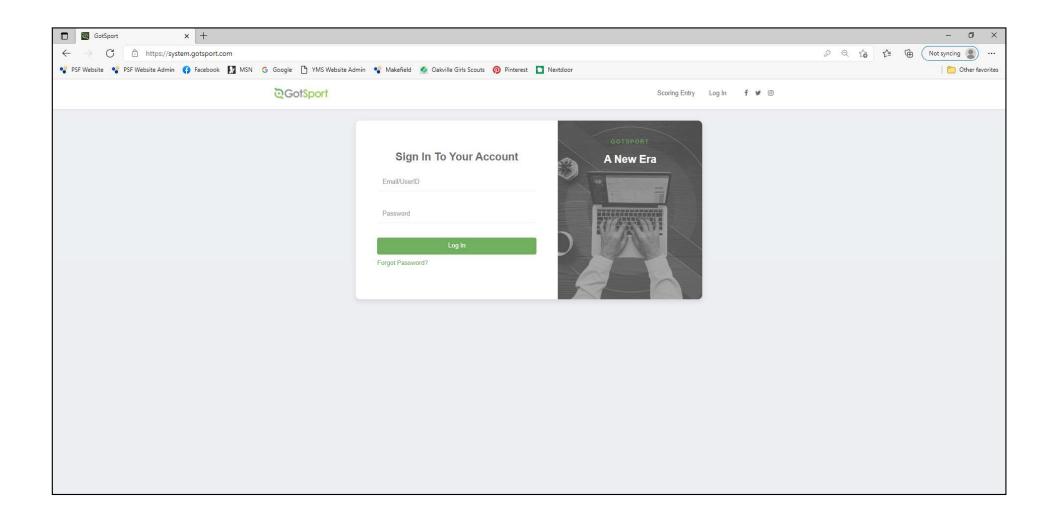


<u>ALL</u> players must register with EPYSA through GotSport in order to be added to a team roster. Items needed for registration:

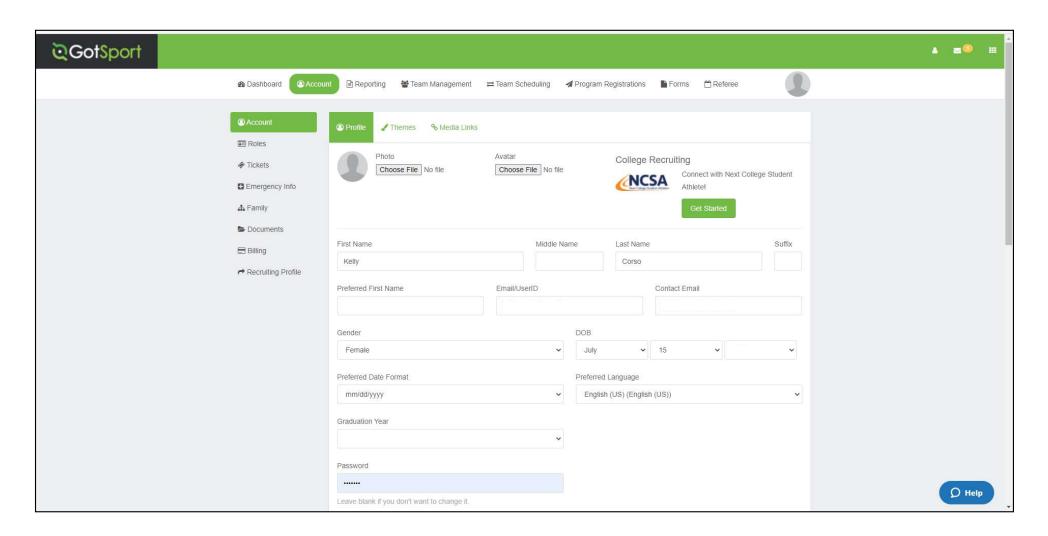
- Photo (clear, passport-style headshot of the player (no hats, hoods, sunglasses)
- Birth Certificate/Proof of Age
- Completed International Transfer Clearance (ITC) Questionnaire (one time only)
- Electronic signature on Eastern Pennsylvania Youth Soccer Player/Participant Waiver of Liability 24/25
- NJYS Out of State Permission Form (*New Jersey residents only)
- 1. <u>Players who were on a YMS roster last year</u> should only need to sign the 2024-25 EPYSA. Everything else should already be in GotSport (*Photo can be updated until September 6th)
- 2. <u>Players who were rostered with a different EPYSA club last year</u> may only need to sign the 2024-25 EPYSA form, as long as their info was pulled into the system correctly. If not, you can either follow all of the steps to upload a photo/birth certificate, or email <u>admin@ymssoccer.net</u> to troubleshoot.
- 3. <u>Players who were NOT on a YMS/EPYSA</u> roster last year will need to follow <u>ALL</u> of the steps below to complete their registration.

- 1. Log into your GotSport account: https://system.gotsport.com/
- 2. If you do not already have a GotSport account, click "FORGOT PASSWORD." GotSport will send you an email so you can set your password & gain entry into the system.

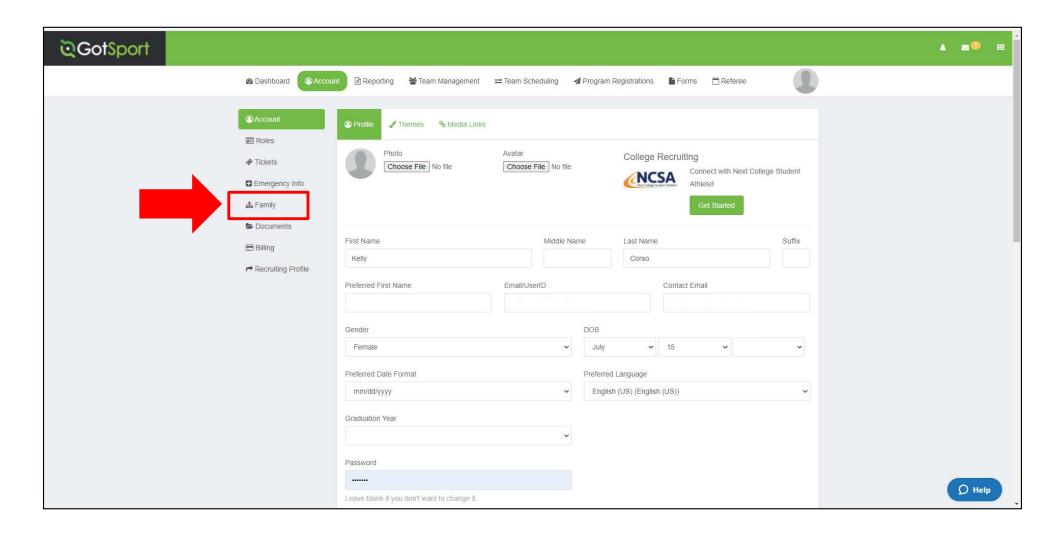


You will now be logged into your <u>PARENT</u> account. This is different from your child's <u>PLAYER</u> account.

(*<u>DO NOT</u> change the name or add any of your player's information on this screen.)

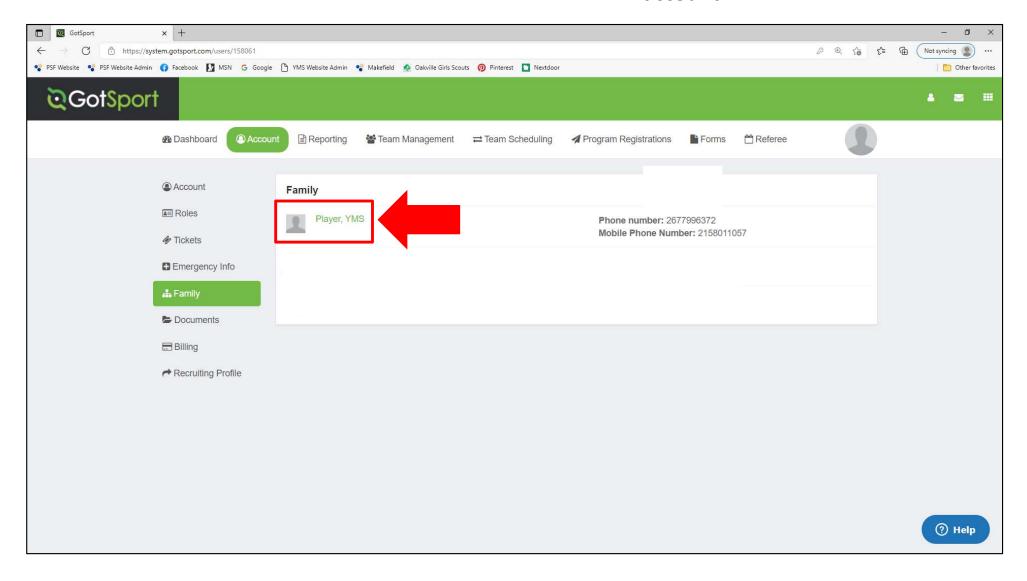


To gain entry into the PLAYER account, click on FAMILY.



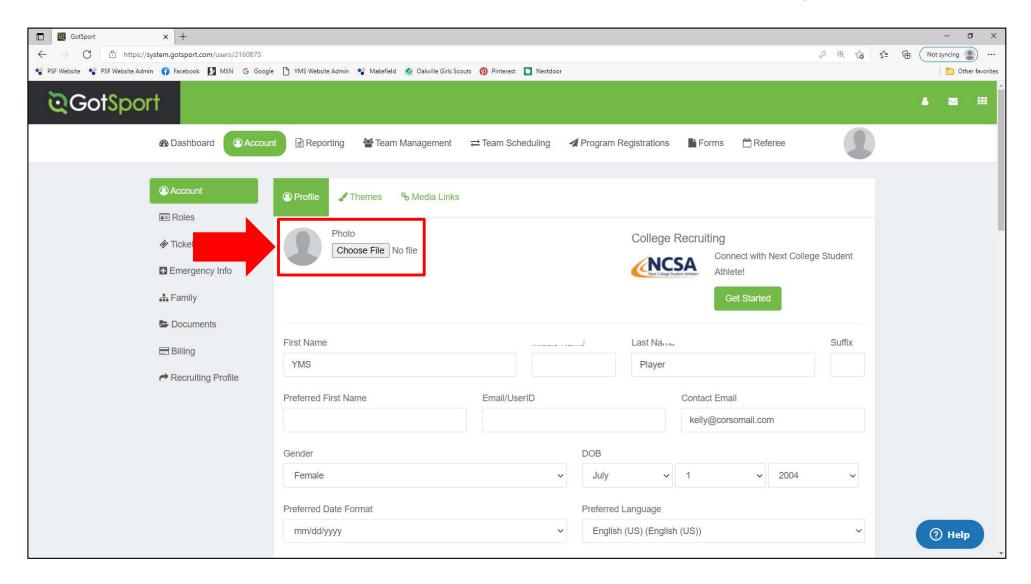
The players associated with your parent account should appear.

Click on the player's name to enter their PLAYER account.



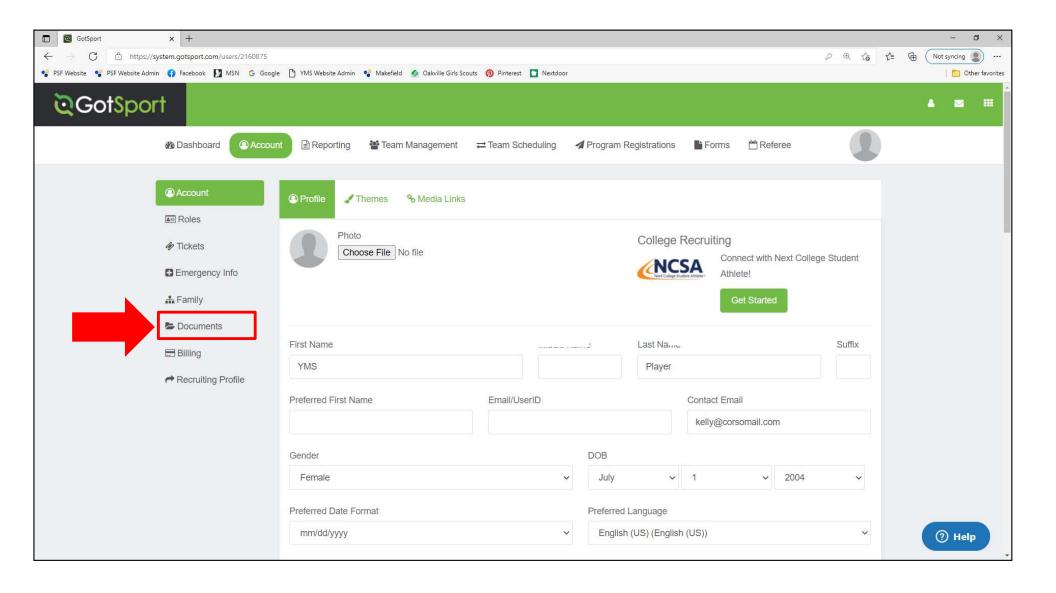
UPLOAD PLAYER PHOTO:

Click on CHOOSE FILE to upload a photo. Photo must be a CLEAR, passport-style headshot of the child (no hats, hoods, sunglasses, etc.).



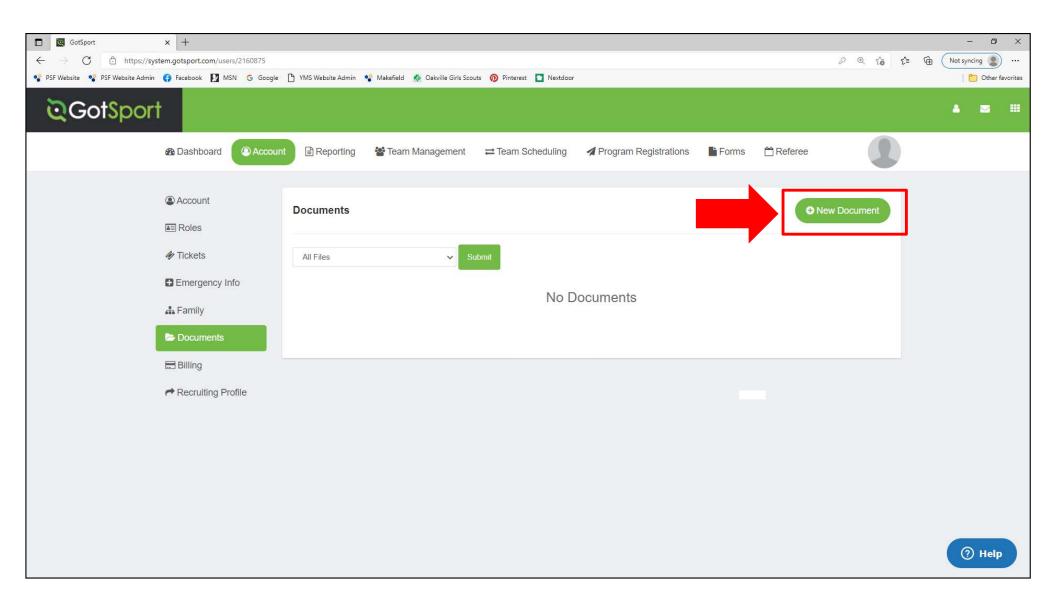
UPLOAD BIRTH CERTIFICATE:

Click on DOCUMENTS



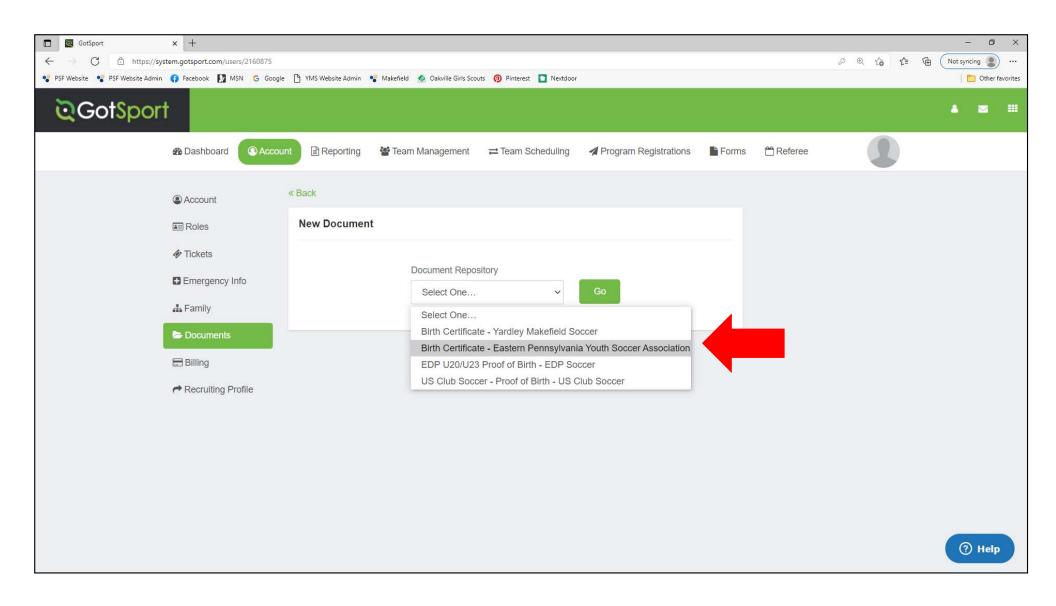
UPLOAD BIRTH CERTIFICATE:

Click on NEW DOCUMENT



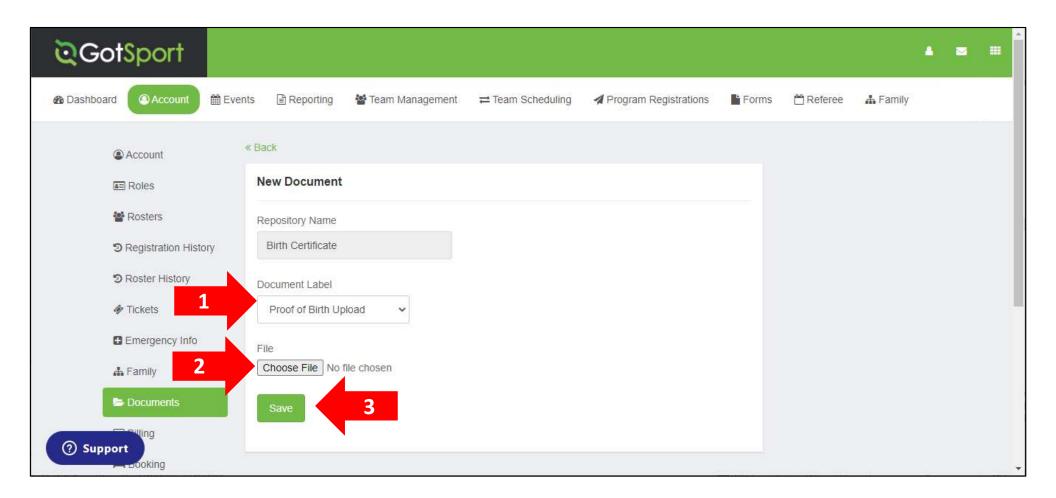
UPLOAD BIRTH CERTIFICATE:

Select BIRTH CERTIFICATE – EASTERN PENNSYLVANIA YOUTH SOCCER ASSOCIATION from the drop-down menu & click GO.



UPLOAD BIRTH CERTIFICATE:

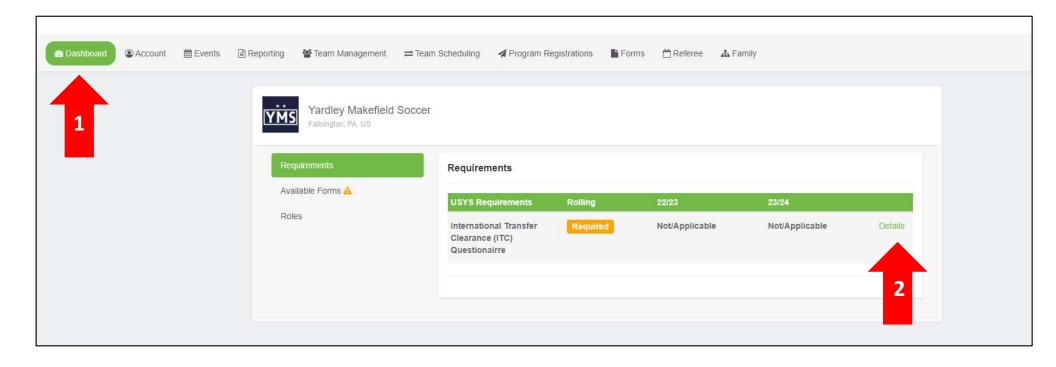
- 1. Choose PROOF OF BIRTH UPLOAD
- 2. Click on CHOOSE FILE to upload the document
- 3. Click SAVE



*This is a U.S. Soccer/FIFA requirement. The form only needs to be completed one time and will then stay with that player through future years in GotSport. The answers given will trigger next steps – additional registration steps may be required for players born outside of the U.S. If no additional steps are needed, it will be labeled as "Fulfilled" on the player dashboard.

COMPLETE INTERNATIONAL TRANSFER CLEARANCE (ITC) QUESTIONNAIRE:

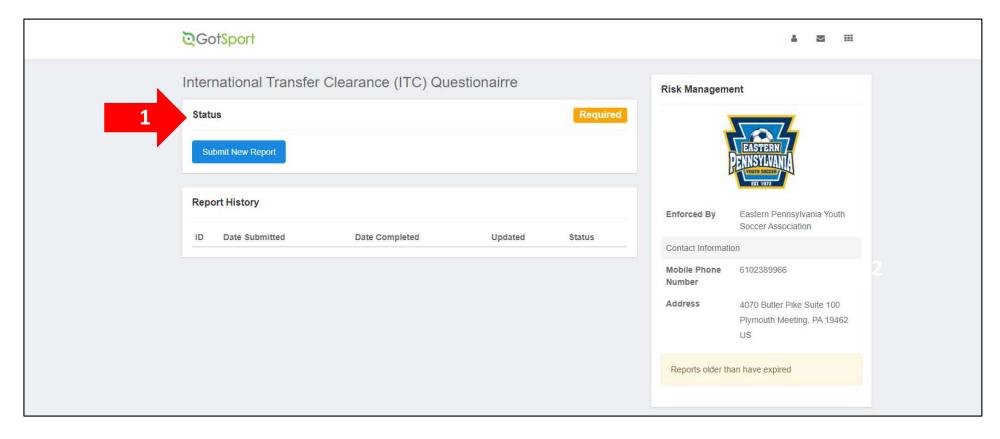
- 1. Click on DASHBOARD
- 2. Click on DETAILS



*This is a U.S. Soccer/FIFA requirement. The form only needs to be completed one time and will then stay with that player through future years in GotSport. The answers given will trigger next steps — additional registration steps may be required for players born outside of the U.S. If no additional steps are needed, it will be labeled as "Fulfilled" on the player dashboard.

COMPLETE INTERNATIONAL TRANSFER CLEARANCE (ITC) QUESTIONNAIRE:

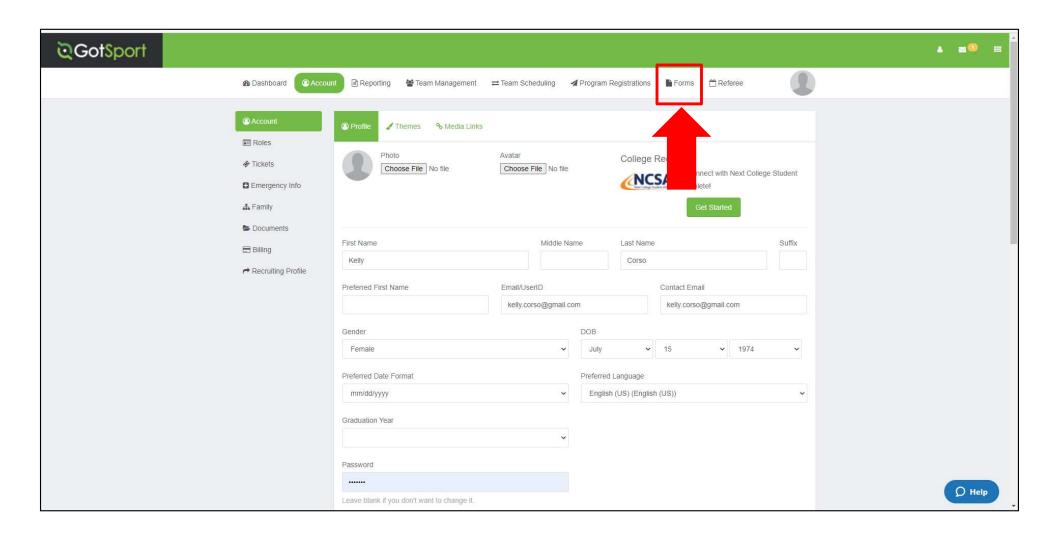
- 1. Click on SUBMIT NEW REPORT
- 2. Answer all questions, electronically sign form, and click submit



SIGN REQUIRED EPYSA FORM:

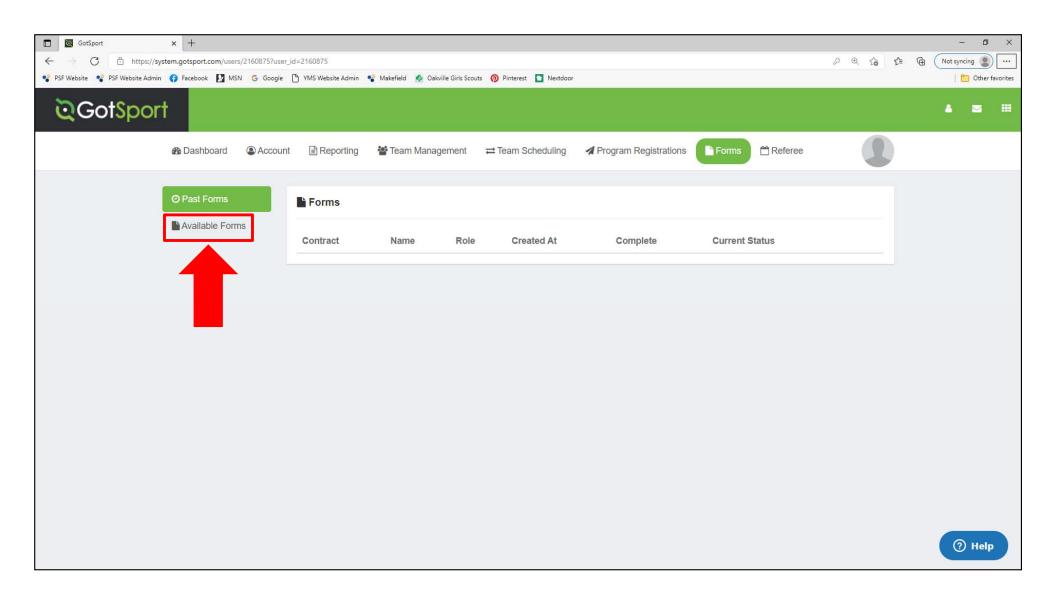
Click on FAMILY>PLAYER NAME to get back into the PLAYER ACCOUNT. (Forms must be signed in PLAYER account, not PARENT account)

Click on FORMS



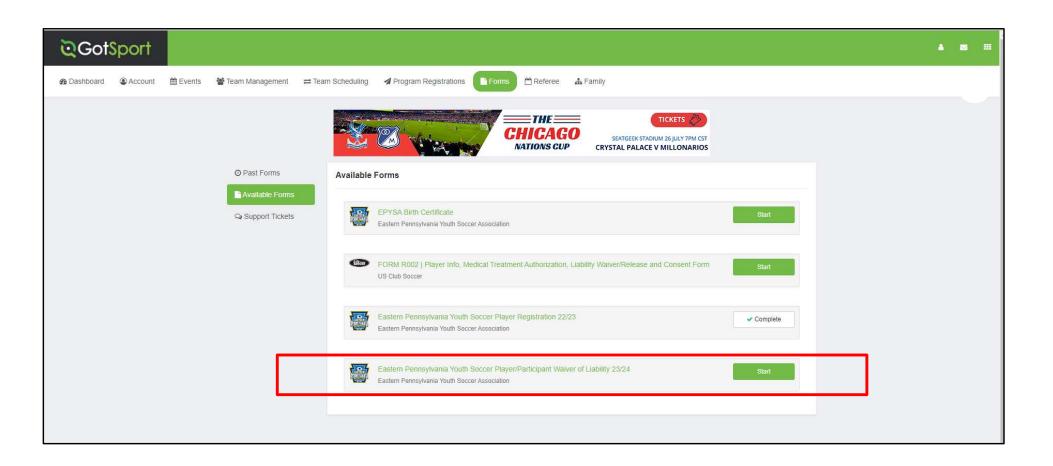
SIGN REQUIRED EPYSA FORM:

If the forms do not automatically appear, click on AVAILABLE FORMS



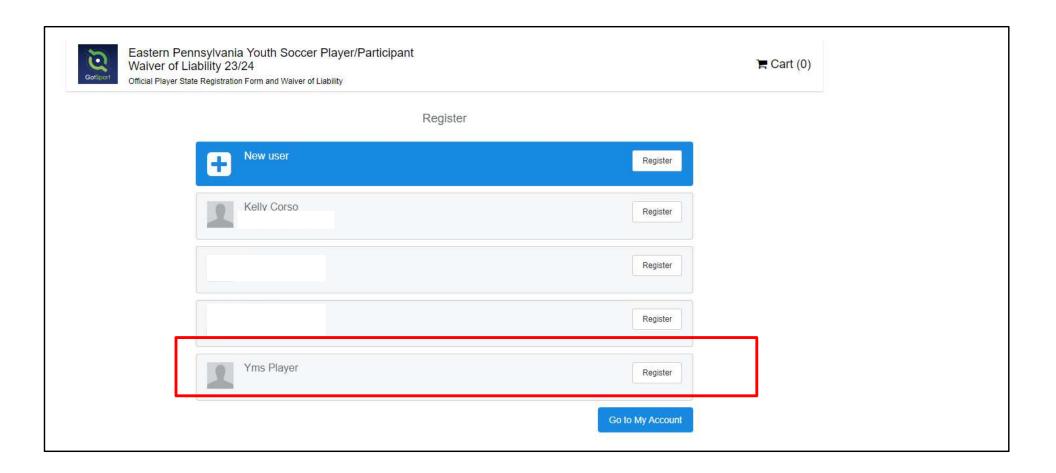
SIGN REQUIRED EPYSA FORM:

Click START to access & sign the Eastern
Pennsylvania Youth Soccer Player/Participant
Waiver of Liability 24/25 form



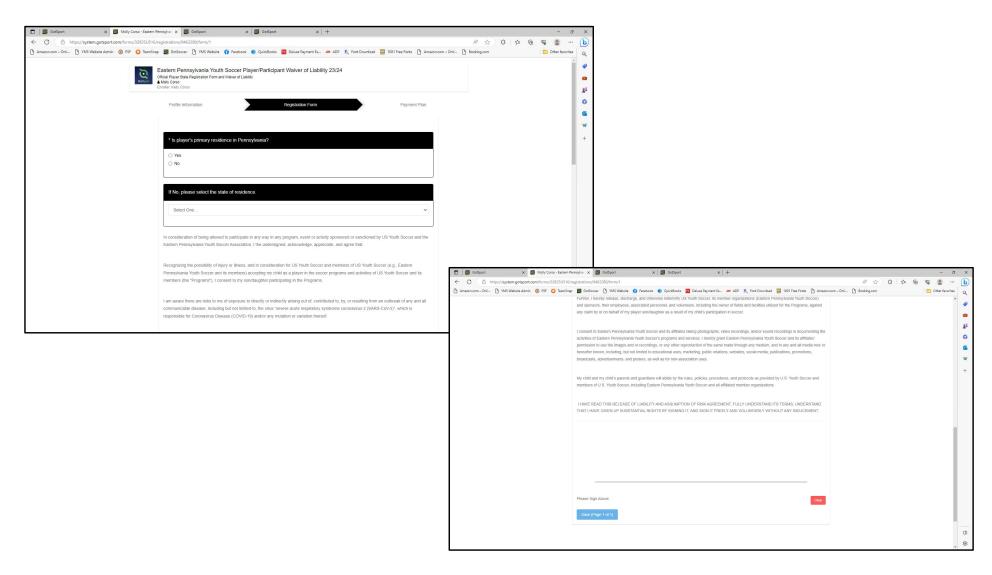
SIGN REQUIRED EPYSA FORM:

Click on **REGISTER** next to the player's name



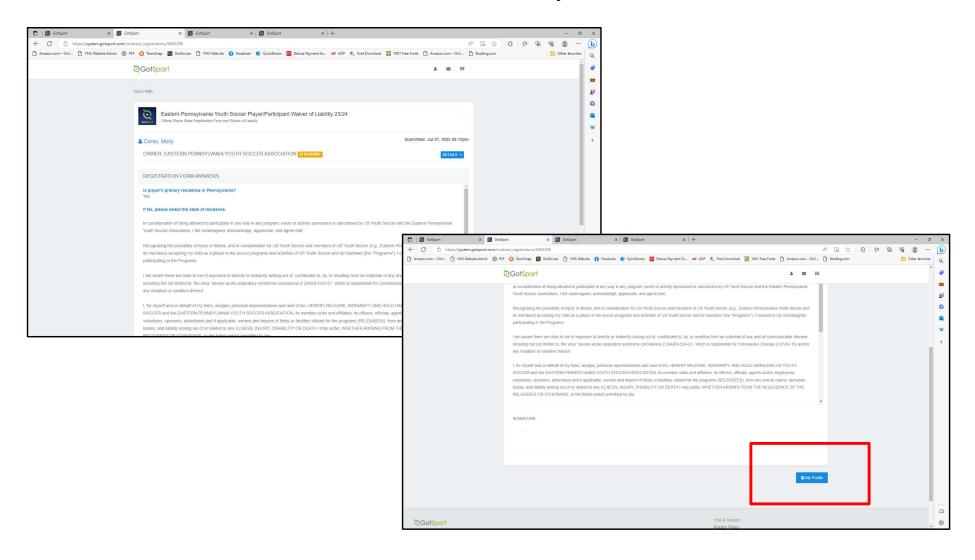
SIGN REQUIRED EPYSA FORM:

Click through the Profile Information screen, then complete & sign the form. Click SAVE after signing.



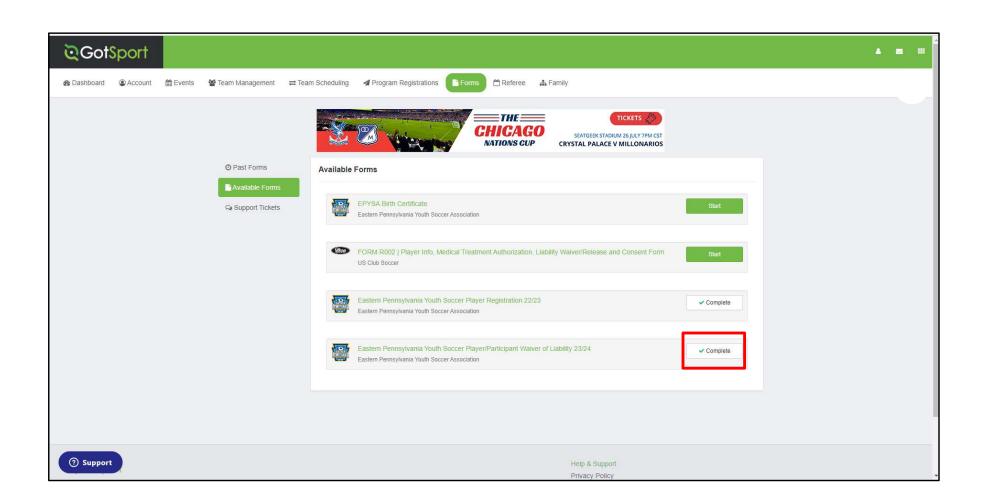
SIGN REQUIRED EPYSA FORM:

After saving, a summary of the signed form will appear on the next screen. Scroll down and click on the MY PROFILE button to return to your PARENT ACCOUNT.



SIGN REQUIRED EPYSA FORM:

To verify the form is complete, you can go back into the PLAYER ACCOUNT by clicking on FAMILY>PLAYER NAME>FORMS.

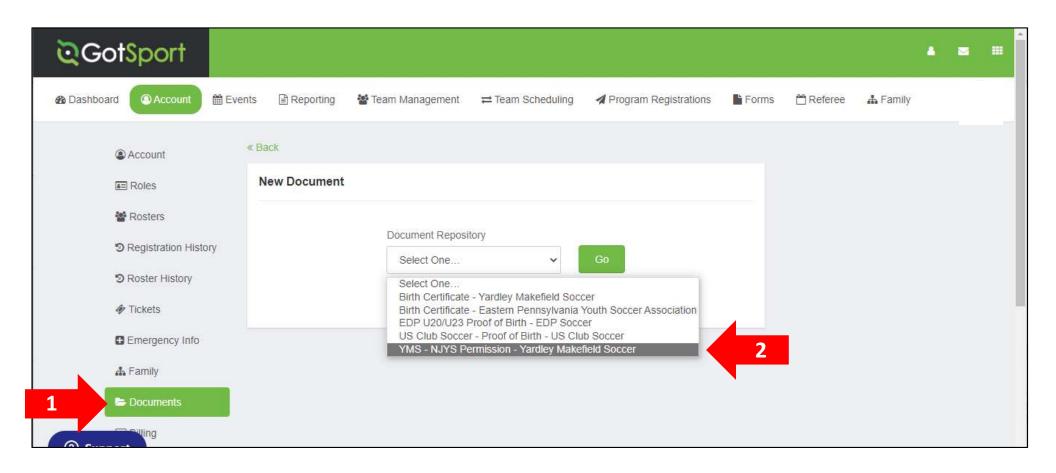


Players who live in New Jersey will need to register with New Jersey Youth Soccer (NJYS) and upload the permission form you receive into the PLAYER'S GotSport account.

*SEE SEPARATE NJYS INSTRUCTIONS ON HOW TO OBTAIN THE PERMISSION FORM

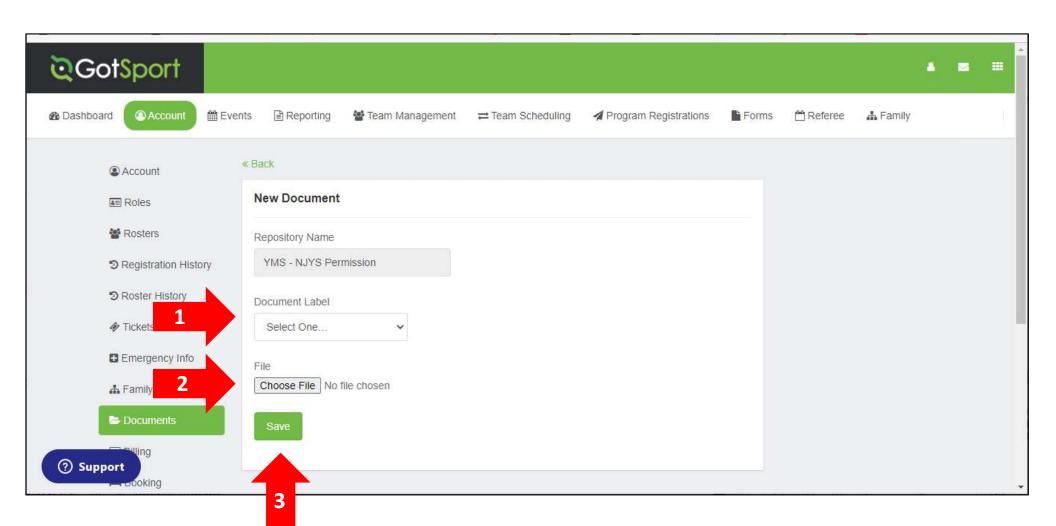
HOW TO UPLOAD NJ YOUTH SOCCER INTERSTATE PERMISSION FORM INTO GOTSPORT:

- 1. Follow steps on previous screens to access the **PLAYER** account.
- 2. Click DOCUMENTS/NEW DOCUMENT
- 3. Select YMS NJYS PERMISSION YARDLEY MAKEFIELD SOCCER
- 4. Click GO.



NJ YOUTH SOCCER INTERSTATE PERMISSION FORM:

- 1. Add or choose a **DOCUMENT LABEL**
- 2. Click on CHOOSE FILE to upload the document
- 3. Click SAVE





TROUBLESHOOTING TIP!

All of the registration items must be completed in the PLAYER account. When you log into GotSport, you will be in your PARENT account. Click FAMILY, then on your PLAYER'S NAME to access their player account.

Questions?

Email: admin@ymssoccer.net or your team manager