

# 2019 Wheaton Wings Spring Classic - CHECK IN PROCEDURES

Welcome to the 8th Annual Wheaton Wings Spring Classic! To make your tournament check-in process smooth, we have moved it all online. Below you will find the step-by-step instructions on how to upload your documents and the documents you need for each team registered.

## ONLINE CHECK-IN

- 1) Go to [www.gotsoccer.com](http://www.gotsoccer.com)
- 2) Click on the User Login in the upper right corner
- 3) Click on team and Team Official login
- 4) Enter your GotSoccer username and password
  - a. If you don't know your login, contact your club administrator or reset your login information yourself.
- 5) Click on the Wheaton Wings Spring Classic link to the tournament
- 6) Click on the documents tab
- 7) On the lower right, you choose which file you are uploading to the system
- 8) You can browse your computer for the files
- 9) Once you upload a file, you will see it on the left side of the screen
- 10) Please upload all required documents listed above

## DOCUMENTS TO UPLOAD

There will be **NO** paper forms accepted for this tournament. The forms referenced below (once fully completed and signed) must be electronically submitted to your account through GotSoccer. The following forms must be submitted electronically on or prior to **May 10, 2019**.

- 1) Official stamped State roster
  - a. For IWSL & YSSL teams this can be accessed by logging in to your IWSL or YSSL account
  - b. If you are using guest player from within your own club, please bring a copy of the state roster for which that player is listed on.
- 2) IYSA Tournament Roster
  - a. For IWSL & YSSL teams this can be accessed by logging in to your IWSL, YSSL or NISL account
- 3) IYSA Medical Release Form
  - a. For any team registered under IYSA (which includes IWSL & YSSL teams), we no longer require IYSA medical release forms to be submitted. However, your team manager must carry a signed medical release for every player to every game.
  - b. Teams not registered with IYSA must submit a completed & signed medical release waiver for all players on the roster.
- 4) IYSA Risk Management Certification (Required for all coaches listed for your team).
- 5) Guest Player/Player Loan
  - a. This is needed for any player that is on your tournament roster that is not registered with your club.
  - b. Guest player form can be found here <http://www.thetournamentcenter.com/HOME.aspx>
- 6) Travel Permit (out of state teams only)
- 7) Form NT (non-USYSA teams only)
  - a. This is only required for non-USYSA teams. Eg. ECNL/NISL. Teams registered in US Youth Soccer Association leagues (E.g. YSSL & IWSL) do not need to submit this form.

## LINKS TO TOURNAMENT FORMS

<https://wpdathletics.org/wheaton-wings-spring-classic/>

## ON SITE CHECK-IN

Date	Time	Location
Thursday, May 16	5:30-9P	Community Center
Friday, May 17	4-8P	Community Center
Saturday, May 18	7A-2P	Community Center

Community Center Address: 1777 S Blanchard Road, Wheaton, IL 60189

**Note:**

- 1) If you cannot make it to check-in Thursday or Friday, please check-in at least **ONE HOUR** prior to your team's first game.
- 2) All paperwork must be electronically submitted. On-site check-in is only to check and secure all player passes.