



Instructions for Creating a Team in GotSport and Registering for PYSA Home Association



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Chapter 1

Creating a Competitive Team

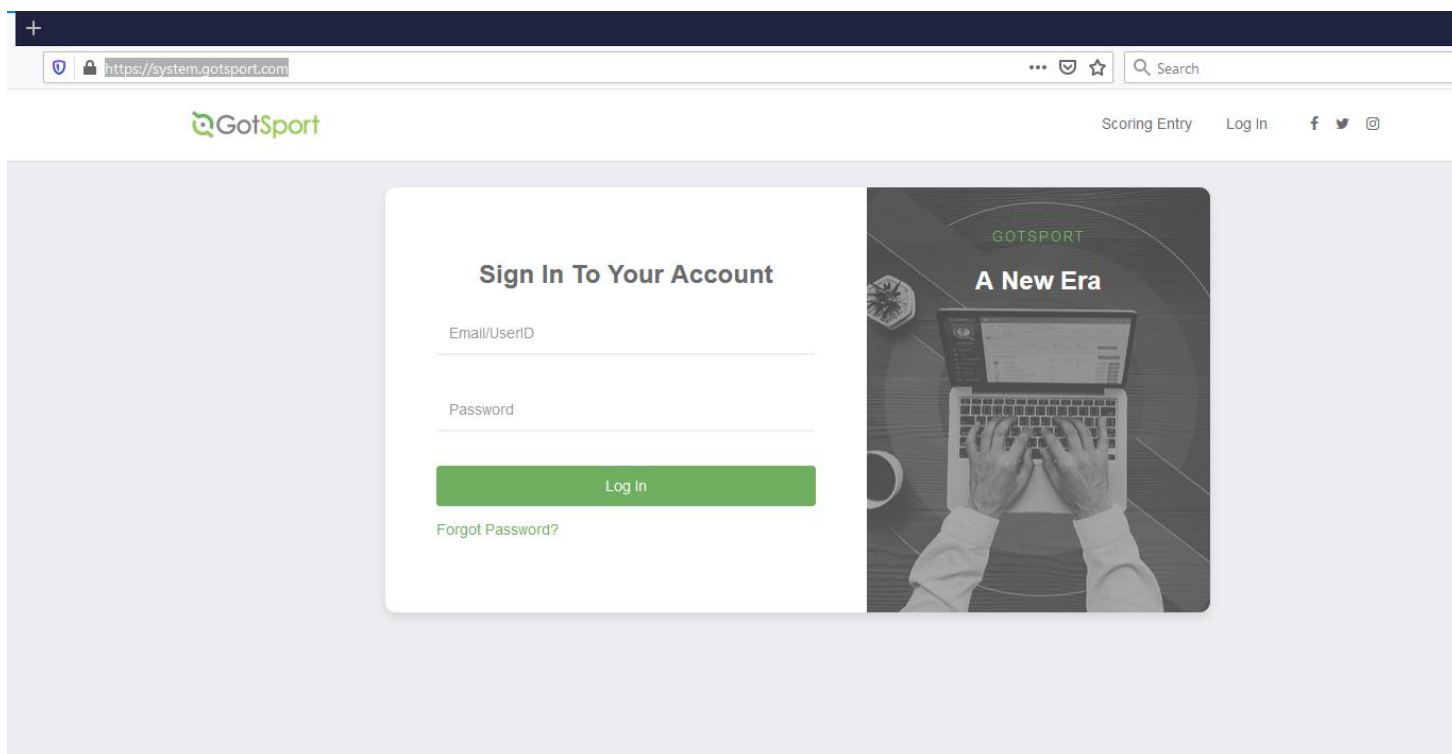
1. **New Teams/Independent Teams that do NOT belong to a club- that are going to use PYSA as their Home Association.**

Please contact the PYSA office (972-422-7972)

- Your Name
- Date of Birth,
- Email Address (*make sure it is a personal one and not work that could change*)
- Role on the team (Coach, Assistant Coach, Manager)
- Team Name
- Team Gender
- Team Age Group

You will receive an email with your PASSWORD.

2. We will create your team account and connect you to the team.
3. You will log into <https://system.gotsport.com/>, with the email address you provided above and the password we sent you and click Log In.




The screenshot displays the GotSport website's login interface. At the top, the browser address bar shows 'https://system.gotsport.com'. The page header includes the GotSport logo, a search bar, and links for 'Scoring Entry' and 'Log In'. The main content area features a white login box with the title 'Sign In To Your Account'. Inside the box are two input fields: 'Email/UserID' and 'Password'. Below these fields is a prominent green 'Log In' button and a green link for 'Forgot Password?'. To the right of the login box is a dark-themed banner with the text 'GOTSPORT A New Era' and an image of hands typing on a laptop.

4. It will open up your profile, where you can update information and click Save at the bottom left.

The screenshot shows the 'Account' section of the PYSA system. The top navigation bar includes 'Dashboard', 'Account' (highlighted), 'Reporting', 'Team Management', 'Team Scheduling', 'Program Registrations', and 'Forms'. The left sidebar lists 'Account' (highlighted), 'Roles', 'Tickets', 'Emergency Info', 'Family', 'Documents', and 'Billing'. The main content area is titled 'Profile' and includes options for 'Themes' and 'Media Links'. It features a 'Photo' section with a 'Browse...' button and a note 'No file selected.' Below this is an 'Avatar' section, also with a 'Browse...' button and 'No file selected.' The form contains several input fields: 'First Name' (Jeremy), 'Middle Name' (empty), 'Last Name' (White), 'Suffix' (empty), 'Preferred First Name' (empty), 'Email/UserID' (gina53080@gmail.com), 'Contact Email' (empty), 'Gender' (Male), 'DOB' (June 19, 1978), 'Preferred Date Format' (mm/dd/yyyy), 'Preferred Language' (English (US) (English (US))), 'Graduation Year' (empty), and 'Password' (empty). A note at the bottom states 'Leave blank if you don't want to change it.'

5. Click on **Team Management** and click on your **Team Name**

The screenshot shows the 'Team Management' section of the PYSA system. The top navigation bar includes 'Dashboard', 'Account', 'Reporting', 'Team Management' (highlighted), 'Team Scheduling', 'Program Registrations', and 'Forms'. The left sidebar lists 'Teams' (highlighted), 'Registrations', and 'Matches'. The main content area is titled 'Teams' and features a table with columns: 'Name', 'Coach', 'Level', 'Age', and 'Gender'. An orange arrow points to the 'Name' column header. The table contains one row with a team icon, the name 'Swipers 08G', the coach 'White, Jeremy', the level 'U13', and the gender 'Female'.

Name	Coach	Level	Age	Gender
 Swipers 08G	White, Jeremy	U13	Female	

6. Click on the **Rosters** Tab and click **Add Player**

Swipers 08G White

Team Rosters Team Registrations Messages

Event
Current Team Roster Search

Players Coaches Managers Documents and IDs

Add Player

Name	Level	Id Number	Jersey	Position
Player list is empty				

7. The system will first try and find the player you are trying to add, so you will need to enter their First Name, Last Name, DOB and click Search

Swipers 08G White

Team Rosters Team Registrations Messages

Event
Current Team Roster Search

Players Coaches Managers Documents and IDs

Add Player

Add Player
Search for users to add to the team. If your search does not return any results, you'll be able to create a new user to add to the team.

First name Last name DOB Search

Name	Level	Id Number	Jersey	Position	Gender
Player list is empty					

8. If it does not find the player then you will be able to enter the Players Information.
- First Name
 - Last Name
 - DOB
 - Gender
 - Contact Email
 - Phone and Mobile
 - Address, City, St, Zip

Team Rosters Team Registrations Messages

Event

Current Team Roster Search

Players Coaches Managers Documents and IDs

Add Player

Add Player Hide

Search for users to add him/her to the team. If your search does not return any results, you'll be able to create a new user to add to the team.

First name Last name DOB

Jane Doe January 1 2008 Search

Search Results

No users were found. Complete the form to create a new user and add him/her to the team.

First Name* Last Name*

Jane Doe

DOB Gender

January 1 2008 Select One...

Contact Email Role Name

Time Zone Name Preferred Language

Eastern Time (US & Canada) English (US) (English (US))

Phone number Mobile Phone Number

User Account

Leave these fields blank if you do not know this player's email address or do not wish to create an account that the player can use to log in.

Email/UserID Password

Create

9. Then Click **Create**

10. Continue to click Add Player each time to get players on your primary list.

The player you just added will appear at the bottom on the screen.

11. To add a profile picture, click on the player's name:

The screenshot shows the 'Add Player' form in the GotSport interface. At the top, there are tabs for 'Team', 'Rosters', 'Team Registrations', and 'Messages'. Below these is a search bar with 'Current Team Roster' selected and a green 'Search' button. Underneath is a sub-menu with 'Players', 'Coaches', 'Managers', and 'Documents and IDs'. A green 'Add Player' button is visible. The 'Add Player' form itself has fields for 'First name', 'Last name', and 'DOB' (with dropdowns for month, day, and year), and a green 'Search' button. An orange arrow points to the 'First name' field. Below the form is a table with columns: Name, Level, Id Number, Jersey, Position, and Gender. The first row shows 'Doe, Jane' with a profile picture icon, a dashed box for a level, and 'Female' in a red box. An orange arrow points to the profile picture icon.

12. And click on **Browse** and upload their picture:

The screenshot shows the user profile page for 'Jane Doe' in the GotSport system. The browser address bar shows 'https://system.gotsport.com/users/1328356'. The page has a sidebar with 'Account' and 'Teams' tabs. Under 'Account', there are links for 'Account', 'Roles', and 'Family'. The 'Profile' tab is selected, showing a 'Photo' section with a profile picture icon, a 'Browse...' button, and the text 'No file selected.' An orange arrow points to the 'Browse...' button. Below the photo section are input fields for 'First Name' (containing 'Jane') and 'Middle'.

13. Your team account is now created.

14. Teams Associated to a Club

You will need to contact your Club Administrator and make sure your team account is ready to go so you can register into needed events...ie, Home Association, League Play, Tournaments.

Chapter 2

PYSA Questionnaire

- **YOUR TEAM MUST HAVE A TEAM ACCOUNT IN GOTSPORT BEFORE YOU CAN FILL OUT THE QUESTIONNAIRE**
 - Any team that will either register home association through Plano Youth Soccer Association or play in the Plano Premier Invitational League will have to first register in the Plano Youth Soccer Questionnaire before moving forward. We are doing this in hopes of preventing teams from missing a step in registration.
 - There will be information you will need to answer:
 - Will PYSA be your Home Association?
 - Do you intend in playing in the Plano Premier Invitational League this year?
 - Where did your play last year?
 - The information you submit will help us get you registered correctly in the right events.
1. This link we be active June 1, 2023 and will be available on the PYSA website at <https://comp.pysa.org/ppil>

Chapter 2

PYSA Home Association

ALL NTSSA forms are found here,
<https://www.ntxsoccer.org/youth-forms/>

1. You must complete a ***Team Club Fact Sheet*** and submit it to North Texas Soccer before you can register as a competitive team. This is done online . This must be completed and you must receive a confirmation back from North Texas **BEFORE** you conduct your tryouts. Every player/parent that attends your team tryouts must receive a copy of this paperwork for your team.
2. You must print out and have available at your tryouts the ***Team Club Fact Sheet Parent/Player Signature Page***. Every parent and player that attends your tryouts must sign this. It is a confirmation that they have received a copy of your Team Club Fact Sheet.
3. Once you have decided on your players, ***every*** player must have a complete and signed ***Competitive Player Registration Form***. Please be certain that the parent has signed the form and that it is completed legibly. It can not be a typed signature.
4. Each player should also have a completed ***Medical Release*** form (does not need to be notarized) that they will keep with them at every game.
5. Finally, every rostered adult will need to complete a Background Check and Safe Sport Course Certification to be able to be placed on the roster.
 - a. Back Ground Check and Safesport will be in your new GotSport profile (please contact your Club Admin if you are associated with a Club or your Home Association if you are an independent team)

b. Forms needed <https://www.ntxsoccer.org/youth-forms/>

i. Team Club Sheet Parent/Player Signature Page

TEAM/CLUB Signature SHEET

Team Complete Name:	Age Group: U-
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Every player participating in competitive/select soccer must be given full disclosure of certain facts about prospective soccer teams and soccer clubs (including information about the coach and other people involved, the team's plans for the year, the potential financial and time commitments, etc.). You should receive a TEAM/CLUB FACT SHEET when you first arrive at tryouts or if you are not attending tryouts, when you first make contact with the applicable team. THE INFORMATION ON THIS FORM IS INTENDED TO HELP THE PROSPECTIVE PLAYER AND HIS/HER PARENTS BECOME "EDUCATED CONSUMERS" DURING THEIR DECISION-MAKING PROCESS AND HOPEFULLY MAKE THE DECISION THAT IS RIGHT FOR THEM.

Each player attending tryouts (and their parents, if available) must sign a log indicating they received this form. Consequently, please sign below, indicating you received the TEAM/CLUB FACT SHEET.

DO NOT SIGN THIS FORM UNLESS YOU HAVE RECEIVED THE TEAM/CLUB FACT SHEET
THIS FORM IS NOT A CONTRACT, BUT FOR INFORMATIONAL PURPOSES ONLY.


PLAYERS' SIGNATURES	PARENT SIGNATURES
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.
11.	11.
12.	12.
13.	13.
14.	14.
15.	15.
16.	16.
17.	17.
18.	18.
19.	19.
20.	20.
21.	21.
22.	22.
23.	23.
24.	24.
25.	25.

THIS FORM IS NOT A CONTRACT, BUT FOR INFORMATIONAL PURPOSES ONLY.

This form must be submitted to your Home Association with your Roster.

CONTRACTS MAY NOT BE SIGNED UNTIL JULY 1.
SIGNING PRIOR TO JULY 1 AND POSTDATING THE CONTRACT IS A SERIOUS INFRACTION.

ii. NTSSA/USYS Competitive Registration Form-
(*must not be signed prior to July 1st*)



**NORTH TEXAS
SOCCER**
"IGNITING PASSION FOR THE GAME"

NORTH TEXAS STATE SOCCER ASSOCIATION
COMPETITIVE REGISTRATION FORM
Revised 3-22-2018



**US YOUTH
SOCCER**

Player Information ☐ NEW PLAYER ☐ RETURNING PLAYER ☐ MALE ☐ FEMALE 20____ 20____ Seasonal Year

ID # _____ **Team Name** _____ **Age Group** _____

Country of Birth	Country of Citizenship	Played outside of US (Y/N)	If Yes; what Country
Player First Name	Player MI	Player Last Name	DOB (MM/DD/YYYY)
Street Address	City	State	Zip
Parent/Guardian#1 Name	Best Contact Phone	Email	
Parent/Guardian #2 Name	Best Contact Phone	Email	
School	Grade	Graduation Year	

Physicians contact information (name, phone) _____

List any medical conditions coach should be aware of _____

Emergency Contact Information (name, phone number) _____

TEAM/CLUB FACT SHEET: I, the parent/legal guardian and the player listed above have been given the Team/Club Fact Sheet for the team listed above. We have read and understand the information on the Team/Club Fact Sheet and what this means in way of commitment of time and money for the player and his/her family.

RELEASE FROM A COMPETITIVE TEAM 3.10.7 A competitive (select) player is obligated to his competitive team for the soccer-playing year for competitive players from the time he signs a contract until the end of the subsequent soccer playing year (August 1 of the prior soccer year through June 30 of the current soccer year). Release to transfer to another NTSSA competitive team will be allowed under the following circumstances: Transfers that are approved by the player's current coach may be granted at any time on or prior to April 1. Any request for transfer that is not approved by the player's current coach, as indicated on the release form or transfer request form, will be scheduled for a Competitive Soccer Committee hearing that shall be chaired by the NTSSA Youth Commissioner or his designee, with all parties being invited to attend. This shall be done between the dates of December 1 and January 31 for 11U through 14U and December 1 and March 15 for 15U through 19U only. (NOTE: The Competitive Committee may grant transfers prior to the start of the fall season in extremely limited circumstances, and only after receiving input from the coach or club official.) Any appeal of the decision of the Competitive Soccer Committee after the hearing must be made directly to the Executive Committee of NTSSA within five (5) days. A player may leave a competitive team and go into his home Member Association recreational player pool at any time on or prior to April 1 of the current soccer year with the written permission of the Youth Commissioner. Players may not be released from their competitive team after April 1, as no recreational player pool is available. (Exceptions: player has moved outside NTSSA territory, current team has disbanded, or medical documentation the player has been injured and is unable to play the remainder of the soccer year.) Any recreational player currently rostered to a recreational team and wishing to be released to join a competitive team may do so only between December 1 and March 15 and may do so only with the written permission of the Member Association in which he is currently rostered. A competitive registration form must be completed prior to the players' transfer to a competitive team.

Parental Approval and Medical Release

RECOGNIZING THE POSSIBILITY OF PHYSICAL INJURY ASSOCIATED WITH SOCCER PARTICIPATION AND IN CONSIDERATION FOR NORTH TEXAS STATE SOCCER ASSOCIATION, INC., UNITED STATES SOCCER FEDERATION, UNITED STATES YOUTH SOCCER ASSOCIATION, AND THEIR RESPECTIVE MEMBER AFFILIATES (THE "SOCCER PARTIES") ACCEPTING THE REGISTRANT FOR ITS SOCCER PROGRAMS AND ACTIVITIES (THE "PROGRAMS"), I HEREBY RELEASE, DISCHARGE, AND/OR OTHERWISE INDEMNIFY THE "SOCCER PARTIES" AND THEIR SPONSORS, EMPLOYEES AND ASSOCIATED PERSONNEL, INCLUDING THE OWNERS OF FIELDS AND FACILITIES UTILIZED FOR THE "PROGRAMS" AGAINST ANY CLAIM BY OR ON BEHALF OF THE REGISTRANT AS A RESULT OF THE REGISTRANT'S PARTICIPATION IN THE "PROGRAMS" AND/OR BEING TRANSPORTED TO OR FROM THE SAME, WHICH TRANSPORTATION I HEREBY AUTHORIZE.

BY MY SIGNATURE BELOW, I CONFIRM THAT MY SON/DAUGHTER IS PHYSICALLY CAPABLE OF PARTICIPATING IN THE "PROGRAMS". I HAVE NOTED ABOVE, ANY SPECIFIC ISSUE, CONDITION, OR AILMENT THAT MY CHILD HAS OR THAT MAY IMPACT MY CHILD'S PARTICIPATION IN THE PROGRAMS. I HEREBY GIVE CONSENT TO HAVE AN ATHLETIC TRAINER AND /OR DOCTOR OF MEDICINE OR DENTISTRY PROVIDE MY SON/DAUGHTER WITH MEDICAL ASSISTANCE AND/OR TREATMENT AND AGREE TO BE RESPONSIBLE FINANCIALLY FOR THE REASONABLE COST OF SUCH ASSISTANCE AND/OR TREATMENT.

I FURTHER GRANT THE "SOCCER PARTIES" THE RIGHT TO USE THE PLAYERS NAME, PICTURES AND OR LIKENESS IN PRINTED, BROADCAST AND OTHER MATERIAL CONCERNING THE "PROGRAMS", PROVIDED SUCH USE IS RELEATED TO THE PLAYERS STATUS AS A PARTICIPANT IN THE "PROGRAMS". ☐ YES ☐ NO

Signature of Parent/Legal Guardian

Date

iii. **Birth certificate- Born IN the United States**

1. Hospital, baptismal or religious certificates will **not** be accepted.

iv. **Birth certificate- Born OUTSIDE of the United States**

1. Please go to <https://www.ntxsoccer.org/forms/international-clearance/> and read over the clearance process for foreign born players
2. The clearance is required even if the player is a U.S. citizen.
3. If a player on your team has already done this, then please upload the clearance email with the birth certificate.
4. All international Clearance paperwork needs to be emailed to, icrequest@ntxsoccer.org.