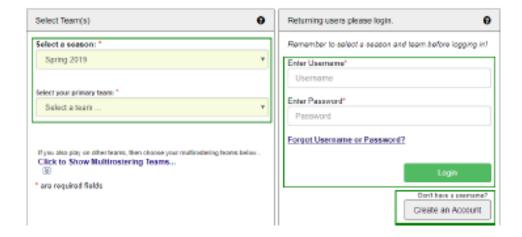# US Soccer Connect player/manager/coach registration instructions.

Players/ Coaches Submitting a Registration Application

Below is a guide for the online registration application process a player/ coach would go through when applying to a league. Details of the application process will vary on the configurations, play types, custom fields, ELAs and fees for each league.

1. To begin submitting your application please visit your league's registration website. Once on the page, click the Registration button.

2. Select your season and registration type.

3. If you are a returning user, please enter your username and password and click Login to begin the registration process.

4. If you are a new user, please proceed to click Create a New Account.

•   Enter in DOB, address, phone number, email, and create a login credentials.

NOTE: If Team Registration in enabled, registrants will be prompted to select a team from the dropdown menu instead of selecting a registration type.

5. Register members who will be participating this season by clicking Register as Player across from their name.

NOTE: If Team Registration is enabled this button will instead read Add Self to Team.
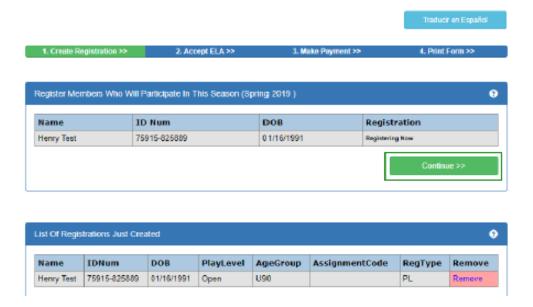
6. Select a role level from the dropdown menu.

NOTE: If Team Registration is enabled, instead of selecting a play level registrant will be prompted to select their Team Role. Options for Team Roles include Player, Team Manager, Head Coach, Assistant Coach and Team Captain.

If registrant is both a Player and Team Admin, check the Player box and one Admin Role box from the list. Please refrain from selecting two Admin roles.

7. Next, an application form will populate on the screen. Please fill out all required information as notated with a red asterisk *. Required information to include a **photo and driver license upload**. Your application will not be accepted without these.

8. Be sure to scroll to the bottom of the application form and verify all information has been entered. Once complete, select Save.

9. Click Continue to advance to the next step.

| 1. Create Registration >> | 2. Accept ELA >> | 3. Make Payment >> | 4. Print Form >> |

Register Members Who Will Participate In This Season (Spring 2019)   ❓

Name	ID Num	DOB	Registration
Henry Test	75915-825889	01/16/1991	Registering Now

Continue >>

List Of Registrations Just Created   ❓

Name	IDNum	DOB	PlayLevel	AgeGroup	AssignmentCode	RegType	Remove
Henry Test	75915-825889	01/16/1991	Open	U90		PL	Remove

10. Check the I Accept box across from each ELA (Electronic Legal Agreement) and click Agree & Continue.

11. A list of fees associated with the registration will be displayed on the payment page. Choose a payment method and click Continue.

12. Enter in payment information for chosen method and click Continue.

13. Congratulations, registration is now complete! Use the buttons to save and print documents for your records. If you are unable to print forms at the end of the registration you can login to your My Account Portal and access the documents at any time.

| 1. Create Registration >> | 2. Accept ELA >> | 3. Make Payment >> | 4. Print Form >> |

Print Form

Congratulations, registration is now complete!

Use the buttons below to save and print documents for your records.

Print Receipts & Forms   Print ELA

Log out and back to [My Account Login] page