




Finding or Creating Your HCR Number

*A step-by-step guide for Hockey Alberta
members*


What is a HCR Number?

- A unique number assigned to every player, coach, official, or volunteer in the Hockey Canada Registry (HCR) system.
 - Follows you for life – even if you move to another association or province.
 - Used for registration, certifications, and tracking your hockey history.
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Why You Need Your HCR Number

- Required for rostering to a team each season.
 - Needed for coaching or officiating courses.
 - Helps verify your hockey history and eligibility.
 - Link Respect in Sport to the proper profile
 - Register with Minor Hockey Association (possibly)
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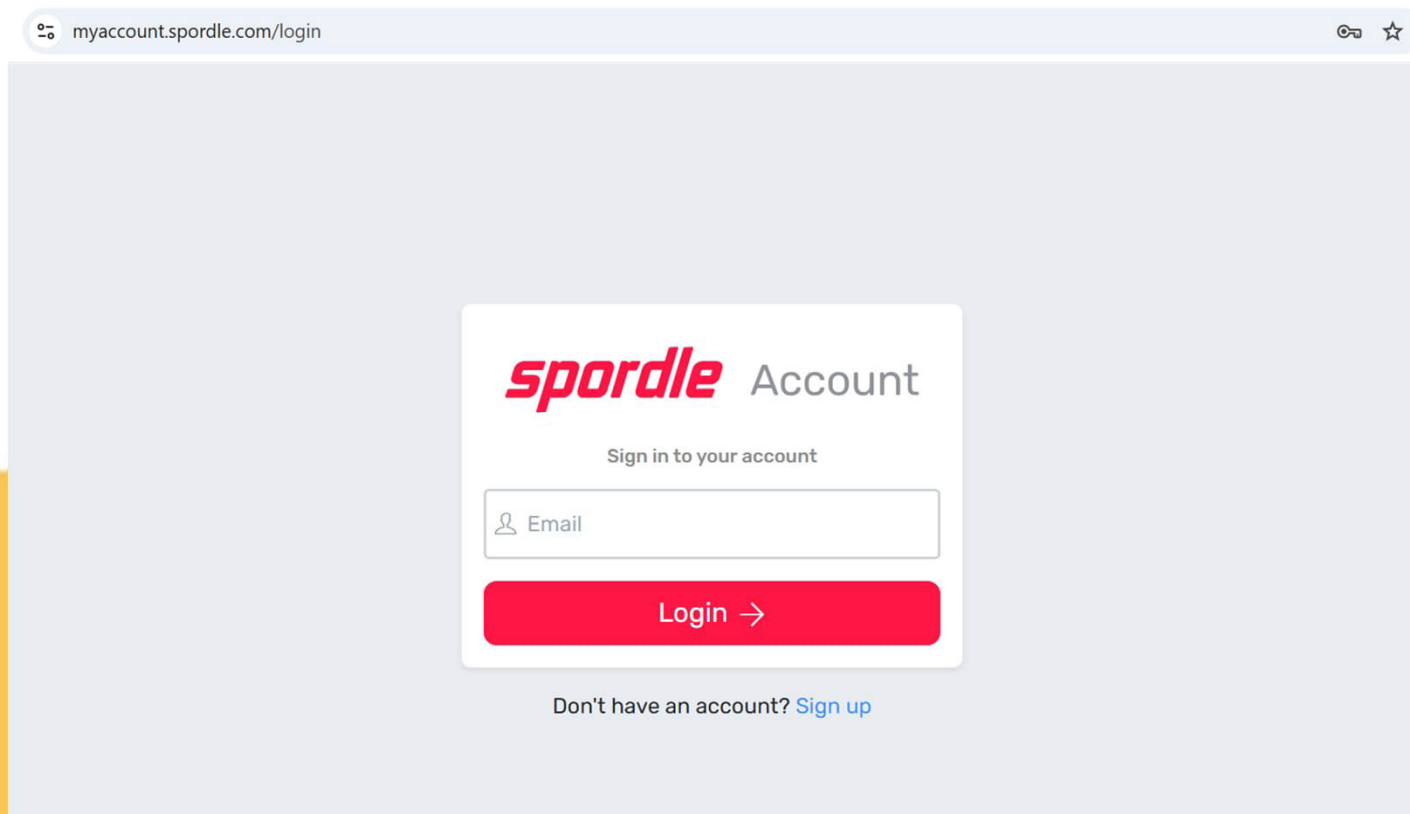
IMPORTANT

- If a participant has been involved with sanctioned hockey at any point in their lives, they will have a HCR Number. Creating a duplicate ID can/will create delays in registration.
 - Ensure all the information entered is accurate
 - If your HCR Number is with another Association, please reach out to your current association to work on requesting a transfer of your file, do not create a new HCR Number.
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Finding Your HCR Number– Step 1

for those who have participated in hockey previously

- Hockey Canada Spordle Page: <https://myaccount.spordle.com/login>
- Log in with your existing account credentials.

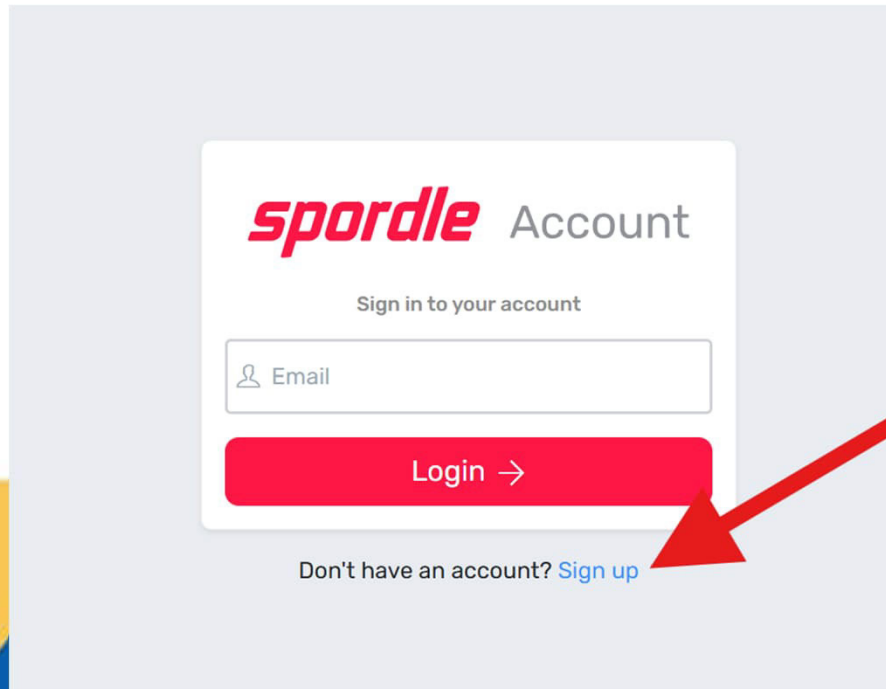


The screenshot shows a web browser window with the address bar displaying "myaccount.spordle.com/login". The page content is centered and features the "spordle Account" logo at the top. Below the logo, the text "Sign in to your account" is displayed. A text input field with a person icon and the label "Email" is provided for user identification. A prominent red button with the text "Login →" is positioned below the input field. At the bottom of the form, there is a link that reads "Don't have an account? Sign up".

Finding Your HCR Numer – Step 1

for those who have participated in hockey previously

- Hockey Canada Spordle Page: <https://myaccount.spordle.com/login>
- If you don't have an account – choose “Sign up” and follow the prompts



spordle Account

Sign in to your account

Email

Login →

Don't have an account? [Sign up](#)

Finding Your HCR Number– Step 2

for those who have participated in hockey previously

- Once logged in, click on "Members"

The screenshot shows the Spordle account dashboard. In the top left corner, the Spordle logo is followed by the word "Account". In the top right corner, there is a language selector set to "FR" and a user profile icon. On the left side, there is a vertical navigation menu with the following items: "Dashboard", "Members", "Calendar", "Purchases", and "Settings". The "Members" item is highlighted with a red rectangular box, and a red arrow points from this box to the "Register Now" button in the main content area. The main content area features a "Welcome," message with the date "Tuesday, August 12, 2025". Below the welcome message is a "Register Now" section with the text "Register to your favorite sport. Find your schedule, news, stats and standings." and two buttons: "Register Now" (in blue) and "Visit Spordle" (in light blue). To the right of this text is a promotional image showing a laptop and a smartphone displaying the Spordle app interface. At the bottom of the dashboard, there are two tabs: "Admin" and "Spordle Pages".

Finding Your HCR Number – Step 3

for those who have participated in hockey previously

- Select the circle with the initials of the linked participant that you would the HCR Number for
- The HCR Number will appear under your profile information.

The screenshot shows the 'spordle Account' interface. On the left is a navigation menu with 'Members' selected. The main area is titled 'Members' and shows a row of participant initials: SP, AP, BP, JP, MP, SP, SP, and a plus sign. A red arrow points to the first 'SP' circle with the label 'Account Owner'. Another red arrow points to the plus sign with the label 'to add another participant to your account'. Below this row is a profile card for a participant with initials 'SP', with a red arrow pointing to it and the label 'participants profile you are viewing'. Below the profile card is a '+ Add sport profile' button. At the bottom, there is a card for 'RED DEER MINOR HOCKEY COMMISSION' with a 'View Profile' button. A red box highlights the text 'HOCKEY ID HERE' on the card, with a red arrow pointing to it.

Finding Your HCR Number– Step 4

adding a new participant to your account with an existing HCR Number

Anyone who is participating in hockey in your household can be added to your account as a participant. The 'owner' of the account will need to add themselves.

1. Select the circle with the '+'
2. Follow the prompts – the 'Let's link your profile' will

The image shows a screenshot of the Spordle account interface. On the left is a navigation menu with 'Dashboard', 'Members', 'Calendar', 'Purchases', and 'Settings'. The main area is titled 'Members' and shows a row of participant icons labeled SP, AP, BP, JP, MP, SP, and a '+' icon. Red arrows point to the '+' icon with the text 'to add another participant to your account' and to the first 'SP' icon with the text 'participants profile you are viewing'. Below the icons is a large 'SP' profile card. At the bottom, a red box highlights the text 'RED BEER MINOR HOCKEY COMMISSION HOCKEY ID HERE' with an arrow pointing to it. A modal window titled 'Let's link your profile.' is overlaid on the right, containing input fields for 'First name', 'Last name', and 'Date of birth' (with a calendar icon and 'YYYY-MM-DD' placeholder), a dropdown for 'My relationship with this member', and a 'Link profile' button. The background shows a 'Members' list with 'SP', 'AP', and 'BP' icons and a 'CHIEFS' logo with the number '#1400001147026'.

Creating a HCR Number– Step 1

for participants new to hockey

Follow the link to the Hockey Alberta “Create HCR Number Page” & click “Register now”

<https://page.spordle.com/ha/register/1f030f87-1cc6-66b8-82df-0281acc700a5>

BRANCH HOCKEY ALBERTA

Home Organizations Officials Tournaments **Register** Clinics Contact Documents

NEVER MISS AN UPDATE. **INSIDER** Sign Up!

Create HCR Number

Description

Please use this link to create a Hockey Canada Registry (HCR) profile for your participant if they have NEVER registered with a Hockey Canada Sanctioned program perviously.

If your participant has been registered with a Hockey Canada Sanctioned program previously they already have an HCR Profile. Please log in to your Spordle account or contact your MHA to obtain that number.

Registration

No registration fee available.

Items

Registration start date
2025-05-11

Registration end date
2026-02-10

Register now

Creating a HCR Number – Step 2

for participants new to hockey

Follow the Prompts

The image shows a web application interface for creating a HCR number. At the top, there is a button labeled "Add a participant". Below it, a dark blue footer contains the text "Problem with your registration? [Contact us](#)".

A "Participant Selection" dialog box is overlaid on the screen. It has a dark blue header with a close button (X) and a back arrow labeled "Back to participants list". Inside the dialog, there is an information icon (i) and a text box that says: "We recommend using your participant's **full name** and **birthdate** as written on their birth certificate."

The dialog contains three input fields:

- "First name *" with an asterisk indicating it is required.
- "Last name *" with an asterisk indicating it is required.
- "Birthdate *" with an asterisk indicating it is required. The input field contains the placeholder "YYYY-MM-DD".

Below the birthdate field, it says "Min Age: 0 - Max Age: 99".

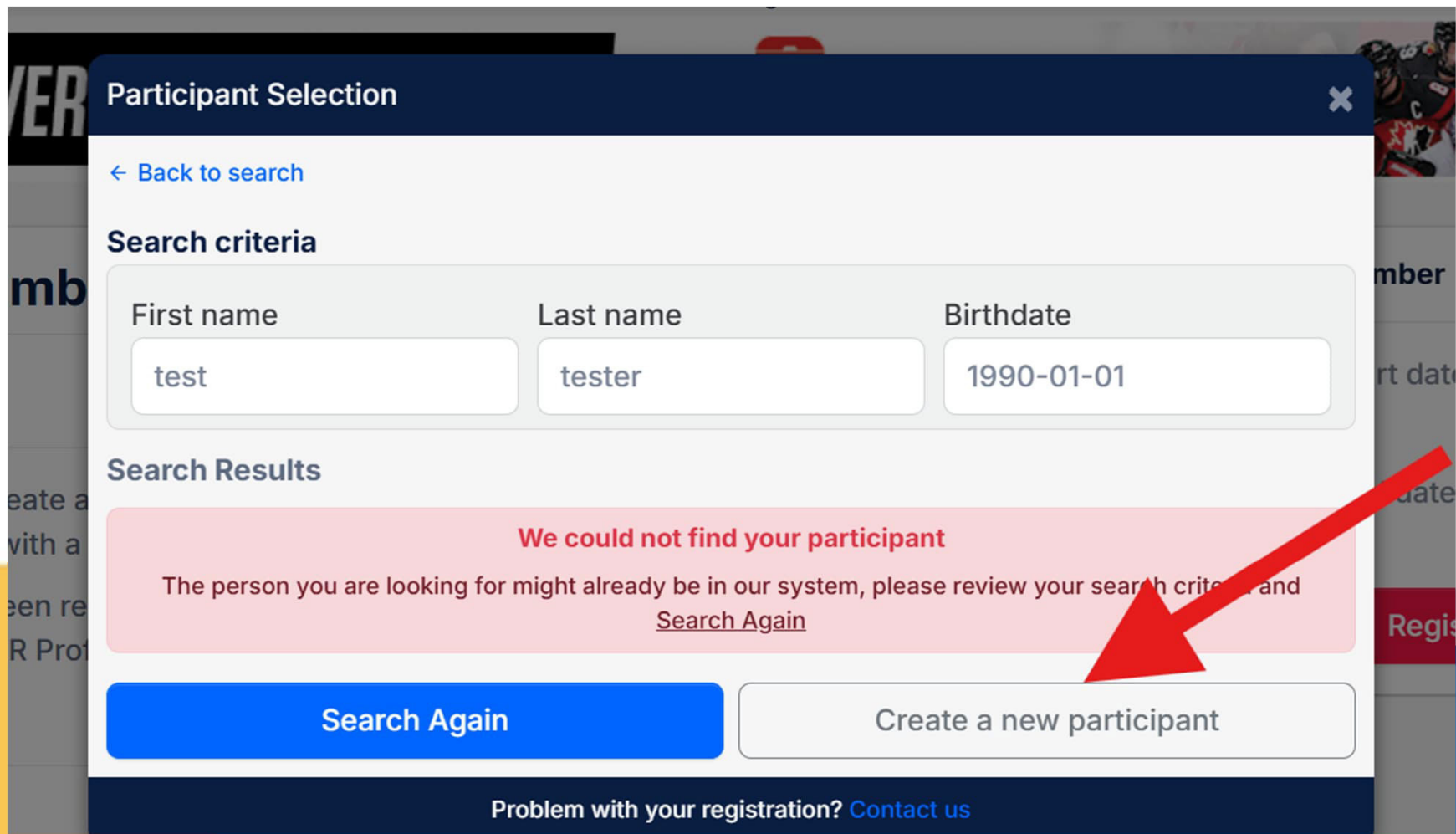
At the bottom left of the dialog, there is a "Search by #" label. At the bottom right, there is a blue button with a magnifying glass icon and the text "Search".

At the bottom of the dialog, there is a dark blue footer with the text "Problem with your registration? [Contact us](#)".

Creating a HCR Number – Step 3

for participants new to hockey

Choose “Create a new participant”



The screenshot shows a 'Participant Selection' dialog box with the following elements:

- Participant Selection** (Title bar)
- [← Back to search](#)
- Search criteria**
 - First name:
 - Last name:
 - Birthdate:
- Search Results**
 - We could not find your participant**
 - The person you are looking for might already be in our system, please review your search criteria and [Search Again](#)
- Buttons:**
 - Search Again** (Blue button)
 - Create a new participant** (White button with red arrow pointing to it)
- Footer: Problem with your registration? [Contact us](#)

Creating a HCR Number– Step 4

for participants new to hockey

Fill in all **red*** portions in the Participant creation – then “Create”

The screenshot shows a 'Participant creation' form with the following fields and labels:

- Test Tester** (text input): 1990-01-01
- Not the right information? Search Again.** (text input)
- Email *** (text input): Used for communications
- Citizenship *** (dropdown menu): Canadian
- Primary Language** (dropdown menu): Select
- Secondary Language** (dropdown menu): Select
- Organization *** (dropdown menu): Search...
- Gender Identity * ⓘ** (dropdown menu): Select

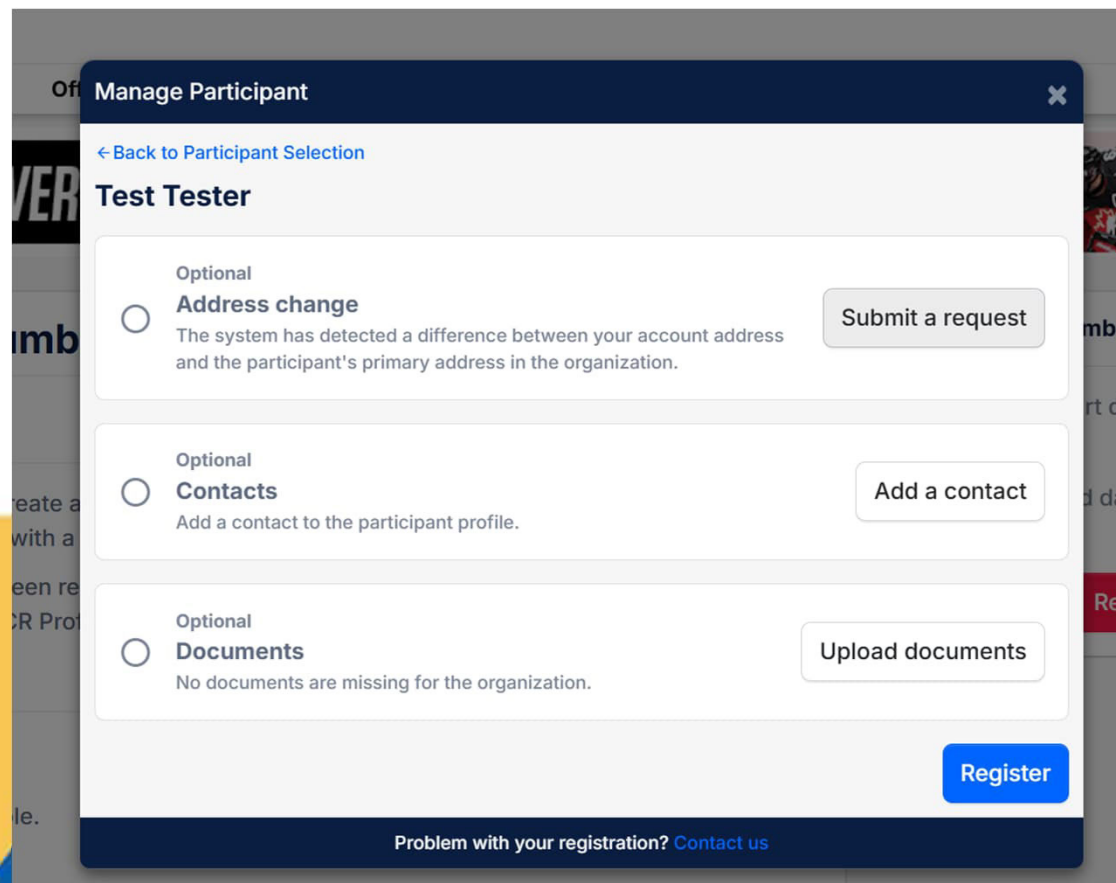
A tooltip is displayed over the form, titled "Why do Hockey Canada and the Member Partners collect demographic information?". The tooltip text reads: "The collection of self-identification data is central to equity, diversity, and inclusion efforts. Hockey Canada and the Member Branches are collecting this data to increase our ability to enhance programs, while recognizing and removing barriers. The demographic data being collected through the HCR platform is consistent with how the Government of Canada solicits this information including the options you see of race/ethnicity, language and Indigenous Peoples (all of which provide "Prefer not to say" as an option). There are many factors as to why and how this data is collected: please refer to this Government of Canada website for more information: https://www.ic.gc.ca/eic/site/063.nsf/eng/h_97737.html". A red arrow points from the tooltip to the "Create" button.

Buttons: Previous, Create

Creating a HCR Number – Step 5

for participants new to hockey

Some sections may require more attention – follow the suggestions & when all are completed choose “Register”



The screenshot shows a 'Manage Participant' modal window with a dark blue header and a close button. Below the header is a back link: '< Back to Participant Selection'. The main content area is titled 'Test Tester' and contains three optional sections, each with a radio button, a title, a description, and an action button:

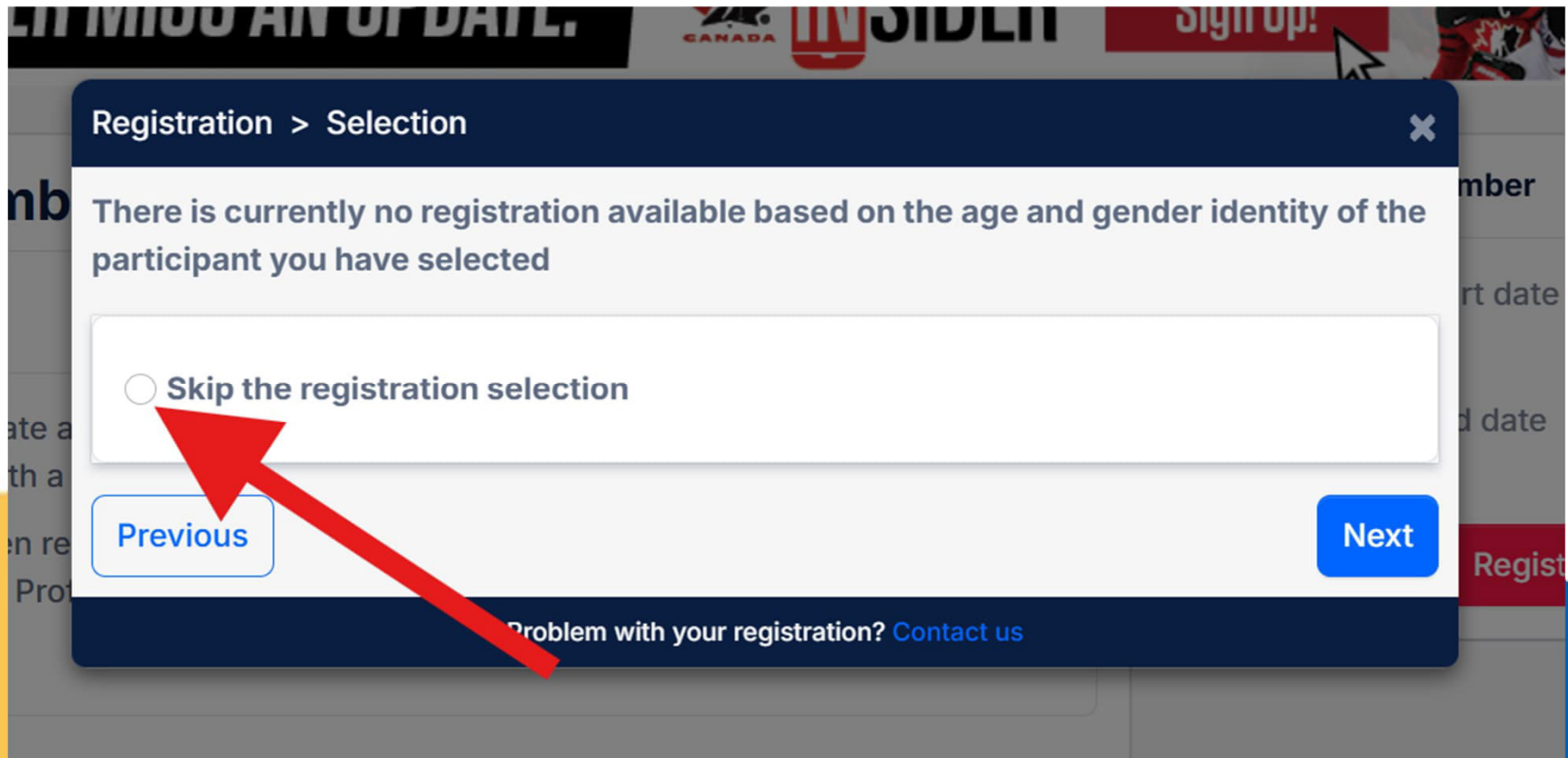
- Optional Address change**: The system has detected a difference between your account address and the participant's primary address in the organization. Action: Submit a request.
- Optional Contacts**: Add a contact to the participant profile. Action: Add a contact.
- Optional Documents**: No documents are missing for the organization. Action: Upload documents.

At the bottom right of the form is a blue 'Register' button. At the bottom of the modal is a dark blue footer with the text: 'Problem with your registration? [Contact us](#)'.

Creating a HCR Number – Step 6

for participants new to hockey

Click “Skip the registration selection” then “Next”

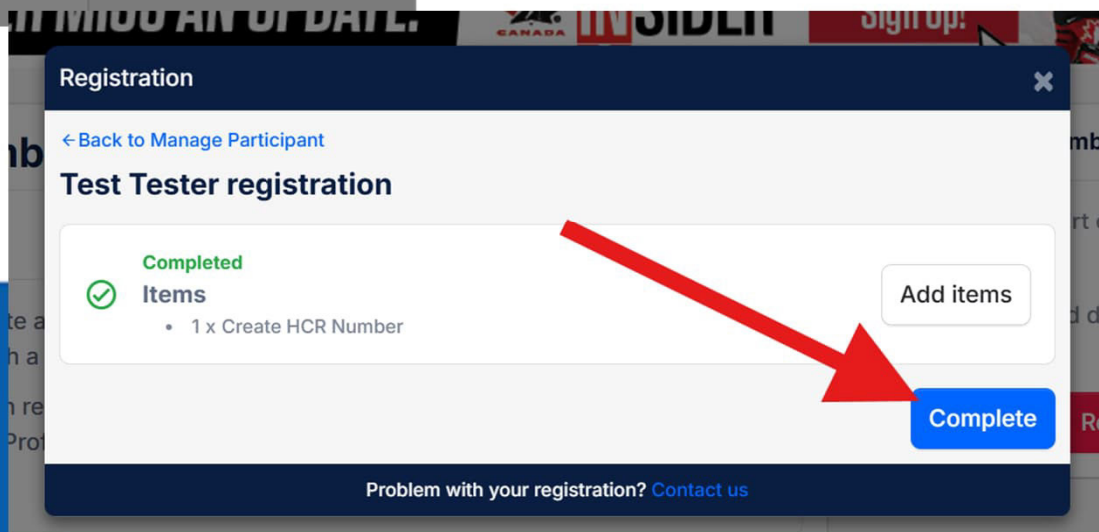
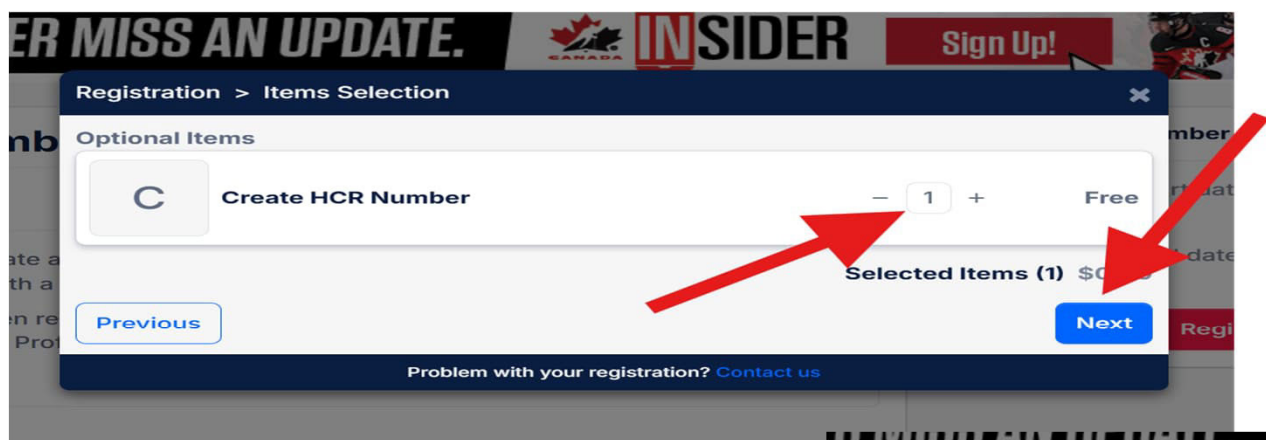


The screenshot shows a web browser window with a registration dialog box. The dialog box has a dark blue header with the text "Registration > Selection" and a close button (X) on the right. The main content area is white and contains the message: "There is currently no registration available based on the age and gender identity of the participant you have selected". Below this message is a white rounded rectangle containing a radio button and the text "Skip the registration selection". A large red arrow points from the bottom left towards this radio button. At the bottom of the dialog box, there are two buttons: "Previous" on the left and "Next" on the right. The "Next" button is highlighted in blue. At the very bottom of the dialog box, there is a dark blue footer with the text "Problem with your registration? [Contact us](#)".

Creating a HCR Number– Step 7

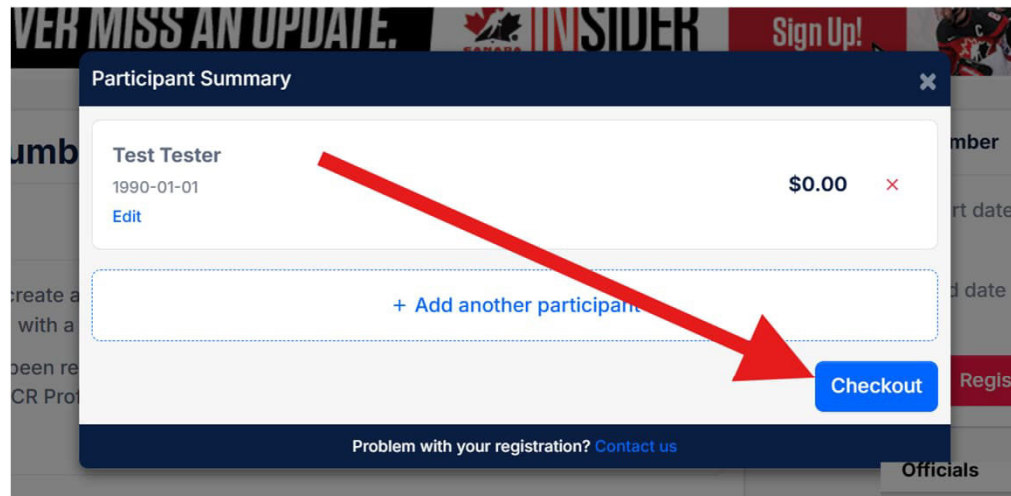
for participants new to hockey

Change number to a “1”



Creating a HCR Number – Step 8

for participants new to hockey



A screenshot of a 'Participant Summary' modal window. It displays the name 'Test Tester', the date '1990-01-01', and a price of '\$0.00'. Below this is a dashed box with the text '+ Add another participant'. At the bottom right is a blue 'Checkout' button. A red arrow points from the 'Checkout' button in this modal to the 'Next' button in the 'Order summary' modal shown in the next image.

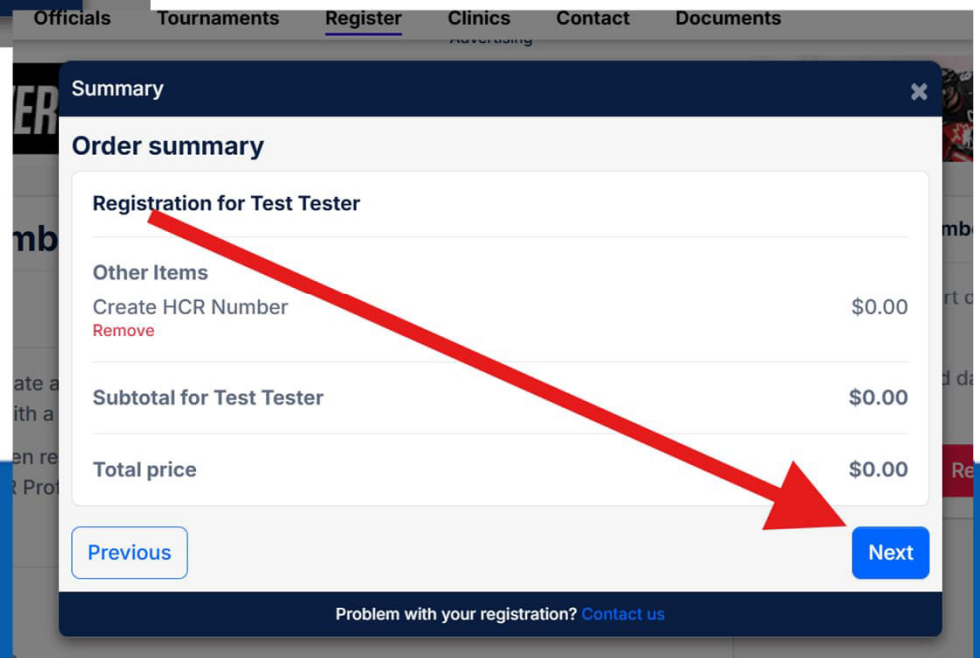
Participant Summary

Test Tester
1990-01-01 \$0.00
Edit

+ Add another participant

Checkout

Problem with your registration? [Contact us](#)



A screenshot of an 'Order summary' modal window. It lists 'Registration for Test Tester' and 'Create HCR Number' (with a 'Remove' link) under 'Other Items'. The subtotal and total price are both '\$0.00'. At the bottom are 'Previous' and 'Next' buttons. A red arrow points from the 'Next' button in this modal to the 'Checkout' button in the 'Participant Summary' modal shown in the previous image.

Summary

Order summary

Registration for Test Tester

Other Items

Create HCR Number	\$0.00
Remove	

Subtotal for Test Tester \$0.00

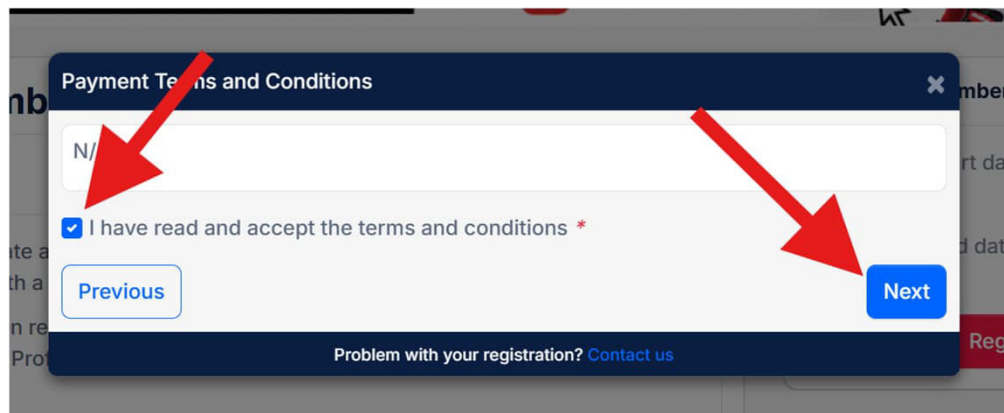
Total price \$0.00

Previous Next

Problem with your registration? [Contact us](#)

Creating a HCR Number – Step 9

for participants new to hockey



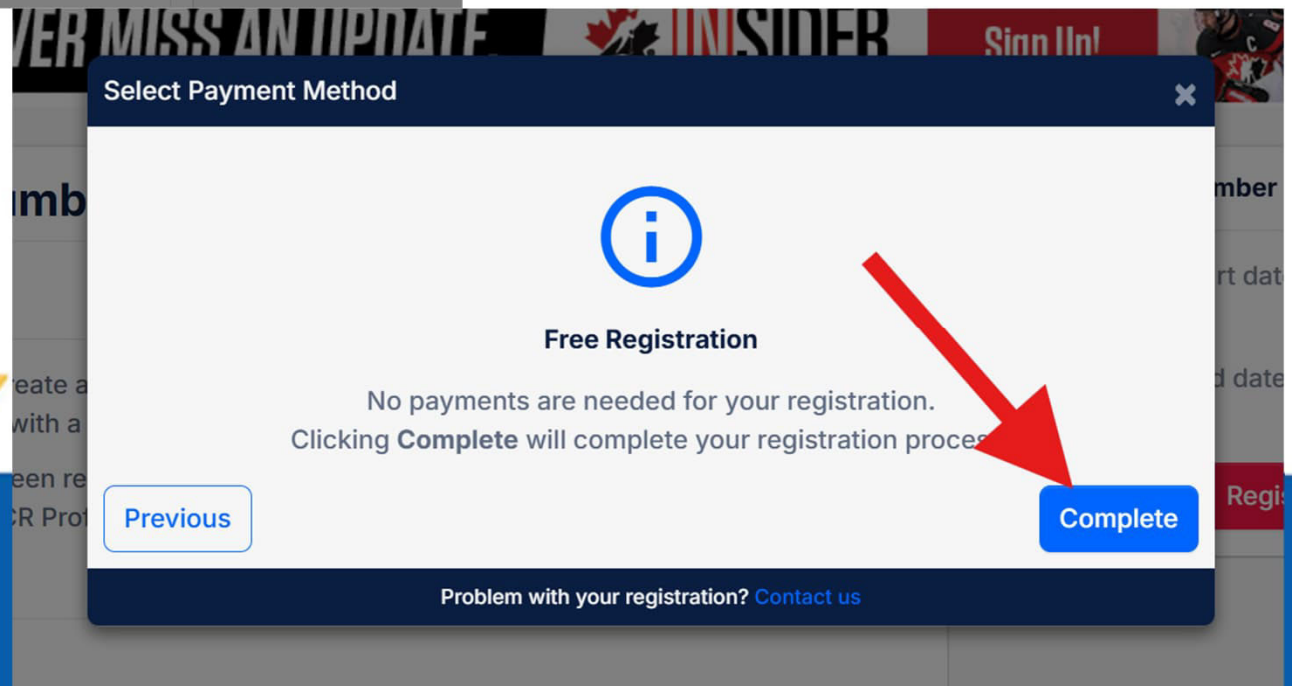
Payment Terms and Conditions

N/

I have read and accept the terms and conditions *

Previous Next

Problem with your registration? [Contact us](#)



Select Payment Method

i

Free Registration

No payments are needed for your registration.
Clicking **Complete** will complete your registration process.


Previous Complete

Problem with your registration? [Contact us](#)

Creating a HCR Number – Step 10

for participants new to hockey

Registration Confirmation ✕



Thank you for registering!

Your receipt number is

An email confirmation has been sent to

You have now completed the Hockey Canada Registry (HCR) profile creation.

Click the Invoice Number and you will be taken to My Account where you will see your invoice. The invoice will also be emailed to you. The HCR Number will be located next to the participant name(s) that you registered.

You will need the HCR number to complete the Respect in Sport certification as well as register with your MHA.

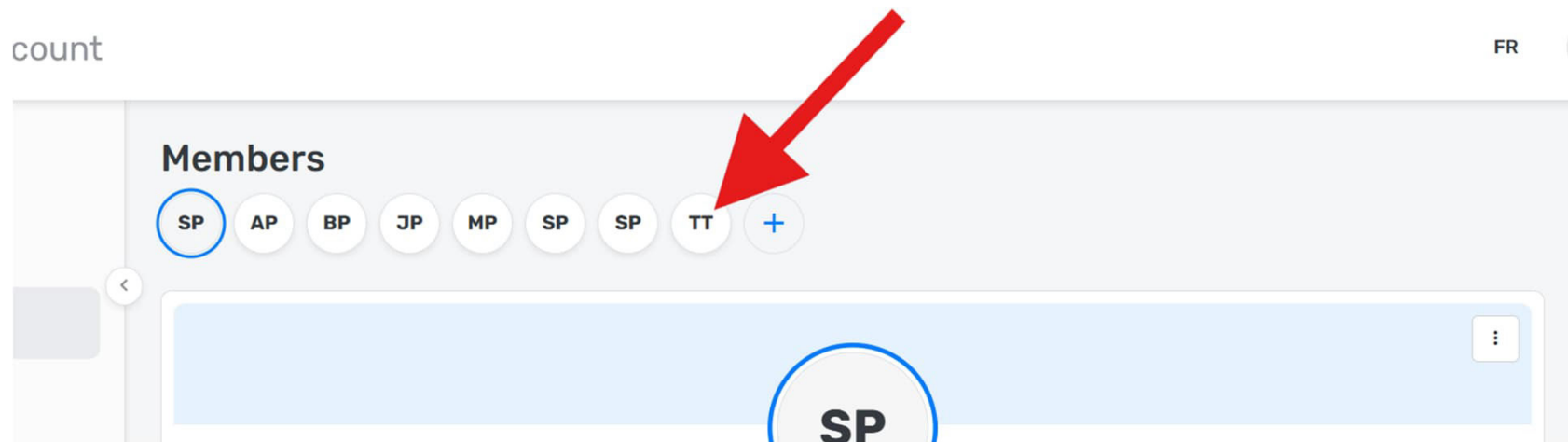
If you have any questions please reach out to the MHA you are wanting to register with.

[Please donate to the Hockey Canada Foundation.](#)

Creating a HCR Number – Step 10

for participants new to hockey

The new HCR Number that has been created should already be linked to your account, and you can view/use the HCR Number now.



After Creating Your Account

- You will have your HCR Number number.
- Write it down or take a screenshot for future reference, and save login details
- Use it every time you register for hockey in Canada.

Support and Helpful Links

- Spordle Login: <https://myaccount.spordle.com/login>
- Contact Your Minor Hockey Association
- Hockey Alberta Member Services: spattison@hockeyalberta.ca