Intramural Sports Registration Instructions

- Go to our Campus Recreation registration portal. You can access this portal by clicking on the maroon button: “Online Registration Portal.” [http://www.umt.edu/crec/Intramurals/](http://www.umt.edu/crec/Intramurals/), or simply go to [https://register.campusrec.umt.edu/](https://register.campusrec.umt.edu/).
- In the upper right corner click “Log in:

- Login into the system
  - **Already a member of the University System (Net ID)** - If you are a member of our University Community login with your University Net ID. Your profile will already be setup. You would know if you have a Net ID. If you do not have Net ID move to the next step.
  - **General Public with a portal membership** - If you are not a member of our University Community and have already created an account.
    - Send [crec.intramurals@mso.umt.edu](mailto:crec.intramurals@mso.umt.edu) and email a request to be eligible for intramural sports. We will respond once we have granted your eligibility.
    - Go to portal and select “General Public & Guests.”
  - **No Net ID or Account on portal (spouse, dependent, & alumni)** - If you have not setup an account, select the “Don’t Have an Account? Sign Up.” Setup your profile **IMPORTANT** – you must select gender.
    - Send [crec.intramurals@mso.umt.edu](mailto:crec.intramurals@mso.umt.edu) and email a request to be eligible for intramural sports. We will respond once we have granted your eligibility.
    - Go to portal and select “General Public & Guests.”
    - Send [crec.intramurals@mso.umt.edu](mailto:crec.intramurals@mso.umt.edu) and email a request to be eligible for intramural sports.
    - Click “General Public & Guests” and login
Registering a Team or Individual for a sport or league

- After you login select the Intramural Icon
- Select “Register” Icon
- Find the sport you want to register for, click on the sport name and the divisions available will drop down. Sports you are eligible to register for will have a maroon “Register” button. Sports you are not eligible for will have a red “Ineligible” button.
  - If all buttons are red and say “Ineligible” please contact us. Crec.intramurals@mso.umt.edu or call (406) 243-5295.
- If you are a captain/manager click “Register a Team”
  - Fill out all the form, accept the waiver, take the captains quiz, pay your player fee.
- If you are a player (with or without a team) click “Register as a Player.”
- If you already have a team and your captain has register your team select “Join a Team”
  - Find your team and click a “Request to Join” in your team’s box. Sign Waiver.
  - You then will be sent two email when your captain accepts your request. Click on the link in the invoice email to pay your invoiced player fee.
- If you do not have a team but want to play select “Become a Free Agent”
  - If a captain picks you up the system will send you an email letting you know, click on the link to accept the invite and pay your player fee.

This document is a work in process – we will add more as we learn more, but figured this will get you all started.