



RIDERNET

Ride. Race. Enjoy.

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Introduction:

Motorcycling Australia is pleased to deliver its new, bespoke Customer Relation Manager (CRM) System, in close partnership with CRM designer, 3rdMill.

Following months of scoping, workshops, research and investigation, MA happily presents an all new RiderNet to Members, promising a more user-friendly, simplified experience and will offer continual support around the learnings of the system.

Outlined within this User Guides, Members will find all the key information and navigation tools to assist with the new system and hopefully answer any questions or queries you may have.

Members will be able to:

- Create a Profile
- Purchase a Club Membership
- Purchase Licences
- Register for Events
- Coordinate Family accounts
- Request Endorsements and Logbooks
- Manage Bikes, Grades, Sponsors, Transponders and more.
- Become a Coach and or Official

The RiderNet Guide will take you through each of these functions, giving a comprehensive and clear understanding of what can be done using the website.

Members will find further guides and 'How To' information in video and PDF format that will be downloadable for use at any time.

For any further Licencing questions please refer to:

<https://www.ma.org.au/licences-rules/licences/juniorendorsementslicenseconditions/>

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Creating Your Profile

NEW Individual Profile

Follow this brief guide for Individuals to Create a Profile/Register an account as an Individual.

RiderNet Sign up

Head to the RiderNet website and sign up using the **Sign Up** link.

*(TIP: To quickly access RiderNet, **SAVE and BOOKMARK** the page to your web browser)*

Note: For pre-existing members, use your ID (123456), password (xxxxxx) and check the security tick box to login.

If you have lost your password, click 'Forgot Password' to receive a reset request (see how to reset password).

Click Member Sign up.

I want to

MEMBER SIGNUP SIGN UP AS A MEMBER →	CLUB SIGNUP JOIN A CLUB →
RIDING LICENCE APPLY FOR A RIDING LICENCE →	NON RIDING APPLY FOR A NON-RIDING LICENCE →
COACH LICENCE APPLY TO BE A COACH →	OFFICIAL SIGNUP APPLY TO BE AN OFFICIAL →

Is this a family registration?

Individual

Family

Then click 'Individual'.

Note: To register a Junior, you must first register a parent/guardian

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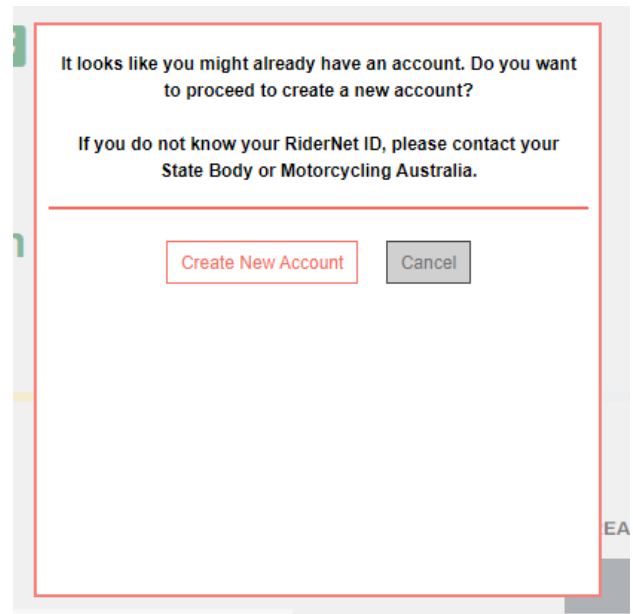




May already have a profile?

If you receive this message when you register for a new account; you may already have a profile. You can contact Motorcycling Australia or your SCB to retrieve this information.

You can also locate this number if you press 'reset password'; the email you receive will contain your member number..



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NEW Family Profile

How to Create a Profile (Family)

Registering as a Family is as easy as creating an Individual profile.

Family Registration: When nominating registration, select Family.

MEMBER ACCESS INFORMATION

Please enter family parent/carer No. 1

* Indicates a mandatory field.

Password : *

Confirm Password : *

Email Address : *

NOTE: Members will complete the details of the Family parent/guardian No.1 before entering the details of the additional family members. The first family member created will default to being the Family Account Manager

Registration complete

Current family registrations;

Name	Member No.
Jon Smith	313369

What would you like to do next?

[Add family member](#)

[Join a Club](#)

[Finished](#)

Registration Complete/Add Family Member

Once the First Family Member is created, an option to Add Family Member will appear

Follow the prompts to add the Family Member, completing the personal information and contact details.

Current Family Registrations

All Family members will appear but still have their own unique RiderNet ID

Current family registrations;

Name	Member No.
Jon Smith	313369
Jane Smith	313370

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Member Registration

The following page will take you to Member Registration, requiring you to complete the personal information of the member.

Passwords must be a minimum of 8 characters and require one each of the following:

- LOWERCASE
- UPPERCASE
- SPECIAL CHARACTER e.g. !@#\$\$%^&*()
- A NUMBER

Note: Mandatory fields will be marked with a * icon. Any fields missed will not allow an account to be created.

Registration Complete

After successfully completing Registration, your 6-digit RiderNet ID will be created.

(Please record the ID as this will remain with you for all logins, entries and identification purposes)

Following registration, Members will have the option to Join a Club or Finish, taking them to their home page.

(If any personal details are incorrect, click your name on the top righthand corner of the home page to edit the information)

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Linking Family Account (for pre-existing Members only)

A new key feature of RiderNet 2.0 is the ability to link Family Members.

Preexisting members can link their partners and or children to their account, controlling and coordinating licences, memberships, and event entries.

Following the below steps will outline how to link Family Members:

[Login and click on My Profile > Family Members](#)



Then click 'Add Family Member'.

Note: Linking Family Members is only applicable to members under the age of 18 and is limited to a maximum of 10 members.

To add the existing Members in RiderNet, you need to provide:

- RiderNet ID
- Surname
- Date of Birth

Family add - Existing Member

Profile > Family Add Member

[BACK](#)

Please enter all search criteria to locate member to add.

Member No. Surname

DOB [Search](#)

MEMBER ID	NAME	EMAIL
-----------	------	-------

The desired Family Member should then appear.

Click 'Add Family Member'. This will then take you back to your Family Members page, displaying those linked.

Note: To remove a Family Member, simply click 'Remove from Family'.

Family

Jon Smith > Profile > My Family

Member #: 313369

[Add Family Member +](#)

Jon Smith

Member No. 313369
Membership Status: Active
Family Manager: Yes

Current User profile

Jane Smith

Member No. 313370
Membership Status: Active
Family Manager: No

[Use this profile](#)

[Remove from Family](#)

Only Family Managers will have the ability to remove Family Members

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Family User Switch

Family Managers will be able to switch between users, allowing them to navigate the accounts to purchase a Club Membership, Licence, Enter an Event, etc for each individual family member.

Clicking the account icon on the top right-hand corner of the account and selecting 'My Family' from the drop-down options or,



HOME NEWS EVENTS ▾

Jon ▾



Profile

Jon Smith > Profile

Members can access or change the accounts they are using by either going through their Profile and selecting 'Family Members' or,

Profile

Jon Smith > Profile



From here, members can switch between the accounts they have added as Family

Family

John Wayne > Profile > My Family

Member #: 705625

Add Family Member +

John Wayne	
Member No.	705625
Membership Status:	Active
Family Manager:	Yes
Current User profile	

Jane Wayne	
Member No.	705628
Membership Status:	Active
Family Manager:	No
Use this profile	
Remove from Family	

The profiles will indicate which account is currently being used as well as the option to remove a Family Member.

NOTE: To help identify which account is being used, the members' name will appear atop the lefthand side of the profile.

The initial logged in member will still appear on the top righthand corner of the page with the icon



HOME NEWS EVENTS



Profile

Jane Wayne > Profile

Member #: 705626

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How to Reset your Password

Password resets can be request from the home login screen for users.

Click *'Forgot Password'* > *Select recovery method (Either RiderNet ID or Email address)*

An email will be sent to your configured email address with password reset information.

If you can't see the email in your inbox, check your spam or junk mail.

The reset password prompts will require the following:

- LOWERCASE**
- UPPERCASE**
- SPECIAL CHARACTER: !@#\$%^&*()**
- A NUMBER**

For security purposes, each reset link is only VALID for 6 HOURS, then, another reset request will be required

Note: The password reset will only allow **THREE (3)** attempts before you are locked out. If this does happen, you can contact your SCB or the National Licencing and Membership Team and they will be able to unlock your account.

Ridernet Login

Not yet a member yet? Signup using this [link](#)

MEMBER No.*

PASSWORD*

I am not a robot

SUBMIT NOW

Forgot Password

Enter your "Member No." or your "Email address" and we'll send you a password reset email.

Member No.

or

Email Address

Reset Password

Reset password

Password must contain

- At least 8 characters
- A lowercase letter
- An uppercase letter
- A number **OR** A special symbol Eg. !?#

Enter your new password below

New password

Confirm New Password

Update Password

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Profile Details

How to assign, Bikes, Sponsors, Transponders, Disciplines, Profile Picture

Once your profile has been Created there are additional fields that you can fill out that will be required for events.

Managing Bikes

From your Member Profile Page, you can select Manage Bikes to manage the details of the current bikes you will enter events.

[Go to Profile](#) > [Select Bikes](#) > [Add Bike](#)



Bike Name, Model, Capacity and Year are MANDATORY FIELDS to be completed.

Uploading an image is optional and will be limited to 5MB file size (To resize image, please see 3.4 Licence Information). Save the information and add more if desired.

NOTE: Bikes can be made **ACTIVE/INACTIVE** at any time and can be selected for an event during Event Registration

Bike Details

Bike Name:	<input type="text"/>
Manufacturer	Other <input type="text"/>
Model	<input type="text"/>
Capacity (cc)	<input type="text"/>
Year	<input type="text"/>
VIN	<input type="text"/>
Engine No	<input type="text"/>
Photo	<input type="button" value="Choose File"/> No file chosen
Preferred Race Plate	<input type="text"/>
Status	Active <input type="text"/>
<input type="button" value="Save"/>	

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Transponders –

Transponders can be managed from your **Member Profile**

Click 'Add Transponder' and complete the following details:



- Transponder Name
- Model (choice of MyLaps, MotoSpender, SAORC, Orion, Computime, Westhold Timing and Natsoft)
- Serial Number
- Status (Active or Inactive)

Sponsors

Sponsors can be added and managed from your **Member Profile**

Click 'Add Sponsor' and complete the following details:



- Name
- Status (Active or Inactive)

These Sponsors can be added as part of an Event Entry.

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Disciplines

Discipline preferences can be updated from the [Member Profile > Disciplines](#).

Select your preferred discipline, riding discipline/s and interested disciplines by ticking the appropriate tick boxes.

NOTE: MA uses this information to understand what disciplines are popular amongst riders, what events would be popular and to tailor the order of the news we send to our members.

These choices can be updated at any time in case preferences and interests change.

Disciplines

Jon Smith > Profile > Disciplines

Discipline	Preferred	Ride	Interested
Dirt			
Enduro	<input type="radio"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Minikhana	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motocross	<input type="radio"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Supercross	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trial			
Trial	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road			
Road Race	<input checked="" type="radio"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Supermoto	<input type="radio"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Track			
Dirt Track	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>
Speedway	<input type="radio"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Track	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>

Updating Personal & Family Information

Personal information can be updated via Member Profiles

Select Personal Information and make any necessary changes to your account such as updating your address details or email address.

Be sure to click SAVE once completed to keep any changes made to information.

Adding a Picture –

Here Members can add a profile picture for their account.

Go to:

[Profile > Select Picture > Select file from computer > Upload](#).

The file size of the image is restricted to 5MB.

Profile

Jon Smith > Profile
Currently Suspended



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How to Update Personal Details

To update personal details, go into [MY Profile > Select Personal Information](#)



Profile

Jon Smith > Profile

Member #: 313367

Please note that as the system may still be migrating data you may see some information from your profile missing. If you find any data missing or incorrect please notify membershipsupport@ma.org.au.

PERSONAL INFORMATION	FAMILY MEMBERS	LICENCES	CLUB MEMBERSHIPS
Personal Information ➔	My Family (change user) ➔	My Licences ➔	Club Memberships ➔

The Fields that you can change are password, email, residential/postal address, Mobile, profile picture, Emergency contact and Insurance details.

NOTE: Your DOB, Gender and Name are locked. Your SCB or the National Licencing and Membership Team will need to change these on your behalf.

Edit Member

* Indicates a mandatory field.

Member Number

313367

Password : *

Confirm Password : *

Email Address : *

.....

.....

noreply@ma.org.au

MEMBER DETAILS

First Name : *

Middle Name :

Last Name : *

Gender : *

Date of Birth : *

Mobile : *

Jon

Smith

Male

13/8/1972

0123456789

Choose File | No file chosen

No

Profile Picture :

Are you of Aboriginal / Torres Strait Islander descent? *

RESIDENTIAL ADDRESS

Address : *

Address :

Suburb : *

Postcode : *

State : *

123 Fake Street

Melbourne

3000

VIC

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Purchasing a Licence

The way you purchase a licence is unchanged from what you are used to, it just looks a little different. Dependent on which Licence type you are applying for, the requirement will be different.

RiderNet 2.0 has divided the licence types into two categories: **Riding** and **Non-Riding**.

Riding Licences	Non-Riding Licences
Senior & Junior National	Crew
Senior Restricted & Junior Restricted	Media
Recreational	Entrant
Mini	
Trail Pass	

In addition to **Riding** and **Non-Riding**, Members will be able to apply to become a **Coach or Official** via the Licencing page.

Alternatively, Members can apply to be a Coach or Official via their Profile page (See how to become a Coach/Official)

I want to

RIDING LICENCE

APPLY FOR A RIDING LICENCE ➔

NON RIDING

APPLY FOR A NON-RIDING LICENCE ➔

COACH LICENCE

APPLY TO BE A COACH ➔

OFFICIAL SIGNUP

APPLY TO BE AN OFFICIAL ➔

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The below table confirms by Licence type what is required as part of the application process.

Riding Licence	Requirements	Non-Riding Licence	Requirement
Senior National	<ul style="list-style-type: none"> > RiderNet ID > Club Membership > Proof of ID (Driver's licence, passport, birth certificate) > Proof of Competency > Ambulance Fund Details (excl QLD, TAS) > Senior Theory Test 	Crew	<ul style="list-style-type: none"> > RiderNet ID > Proof of ID > Ambulance Fund details
Junior National	<ul style="list-style-type: none"> > RiderNet ID > Club Membership > Proof of ID > Ambulance Fund Details (excl QLD, TAS) > Completed Kickstart 	Media	<ul style="list-style-type: none"> > RiderNet ID > Proof of ID > Ambulance Fund details
Senior Restricted	<ul style="list-style-type: none"> > RiderNet ID > Club Membership > Proof of ID (Driver's licence, passport, birth certificate) > Proof of Competency > Ambulance Fund Details (excl QLD, TAS) > Senior Theory Test 	Entrant (Sponsors, on behalf of rider)	<ul style="list-style-type: none"> > RiderNet ID
Junior Restricted	<ul style="list-style-type: none"> > RiderNet ID > Club Membership > Proof of ID > Ambulance Fund Details (excl QLD, TAS) > Completed Kickstart 		
Recreational	<ul style="list-style-type: none"> > RiderNet ID > Proof of ID > Ambulance Fund Details (excl QLD, TAS) 		
Mini	<ul style="list-style-type: none"> > RiderNet ID Proof of ID > Ambulance Fund Details (excl QLD, TAS) > Completed Kickstart (only required for children 7 years and above if riding Minikhana) 		
Trial Pass	<ul style="list-style-type: none"> > RiderNet ID > Event specific question 		

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Outlined below is an example of a Senior National Licence application.

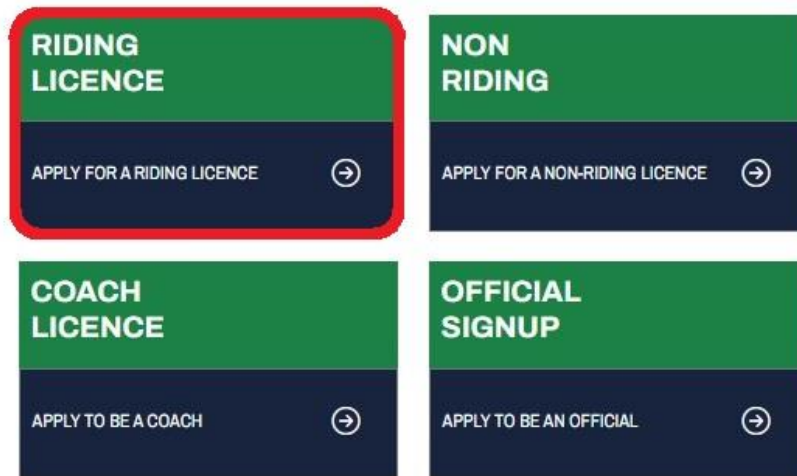
NOTE that all Competitive Licences require a 'paid' club membership. Please see 'How to purchase a club membership.'

Select Licence –

Head to your Profile and select Licences > add Licence.

To purchase a Senior National Licence, you will need to choose Riding Licence > Competitive (category)

I want to



Members will have the opportunity to select either Competitive or Recreational licences based on the category.

Licence Category

Current User: Jon Smith

Select licence category?

Competitive licence →

Description

Allows riders to enter competitive and non-competitive events.

Recreational licence →

Description

Allows riders to enter non-competitive events only.

Senior National Licence

- Allows you to compete in National, State, Club and Non-Competitive events.
- Valid for 1 year from issue date.
- Age : 16 & over
- Price : \$336.00

- Recreational Licence
- Mini Licence
- One Event Recreational Licence
- Trail Pass

- Junior National Licence
- Senior Restricted Licence
- Junior Restricted Licence
- One Event Competition

(Note: price may vary from state to state)

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Licence Type

Select the Senior National Licence

Licence Type

Current User: Jon Smith

Select licence type?

Senior National Licence ↻

Requirements

Senior Restricted Licence ↻

Requirements

One Event Competition ↻

Requirements

(Note: price may vary from state to state)

Note: There is a 'Requirements' dropdown which confirms the documents, information and / or tests required to upload and complete as part of the application.

To allow for an easy and smooth application, be sure to have these documents and information prepared to simply upload to the system.

Licence – Confirm your details.

Here you will need to confirm your personal details are correct and make any necessary changes or updates.

Note: Be aware that Residential and Postal addresses can be nominated as different, for example if you want your Hard Card licence to be sent to a different address, e.g. PO Box. If your postal address is the same as your residential address, you can confirm this by ticking the appropriate tick box (Yes/No)

Ride. Race. Enjoy.

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Office 38
1 International Drive
West Meadows
Victoria 3043
Australia

P.O. Box 2162
Gladstone Park
Victoria 3043

Tel: (03) 9684 0500
E: mail@ma.org.au
www.ma.org.au

International
Tel: +61 3 9684 0500

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RESIDENTIAL ADDRESS

Address : *

123 Main Street

Address :

Suburb : *

Melbourne

Postcode : *

3000

State : *

VIC

Country : *

Australia

Is your postal address different to your street address?

Yes No



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Licence – Information

Members will be able to upload their relevant documents into the system to review, e.g., ID or Proof of Practical

[Choose a file from your computer > Select and Open](#)

The option for a physical licence is also available on this page.

Note: The file size MUST NOT exceed 5MB and MUST BE a jpeg, bmp or png file.

Licence - Information

Current User: Jon Smith

Licence Information

Licence Type	Senior National Licence
Proof of Identity <i>Scan or photograph your Drivers Licence, Birth Certificate, Passport or Photo ID card.</i> <i>The image size must be less than 3Mb and either a jpeg, bmp, or png file.</i>	<input type="button" value="Choose File"/> Screenshot_..._OneDrive.jpg
Proof of Practical <i>Scan or photograph your Drivers Licence with the letter 'R' printed on it OR a copy of a One Event Licence OR proof of practical signed off by a Club.</i> <i>The image size must be less than 3Mb and either a jpeg, bmp, or png file.</i>	<input type="button" value="Choose File"/> No file chosen
Physical licence card \$10 <i>Electronic version is included free.</i>	<input type="checkbox"/>

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How to Purchase a Club Membership:

Club Membership

Once logged in, Members can purchase Club Memberships via their **Profile**.

Profile

Jon Smith > Profile



From the Member Profile, select [Club Memberships > Add Club](#)

Add A Club Membership:

The following page will allow you to find and select the Club you want to become a member of. Either filter by appropriate **State** and click **Search** or, **manually search** for the Club by name.

Note: No clubs will initially appear in the search, only after clicking Search or selecting your filters will they appear

Click **'Add Club'** once you have found your desired Club.

Add Club Membership

Current User: Jon Smith

State: Club Name:

CLUB	ADDRESS	SUBURB	STATE	POSTCODE	MEMBERSHIP
Biloela Dirt Riders MCC			QLD		<input type="button" value="Add Club +"/>
Blackwater MCC			QLD		<input type="button" value="Add Club +"/>
Brisbane MCC			QLD		<input type="button" value="Add Club +"/>

NOTE: If you have paid directly to the club and it is not reflected on your profile. You will need to contact the club so that they can manually assign the membership to you.

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Club Membership Type:

All the available Club Membership categories will appear. Select the appropriate Membership and follow the prompts.

Dependent on each Club, they may have specific questions or forms for members to complete.

Club Membership - Type

Club: Toowoomba Motocross Club

Current User: Jon Smith

TYPE	DESCRIPTION	AVAILABLE TO	END DATE	COST	
Family Membership	A Family is classified as anyone on the same Medicare card. Once turned 18 you are classified as an adult & will need to purchase a Senior Membership.	30-Dec-2022	31-Dec-2022	\$110.00	Select +
Life Member		31-Dec-2022	31-Dec-2022	\$10.00	Select +
Senior Member		31-Dec-2022	31-Dec-2022	\$90.00	Select +
Single Member		31-Dec-2022	31-Dec-2023	\$110.00	Select +

If selecting a Family Membership, the Family Members linked will automatically be selected as members. You can choose to include or remove any Members that will be part of the Membership.

Club Membership - Family Members

Club: Toowoomba Motocross Club

Current User: Jon Smith

Select or remove members for your family membership;

MEMBER #	FIRSTNAME	SURNAME	EMAIL	ACTIVE	INCLUDE
313369	Jon	Smith	membershipofficer@ma.org.au	Active	<input checked="" type="checkbox"/>
313370	Jane	Smith	membershipofficer@ma.org.au	Active	<input checked="" type="checkbox"/>

NEXT

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Club Membership Terms and Conditions

You will need to read, review, and accept the MA Membership Declaration. And your Clubs may also have their own Declaration which will also be mandatory to accept.

Club Membership - Terms and Conditions

Club: Toowoomba Motocross Club

Current User: Jon Smith

Please review and tick to accept the following documents.

Terms and Conditions

I accept Motorcycling Australia Licence / Membership Declaration [View](#)

Clubs

Jon Smith > Profile > Clubs

Add Club +

ID	CLUB NAME	SUBURB	STATE	TYPE	PERIOD	STATUS	COST	
47808	Toowoomba Motocross Club	Toowoomba	QLD	Family Membership Jon Smith Jane Smith	01-Jan-2022 31-Dec-2022	Pending	110	Continue >

NOTE: Pending Memberships

Some club memberships will go into pending approval, it will show up like the screen below. It will be the responsibility of the Club and its administrators to review and approve or decline the applications. Once your application has been reviewed and approved, you should receive a notification to let you know when you can proceed with purchasing the membership.

Club Membership - Terms and Conditions

Club: (2023 Single Membership)

Registration Success

Thank you, your registration has been successfully submitted
Preston MCC will review your application and provide further instructions.

Club Membership: Preston MCC

Your reference number is: **1440903**

Any queries, please contact:
1800 262 678
support@ridernet.com.au

What would you like to do next? [Select...](#)

***Please note that these clubs reserve the right to decline membership applications based on their individual requirements.**

Clubs

Member > Profile > Clubs

Add Club +

ID	CLUB NAME	SUBURB	STATE	TYPE	PERIOD	STATUS	COST
1440903		Broadford	VIC	2023 Single Membership	01-Jan-2023 31-Dec-2023	Pending Approval	\$40.00



Club Membership Payment

Lastly, payment is made. Members will be able to pay via Mastercard or Visa and complete the relevant information.

Once payment is completed, you will receive an email receipt and will be able to view receipts through the Club Memberships page.

Club Membership - Payment

Club: Toowoomba Motocross Club

Current User: Jon Smith

Payment

Amount: \$110.00

Type of Credit Card:* VISA Mastercard

Credit Card No.*

Expiry Date:* Mth Year

CCV:* ⓘ

Name on Credit Card:*

Warning: Do not refresh during the payment process as you could be charged twice. This can take up to 2 minutes

REF: 47608

Note: If you stop part way through the process, you can resume from where you last left. The Club Membership application will remain pending until it is complete and will allow you to continue later.

IMPORTANCE OF STATUSES:

Pending: pending completion (i.e., payment via RiderNet)

Pending approval: pending club 'approval' – will not yet allow you to make payment.

Club approved: may require payment, there will be a green button that will allow you to continue and make payment.

Paid: membership is finalized

***If the status is not paid – it is not recognized in the system – therefore will not allow system members to purchase a competitive licence**

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Licence Test (Senior Licences Only)

- The Theory Test will only appear to Senior Licence applications (National and Restricted).
- The Theory Test requires a minimum 92% PASS MARK and allows UNLIMITED attempts.
- Study material for the test can be found in the Manual of Motorcycle Sports (MoMS)
- Head to www.ma.org.au to view and download a copy of the MoMS [here](#)

Licence – Declaration

Please read and tick to accept the declarations.

- Motorcycling Australia Licence Declaration
- Motorcycling Australia Fit & Proper Person Declaration

Licence – Payment

Complete the payment details via Visa or Mastercard

Licence - Payment

Current User: Jon Smith

Details

Licence Fee	\$336.00
Licence Card	\$10.00
TOTAL	\$346.00

Payment

Amount:

Type of Credit Card:* VISA Mastercard

Credit Card No:*

Expiry Date:*

CCV:*

Name on Credit Card:*

[Pay Now](#)

Warning: Do not refresh during the payment process as you could be charged twice. This can take up to 2 minutes

REF: 51084

After payment has been made, an email receipt will be sent with a receipt number.

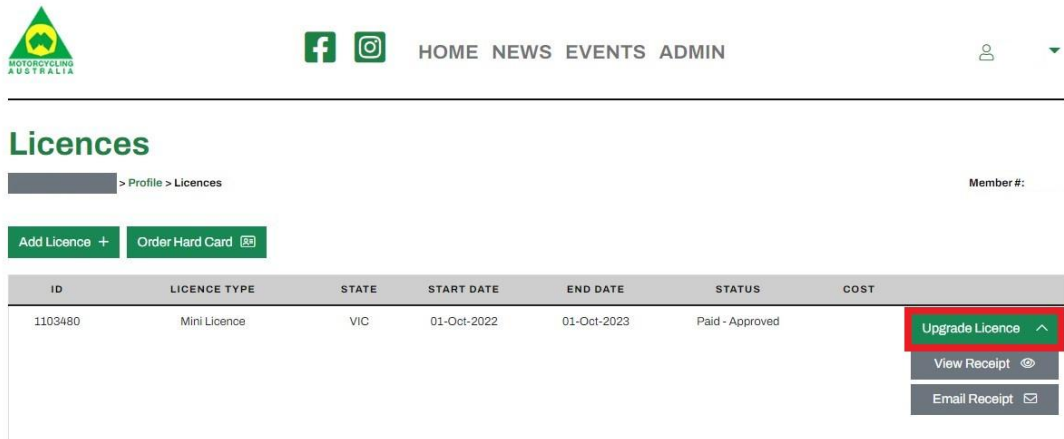
Note: Licences will be valid from day of purchase for 12 months. If upgrading a licence and you are doing so prior to expiration, the expiration date will remain the same and not change to the earlier date.

Upgrading a licence

To upgrade a licence, members will be able to do so via their Licences page on their Profile.

All Competition and Recreational licence types can be upgraded (pending the age and eligibility requirements). See below an example of a MINI licence to JNA upgrade.

[Go to My Profile > Licences > Select Upgrade](#)



This will display the licencing upgrade options available to the members, depending on their age and eligible licence types, e.g., Mini to Junior Restricted, Junior National or Recreational.

Select the desired licence and continue. You can choose either the hard or virtual card options.

Junior National Licence

Information

Licence Information

Licence Type

Physical licence card \$10
Electronic version is included free.

Junior National Licence

BACK

NEXT

The following pages will confirm your preferred Disciplines and option to upload an Endorsement.

Finally approve the declarations and make payment.

Note: The payment amount will be a pro-rata cost of the upgrading licences and will vary depending on how long is left on the licence period.

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How to Request an Endorsement

Endorsements can be requested via two methods: when purchasing a licence or via the member profile.

The following steps will outline how to request endorsements when **purchasing a licence**.

[Login to RiderNet > Profile > Licences > Add Licence](#)

Through the application process, members will reach the Endorsements page which asks them IF they require an endorsement. (Note: Most endorsements are required to Junior Riders, however, some are also required for Seniors – [see Licence Conditions and Endorsements document](#)).

- Click 'Add endorsement'

Licence - Endorsements

Current User: Jon Smith

Please select any endorsements that you require.

If you don't require any, please move to the next page.

Add Endorsement +

ID	ENDORSEMENT	REQUESTED	ENDORSED DATE	STATUS
		None		

Complete the field information:

1. Coach Name
2. Course Permit number
3. Course Date,
4. Upload files (individual files MUST NOT exceed 5MB).

Save and Continue

Endorsements are reviewed by your SCB who will notify you if declined, explaining why and what additional information is required.

Endorsement

Endorsement Type	<input type="text" value="Please select..."/>
Status	Incomplete
Attachment	<input type="button" value="Choose File"/> No file chosen
Coach First Name	<input type="text"/>
Coach Last Name	<input type="text"/>
Course Permit Number	<input type="text"/>
Course Completion Date	<input type="text"/>
Requested	23/6/2022
Declined "Other"	<input type="text"/>

Ride. Race. Enjoy.

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Licences – Endorsements

Note: Endorsements can only be applied for once a Kickstart has been completed (upload pages 24-28) or you have completed a Competency Record from the Junior Coaching Logbook.

If you do not require an Endorsement, continue through to the next step

To apply for an Endorsement, follow the below steps:

Select 'add Endorsement.'

Licence - Endorsements

Current User: Jon Smith

Please select any endorsements that you require.

If you don't require any, please move to the next page.

Add Endorsement +

ID	ENDORSEMENT	REQUESTED	ENDORSED DATE	STATUS
		None		

Select Endorsement Type from the dropdown options.

The endorsements will only show those that the rider is eligible to select, based on their age.

Endorsement

Endorsement Type

Please select... (dropdown menu)

Status

Incomplete

Attachment

Choose File No file chosen

Coach First Name

Text input field

Coach Last Name

Text input field

Course Permit Number

Text input field

Course Completion Date

Date input field

Requested

23/6/2022

Declined "Other"

Text area for declining

Ride. Race. Enjoy.

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Complete the field information – Coach Name & Coach ID, Course Permit number, Course Date, Upload files (individual files MUST NOT exceed 5MB). Save and Continue

Endorsements are review by your SCB who will notify you if declined, explaining why and what additional information is required.



Alternatively, Endorsements can be requested from the **Member Profile** page.



From here, the same steps are taken as previously. Click *'Add endorsement'*

Licence - Endorsements

Current User: Jon Smith

Please select any endorsements that you require.

If you don't require any, please move to the next page.

Add Endorsement +

ID	ENDORSEMENT	REQUESTED	ENDORSED DATE	STATUS
		None		

Complete the field information – Coach Name, Course Permit number, Course Date, Upload files (individual files **MUST NOT** exceed 3MB). Save and Continue

Endorsements are reviewed by your SCB who will notify you if declined, explaining why and what additional information is required.

Endorsement

Endorsement Type	<input type="text" value="Please select..."/>
Status	Incomplete
Attachment	<input type="button" value="Choose File"/> No file chosen
Coach First Name	<input type="text"/>
Coach Last Name	<input type="text"/>
Course Permit Number	<input type="text"/>
Course Completion Date	<input type="text"/>
Requested	23/6/2022
Declined "Other"	<input type="text"/>

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Note: After 5 business days there should be an update on your endorsement application. There are various reasons why your SCB may not have approved your endorsement. The notes can be found here;

ID	ENDORSEMENT	REQUESTED	ENDORSED DATE	STATUS

View

The notes should outline why the endorsement has been declined; if you require your endorsement to be re-reviewed, please contact your SCB

Course Completion Date

Requested

Notes:

Cannot view documents please reupload

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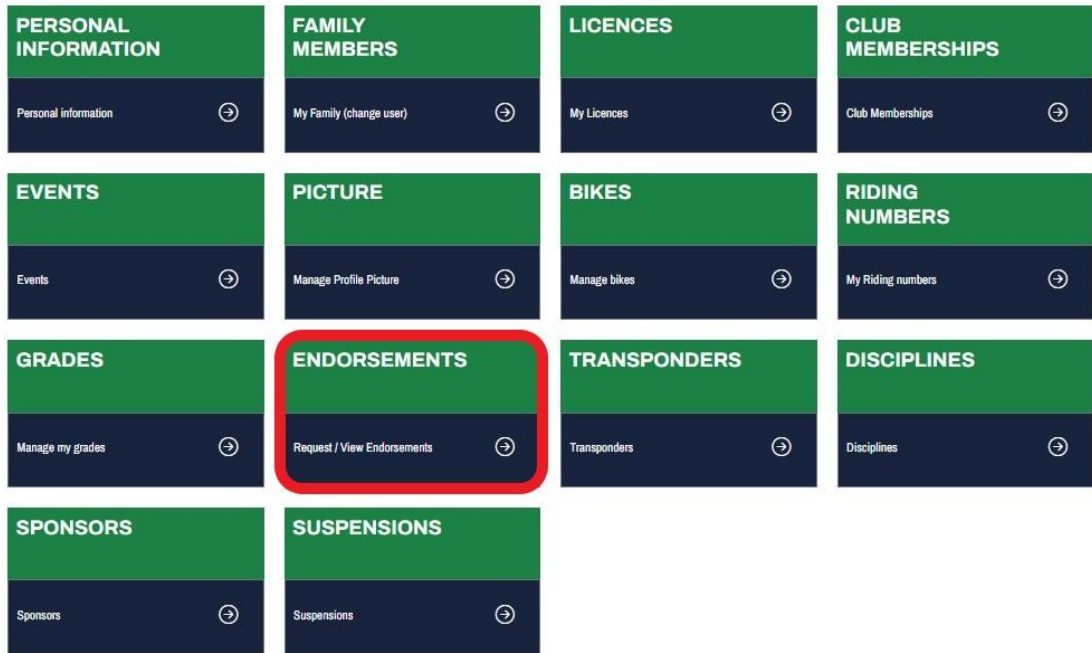
How to Request a Logbook

Junior Coaching Logbooks are records of Junior Riders' endorsements that they have obtained throughout their riding and ride COMPETITIVELY.

Logbooks can only be requested and sent to riders that have completed a Kickstart program.

Login to RiderNet and follow the below steps to request:

[Go to, My Profile > Endorsements.](#)



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Next, click '[Order Logbook.](#)'

Endorsements

Jonny Smith  > Profile > Endorsements

Member #: 313379

Add Endorsement + Order Logbook 

ID	ENDORSEMENT	REQUESTED	ENDORSED DATE	STATUS
None				

The following page will confirm where the Logbook is directed for postage. If the details are correct, click 'Order', otherwise you may need to update the postage address to the correct information.

Confirmation will be received once the order has been placed with the RCB.

Please allow up to two (2) weeks for Logbooks to be posted.

Order Logbook

The logbook will be posted to:

Jane Smith
123 Fake Street
Melbourne VIC 3000

[Order](#)

Event Registration

How to Register for an Event

Events can be registered via either the Member Home page or Member Profile page.

To enter an Event via the Member Home page, you will see a calendar of upcoming events, if the event is in the listing, select the event which will take you to the registration page or, select 'View All' which will take you to a list of Events.



My Licences

NOT IN USE



	EXPIRY	STATUS	DETAILS
SENIOR NATIONAL LICENCE	02/04/2022	Active	DISCIPLINARY ↗
COACHING LICENCE	15/02/2022	Suspended	DISCIPLINARY ↗

Events

[View all](#)

ProMX ROUND 1 27/03/2022 - Wonthaggi Motocross Track, VIC	↗
ProMX ROUND 2 10/04/2022 - Mackay Motocross Track, QLD	↗
ProMX ROUND 3 01/05/2022 - Wodonga Motocross Track, VIC	↗

News

[View all](#)

The AusMoto Show final episode of 2021 03/12/2021 - Host: Kate Peck	↗
Motorcycling Australia Women's Committee Receive FIM Trophy 15/11/2021 - Women in Motorcycling Trophy	↗
mi-bike Motorcycle Insurance Australian Superbike Championship 01/12/2021 - presented by Motul	↗

Alternatively, you can register for events from the Member Profile page.

[Go to My Profile > Events](#)

PERSONAL INFORMATION Personal information ↗	FAMILY MEMBERS My Family (change user) ↗	LICENCES My Licences ↗	CLUB MEMBERSHIPS Club Memberships ↗
EVENTS Events ↗	PICTURE Manage Profile Picture ↗	BIKES Manage bikes ↗	RIDING NUMBERS My Riding numbers ↗

The following page will take you to the listing of upcoming events.

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







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Select the desired event for entry by clicking *'Register'*.

Events

> Profile > Events Member

Name	Registration	Start Date	End Date	Status		
		27-Aug-22	29-Aug-22	Active	Register 	View 
		27-Aug-22	27-Aug-22	Active	Register 	View 
		27-Aug-22	27-Aug-22	Active	Register 	View 
		31-Aug-22	31-Aug-22	Active	Register 	View 
		31-Aug-22	31-Aug-22	Active	Register 	View 
		27-Aug-22	27-Aug-22	Active	Register 	View 
		27-Aug-22	27-Aug-22	Active	Register 	View 

Note: Events with the Motorcycle icon will take members through RiderNet for Registration, while events with the Arrow/Box Icon will lead members to the event registration page for those taking entries outside of RiderNet.

After clicking 'Register' you will go through the event registration prompts and questions (if setup by the event organiser).

Note: *If you cannot enter the selected event, you may be ineligible based on the following:*

- **Age** (your age will show when registering for the event)
- **Gender** (your gender will show as well as the gender applicable for the event class)
- **Licence Type**
- **Endorsement eligibility**
- **Event Type** (E.g., If an event is 'Club', only those that are members will be eligible to ride, however One Day Club Memberships may be available, depending on the setup of the event).

If you meet all the event and class requirements, you will be able to 'Add' the class to your registration.

Event Registration

Event: 1 September Coaching Day

RIDER: Jonny Smith CHANGE 

Classes

150 Production
(Class age range: 11 - 16 > Group 1 - Racers/Experienced track day riders
Class gender: Any) - User age: 12 - User gender: Male Add Remove

NEXT

Adding a Class will ask you to add your Bike, Transponder, Sponsor and Preferred Race plate.

Note: *It is required to add a bike to your Profile so they may be selected from the dropdown menu*

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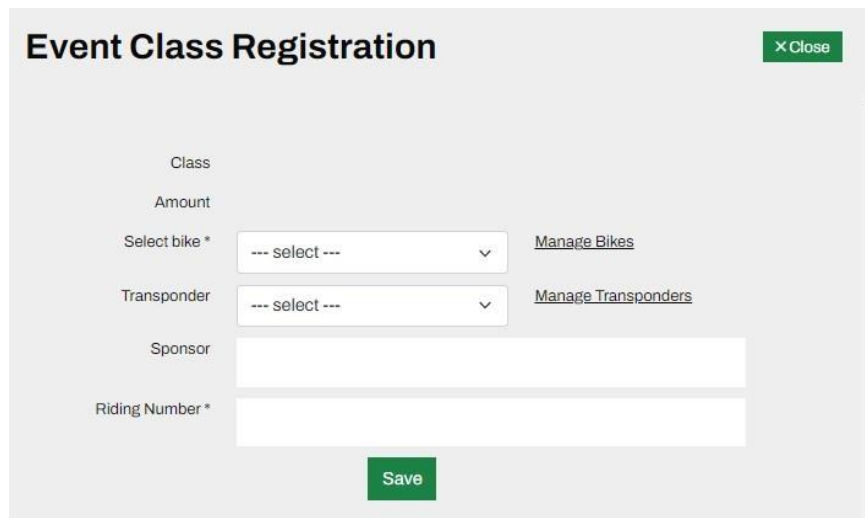
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If you have not yet set up your bike details, you can do so by clicking 'Manage bikes'. This will open a new window where you can add the details. Close the window to return to the class registration.



Event Class Registration X Close

Class

Amount

Select bike * [Manage Bikes](#)

Transponder [Manage Transponders](#)

Sponsor

Riding Number *

Save

Next are the Event Registration Declarations.
You MUST view and accept the declarations prior to moving to the next pages.

Event Application Declaration

I confirm I have read and agree to the terms and conditions in this declarations

COVID-19 Declaration

I confirm I have read and agree to the terms and conditions in this declarations

Review Event Information

I confirm I have read and understood the details of this event

Please note a copy will be sent to you 1 week prior to the event commencement:

If created by the Event Organiser, Event Questions will follow.

Questions may be marked as mandatory or not by the organiser which may assist with their recording or additional information for the event.

Next, you may choose purchase event Products (if desired).

Simply 'Add Product' of the chosen item/s and this will be added to the total cost of the event registration.

Ride. Race. Enjoy.

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Lastly, you will be able to make payment. If you have completed registration, finalise payment by following the prompts.

Event Registration

Event: Test

RIDER: Jonny Smith

Details

Event Fee	\$0.00
Classes Cost	\$25.00
TOTAL	\$25.00

Payment

Transaction Fee: \$1.75

Amount: \$27.04 (This includes 1.1% credit card fee \$0.29)

Type of Credit Card:* VISA

Credit Card No.*

Expiry Date.* Mth Year

CCV.*

Name on Credit Card.*

[Pay Now](#)

Warning: Do not refresh during the payment process as you could be charged twice. This can take up to 2 minutes

REF: 782495

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How to withdraw from an Event

Go into the Events portion of your page – this section should come up. Click Edit
The first page should show the classes that you have entered, click withdraw.

Event Registrations

EVENT	EVENT DATE	REGISTRATION DATE	REGISTRATION STATUS			
Ironman MX RD2	14/05/2023	11/05/2023	Registered	Cancel	Edit	Receipts
Club Series Round 2 - Ombersley VIC	07/05/2023	04/05/2023	Registered	Cancel	Edit	Receipts
2023 ProMX Round 4 - Maitland, NSW	06/05/2023	01/06/2023	Registered	Cancel	Edit	Receipts

Classes

MX1 122cc and Over	Edit	Withdraw
MX2 122cc to 250cc	Add	Remove
MX3 (14 to under 18) 122cc to 150cc 2-stroke & 250cc 4-stroke	Add	Remove
MX85 (12-14 years) WJMX Qualifier	Add	Remove

NOTE: If you have purchased any products i.e., transponder, you will need to cancel those first.

BACK

NEXT

2023 ProMX Round 4 - Maitland, NSW	06/05/2023	01/06/2023	Registered	Cancel
------------------------------------	------------	------------	------------	---------------

Then press cancel. This will cancel your registration entirely. After you have withdrawn your registration, the club/event organiser has the authority to refund your registration.

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Coaches and Officials

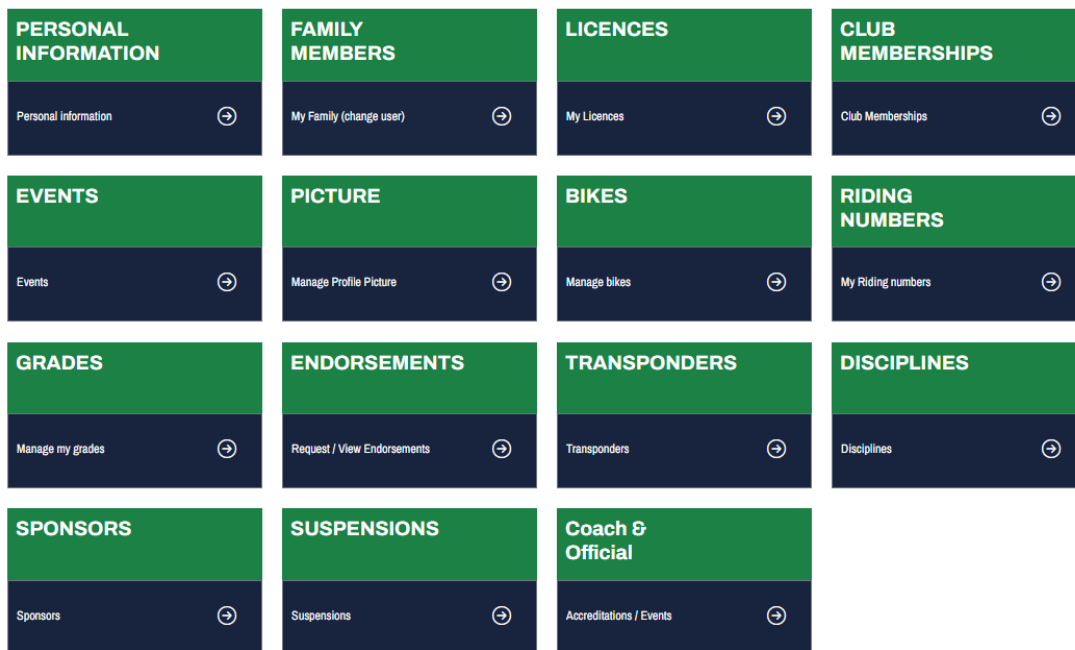
How to Become an Official/Coach

In RiderNet 2.0, applying for Coaches and Officials accreditations has been streamlined and simplified, providing a uniform experience for all Members throughout Motorcycling Australia.

See below for an example of How to Apply for a Level 1 Operational Official

From your 'Home' Screen, refer to 'My Profile'.

Click on the 'Coach and Official' tile (Accreditations / Events).



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Under *My Accreditations* click 'Apply +'

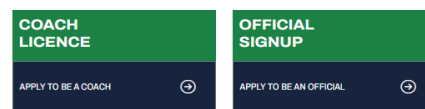
My Accreditations



Click *I want to* 'Official Signup' (Apply to be an Official).

If you do not hold any Official Accreditations, it will allow you to apply for Operational Official – L1. Once you've earned that accreditation, it will then allow you to apply for the next Official Accreditation (L2) and so on.

I want to



Can't find what you're looking for?

Select...



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Level 1 Operational Official - How to Apply

1. Follow the external links to complete the listed courses.
2. Tick that you have read and understood the Member Protection Policy.
3. Once you've completed the above, click 'submit' at the bottom of the page. Your SCB will then be notified to review your application.
4. *If you haven't completed everything, you can click 'save and exit' which will save your progress and allow you to exit the page.*

Apply to become an Official

To become a registered official with Motorcycling Australia, you first need to complete the following steps. Once all steps are complete, submit this form and we'll access your application.

If you are successful you will receive an email confirmation, and your profile will be updated to reflect your new official status.

Requirements

I certify that I have completed the following courses and have therefore fulfilled my obligations to become an official for Motorcycling Australia.

Type: Operational Official

Complete Operational Official online course

[Access Here](#)

I have read the following Motorcycling Australia documents and agree to abide by these terms and conditions in my capacity as a coach.

Code of Conduct [View](#)

[BACK](#)

[SAVE & EXIT](#)

[SUBMIT](#)

When you return to the 'Coach and Official' tile on your profile page, it will now show the status of your accreditations and allow you to continue if you have not yet completed your application.

My Accreditations

[Apply +](#)

Read more about the path to becoming an Official/Coach [HERE](#).

ID	TYPE	LEVEL	CODE	STATUS	RENEWAL	ATTAINED	EXPIRES
378127	Operational Official	Level 1	AllOO	Incomplete			Continue >
378126	Coach	Club Coach	AllCOACC	Incomplete			Continue >

Screening / First Aid Information

[Add +](#)

ID	TYPE	CODE	STATE	STATUS	START DATE	EXPIRY DATE
				none		

My Coach/Official Activities

NAME	ACTIVITY DATE	LEVEL	HOURS
			none

Nominated Coach/Official Events

NAME	ACTIVITY DATE	LEVEL	HOURS
			none

You can also upload your Screening / First Aid Information directly onto this page.

Once you have Coach/Official Accreditations on your licence, it will also display on your home page, alongside any other MA licences you hold, their expiry and status.

Ride. Race. Enjoy.

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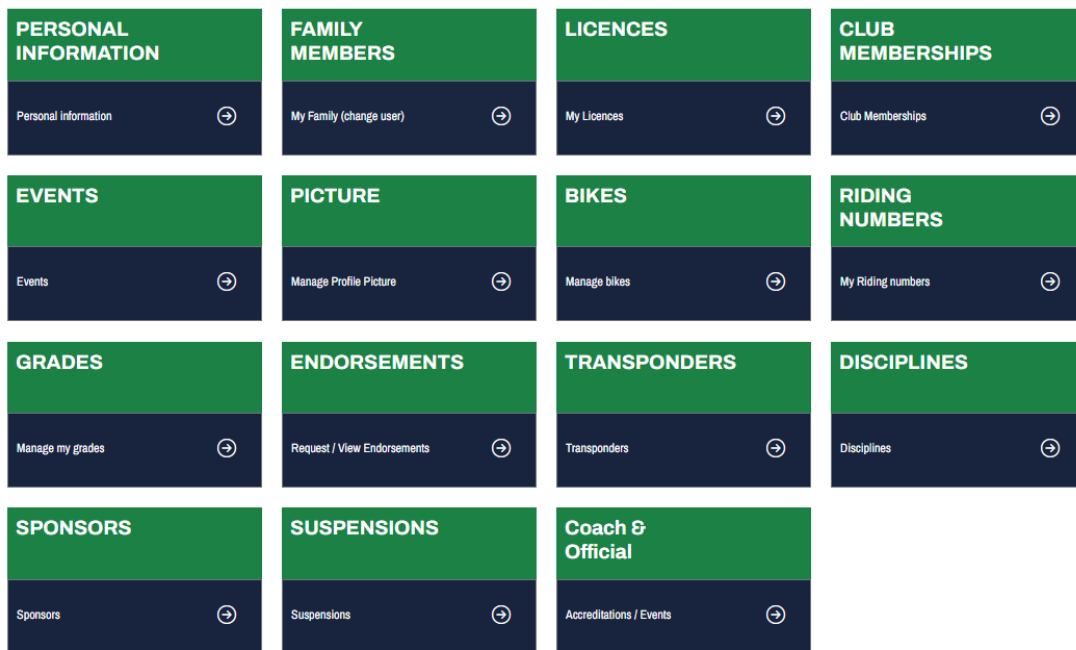
How to Become a Coach

In RiderNet 2.0, applying for Coaches and Officials accreditations has been streamlined and simplified, providing a uniform experience for all Members throughout Motorcycling Australia.

See below for an example of How to Apply for a Club Coach

From your 'Home' Screen, refer to 'My Profile'.

Click on the 'Coach and Official' tile (Accreditations / Events).



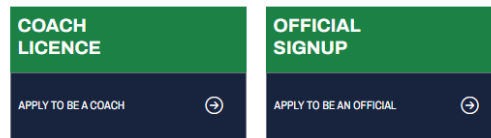
Under *My Accreditations* click 'Apply +'

My Accreditations



Click *I want to* 'Coach Licence' (Apply to be a Coach).

I want to



Can't find what you're looking for?

Select...

If you do not hold any Coach Accreditations, it will allow you to apply for a Club Coach. Once you've earned that accreditation, it will then allow you to apply for the next Coach Accreditation (L1) and so on.

Ride. Race. Enjoy.

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Club Coach – Apply to become a Coach.

This page will list Club Coach requirements.

- Certificates:(First Aid/CPR Certificate & Working with Children’s check)
 - Click ‘Create’ – this will take you to a new page. Follow/answer the screening info, at the bottom of the page, you can upload your document and ‘save’.
- Motorcycle Riding Skills – Upload proof of riding competency.
- Follow the external links to complete the listed courses. You will be required to upload your completion certificates.
- Tick that you have read and understood the Member Protection Policy.
- Once you’ve completed the above, click ‘submit’ at the bottom of the page. Your SCB will then be notified to review your application.

If you haven’t completed all requirements, you can click ‘save and exit’ which will save your progress and allow you to exit the page.

Apply to become a Coach

To become a registered coach with Motorcycling Australia, you first need to complete the following steps. Once all steps are complete, submit this form and we'll access your application. If you are successful you will receive an email confirmation, and your profile will be updated to reflect your new Coach status.

Requirements

I certify that I have completed the following courses and have therefore fulfilled my obligations to become a coach for Motorcycling Australia.

Provide First Aid/CPR Certificate	none	Create
Provide State Working with Children Certificate	none	Create
Type:	Club Coach	
Motorcycle riding skills <small>Upload proof of proven understanding of motorcycle riding skills and techniques in motorcycle sport and/or personal riding competency.</small>	Choose File No file chosen	
SPORTAUS Community Coaching - Essential Skills course	<input type="checkbox"/>	Access Here
Sport Integrity Australia e-Learning Anti-Doping Fundamentals Course	<input type="checkbox"/>	Access Here
Sport Integrity Australia e-Learning PBTR - Child Protection and Safeguarding	<input type="checkbox"/>	Access Here
Motorcycling Australia Club Coach e-learning course	<input type="checkbox"/>	Access Here
Club Coach "F2F" Sport Specific Practical Training seminar <small>Upload proof of the successful completion</small>	Choose File No file chosen	

I have read the following Motorcycling Australia documents and agree to abide by these terms and conditions in my capacity as a coach.

Code of Conduct [View](#)

Coach Contract [View](#)

[BACK](#) [SAVE & EXIT](#) [SUBMIT](#)

My Accreditations

[Apply +](#)

Read more about the path to becoming an Official Coach [HERE](#)

ID	TYPE	LEVEL	CODE	STATUS	RENEWAL	ATTAINED	EXPIRES
378127	Operational Official	Level 1	AIOO	Incomplete			Continue >
378128	Coach	Club Coach	AICOACC	Incomplete			Continue >

Screening / First Aid Information

[Add +](#)

ID	TYPE	CODE	STATE	STATUS	START DATE	EXPIRY DATE
none						

My Coach/Official Activities

NAME	ACTIVITY DATE	LEVEL	HOURS
none			

Nominated Coach/Official Events

NAME	ACTIVITY DATE	LEVEL	HOURS
none			

When you return to the ‘Coach and Official’ tile on your profile page, it will now show the status of your accreditations and allow you to continue if you have not yet completed your application.

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HOME N



My Licences

NOT IN USE



	EXPIRY	STATUS	DETAILS
SENIOR NATIONAL LICENCE	02/04/2022	Active	DISCIPLINARY <input checked="" type="checkbox"/>
COACHING LICENCE	15/02/2022	Suspended	DISCIPLINARY <input checked="" type="checkbox"/>