

# How to Register

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## Create an Account

1. You will need your Mason id with G# to create your account. You will use the same account to register for all intramural activities.
2. Visit George Mason IMOnline  
<http://georgemason.imtrackonline.com/im/client/home>
3. On the left of the page, you will be able to view all activities that are currently accepting team and individual registrations. In addition, you will be able to view the registration dates for all upcoming leagues and special events.
4. First time users will need to create their account by clicking on "Sign Up," in the top right hand corner of the page.
5. You will then be asked to answer a series of questions and will need to accept the terms and conditions.
6. Remember your username and password because you will need to enter it each time you wish to register a team or join a team.

## Register a Team

1. Visit George Mason IMOnline  
<http://georgemason.imtrackonline.com/im/client/home>
2. Click on "Log in" in the top right corner of the page.
3. You will be asked to enter your username and password. If you have forgot your username or password, click here for instructions on how to reset it.
4. Once you have logged in to your account, all activities which are currently accepting registration will be displayed on the left side of the page under "Active Registrations."
5. Just to the right of each activity, there are 3 icons. These icons will allow you to "Create a Team," "Join a Team" or "Set Your Free Agent Status." You may only "Join a team if you have been given the team name and password by a team captain.
6. If you choose to "Create a Team," please make sure you have enough players to meet the minimum requirements.
7. You will be asked to select a division to participate. If you click on the division for "League" activities you will be able to see the dates/times of your games in advance. \*Dates/times are subject to change.
8. You will be then asked to create a team name and password. Captains MUST share this team name and password with individuals they wish to join their team.
9. After choosing a team name and password, you will need to accept the terms and conditions.
10. Captains MAY NOT add players to their roster. All participants MUST create their own account and accept the terms and conditions.
11. Review the rules and captain's responsibilities for each activity you wish to participate.
12. Make plans to attend the captain's meeting for your sport or activity. If you cannot make the meeting, you must designate someone to represent your team. Teams which fail to have a representative present will be charged \$25.