

STEP 1: Register for a FAN (FA Number) by clicking on the link below -

<https://secure.thefa.com/FAN/Register.aspx>

The below page will be visible, fill in your details and submit. A FAN will be sent to you via email (please ensure you have entered the correct email address).



The screenshot shows the FAN registration page. At the top, there is a header with the 'FAN' logo (three white squares with red letters F, A, N) and the 'The FA' crest. Below the header is a navigation bar with links: 'Register Now', 'Retrieve Password', 'Retrieve FAN', and 'Retrieve Information'. The main form area contains several fields: 'Gender' (dropdown), 'Title' (dropdown), 'First name' (text), 'Last name' (text), 'Date of birth' (three dropdowns for day, month, year), 'Contact phone number' (text), 'Email address' (text), 'Confirm email address' (text), 'Password (min 6 characters)' (text), 'Confirm password' (text), 'Postal code/Zip Code' (text) with a 'Lookup (UK)' button, 'Address line 1' (text), 'Address line 2' (text), 'Address line 3' (text), 'Town / City' (text), and 'Country' (dropdown, currently showing 'UNITED KINGDOM'). Below the form is a 'Privacy details' section with two checkboxes: 'Please select if you wish to receive future information from The FA.' and 'Would you like us to tell you about offers and promotions from our FA Partners?'. At the bottom, there is a disclaimer: 'By submitting your details, you agree to the use of your personal information as set out in The FA Privacy Policy.' and a 'Submit details' button. A red asterisk indicates compulsory fields.

FAN The FA

Register Now Retrieve Password Retrieve FAN Retrieve Information

Gender *
Title *
First name *
Last name *
Date of birth *
Contact phone number *
Email address *
Confirm email address *
Password (min 6 characters) *
Confirm password *

Postal code/Zip Code
Address line 1 *
Address line 2
Address line 3
Town / City *
Country *
UNITED KINGDOM

Lookup (UK)

Privacy details

* Please select if you wish to receive future information from The FA.

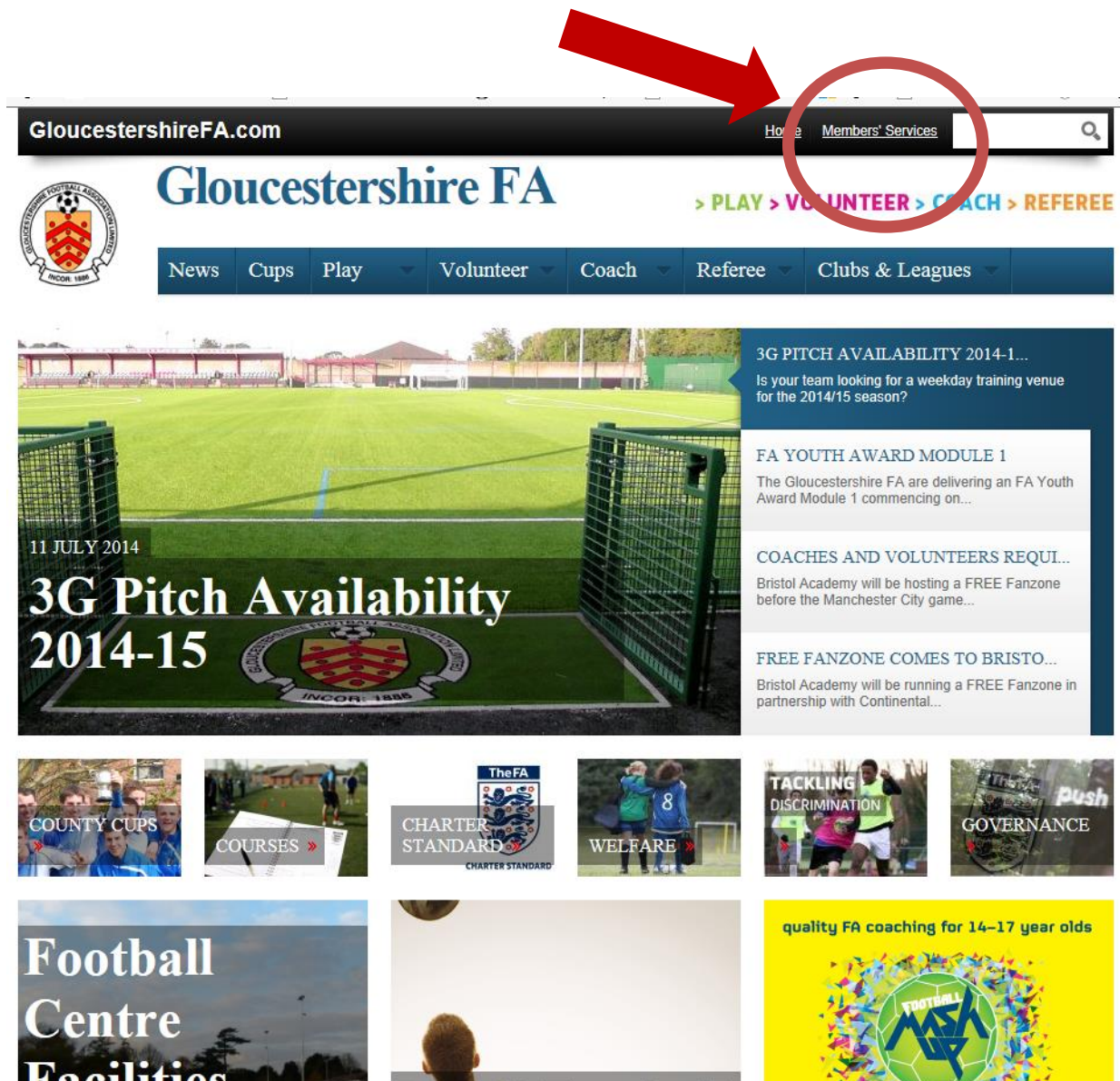
* Would you like us to tell you about offers and promotions from our FA Partners?

By submitting your details, you agree to the use of your personal information as set out in The FA [Privacy Policy](#).

Submit details

* Compulsory fields.

STEP 2: In order to access the courses go to <http://www.gloucestershirefa.com/> and click on the link in the top right (by the search bar) that says “Members’ Services”:



STEP 3: Once in members services click “Member login” on the left hand menu, and enter your FAN and password, then click submit:

GloucestershireFA.com

[Home](#) [Members' Services](#)



Gloucestershire FA

> PLAY > VOLUNTEER > COACH > REFEREE

NewsCupsPlayVolunteerCoachRefereeClubs & Leagues

Home » Members

Member Login

Forgot Details

Request Access

Please login to access Members' Services

If you are an official, an affiliated referee or club, a registered referee or a qualified coach you can verify your personal details using Request Access and we will send you an email explaining how you can login.

FAN

Password:

Submit

RELATED LINKS

- Contact Us
- Request Access

GloucestershireFA.com



Gloucestershire FA

- > About Us
- > Staff Contacts
- > Directions
- > Football Centre Facility
- > Equality

Related Links

- > Affiliation
- > Member Services
- > Welfare and CRB
- > Governance

Useful Links

- > The FA
- > Full-Time
- > Licensed Coaches' Club
- > Your Game


Get Involved

I'm interested in getting involved as a :

☐ Referee

☐ Player

Send



STEP 4: After logging in; click on My Football in the left hand menu, and then click “Online Courses”:

GloucestershireFA.com

[Home](#) [Members' Services](#)



Gloucestershire FA

> PLAY > VOLUNTEER > COACH > REFEREE

NewsCupsPlayVolunteerCoachRefereeClubs & Leagues

Home » Members

My Profile

My Football

Football Pages

Feedback

LOG OUT

LOG OUT

Welcome to Members' Services

You last accessed Members' Services on 31/07/2014 at 1:53 PM. If you think this is incorrect please contact us.

Update October 2010

We're pleased to announce we've increased the range of services which are now available. You can update your personal details, view your FA accreditations and complete the optional equality monitoring form under the [My Profile](#) section.

Club and League Officials, Registered Referees and Qualified Coaches can access an improved range of services under the My Football section. Clubs can manage their club and team officials, check the accreditations of their coaches/managers, advertise for players on TheFA.com and their County website Find a Club tool, download their Charter Standard Health Check form, access disciplinary information and player records. Club Welfare Officers also have access to our new Safeguarding Service.

Leagues can access their Discipline Statement online, keep up to date with payments to their County FA, view Player Registrations (County FA only) and set up referees to enter respect marks.

Referees can also enter respect marks for County Cup matches and Full-Time fixtures. More services are currently in development and planned to be available in March 2011.

[Terms of Use](#). This service allows privileged access to information and users are now required to agree to [Terms and Conditions](#) of use of the site. If you have not already agreed to these then you will have an alert above enabling you to do this.

Our aim is making the administration of football as easy as possible, so please help us to ensure future services are right for you and provide us with feedback, or requests for new features, through the [Feedback Form](#).

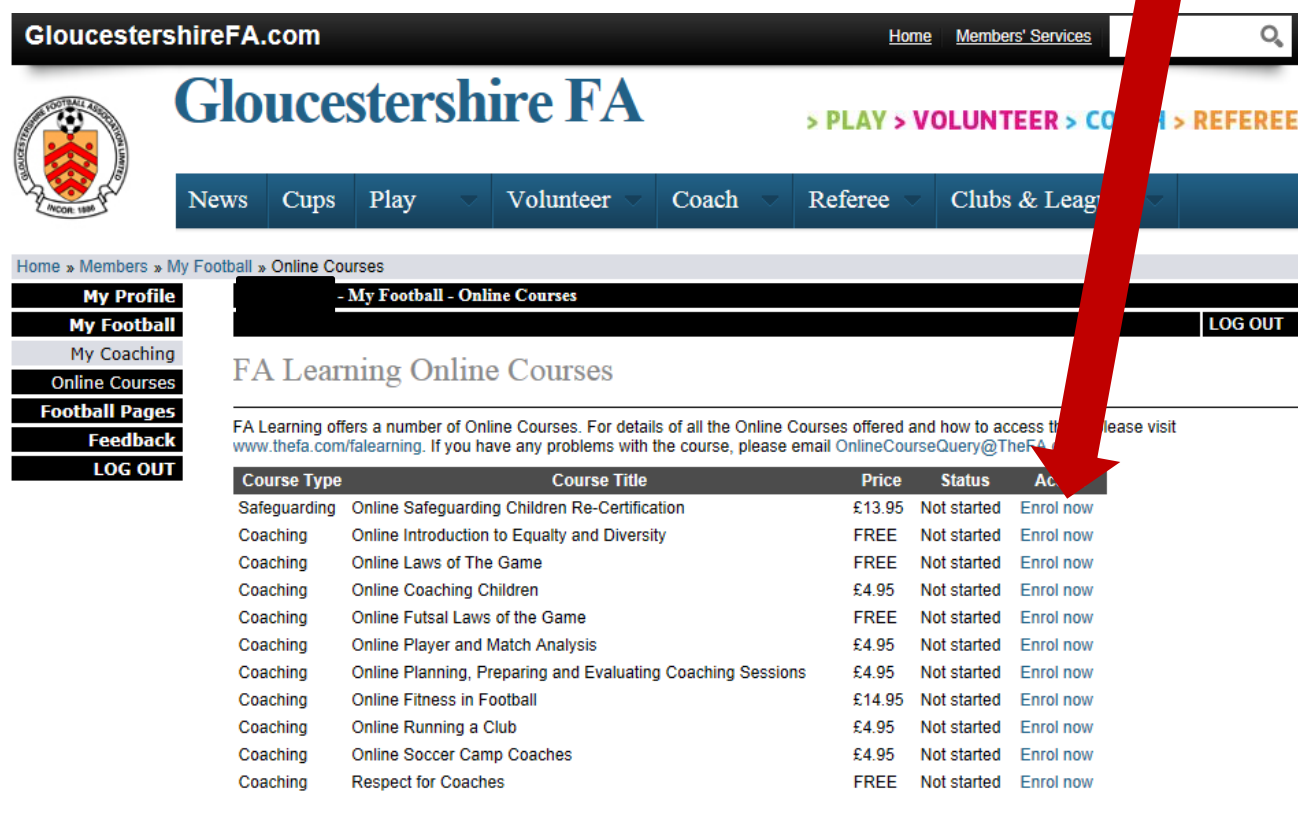
ALERTS

▪ None

RELATED LINKS

- [Contact Us](#)
- [Discipline Handbook](#)
- [Discipline Procedures \(Premier League to Conference National\)](#)
- [Discipline Procedures \(Steps 2-4\)](#)

STEP 5: This will then list all of the online courses available. From the list find the course you would like to complete and click “Enrol now” on the right hand side:



The screenshot shows the Gloucestershire FA website. The top navigation bar includes 'GloucestershireFA.com', 'Home', and 'Members' Services'. Below this is the Gloucestershire FA logo and a secondary navigation bar with links: > PLAY > VOLUNTEER > COACH > REFEREE. A third navigation bar contains links for News, Cups, Play, Volunteer, Coach, Referee, and Clubs & Leagues. The main content area is titled 'FA Learning Online Courses' and lists various courses with their prices and status. A red arrow points to the 'Enrol now' link for the first course.

Course Type	Course Title	Price	Status	Action
Safeguarding	Online Safeguarding Children Re-Certification	£13.95	Not started	Enrol now
Coaching	Online Introduction to Equality and Diversity	FREE	Not started	Enrol now
Coaching	Online Laws of The Game	FREE	Not started	Enrol now
Coaching	Online Coaching Children	£4.95	Not started	Enrol now
Coaching	Online Futsal Laws of the Game	FREE	Not started	Enrol now
Coaching	Online Player and Match Analysis	£4.95	Not started	Enrol now
Coaching	Online Planning, Preparing and Evaluating Coaching Sessions	£4.95	Not started	Enrol now
Coaching	Online Fitness in Football	£14.95	Not started	Enrol now
Coaching	Online Running a Club	£4.95	Not started	Enrol now
Coaching	Online Soccer Camp Coaches	£4.95	Not started	Enrol now
Coaching	Respect for Coaches	FREE	Not started	Enrol now

Once enrolled on to your chosen course you will then be able to begin the course.

STEP 6: Click “Launch” by each module and work through each set of units. If nothing happens when you click launch, you will need to disable your pop-up blocker or allow pop-ups for this site. You don’t have to complete the course in one go as it will track your progress, meaning that you can leave it and then come back to it.