

TYSL Registration Steps for Club Admins

Step One: You will need to set the **Competitive Level** for each team you wish to register to “USSSA Competitive” – below are the steps to complete this step one. If teams/players are returning from the Fall 2023 Season, Step One and Two may not be needed.

1. Log on to your GotSport account.
2. Go to **Club Management** – in the dropdown menu select **Teams**.
3. Use the check box next to each team to select the teams that will play in the USSSA Competitive level, then just above the team list select the tab **Set Competitive level**.
4. Scroll down and select **USSSA Competitive** and click **save**.
5. The team list will update - confirm that your selected teams show “USSSA Competitive” under **Level**.
 - a. You cannot complete Step two if your team’s level is not set to “USSSA Competitive.”

Step Two: Once step one is completed, you will need to register the same teams to the “USSSA – Registration/Passcards & Roster 2023/2024 (Independent Clubs) Event” – below are the steps to complete step two:

1. Go to your team page.
2. Click the tab **Registration**.
3. Scroll down and select **USSSA Soccer – Registration/Passcards & Rosters 2023/2024 (Independent Clubs)**.
4. Click **Register**
5. You will now need to select all the teams you want to register.
6. Once teams are selected, you will then click the **Register** tab at top of page, and then click **register selected teams**.
7. You will be prompted with a question – “Are you sure your want to enroll all of selected teams into this event?”
8. Click **Register**

Step Three: Once step two is completed, you will need to register your teams for the TYSL Spring League 2024 – below are the steps to complete step three.

1. Go to your team page.
2. Click the **Registration tab**.
3. Scroll down and click on the **TYSL Spring League 2024**
4. Click **Register** (Do not select the Register as Club tab)
5. Under **Registration Fee** select your first team age group from the dropdown - the eligible teams for the selected age group will populate
6. Select the teams to be registered (must have completed the previous steps one and two).
7. Click **Register**
8. Click on **Selected Teams** from the dropdown list.
9. Accept **GotSport Terms of Use**
10. Click register and your registration will be complete.
11. **REPEAT steps 4 to 9 for each other age group to be registered.**
12. TSG will invoice for your registered teams, and you will need to pay to be bracketed.