



## To Register a team or sign-up for an Individual Sport

- 1) Go to the Intramural Sports Online Registration Website (<http://unc.imtrackonline.com> )
- 2) **Log-In using your onyen and password** Once confirmed, you may go to the next step. If you get an error at this point that says “member not in database,” contact the Intramural office immediately.
  - i. **If confirmed you be redirected to the Intramural Sports Online Registration System**
    1. **At the top corner of the page you will see the following things**
      - a. **Welcome: (Followed by your PID)**
      - b. **My Account (Do not Change )**
      - c. **Sign Out**
- 3) Click on the “Create Team” icon  next to sport/activity that you are signing up for.
- 4) Click on the link for the League (e.g. Men’s Open, Fraternity, etc.) that you would like to play in (league, division, and time). If the desired division is full, please select another division.
- 5) To the right in the middle screen, there will be a scroll bar that will allow you to sign in your team. Type the name of your team in a vacant box (no offensive names) and a team password. This eliminates the chance of a participant adding to your team without your permission. Read the “Terms and Conditions” for the sport and accept these terms at the bottom of the screen.
- 6) You will then click on the View Roster icon  to view your roster. **Just a reminder you can not add people to your roster, but inform each individual on your team of the team password so they can add themselves to the roster.**
  - a. **Why can not add people to my team roster?**
    - i. **Each individual participant must agree to online participant waiver.**
- 7) Click Sign-Out at the top right of the screen and close the browser completely to be signed out.


## To Join a team:

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- i. **If confirmed you be redirected to the Intramural Sports Online Registration System**
  1. **At the top corner of the page you will see the following things**
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    - c. **Sign Out**
  - 1) Select the sport and optionally the league or division of the team you want to link.
  - 2) If you know the league or division, you can pick that league or division, then select the team from the list, type in the team password, and accept any terms and conditions to join the rosters of that sport.
  - 3) If you only know the team name, you can search for that team name on the drop down list. Again, enter the team password and accept any terms and conditions required to join rosters of this sport.
  - 4) Click Sign-Out at the top right of the screen and close the browser completely to be signed out.

## Free Agent Sign-up Directions:

- 1) Go to the Intramural Sports Online Registration Website (<http://unc.imtrackonline.com> )
- 2) **Log-In using your onyen and password** Once confirmed, you may go to the next step. If you get an error at this point that says “member not in database,” contact the Intramural office immediately.
  - i. **If confirmed you be redirected to the Intramural Sports Online Registration System**
    1. **At the top corner of the page you will see the following things**
      - a. **Welcome: (Followed by your PID)**
      - b. **My Account (Do not Change )**
      - c. **Sign Out**
- 3) Click on “Register as a Free Agent.”
- 4) Once logged in, click on the orange “Sports” tab in the upper right corner.
- 5) Click on the “Free Agency” link located on the far right of the screen.
- 6) Click on the “Free Agent Status”  icon for the sport in which you would like to play.
- 7) Follow the instructions on the screen to add yourself as a free agent to the days, times, and divisions that you would like to play.
- 8) Click on “Add Free Agent Request” to complete the operation.  
**Click Sign-Out at the top right of the screen and close the browser completely to be signed out. You will then be contacted via email when captains need players in order for you to get on a team**