



## 2018 Select Tournament Application Instructions – Individual Team Instructions

Applications Due: **March 27<sup>th</sup> at 11:59 PM EST** – All Tournaments (All Age Groups)

Please review the following before applying.

- To submit an application for a Kentucky Youth Soccer State tournament (Soccer Village Cup, Presidents Cup, State Cup), teams must be created by the **CLUB REGISTRAR** in Affinity Sports. The team admin submitting the application (coach/team manager) **must be assigned to the team by the club registrar and have login information for Affinity Sports. If you do not have login information, please contact the club registrar or Affinity Sports at 855-259-3466.**

**Applications must contain both the team manager and head coach as contacts. These contacts can be changed edited on the team page.**

To begin the application process, follow the steps below.

- Go to the tournament page to login:
  - Soccer Village Cup: [kysa-2018soccervillagecup.sportsaffinity.com](http://kysa-2018soccervillagecup.sportsaffinity.com)
  - Presidents Cup: [kysa-2018presidentscup.sportsaffinity.com](http://kysa-2018presidentscup.sportsaffinity.com)
  - State Cup: [kysa-2018statecup.sportsaffinity.com](http://kysa-2018statecup.sportsaffinity.com)
- **If you cannot click on the link, COPY AND PASTE the Link in your Browser.**
- After logging in, click on 'My Account' at the top. You will see your family members and below that, you will see several tabs, click on the 'Teams' tab. You will see a list of teams you are associated with, click on the link to the right of the appropriate team that says 'Apply to Tournament'.

### Application Submission:

- There will be a drop-down menu that lists spring tournaments your team is eligible for – choose the appropriate tournament from the Drop Down Menu and click "Register"
- You will have to fill out two sections:
  - Team info – **The application will not be considered complete if this tab is not filled out in its entirety.**
    - a) Team Gender – Will auto-fill based off how the team was created.
    - b) Playing Age Group – Teams are not eligible to play up in the state tournaments, so please choose the appropriate age group.
    - c) \*Choose the division you would like your team to be considered for (**Soccer Village Cup Only**)
    - d) Note what approved league your team played in during the 17/18 year.
  - After filling out the above information click 'Save & Continue'.
  - Review:
    - i. Review the application in its entirety to ensure that all information is correct.
    - ii. Click on 'Submit Application' at the top of the page.
  - Payment: The fee for the tournaments are as follows:
    - Soccer Village Cup: \$550
    - Presidents Cup: \$625
    - State Cup: \$725
  - Please choose method of payment by the drop-down menu and hit continue (credit card, e-check, check).



- iii. If you wish to mail in a check, choose check, hit continue, type in the check number and hit continue again. Review and click "Submit Payment"

\*NOTE that if you select check and DO NOT have a check number, to simply enter your team name.

**If the Payment Summary Coupon does not automatically popup, please click "View Payment Summary Coupon" and print. Include payment coupon with a check made payable to Kentucky Youth Soccer and mail to the following address:**

Kentucky Youth Soccer  
Tournament Name  
158 Constitution St.  
Lexington, KY 40507

- b. You will receive a confirmation email that your application was received.
- c. In order to edit your application, log in to your account and click the edit button that is next to the team name under "Tournament Application/Game Scoring"

**Main Tournament Links:**

- o Soccer Village Cup: [kysa-2018soccervillagecup.sportsaffinity.com](http://kysa-2018soccervillagecup.sportsaffinity.com)
- o Presidents Cup: [kysa-2018presidentscup.sportsaffinity.com](http://kysa-2018presidentscup.sportsaffinity.com)
- o State Cup: [kysa-2018statecup.sportsaffinity.com](http://kysa-2018statecup.sportsaffinity.com)

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