Online Check-In Information for May Kickoff Classic

**Please note that all rosters must be updated by noon the Monday before the tournament. Only players that are on your GotSoccer roster by Monday noon will be allowed to play in the tournament. Teams must follow the process described below.

Preparing for Check-In

Step 1: Login to your GOTSOCCER account

Click on Roster

Step 2: Generate Roster

Click on Generate Roster – Blue button

You will see the list of players that will be participating in the even in the upper portion (with the option to release) and other players in the lower portion (with the option to Add). You can add from the lower portion and release from the upper portion and, in the end, the upper portion will need to include the players who will be participating.

Step 3: Download Check-In Roster

Click on Roster to download the PDF Check in Roster

To Perform Online Check in

Step 1: Print the following documents

       Team Check in List

       Cal North Official Roster OR US Club Official Roster

Step 2: Verify, update, sign and scan forms

On the check in roster, please check mark the fact that you have the waiver (medical release form) and, if applicable, the Guest Players forms.

       CYSA guest player form - http://calnorth.org/app/uploads/2015/07/1611form.pdf

       US Club Player loan form - http://www.usclubsoccer.org/wp-content/uploads/2014/01/PlayerLoanForm-ver2.0.doc

Step 3: Upload Forms

Login to your gotsoccer team account

Click on May Kick Off Classic in events

Click on Documents Tab and upload the following 3 forms

       Team Check In List – completed and signed

       Cal North or US Club Official Roster (must match your Gotsoccer roster)

       Guest Player forms, if applicable

       ** players not on the Gotsoccer roster will not be eligible to play. NO WRITE INS

Step 4: Completion

Upon completion, please click YES next to NOTIFY Registrar and add message that "Forms have been uploaded"

Tournament Weekend

Please check in 30 minutes prior to each game with the field marshall or referees. The passes will be check against the roster. Please make sure you get the goodie bag prior to your first game.

Only players on the game card (roster) will be allowed to play. No exceptions.