

# LEAGUE LOCATIONS



INFORMATION (tentative as 8/2/21)

Academy of Accelerated Learning (AAL) - 3727 S. 78th St.

Andrew Douglas - 3620 N. 18th St.

Audubon Middle School - 3300 S. 39th St.

Bradley Tech. H.S. - 700 S 4th St.

Brinton Playfield - 2555 S Bay St.

Burdick - 4348 S Griffin Ave.

Custer Playfield - 4001 W Custer Ave.

Emigh Playfield - 495 E Morgan

Fairview Playfield - 6311 W Stack Dr.

Fernwood - 3239 S Pennsylvania Ave.

French Immersion - 2360 N 52<sup>nd</sup> Street

Garland - 3120 W Green Ave.

Hamilton H.S. - 6215 W Warnimont Ave.

Hi-Mount 14921 W Garfield Ave.

Holt Playfield - 1716 W Holt Ave.

Juneau Playfield - 6500 W. Mt. Vernon

King H.S. - 1801 W Olive St.

King M.S. - 121 E Hadley St.

Longfellow - 1021 S 21st St.

Lowell - 4360 S 20th Street

Madison H.S. - 8136 W Florist Ave.

Marshall H.S. - 4141 N 64th St.

Metcalfe - 3400 W North Ave.

Milw. School of Languages (MSL) - 8400 W. Burleigh Ave.

North Division H.S. - 1011 W Center St.

Obama - 5075 N Sherman Blvd

Ohio Playfield - 974 W Holt Ave.

Pulaski H.S. - 2500 W Oklahoma Ave.

Pumping Station Playfield - 1311E Chambers Street

Reagan H.S. - 4965 S 20th St.

Sijan Playfield - 2821 S Kinnickinnic Ave.

South Division H.S. - 1515 W Lapham Blvd.

South Stadium - 971 W Windlake Ave

Vincent H.S. - 7501 N Granville Rd.

Washington H.S. - 2525 N Sherman Blvd.

Wisconsin Conservatory of Lifelong Learning (WCLL) – 1017 N 12<sup>th</sup> St.

Wedgewood - 6506 W Warnimont Ave.

Whitman - 4200 S 54<sup>th</sup> St.

Wick - 4929 W Vliet St.

Zablocki - 1016 W Oklahoma Ave.

# How To Register For A League, Special Event And/Or Tournament Online



Elementary and Middle School sport league, special event, and tournament registration will now occur online. MPS Recreation will no longer be accepting faxes, emailed or mailed in team registration forms.

All sports league and special event registrations for the Academic Year must occur via the MPS Recreation website. Below are the step by step directions to get you through the registration process. If you have questions or get locked out of your account, contact the Youth Sports Office at 414-475-8410 or [youthsports@mkerec.net](mailto:youthsports@mkerec.net).

**Registration Website:** <http://tinyurl.com/mkerec-registration>

## Account Login:

- MPS Schools - MPS Youth Sports Office has created accounts for all MPS Schools. School principals and Sports Coordinators can request for their schools account to be reset at any time by calling 414-475-8410.
- Non-MPS Schools - Contact MPS Youth Sports to have a school account created for your school by calling 414-475-8410. This account will give you the ability to register for sports leagues.

Username: \_\_\_\_\_

Password: \_\_\_\_\_

### **ATTENTION:**

**Principals and Sports Coordinators– Do not register school teams using your personal account. League and special event registrations completed by coaches are no longer accepted. Any registration completed on a personal account or by a coach will be deleted immediately. School payments can only be applied to school accounts that have been created by MPS Youth Sports.**

Once you log-in for the first time after your account has been reset or created you will be asked to update this information. Please update the username and password to something that you will remember.



# How To Register Step-By-Step Guide

1. Click on **My Account**. Enter Username and Password. Click **Login**.

Web Login

WebTrac Login

Trouble Logging in? Please call 414-475-8180 before you attempt to create a new account.

Username \*

Password \*

[Forgot Username?](#)  
[Forgot Password?](#)  
[Create an Account](#)

Login

2. Click on **My Account**. Click on **Teams**.

**MKEREC** A department of MPS

HOME SEARCH CONTACT US EVENT CALENDAR CHECKOUT CART (0 ITEMS) MY ACCOUNT SPORTS #48447

<b>Update</b>	<b>History &amp; Balances</b>	<b>Reports</b>	<b>My Account</b>
Teams	My History	Household Roster	Household & Member
SMS Update	Reprint A Receipt	Household Calendar	Wishlist
	Pay Old Balances		Account Settings
	Add Credit		Logout

- Enter the Team Name for your Team. Team name should be school name and team identifier (color or number) only. Examples: Keefe 1, Cass Street A, or Burdick Red.
  - If you want, add team colors.
  - The “Phone #1” and “Email Address” boxes are for your **coach’s information**.
  - The “Phone #2” box is for your **assistant coach’s** phone number.
  - Repeat For each team you wish to register.
  - Once you have completed adding all teams, you can search for the league you wish to register for.

Team Information

Team Name \*  Team Colors

Team Contact

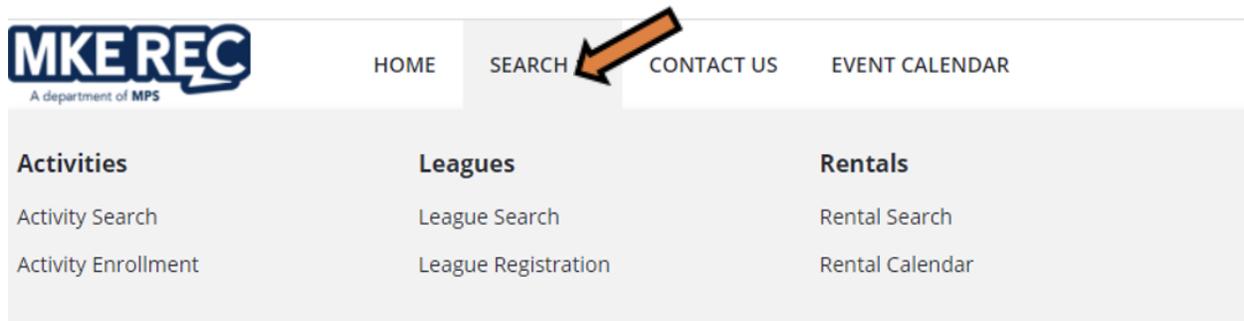
Address 1  Address 2

City  State  Zip Code

Email Address   Email Schedule Changes?

Phone #1  Extension #1  Type #1

- Please click on the “search” tab and select “League Search”



- Enter the begin date of the league.
- Enter the end date of the league. This does need to be exact.
- In the “Category” box choose either **Middle School Sports, Elementary Sport, High School, or Special Event (Youth Sports)** based on the type of league/tournament you wish to register for.
- Click the **Search** button.

## The league search will appear.

**MKE REC**  
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HOME SEARCH CONTACT US EVENT CALENDAR

CHECKOUT  
CART (0 ITEMS)

MY ACCOUNT  
SPORTS #48447

### WebTrac League Search

Search Results Showing results 1-20 of 35

Display Option: Detail

**BRINTON - Elementary Coed Flag Football Grades 1-3**  
The Youth Sports League is for School Based teams only. The league is managed by Milwaukee Recreation Youth Sports Department. For any questions regarding the league please call 414-475-8410.

Add	Description	Category	Dates	Max Teams	Current Teams	Games	Price	League Info
<input type="checkbox"/>	BRINTON - Elementary Coed Flag Football Grades 1-3	Elementary Sports	08/10/2021 -10/30/2021	7	0	6	\$150.00/\$150.00	Item Details

**BRINTON - Elementary Coed Flag Football Grades 4-5**  
The Youth Sports League is for School Based teams only. The league is managed by Milwaukee Recreation Youth Sports Department. For any questions regarding the league please call 414-475-8410.

## 9. Find the league(s) you wish to register for.

Search Results Showing results 1-17 of 17

Display Option: Detail

**BRINTON - Elementary Coed Flag Football Grades 1-3**  
The Youth Sports League is for School Based teams only. The league is managed by Milwaukee Recreation Youth Sports Department. For any questions regarding the league please call 414-475-8410.

Add	Description	Category	Dates	Max Teams	Current Teams	Games	Price	League Info
<input type="checkbox"/>	BRINTON - Elementary Coed Flag Football Grades 1-3	Elementary Sports	08/10/2021 -10/30/2021	7	0	6	\$150.00/\$150.00	Item Details

**BRINTON - Elementary Coed Flag Football Grades 4-5**  
The Youth Sports League is for School Based teams only. The league is managed by Milwaukee Recreation Youth Sports Department. For any questions regarding the league please call 414-475-8410.

Add	Description	Category	Dates	Max Teams	Current Teams	Games	Price	League Info
<input checked="" type="checkbox"/>	BRINTON - Elementary Coed Flag Football Grades 4-5	Elementary Sports	08/10/2021 -10/30/2021	7	0	6	\$150.00/\$150.00	Item Details

## 10. Click on the check box next to the league(s) of your choice to register.

- a.  icon = registration period is closed.

### If a league is full:

- Register for the waitlist. If a spot becomes available, we will look to the waitlist to fill that spot. **Removal from the waitlist is NOT guaranteed.**
- In addition, register for your second-choice league in hopes of securing a spot.

### What are the other buttons??

- The “Item Details” button opens an information screen that gives greater detail about the league.
- The “☰” button provides Location Details, Schedule & Standings, Documents, and the Share.

11. Once you click on the checkbox, a box will appear at the bottom of the screen. Click the “**Add to Cart**” button to continue with your selection.

1 Selected Items

BRINTON - Elementary Coed Flag Football Grades 1-3 (RYS2-BNFF3)

Clear Selection Add To Cart

12. Once you have clicked on the “**Add to Cart**” button you will be asked to choose which team you want entered in the selected league.

Please select team/s from the list below that you wish to register for the chosen league.

#### Family Member Selection

<p>Terrible T-Rex</p> <p><input type="checkbox"/> BRINTON - Elementary Coed Flag Football Grades 1-3</p>	<p>Bobcats</p> <p><input type="checkbox"/> BRINTON - Elementary Coed Flag Football Grades 1-3</p>	<p>Tiger Ninjas</p> <p><input type="checkbox"/> BRINTON - Elementary Coed Flag Football Grades 1-3</p>
<p>Red Cats</p> <p><input type="checkbox"/> BRINTON - Elementary Coed Flag Football Grades 1-3</p>	<p>Mavericks</p> <p><input type="checkbox"/> BRINTON - Elementary Coed Flag Football Grades 1-3</p>	<p>Ninja Cookie Monsters</p> <p><input type="checkbox"/> BRINTON - Elementary Coed Flag Football Grades 1-3</p>

13. Check/Select all the teams that you want to enter the selected league and click “**Continue**”

Continue Add Team Cancel

**If you are entering multiple teams into the same league, make sure to select all the teams in this step.**

**14.** A box will appear with questions regarding your coach and schedule. Please take the time to answer all the questions. We use these answers to develop the league schedule and information for our league director.

**15.** Click **“Continue”** when done answering the questions.

- Your Checkout Screen will appear next.
- If you need to add more team registrations to your cart, click **“Back To Cart”** at the bottom of the screen.

Billing Information

First Name: \*

Last Name: \*

Sports

Home Phone w/area code: \*

Email: \*

Re-Enter Email:

Click 'Continue' to initiate the payment authorization process and generate a confirmation receipt.

[Continue](#) [Add a Donation](#) [Back To Cart](#)

**16.** Change the **“Amount to Be Paid Today”** to **“0”** (zero)

Checkout

Summary of Charges

New Charges In Shopping Cart:	\$ 150.00
Old Balances In Shopping Cart:	\$ 0.00
Total Balance for household:	\$ 150.00
Minimum Amount Due Today:	\$ 0.00
Maximum Amount Due Today:	\$ 150.00

The Following Information is Required to Complete Your Transaction

Amount To Be Paid Today: \*

Using This Payment Method: \*

17. Make sure the rest of the information on this page is accurate and click “**continue**”

18. View “**Confirmation Receipt**” to view your invoice. Please print the receipt and submit it to your bookkeeper for payment. Entry fee deadlines are listed in the Youth Sports Opportunities Handbook.

19. View “**Receipt Documents**”. Receipt documents may be league/tournament rules, list coaches meeting dates, flyers for upcoming events, copies of current participant forms.

20. Enter your email address in the box “Email confirmation:” to have the invoice email to you. Click “Send Copy”

**Checkout Confirmation**

Your Online transaction is complete. Please select an option below to continue.

[View Confirmation Receipt \(in .PDF format\)](#)  
[View Receipt Document - 1 \(in .PDF format\)](#)

All receipts are in .PDF format and require Adobe Reader. Your browser must allow pop-ups to view receipts correctly.  
[Click here to download free Adobe Reader software from Adobe.com.](#)

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A copy of your receipt has been sent to "melissa@mkerec.net". If you would like to send a copy to another email address, use the field below.

Email Address \*

Send Copy

Logout

Continue Shopping

21. Click “Logout” to logout of the school's account.

22. **Please print your receipt and submit it to your bookkeeper for payment. Entry fee deadlines are listed in the Youth Sport Opportunities Handbook on page 96.**