



HELPFUL REGISTRATION TIDBITS

PLAYER STATUS CHANGES

- ⇒ Any changes to teams need to be approved by the league registrar of the league that you are participating in.
- ⇒ Even though a team says that it has made the change, it doesn't mean that it was approved by the league registrar.
- ⇒ Each league is different regarding PS1 forms. Check with your league to see if it requires a hard copy.
- ⇒ For requests needed quickly, have your club registrar email the league registrar with your ID Number (last 4 digits), what kind of request it is and the player's name.
- ⇒ Each team only gets five (5) transfers per seasonal year.

DATABASE ISSUES

- ⇒ ONLY Primary Team Contact has access to the team page
- ⇒ For coaches to be added to any team, they must complete a Risk Management registration. Please make sure they associate themselves with your club and position within your club, or you won't be able to add them to the team.
- ⇒ Once your team is approved by the league registrar, the "ADD PLAYER" button will disappear and a "REQUEST PLAYER STATUS CHANGE" button will appear..

COMMON MISTAKES & QUICK FIXES

- ⇒ Released the wrong player: don't panic, just email the league registrar and he/she can REJECT the request.
- ⇒ Put the wrong age group: don't delete team and start over....call the office at 610-238-9966 and we can change the age group.