# REGISTRATION



#### **VERMONT SOCCER ASSOCIATION PLAYER & COACH REGISTRATION PROCESS**

As members of US Youth Soccer and US Soccer the Vermont Soccer Association requires all players, coaches, and staff to be registered with our State Soccer Association. This State Registration is done on a yearly basis. Your initial State Registration covers any VSA sanctioned play within that calendar year for the club you register with.

Registration with a second club does require another State Registration with that club.

Subsequent registrations within the same club will not be billed. For example : Subsequent registration can occur if your athlete plays in VSL Fall League and then in the VSL Spring League with the same club.

Member clubs of the Vermont Soccer Association have two ways to submit State Player and Coach registrations.

**Direct-** Member Clubs can directly bulk register their players, coaches, staff with the Vermont Soccer State Association through their Got Sport account.

or

**Team Registration-** Member Clubs that register teams in official VSA league play will have all verified -players, coaches, and staff that are approved to rosters, submitted to the State Association.

Please note that to register for Vermont Soccer Leagues (VSL Fall / VPL,VSL Spring) your club must be a member in good standing of the VSA. Out of state clubs who are interested in participating in the VSA Leagues, please contact the VSA Office directly for more information.

#### Vermont Soccer Association State Registration Fees:

Travel Player -\$30/ U8- U19

Recreational Player -\$10/ U4- U19

Coach - \$30

Manager, Staff - \$30

All players must have their age verified by the State Office and a picture (headshot) loaded to their player profile.

All coaches and staff must complete on a yearly basis the state requirements; Safesport, Heads Up Concussion training and a background check.

## **GOT SPORT -INSTRUCTIONS**

## **DIRECT -Bulk Registration of players-**

On your club's main menu – Select – CLUB MANAGEMENT

### Select – PLAYERS

Use your filters to adjust Player List to include all players you are looking to register-

Select the box of each player you are looking to register.

From the BULK ACTIONS Menu – Select - REGISTER

New Member Registration- window opens.

Send Selected Players to – Select – Vermont Soccer Association

**Seasonal Year** – Select - correct seasonal year from drop down (current 23/24)

Level - Select correct level -choose- Travel - or Recreational -

Select -REGISTER

Your players are now registered with VSA- (screenshots below)

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## **REGISTERING TEAMS IN THE VERMONT SOCCER LEAGUES (VPL, VSL)**

First you will need to create or update the teams that you wish to enter in the VSL. You can do this by following the steps below from the GotSport dashboard home page within your Club account.



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When creating your team or updating - make sure that you have the right age group assigned and that you are using the calendar year method the date shown will be the first of January for the correct year. If the date shown is the first of August, you **must** change the date format to calendar year

You must select "Travel" From the three options for competitive level, you will be able to select what division you would like to play in later in the registration.

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## Once teams are set - - - -

# **TEAM REGISTRATION - of Player/Coaches/ Managers-**

# (Spring 2024)

Registering your teams for VPL,VSL League Play- is a two-step process

FIRST - Register in -SOURCE EVENT -

From the Club Main Menu -SELECT- Club Management-

SELECT – Teams

From menu bar – SELECT – Registration

Find – VSA 23/24 Registration Event -SELECT – Register – (blue box)

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You can then register teams --

First select - Travel Teams in the drop-down box below the - REGISTER TEAMS

Select the box for each team you wish to register, teams already registered will show a GREEN **REGISTERED** BOX

When all boxes are checked – SELECT -REGISTER – choose - Selected Teams.

Your Teams are now registered to the SOURCE EVENT- primary players approved to these teams will be registered with the State.



## SECOND - Register in - VSA LEAGUES 2024

From the Club Main Menu -SELECT- Club Management-

SELECT – Teams

From menu bar – SELECT – Registration

Find – Vermont Premier League or Vermont Soccer League Spring 2024 -SELECT – Register – (blue box)

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You can now register your teams entering by age group-

Choose age group you wish to work with -

CHECK - The box for each team in that age group you are looking to register-

BE SURE TO SELECT – The preferred Division from the drop down box – D1,D2,D3

Good idea to make sure the Age Event shown is correct as well as the Gender.

When all teams are set for that age group - SELECT -REGISTER - then choose - **Selected Teams**.

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Window will open to select - Competition Level - SELECT - Travel
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Those teams are now successfully registered to the league – move on to your next age group and repeat for those teams.



\*Clubs that roll teams forward from a previous season should double check the AGE EVENT, you may need to adjust this in your team's profile before registering-

\*Note as well to make sure preferred division is selected correctly – D1 , D2 , D3