

## Printing US Club Soccer Official Roster & ID Cards

How Club Admins Can Access & Print Documents

This process should only be used to print US Club Soccer Official Roster and/or ID Cards. Tournaments may require these. For TCSL League Games, a specific photo match card must be used.

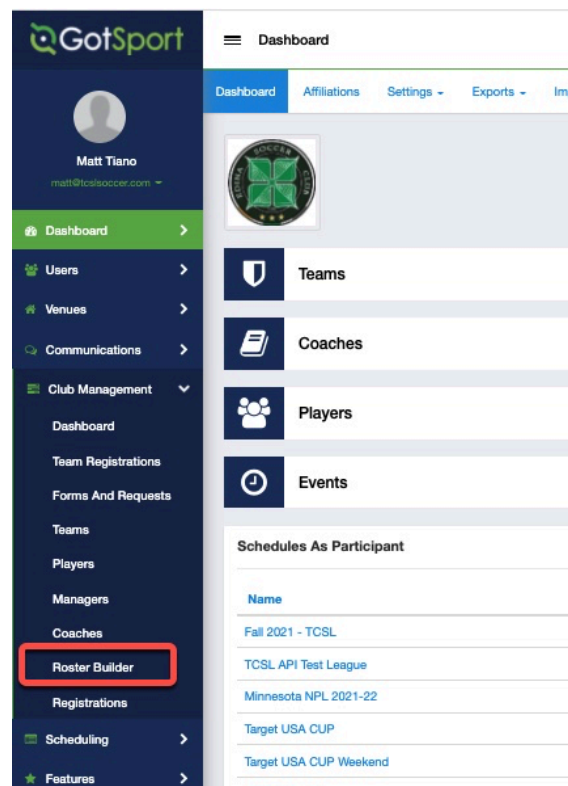
NEW for 2023-24: As club passing is no longer an option in TCSL Passcards & Rosters, there are now 2 pathways to generating official rosters and passcards for teams

- 1) Use the TCSL/US Club Soccer Passcards & Rosters event to generate an official roster and passcards for the roster of primary players exactly as set in this event.
- 2) Use the US Club Soccer Passcards & Rosters event to create composite rosters of players from different teams for tournaments.

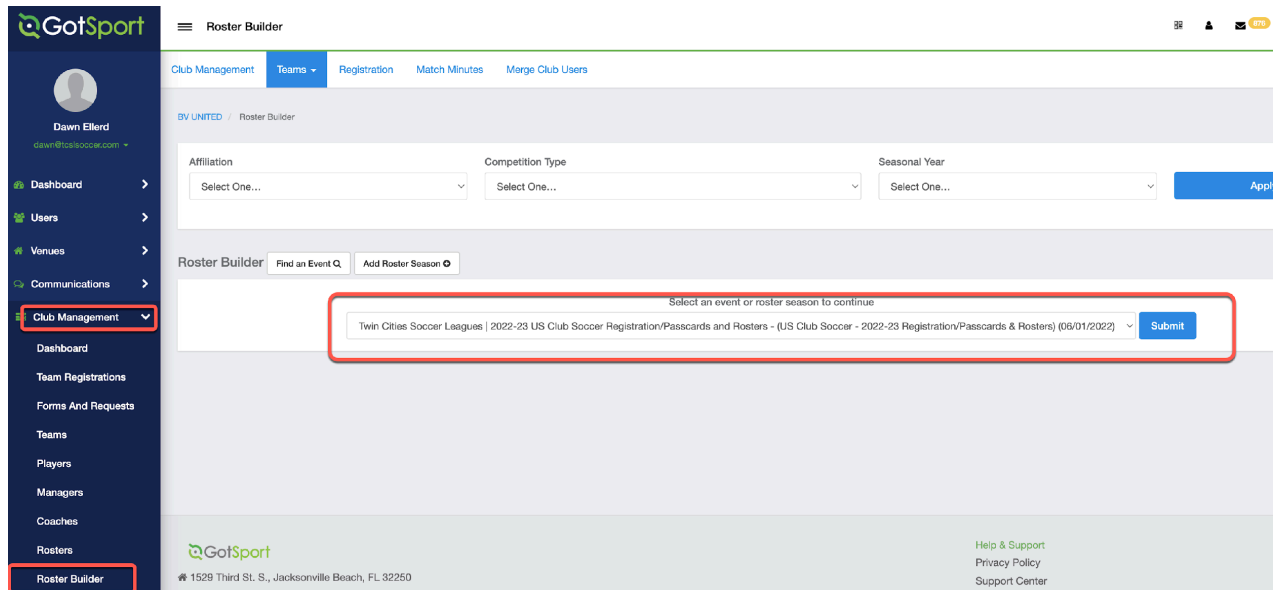
The basic mechanism remains the same, and player eligibility and carding status will sync between the 2 events. The instructions below pertain to acting as a Club Administrator.

[Instructions for team managers and coaches can be found here.](#)

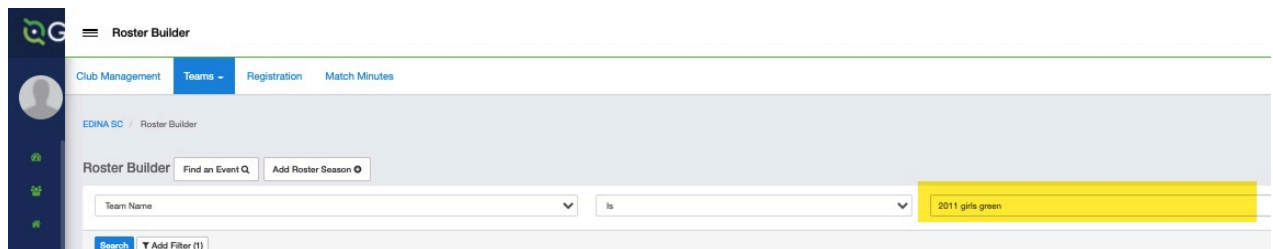
To begin: Login to your GotSport Club Account and go to Club Management : Roster Builder.



To print the Official US Club Soccer documents (roster and/or ID Cards) with your current TCSL League roster only, start in the *Twin Cities Soccer Leagues - 2025-26 US Club Soccer Registration/Passcards & Rosters* event in Roster Builder. Select it from the dropdown and click “Submit”.



The filters at the top can help you select specific age groups or teams to work on.



Once you find the team you wish to generate an official roster and passcards for, use the “Actions” button in the team bar to access the Official Passcards and Roster

### 2007 Boys Platinum

U15
Male
Competitive TCSL

\$
Actions ▾

Coach/Manager Name			
✓	1. Mehrottra, Karaan	\$	Coach
✓	2. Carlson, Catherine	\$	Manag
✓	3. Franz, Lynn	\$	Manag
⚠	4. Fitzpatrick, Kris	\$	Manager Assistant 2 <span style="float: right;">✕ ...</span>

Player Name	Jersey	Position	Status
✓	1. Best, Cameron	\$ 7	-- P <span style="float: right;">✕ ...</span>
✓	2. Brothers, Harrison	\$ 14	-- P <span style="float: right;">✕ ...</span>
✓	3. Fitzpatrick, Riley	\$ 63	-- P <span style="float: right;">✕ ...</span>

👤 Game Day Roster

📄 ID

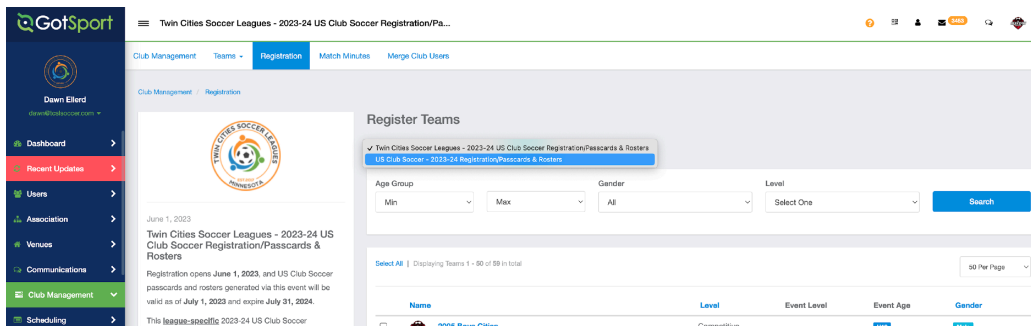
📄 Roster

View 2007 Boys Platinum

To generate an **Official Roster and a corresponding Passcard documents reflecting players from multiple teams** specific to a non-TCSL tournament or event, your team will need to be registered into the US Club Soccer 2025-26 Registration/Passcards & Rosters event so a custom roster can be built without impacting the source roster for league.

This works just as it did when you registered your teams initially for the TCSL Passcards & Rosters event, you're just choosing the US Club specific option.

- Register the team in question to the **2025-26 US Club Soccer Passcards & Rosters** event from the Registration tab on the Club Management : Teams page.



- You will then build the desired roster in that event in Roster Builder (or the manager can in their event roster).
- This works exactly as it did when you were setting up your initial rosters in TCSL Passcards & Rosters, including the step to sync the roster to clear the warning signs and get all green check marks.
- You can clone a starting roster of players from your “current players” set up (this is the player pool set up in Club Management : Teams) or from another league or event and modify from there (managers can clone from their existing roster as well).
- Once the roster is set as desired, you can generate the Official US Club Soccer Roster and Passcards as shown above (or the manager can).
- This roster can be changed as needed for various purposes without worry of it impacting league rosters controlled by the TCSL-specific US Club Soccer event. Again, you may need to refresh the roster to clear warning signs and sync eligibility status to get all green checkmarks in order for the official roster and passcards to be generated.

**NOTE: Only players and coaches that have met US Club Soccer requirements will be shown on the official documents.**