

Welcome to the VSWGGA. The information below will help you get started making tee times for our VSWGGA events.

Create a Profile in Golf Genius: You **must** create a profile in Golf Genius before you can register for your first VSWGGA event. Follow the steps below to create your profile.

1. Go to vswga.org
2. Scroll down and click the red underlined link "Create a Profile in Golf Genius". It is in the paragraph beneath "Golf Genius Pairings and Results" on the left side of the page.
3. Once at the Registration Page, scroll to the bottom of the page and click the green "Click Here to Register" Button.
4. Follow the instructions.

Register for a State Day or a Major Tournament: After you have created a profile in Golf Genius you may follow the steps below to register for an Event.

1. Go to <https://vswga.org>
2. In the upper left corner click on **Register** (light green background).
3. If you are not logged in use your email address and the password you set up when you created your profile to login.
4. On the Event registration page, you can either browse all of the events or search for a particular event by using the search box at the upper right of the page.
5. Notice on the left side of each event there is a banner indicating whether the event is OPEN with a close date or CLOSED with an open date. You can only register for an OPEN event.
6. When you find the State Day, select **Register Now** on the right side. The page that comes up has the name of the State Day you have selected at the top of the page followed by some information about the State Day. Toward the bottom of the page, you will find three options.
 - **New Registration:** Select this option to register for the State Day.
 - ❖ The registration page again has information you **need to know** about the State Day. Select **Next** highlighted in green at the bottom of the page.
 - ❖ Use the dropdown box to put in your name.
 - ❖ On the next page follow the instructions to register for the event. Then select **Next** at the bottom of the page.
 - ❖ On the next page, there is an optional donation at the top. The Billing Details start a little lower. Please make sure the information is correct and then select **Next**.
 - ❖ The final page allows you to enter your credit card information.
 - ❖ After your payment is complete click **Done** on the next page.
 - **Edit Registration:** This option lets you change information from a previous registration.
 - **List participants:** This option lists all of the players who have already registered for the State Day.