



CLASSICS ELITE SOCCER ACADEMY

TGS Parent Portal Start Guide

Step 1: Create A TGS Parent Account: *If you or your player currently has an account, please see page 2.*

Click the link below and fill out all required information. Once the information has been submitted and the account is created the system will then ask you to login to your account that you just created. When you Login please select the Parent Portal.

Click on the link: <https://parentportal.totalglobalsports.com/sign-up?clubID=1375>

IMPORTANT: A parent can NOT share the same email as a player in the TGS system. This is due to the connection with the player to colleges and how the messaging works.

We recommend Players U13 and Up to create a new email used for college recruiting purposes only. Ex/playerlastnamejersey#@gmail.com. If you do not wish to create an email, you must provide a player email for each player in your family. Player emails cannot be duplicated in the system.

Step 2: Add Your Players/Children To Your Parent Account

- Login to your Parent Portal - <https://admin.totalglobalsports.com>
- On the left-hand navigation select My Children
- You will then see Add Player. Select Add Player
- Fill in the required information
 - Player First, Middle and Last name
 - Player Date of Birth
 - Player Gender
 - Player email (Required only if the player is 13 years or older)
- After filling in the information click the blue button "Next"

The system will automatically look to see if your child is in the TGS system.

If the player matches with an account in the TGS system, they will appear on the next screen asking you to select your player. Once you select your player you will have added them to your account.

NOTE: If your player is NOT in TGS system already, then the player's account will be created and they will be added to your account.

Once you have received your registration code: Proceed to step 3

Current Player Accounts: Players currently in the TGS System

** If your child is currently using your email address, we recommend that you log in to your player's account and change their email address to their own personal email address or use an alternative email address for yourself. To log into your child's account please use this link

<https://admin.totalglobalsports.com>

(you can now return to step 1)

Existing TGS Account Holder: Team Admin/Head Coach

Click on the link provided by your organization in order to create a new account. Or you can use this link: <https://parentportal.totalglobalsports.com/sign-up?clubID=1375>

- Fill in your SAME information from your existing account.
- Once you click Save, the system will find you and create a Parent role for you.
- Then you will be instructed to log in to your TGS account using this link - <https://admin.totalglobalsports.com> When you login select Parent Portal

DO NOT proceed to this step unless you have received your registration code

Step 3:

Register the Child/Player to A Program

- Log in to the parent account - <https://admin.totalglobalsports.com/public/registration.aspx>
- Select my Children
- Select the players' name
- Select Registration
- Enter Code - **(ENTER CODE HERE)**
- Complete the registration and pay online.

Support:

Parent Help link

<https://totalglobalsports.zendesk.com/hc/en-us/categories/360001601892-Parent-Account>

If you need any additional help email help@totalglobalsports.com and someone will help you right away. Be sure to include your name and league name in the subject of the email.

Club Questions:

Email: Registration@classicselecte.com or Call/Text (text preferred) 512.731.4024

