



Great Lakes Women's Soccer League

Month-by-Month Guide

January

- Attend the GLWSL AGM – typical items up for discussion include previous season's report, proposed changes to bylaws & constitution, rules & procedures, elections of board officers, preliminary divisional placement and MSA report.
- Contact players to see who is coming back for the upcoming season.
- Team registration opens 1/12/24 - mail in form & deposit
- Managers are always welcome to attend any GLWSL board meeting – check calendar!

February

- Continue to contact players to see who is coming back for the upcoming season and/or find new players.
- Secure home field – contact info, location, blackout dates, etc.
- Send in request for field insurance form to the GLWSL contact.
- Mail in Team Registration form along with \$100 (applied to player registrations) to GLWSL contact if you have not already!
- Managers are always welcome to attend any GLWSL board meeting – check calendar.

March

- Team registration deadline 3/4/25
- Player registration opens 3/25/25
- Provide black-out date and field availability to the league by 3/25/25
- Managers are always welcome to attend any GLWSL board meeting – check calendar.



April

- Send players registration information and have them register on Soccer Connect.
- Collect registration fees from players.
- Recheck field availability with home field contact and contact the league with any changes.
- Team managers to receive preliminary schedules – 4/27/25
- Check the preliminary schedule with players and contact league for any conflicts
- Decide (if need be) on uniform for team – each player must have a different number and same number on both main uniform and alternate uniform.
- Managers are always welcome to attend any GLWSL board meeting – check calendar.

May

- Late player registration date 5/23/25
- Send tentative game schedule to players and check availability of players.
 - Suggestion: make a Google spreadsheet, share with players and have players complete.
- Send game change requests to league by 5/4/25
- Final schedules published on 5/18/25. NO changes after this date.
- Have a back up manager who can do the game day paperwork and be in charge and is responsible.
- Managers are always welcome to attend any GLWSL board meeting – check calendar.

June

- League play starts June 1st.
- Read and understand the “Game Day Procedures” before your first game.
- Managers are always welcome to attend any GLWSL board meeting – check calendar.

July

- July 15th – Last day to register players for current season (late fee of \$5 applies when registering after May 23rd).
- Managers are always welcome to attend any GLWSL board meeting – check calendar.



August

- Pay any fees or fines accrued through the season – if applicable a bill is received from the league.
- Have end of the season team party.
- Get ready for Fall League!
- Managers are always welcome to attend any GLWSL board meeting – check calendar.

September

- Managers are always welcome to attend any GLWSL board meeting – check calendar.

October

- Managers are always welcome to attend any GLWSL board meeting – check calendar.

November

- GLWSL AGM date is made available.
- Review league bylaws, constitutions, policies & procedures, rules & regulations for any changes. Send to league.
- Managers are always welcome to attend any GLWSL board meeting – check calendar.

December

- Managers are always welcome to attend any GLWSL board meeting – check calendar.