

## Sierra Vista Soccer Club Registration Fall 17-18

1. All registration is online. If you need assistance, there will be sessions listed on the web site where board members can help you through the online registration process.
2. You must have the username and password for your player account or family account before you proceed. Every player who played soccer in Arizona already has a Got Soccer player account. Parents can import player accounts into family accounts to register multiple children at once. The family discount is only available if you use a family account for registration. When creating a new account, please use proper capitalization. Rosters, Game Cards, and Player Passes are automatically generated using player data. They either truncate information or are difficult to read if correct capitalization is not used. If you do not know your credentials, follow one of these processes.
  - a. Go to [https://www.gotsport.com/asp/users/login\\_menu.asp?tab=member](https://www.gotsport.com/asp/users/login_menu.asp?tab=member), click on “Players & Families”, and follow the hyperlink for either “Player Account Lookup” or “Family Account Lookup”.
  - b. If you do not have access to the email address previously used, contact the SVSC registrar at [registrar@svsoccer.net](mailto:registrar@svsoccer.net) to update your email address or have your password reset.
  - c. If you create a duplicate account, it will not include your player history. GotSoccer will treat the new account as a new player and requests will not be honored.
3. When registration is complete, you will receive a confirmation email from “Club Manager <[support@gotsport.com](mailto:support@gotsport.com)>”. Please configure your email spam filter to allow email from this address. You can see team assignment by viewing the Got Soccer player profile. Note that during the team formation process, a player may be moved to a different team. When team formation is complete, roster information is provided to your coach. The coach will then contact parents to start practice.
4. Registration using a family account.
  - a. Click on the program player registration link <https://www.gotsport.com/asp/application/reg/?ProgramID=62233&Type=PLAYER>
  - b. Click on the button “Login to Family Account”
  - c. The club registration program should be listed if it is not see steps (5 & 6) below
  - d. Each player must be registered individually. This will go more smoothly if the player profiles are complete and current.
  - e. Next to each player click on the “Register Now” button. Information from the player profile will automatically fill the application so you don’t have to type it again.
  - f. Read and check the box agreeing to the AYSA Code of Conduct.
  - g. Read and check the box agreeing to the AYSA Head Injury/Concussion policy.
  - h. Enter any requests. The reason given for the request will assist the team formation committee’s decision because not all requests can be met.
  - i. The emergency information page will be populated from the player profile. If there are changes, enter them here. This page is used to generate the medical release form the coach will have at practice and games in case an injury occurs when a parent or guardian are not present.
  - j. Enter your full name then check the box agreeing to the AYSA registration policy.
  - k. Click the button that says “Finish and Submit Application”. Please note the player is not registered until this box is clicked.
  - l. Print the medical release form for your coach if you wish. This is done by clicking on the “Printable Registration Form” button. It is populated with the information from the “Emergency Info” tab of the player profile.
  - m. “Click Here” to return to the family account to register additional players
5. If your player account is not associated with the “Sierra Vista SC”

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- a. Click on the "Clubs" tab
  - b. In the pull-down select "Arizona"
  - c. In the Club Name box type "Sierra"
  - d. Click on the "Go" button
  - e. Click on "Select" for the Sierra Vista SC
6. If the program does not already show.
- a. Under the player name and club, click on the "View Available Programs" hyperlink
  - b. If the program does not show here, you may search for it.
  - c. In the pull-down select "Arizona"
  - d. In the Club Name box type "Sierra"
  - e. Click on the "Go" button
  - f. Click "Select" next to "SVSC registration fall 17-18"
- Got Soccer support information for family accounts is located at <http://home.gotsoccer.com/support.aspx?content=support&section=Families>
7. Registration using an individual account
- a. Click the online player program registration link for the fall 17-18 season at <https://www.gotssport.com/asp/application/reg/?ProgramID=62233&Type=PLAYER>
  - b. Under the "Registered Users" box, enter the username and password for the player account. Click on the "Login" button. If you have forgotten the Username or password, click on "Player Password lookup".
  - c. Check the box that says "I am over the age of 13 or am the legal guardian of the above player."
  - d. Click the "Continue" button.
  - e. Read and check the box agreeing to the AYSA Code of Conduct.
  - f. Read and check the box agreeing to the AYSA Head Injury/Concussion policy.
  - g. Enter any requests. The reason given for the request will assist the team formation committee's decision because not all requests can be met.
  - h. The emergency information page will be populated from the player profile. If there are changes, enter them here. This page is used to generate the medical release form the coach will have at practice and games in case an injury occurs when a parent or guardian are not present.
  - i. Click "Continue" on the next page.
  - j. Select a payment method and complete the necessary information.
  - k. Enter your full name then check the box agreeing to the AYSA registration policy.
  - l. Click the button that says "Finish and Submit Application". Please note the player is not registered until this box is clicked.
8. For new players who have not previously played soccer in Arizona, go to the same link and create a new account. The player's birth date will need to be verified by uploading a copy of the birth certificate to the player account or mailing it to the registrar at:

SVSC Registrar  
PO Box 757  
Sierra Vista, AZ 85636

After the registrar verifies your player's age and games start, parents may delete uploaded documents. SVSC shreds mailed documents after verification, so do not mail original documents. The birth certificate must be a Government issued document. Hospital or baptismal certificates are not accepted.

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9. Player age brackets in the United States were changed starting with the 2016-2017 season. Players in age brackets below 5-U are not accepted by SVSC. The calendar year age bracket chart for this season is at <http://www.svsoccer.net/clubsite/?p=8641>. Click on "Birth Year & Season Matrix".

10. To become a coach or manager for the 2017-2018 season, register from the online registration link at <https://www.gotsport.com/asp/application/reg/?ProgramID=62233>. Select the appropriate account type using the drop down arrows.

11. If not paying by credit card, mail a check or money order to

SVSC Treasurer  
PO Box 757  
Sierra Vista, AZ 85636

12. If you have any questions, contact the SVSC Registrar at [registrar@svsoccer.net](mailto:registrar@svsoccer.net).