

## Charles Sturt Fencing Club

# How To: Join / Renew Membership

(revolutioniseSPORT)

**EFFECTIVE FROM**  
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# Charles Sturt Fencing Club

## How To: Join / Renew Membership

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### Summary

Membership of Charles Sturt Fencing Club is managed via an external membership platform hosted by revolutioniseSPORT (an Australian company). Membership fees and licences are paid by registering via our membership portal on revolutioniseSPORT.

### Licences

When paying for a club membership, a licence fee is automatically added to the cost of the membership and cannot be removed. This licence fee is a compulsory fee levied by Fencing SA on all club members for insurance and administrative purposes, and is remitted directly to them. The amount of the licence fee will depend on whether you select the State or National licence option.

The *State* licence is the minimum requirement for all members and allows them to enter any Fencing SA competition based on their eligibility.

The *National* licence allows members to enter any Fencing SA competition, plus any Australian Fencing Federation competition based on their eligibility.

If a member is not planning on entering any competitions, then they should select the State licence option when prompted.

### Accessing the Membership Portal

The membership portal can be accessed via either:

- Direct URL, or
- CSFC website.

#### Direct URL

The membership portal can be accessed directly via:

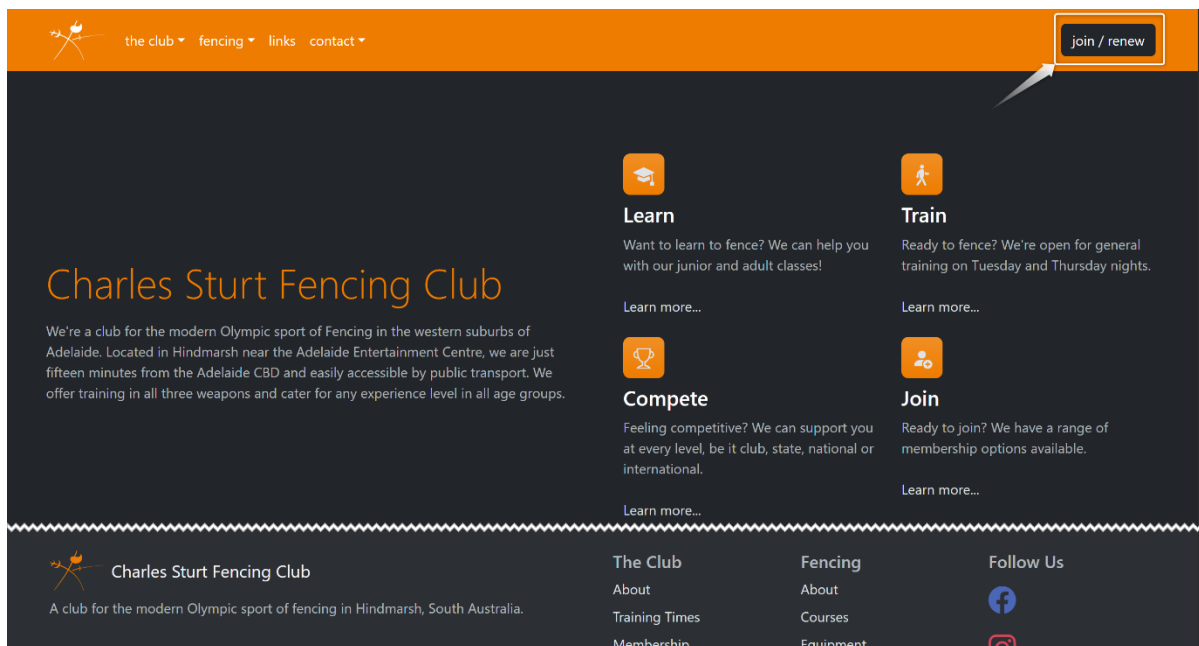
<https://www.revolutionise.com.au/csfc/registration>

#### CSFC Website

A Join / Renew button is available in the navigation menu of the Charles Sturt Fencing Club website. The screenshot below shows the button (highlighted by the white arrow) to the right of the navigation menu at the top of the page.

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When viewed from a mobile browser, the Join / Renew button is included in the expandable navigation menu. The screenshot below shows the button (highlighted by the white arrow) in the menu when expanded.

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### Membership Portal

The landing page of the membership portal contains information about the different membership and licence types available. At the bottom of the page are the options to either join the club as a new member or renew your existing membership.

The screenshot below gives an impression of the information presented on the landing page and the joining options:

Step 1/6: Let's get started

Start again

## Join the Club

### Join or Renew Your Charles Sturt Fencing Club Membership

#### Membership Types

##### School Term (\$130)

This membership type is for children undertaking a term of school fencing in either our Thursday or Saturday classes.

A Fencing SA State Licence will be automatically added to your School Term membership for the first term in a calendar year that you register your child.

*This membership must be renewed at the start of each Dept of Education school term before your child can participate in classes.*

##### Junior Club Membership (\$170)

This membership type is our standard membership for general training at the club for those under 20 years old. This membership type is for a full year and is available with either a Fencing SA State Licence or Australian Fencing Federation National Licence, which is automatically added to your membership cost, once per calendar year, based on the licence type selected.

*If your child is attending our Thursday or Saturday junior classes then you want a School Term membership instead.*

##### Senior Club Membership (\$300)

This membership type is our standard adult membership for general training at the club. This membership is for a full year and is available with either a Fencing SA State Licence or Australian Fencing Federation National Licence, which is automatically added to your membership cost, once per calendar year, based on the licence type selected.

#### Licence Types

##### Fencing SA State Licence (\$70)

This is the basic licence for fencing and competing in South Australia only. It allows you to fence in South Australian clubs and Fencing SA state tournaments. The fee for this licence is determined by Fencing SA, and covers the cost of insurance and tournament administration.

This licence fee is added to the club membership once per calendar year and goes directly to Fencing SA.

##### Australian Fencing Federation National Licence (\$120 Junior / \$142 Senior)

This is the all-inclusive licence for fencing and competing in Australia. It allows you to fence in South Australian clubs, interstate clubs, Fencing SA state tournaments, and Australian Fencing Federation tournaments. The fee for this licence is determined by Fencing SA and the Australian Fencing Federation, and covers the costs of insurance and tournament administration.

This licence fee is added to the club membership once per calendar year and goes directly to Fencing SA and the Australian Fencing Federation.

**RETURNING MEMBER**  
I have registered for Fencing in the past

**NEW MEMBER**  
I have never registered for Fencing before

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### Joining as a New Member

If you have not been a member of Charles Sturt Fencing Club before, then use the NEW MEMBER option on the landing page to register for the first time.

#### Step 1: Enter Membership Identification

Enter the details that the portal will use to identify your new membership record. Fields marked with an asterisk ('\*') are mandatory and must be entered.

The screenshot shows a digital form interface for membership registration. At the top, a dark blue header bar contains the text 'Step 1/6: Get started' in white. Below this, there is a 'Start again' link in orange. The main form area is dark blue and contains several input fields: 'First name\*' and 'Last name\*' are text boxes; 'Date of birth\*' is a date picker with dropdowns for day (1), month (January), and year (2025); and 'Gender identity\*' has four radio button options: Male, Female, Non-Binary, and Differently identify. At the bottom of the form is a large orange button labeled 'Next step'.

Once you have entered the mandatory information, click the Next Step button.

#### Step 2: Select Membership Type

Select the type of membership required.

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**Step 2/6: Select membership**

Currently registering new member: **Test Person** [Go back a step](#) · [Start again](#)

### Select a membership type

Service fees for online payment apply, and will be calculated and displayed **prior to payment** dependent on any additional purchases, addons, or discount codes.

<input type="radio"/> <b>Junior Club Membership with National Licence</b>	<b>\$291.00</b>
<input type="radio"/> <b>Junior Club Membership with State Licence</b> Under 20 years old or a full-time student of a recognised tertiary education institution	<b>\$240.00</b>
<input checked="" type="radio"/> <b>School Term</b> School term fencing, Saturday or Thursday, this includes the FSA State Licence. You will only be charged the State licence fee once per calendar year.	<b>\$200.00</b>
<input type="radio"/> <b>Senior Club Membership with State Licence</b> Standard adult membership, this includes the FSA state licence fee of \$70	<b>\$370.00</b>

[Next step](#)

All membership types are renewed annually, with the exception of the School Term membership, which must be renewed at the start of each school term. In all cases, the licence fee (whether State or National) is only charged once per year.

Once you have selected the membership type, click the Next Step button.

### Step 3: Review Membership Summary

Review the summary of your membership purchase before proceeding.

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**Step 3/6: Review**  
Currently registering new member: **Test Person** [Go back a step](#) · [Start again](#)

A summary of your membership purchase is below. You can add any voucher codes at this stage. **Service fees for online payment apply**, and will be calculated and displayed on the checkout page prior to payment.

**Discount code**  
Add a discount code below. You can apply multiple discount codes.

Discount code

**Purchase summary**

Item	Unit	Qty	Amount
School Term	\$200.00	1	\$200.00
<b>Total</b>			<b>\$200.00</b>

**Proceed to next step**

You are about to pay **Charles Sturt Fencing Club**.

If you have been given a discount code, then enter it in the Discount Code field and click the Apply button. The discount should then be applied and reflected in the Purchase Summary.

Once you have reviewed the purchase and are ready to proceed, click the Next Step button.

### Step 4: Enter Basic Details

Enter the requested contact details and additional information. Fields marked with an asterisk (\*\*\*) are mandatory and must be entered.



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**Step 4/6: Personal details**

Currently registering new member: **Test Person** [Go back a step](#) · [Start again](#)

### Basic details

First name*	Last name*	Date of birth*
<b>Test</b>	<b>Person</b>	<b>01/01/2015</b>

Gender identity\*

**Male**

### Address

Street*	Suburb*	Post code*
<input type="text"/>	<input type="text"/>	<input type="text"/>
State/province*	Country*	
<input type="text" value="SA"/>	<input type="text" value="Australia"/>	

### Contact details

Home phone*	Mobile phone*
<input type="text"/>	<input type="text"/>
Email address*	Confirm email address*
<input type="text"/>	<input type="text"/>

### Additional information

I have a current Working with Children Check, and it expires on

WWCC Certificate

Max 5MB

Once you have entered (at least) the mandatory information, click the Next Step button.

### Step 5: Agree to the Registration Terms

Before your membership can be processed, you must agree to the Terms of Registration. Click the link to read the terms before selecting your agreement to them. You can also download a copy for your records by clicking the Download button. If you do not agree then simply leave the website to abandon the registration.

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You must also indicate that you are over 18, or that you are the parent/guardian of the member if they are a minor.

Fields marked with an asterisk ('\*') are mandatory and must be entered.

The screenshot shows a dark-themed user interface for a registration process. At the top, a progress bar indicates 'Step 5/6: Confirm'. Below this, it says 'Currently registering new member: Test Person' and provides links for 'Go back a step' and 'Start again'. The main section is titled 'Terms of registration' with a 'Download' button. There are two radio button options: 'I agree to the Terms of Registration.\*' and 'I am over 18, or, if I am under 18, this registration has been filled out by and endorsed by my parent or guardian.\*'. At the bottom, there is a large orange button labeled 'Next step'.

Once you have agreed, click the Next Step button.

### Step 6: Enter Payment Information

You are now ready to pay for your membership. Enter the requested payment details. Fields marked with an asterisk ('\*') are mandatory and must be entered.

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**Step 6/6: Pay**

Currently registering new member: **Test Person** [Go back a step](#) · [Start again](#)

### Pay now

**Total: \$203.06**

Note that this payment includes \$3.06 in fees. These fees contribute to both online payment charges and a service fee for the use of our registration platform.


### Billing address

Address line 1*	Address line 2
<input type="text"/>	<input type="text"/>
City*	State*
<input type="text"/>	<input type="text"/>
Post code*	Country*
<input type="text"/>	<input type="text" value="Australia"/>

### Cardholder details

Credit card number*	Name on card*	
<input type="text"/>	<input type="text"/>	
Expiry month*	Expiry year*	CVC*
<input type="text" value="Month"/>	<input type="text" value="Year"/>	<input type="text"/>

Processing may take up to 90 seconds. Do not navigate away from this page after clicking pay.

I'm not a robot  [Privacy - Terms](#)

**Confirm registration**

Make sure you select and follow any instructions for the I'm not a robot Captcha.

Once you are ready to process your payment, click the Confirm Registration button.

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Your payment will be processed and you will be sent an email with confirmation of your membership. If you do not receive a confirmation email, check your spam or junk email folders.

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### Renewing An Existing Membership

If you're a current member, then click the RETURNING MEMBER option on the landing page to renew your existing membership.

#### Renew Step 1: Enter Your Details

Enter the details that the portal will use to find your existing membership record. Fields marked with an asterisk ('\*') are mandatory and must be entered.

The screenshot shows a dark-themed web form for renewing membership. At the top, there's a progress bar with a blue segment on the left and a grey segment on the right labeled 'Step 1/6: Get started'. Below the progress bar is a 'Start again' link. The main form area contains several input fields: 'User ID:' with a text box and a note '(If not known, leave blank)'; 'First name\*' and 'Last name\*' with text boxes; 'Date of birth\*' with three dropdown menus for day (1), month (January), and year (2025); and 'Gender identity\*' with four radio button options: Male, Female, Non-Binary, and Differently identify. At the bottom of the form is a large orange button labeled 'Next step'.

Once you have entered the mandatory information, click the Next Step button.

#### Renew Step 2: Check Your Email

Follow the instructions to check your email for a message sent to you by the membership portal. This message will contain a personalised link and instructions that you can use to continue renewing your membership.

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Step 1/6: Get started

Currently **renewing** membership: **Darren Ferguson** [Go back a step](#) · [Start again](#)

### Check your email!

You should receive a link via email, sent to **da\*\*\*\*\*a@li\*e.com.au**. Please click the link to proceed.

If your email address is incorrect, please contact Charles Sturt Fencing Club for assistance.

If, as above, the portal says that it has sent the email, but you cannot find it in your inbox, then check your spam or junk email folders.

If you see an error message instead of the Check Your Email instruction in this step, then the portal was most likely unable to locate your membership record. In this case, follow any instructions provided.