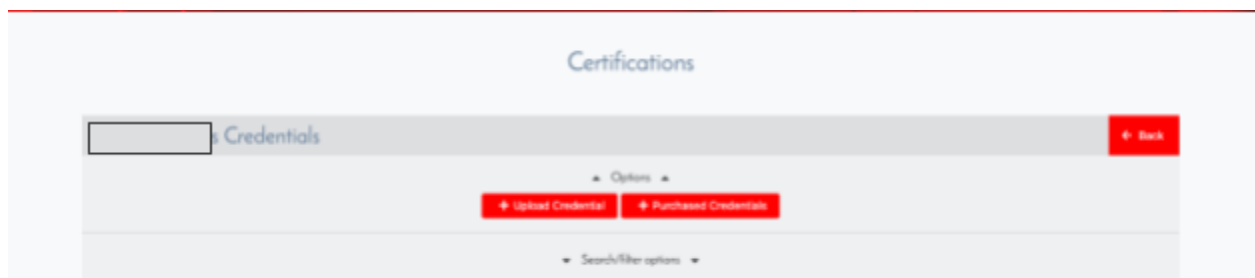
Scroll Down to the waiver and sign the waiver, then click REGISTER at the bottom.

You will be taken back to the home page and your “card” should be displayed



Click on the Certifications button

Click on Upload Credential



Using the top drop down, select the type of credential

The screenshot shows a web interface with a light gray background. The page title 'Credential' is centered at the top. Below the title, there is a section titled 'Upload Credential' with a red 'Back' button. Below this section, there is a form titled 'Details' with the following fields: 'Type' (a dropdown menu with 'Select Credential Type'), 'Credential Name' (a dropdown menu with 'Select Credential'), 'Provider' (a text input field), 'Provider Identifier' (a text input field), 'Start Date' (a text input field), 'Expiry Date' (a text input field), and 'Additional Info' (a text area). At the bottom of the form, there is a red 'Save' button.

In this instance, we will select the NCCP courses. Then select the type of course from the NCCP list.

Credential

Upload Credential ← Back

Details

Type: NCCP

Credential Name: Select Credential

Provider:

Provider Identifier:

Start Date:

Expiry Date:

Additional Info:

Save

Credential

Upload Credential ← Back

Details

Type: NCCP

Credential Name: Select Credential

Provider:

Provider Identifier:

Start Date:

Expiry Date:

Additional Info:

Save

Select the course and enter the start date. Click save. Repeat this for all NCCP courses.

Credential

Upload Credential
← Back

Details

Type	Select Credential Type ▼
Credential Name	Select Credential ▼
Provider	
Provider Identifier	
Start Date	
Expiry Date	
Additional Info	

Save

Add a new Credential, this time select NCCP Locker Transcript. Put today's date in the start date, and upload a pdf of your NCCP Locker transcript. Then click Save.

Credential

Upload Credential
← Back

Details

Type	NCCP Locker Transcript ▼
Credential Name	NCCP Locker Transcript ▼
Provider	
Provider Identifier	
Start Date	28/06/2024
Expiry Date	
Additional Info	

Attachment(s)

Choose file

+

Save

Follow the Upload Credential process above for each additional Credential:

- Your certification (BCSC, ICU, IASF)
- Your first aid certificate
- Your criminal record check (if 18+)

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