WELCOME

FALL 2025
REGISTRARS MEETING

PRESENTER

Sonia Kelly

LIJSL
Operations Manager
&
LEAGUE REGISTRAR

NOTICE REMINDER

AED REQUIREMENT

All member leagues within Eastern New York Youth Soccer Association (ENYYSA) and all clubs under each member league must comply with this NYS Public Health Law Requirement.

1.An AED Device must be readily accessible at every field complex that hosts any ENYYSA or LIJSL sanctioned club training/soccer games/tournaments/events.

2.Requires someone who is trained to operate an AED be present at every field complex that hosts ENYYSA or LIJSL sanctioned club training/soccer games/tournaments/events.

3.Each club must create a plan that includes the location of each AED at each facility; make sure that the AED is accessible at all times; that this information is distributed to all applicable club personnel.

US Youth Soccer, US Club Soccer, and AYSO Returning to Seasonal-Year Age Group Formation in 2026

AGE GROUP CHANGE FOR 2026-2027

- U9 - 09/01/2017 – 08/31/2018
- U10 – 09/01/2016 – 08/31/2017

REGISTRTION APPOINTMENT DATES

June 23, 2025 – July 18 , 2025
8:30 AM - 7:00 PM

Saturday July 12th (If Needed)
8:00 AM - 12:00 PM

CONTACT

LIJSL OFFICE - 1.631.648.9020

HALEY KOZIK – adminservices@lijsoccer.com
Or
Erin Graydon – registrationservices@lijsoccer.com

**** YOU CANNOT CHANGE THE DATE Once An Appointment Is Made****

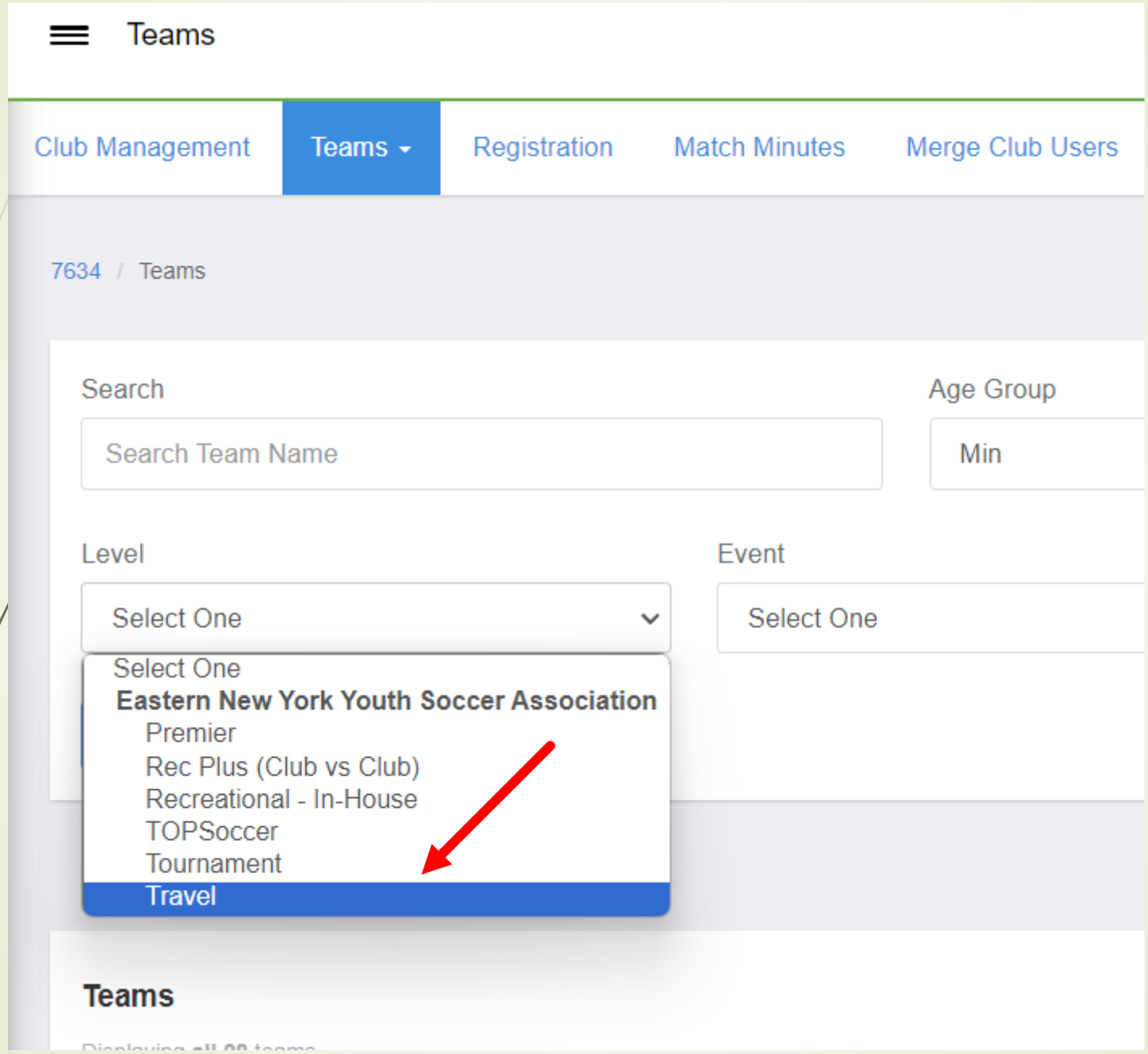
House Keeping Check List

Fall Season - Reset Rosters

1-Dashboard > Teams
1- Level – “Travel, Premier or Tournament”
2- Check Teams
3- Click “Reset Teams”
4- Select Roles to Reset – Click “Player”

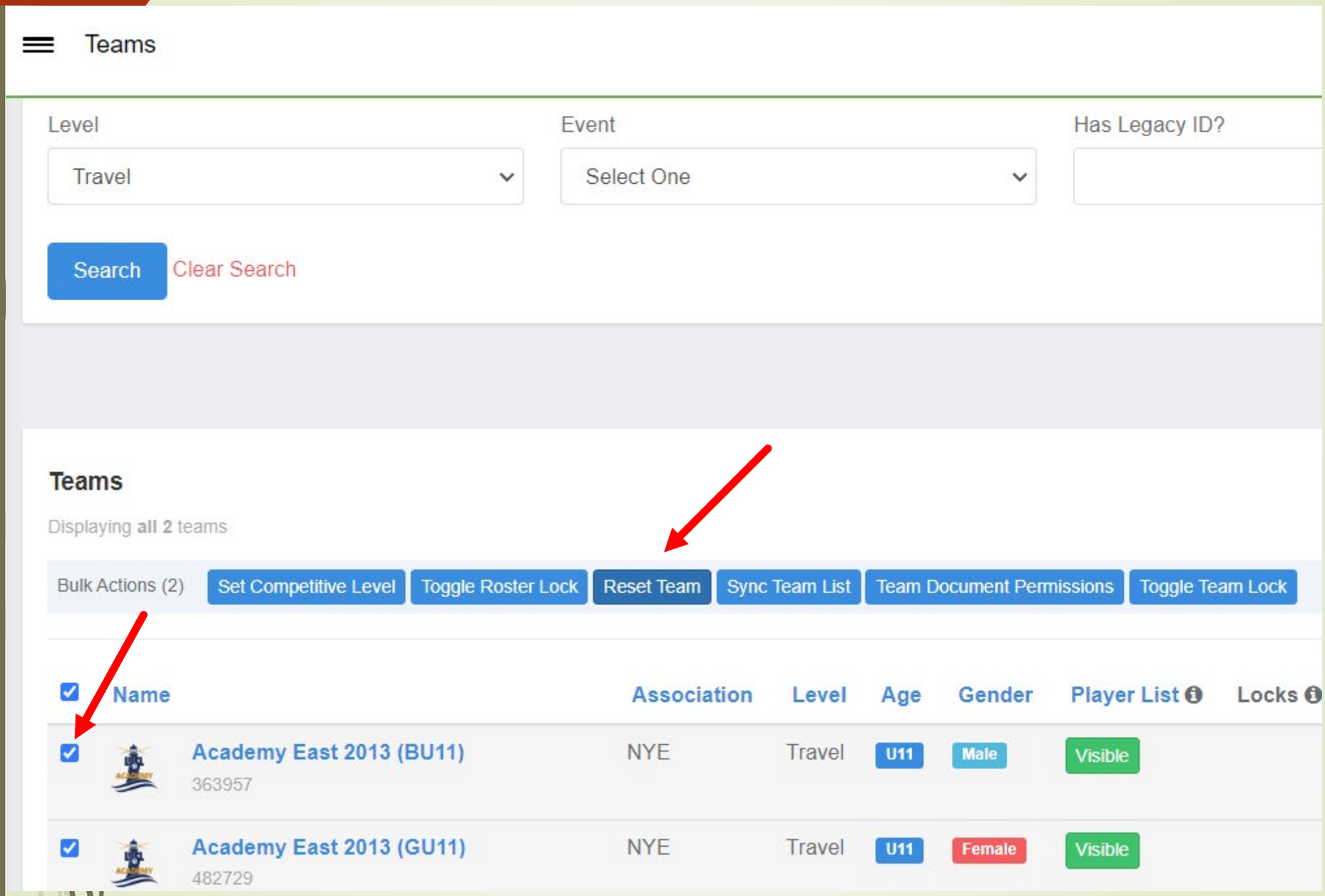
RESET ROSTERS

Level – "Travel, Premier or Tournament"

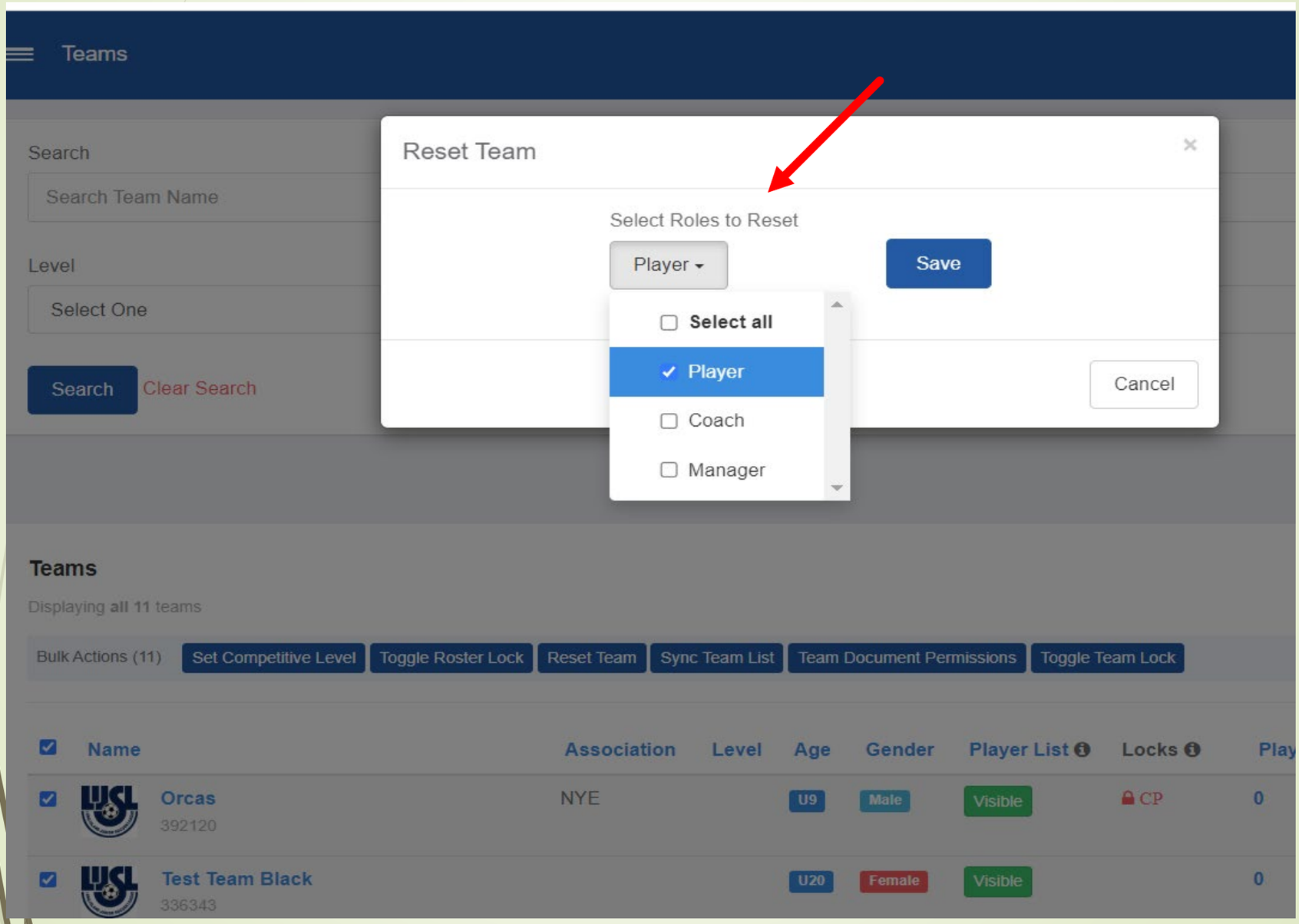


Level – “Travel, Premiere or Tournament”

Check Teams & Click “Reset Teams”



Select Roles to Reset – Click “Player”



CREATING REGISTRATION PROGRAM

8 Steps to Create a Program Registration

Step 1: Program Setup
•This article will demonstrate how you can create the 'shell' of a program and input all of the basic settings based off of your Clubs preference.

Step 2: Registration Form
•Registration Forms, an integral step of the registration, can be used for questions you want answered by the registrants, such as T-Shirt Size, or preferred team. As well as can be used for uploading documents such as Birth Certificates.

Step 3: Registration Fees
•This article will demonstrate how to set up your fees for the registration so you can collect money.

Step 4: Appearance
•This article will demonstrate how you can customize the look and feel of your program registration to fall more inline with your clubs colors and appearance.

Step 5: Features
•While not required, Features can be an extremely useful tool for adding supplemental costs, or discounts, to a program registration.

Step 6: Adding a Birth Certificate
•This article will demonstrate how to set up a Birth Certificate Repository for collection during registration.

Step 7: Adding Medical Release Forms
•This article will demonstrate how to set up a form to gather and collect health care provider information

Step 8: Opening a Program Registration
•The final step, opening your registration so your registrants can complete the program!

CLONE AN EVENT/PROGRAM

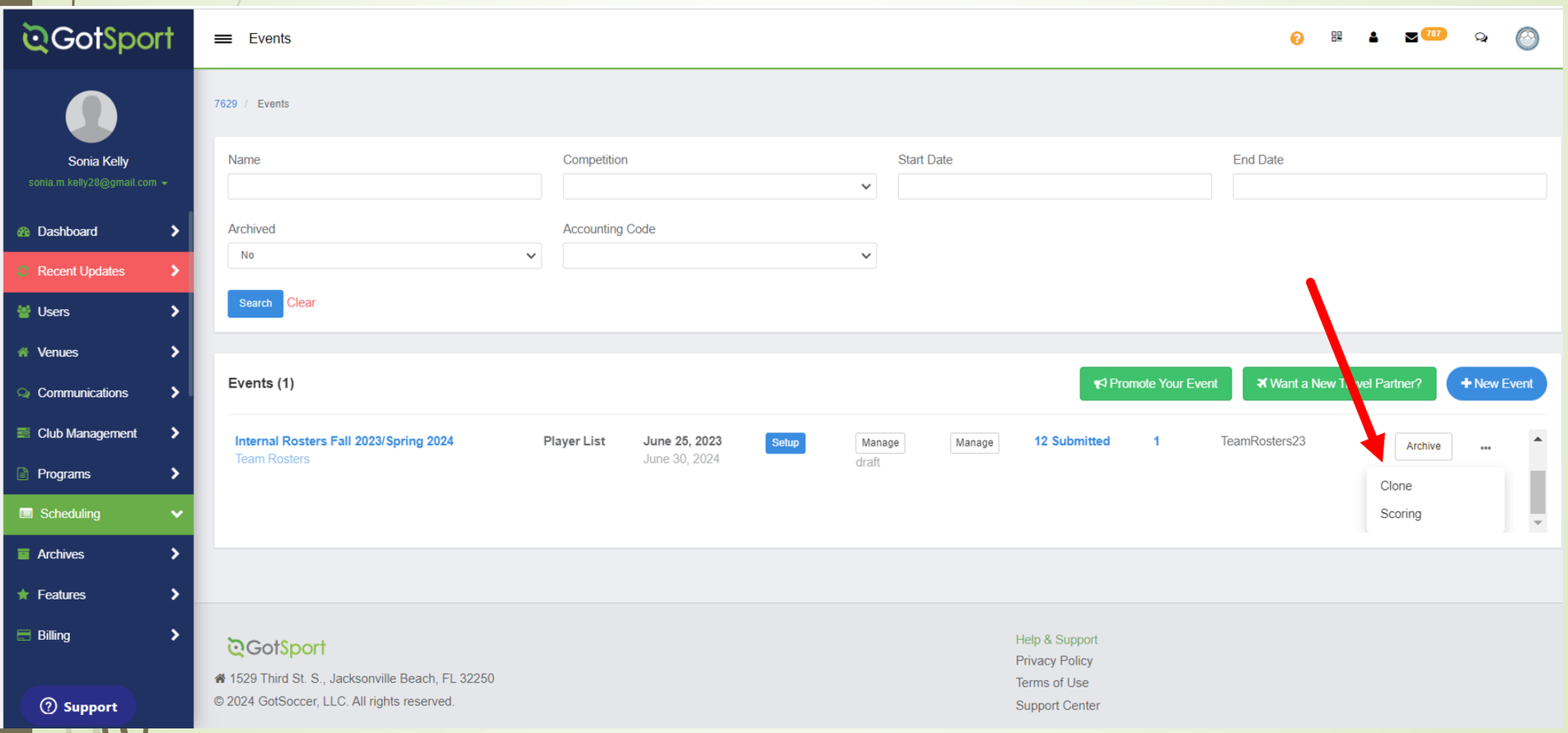
OR

CREATE AN EVENT/PROGRAM

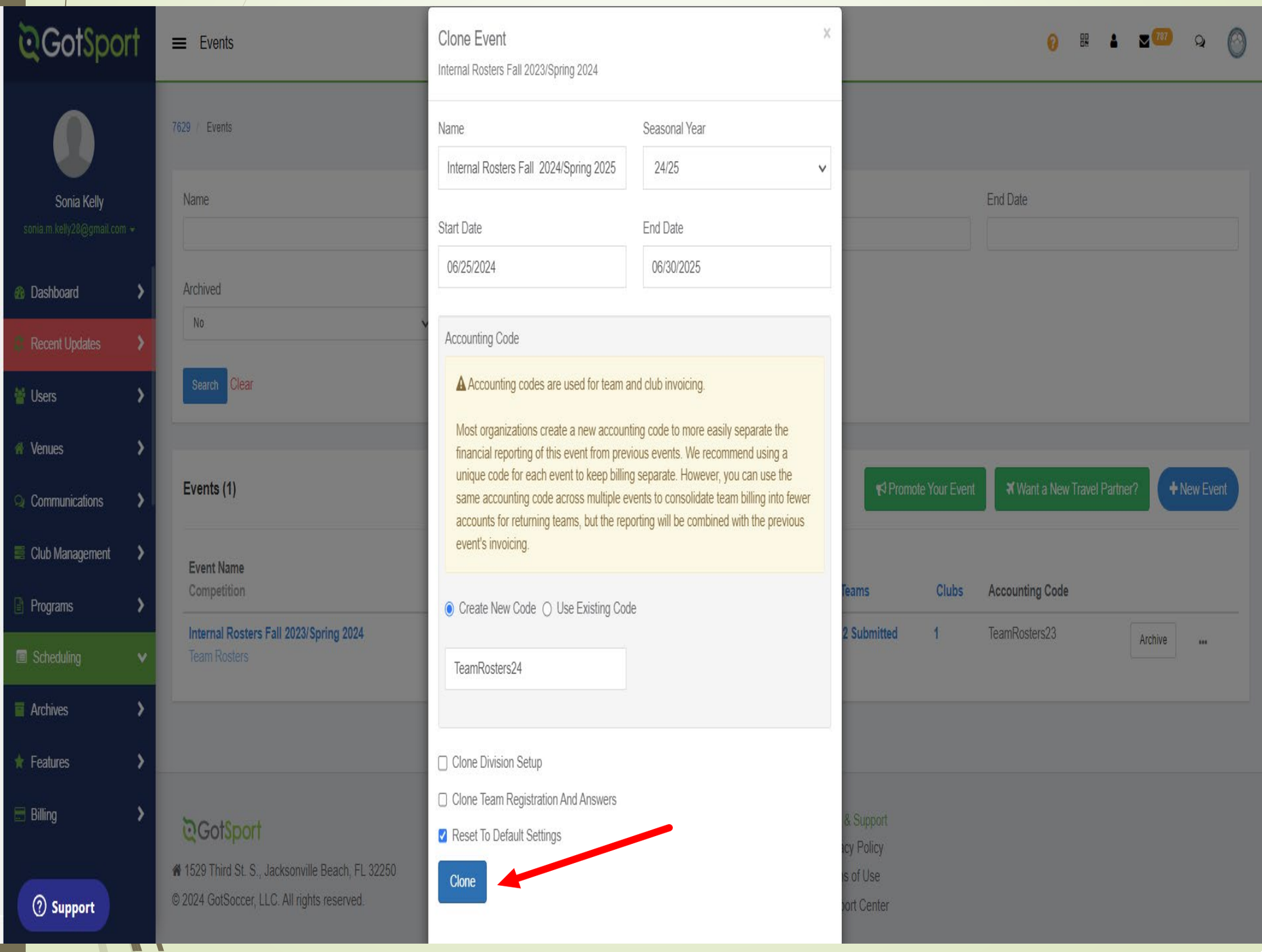
Clone 24/25 Internal Roster Event

Step 1:

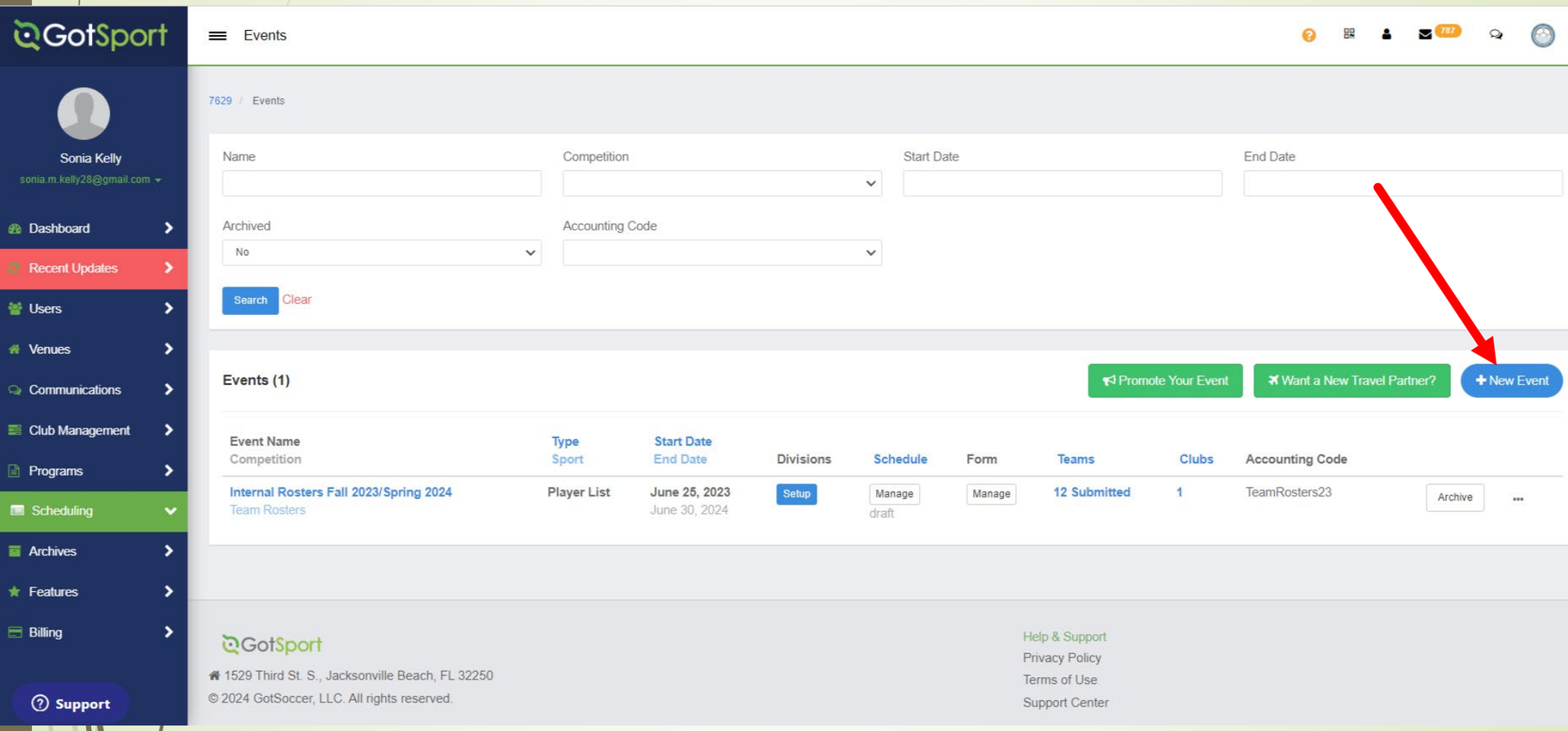
Clone over internal rostering event for 2025/2026.



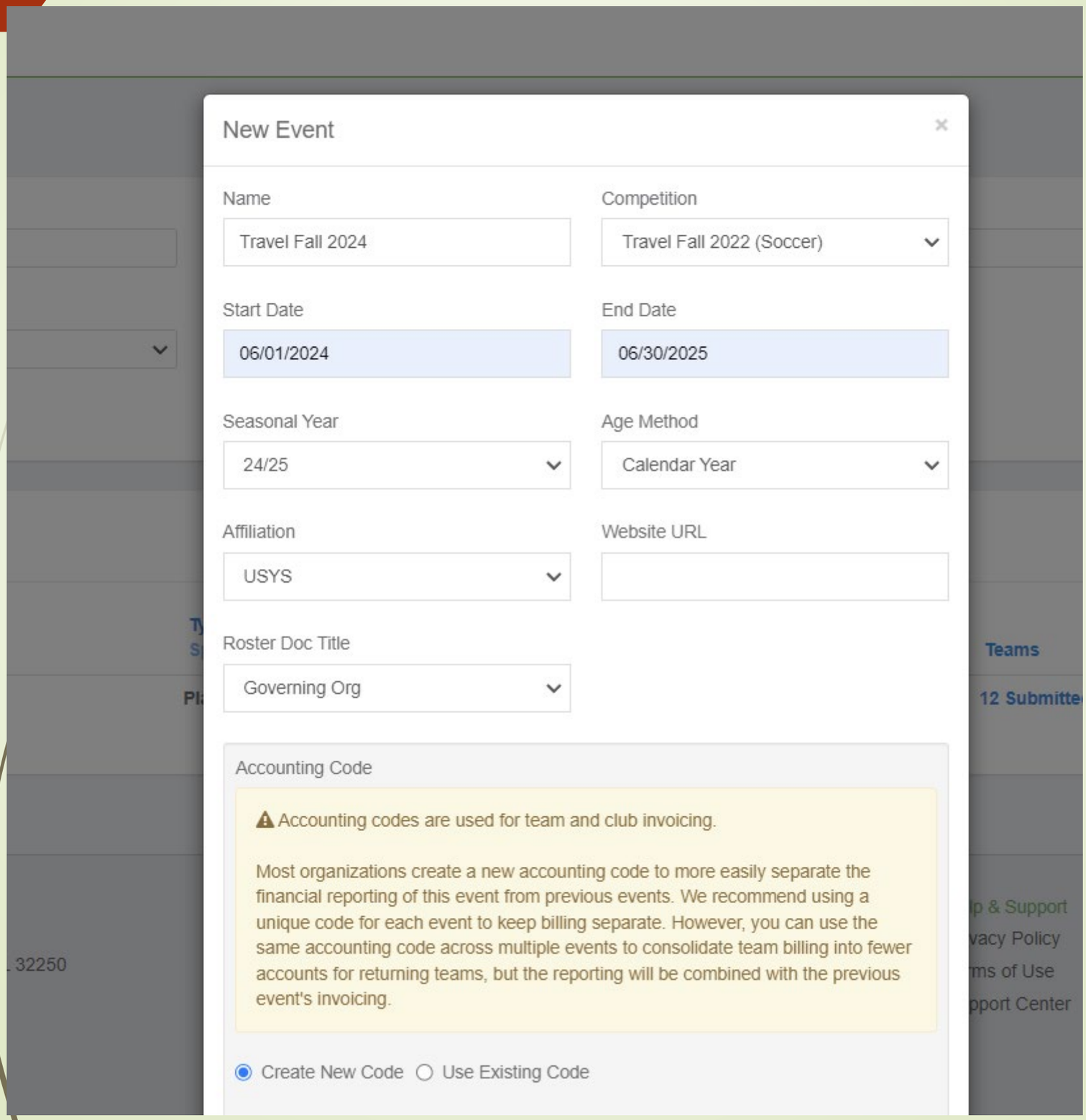
UPDATE INTERNAL ROSTER INFORMATION



CREATE A NEW EVENT

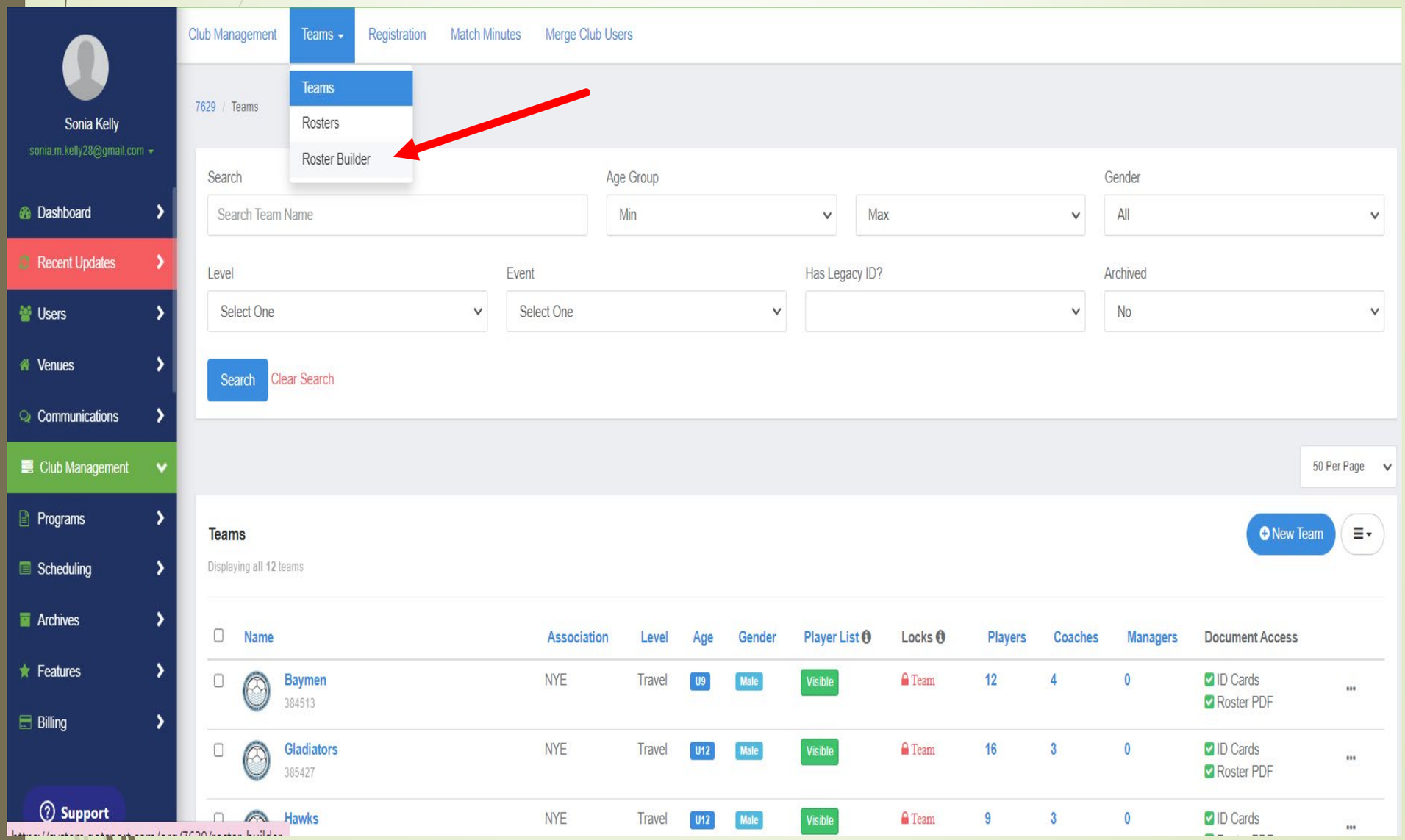


COMPLETE NEW EVENT INFORMATION

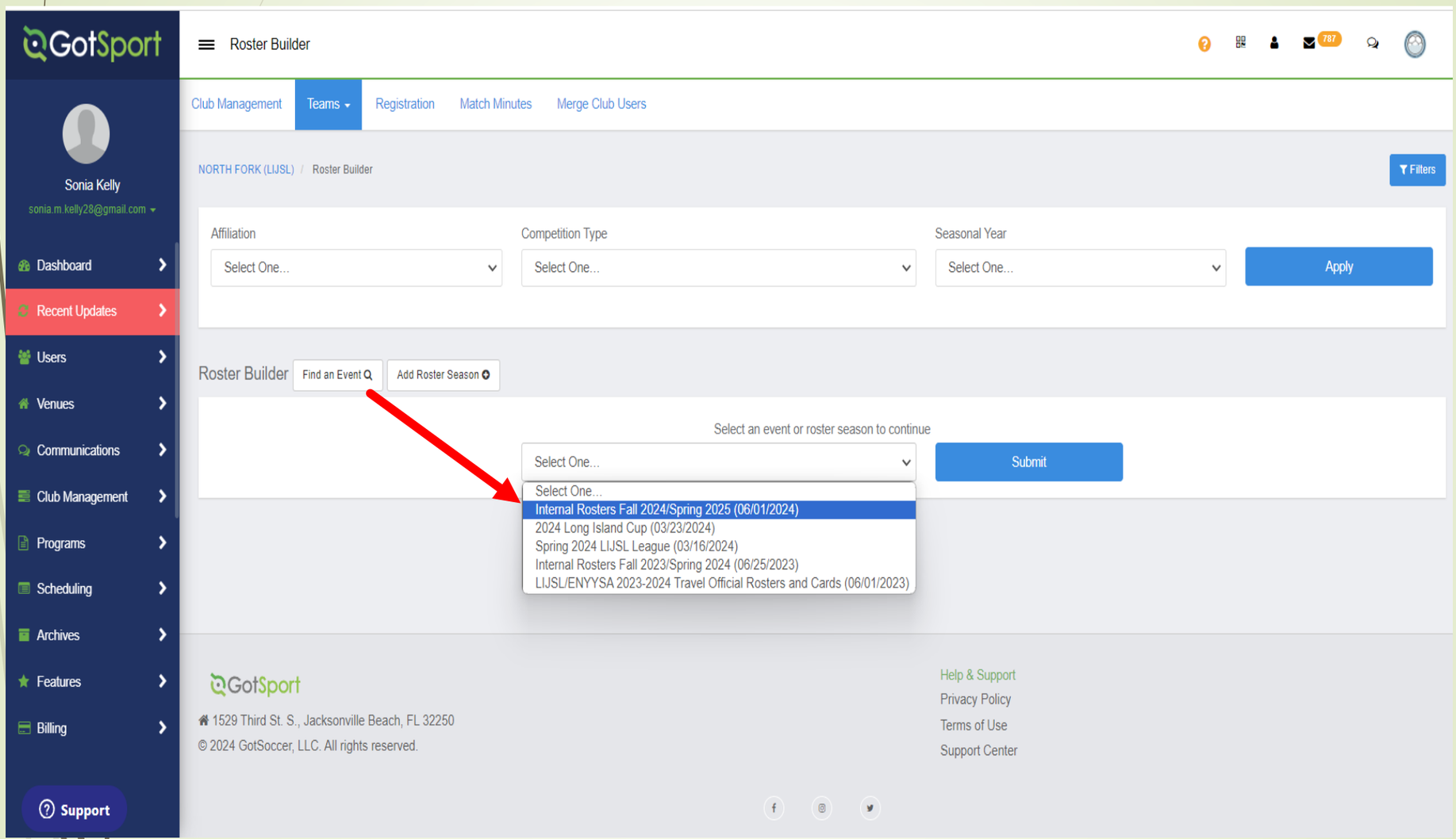


Move Players From Program Registration To Internal Roster Event

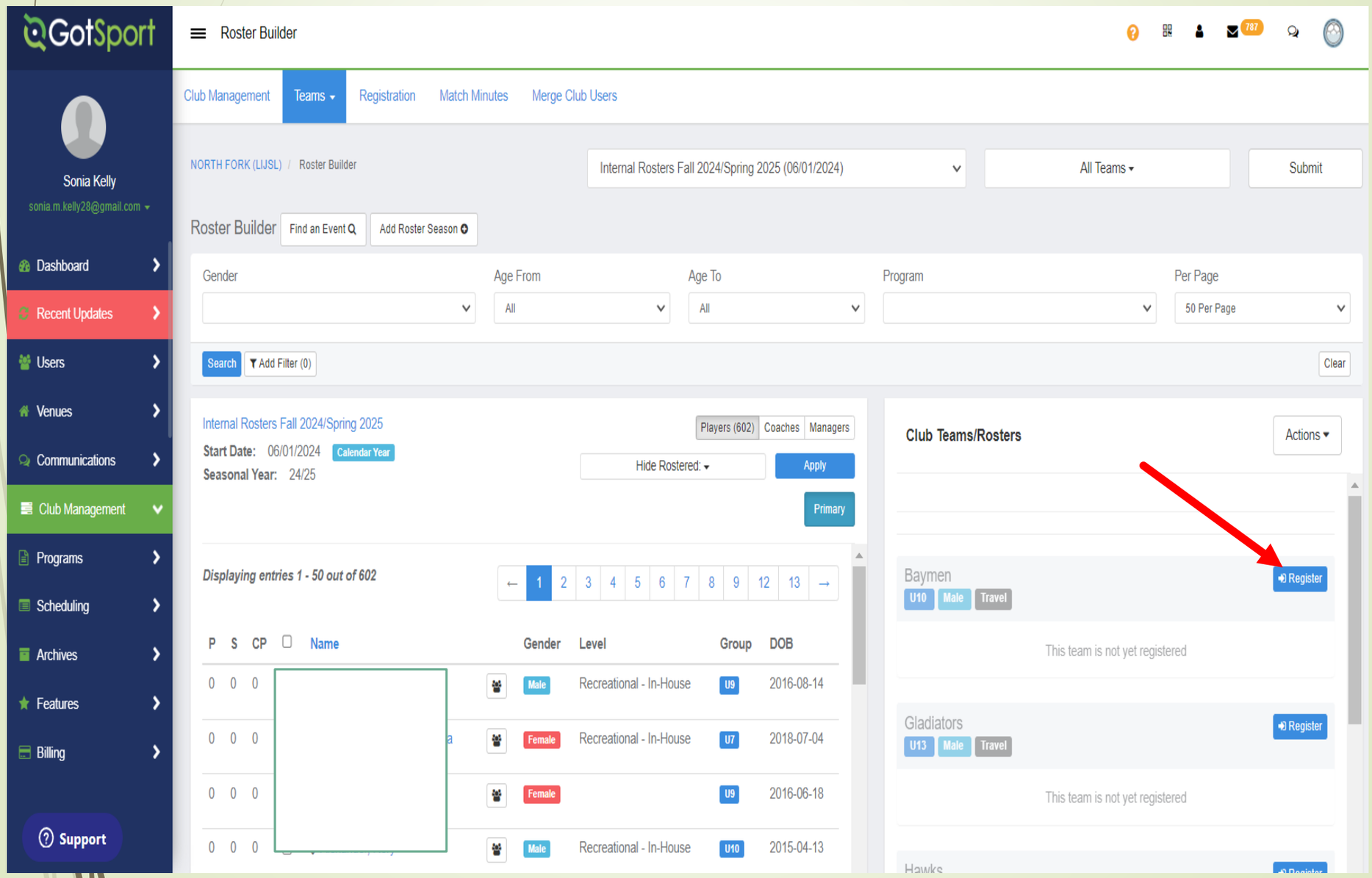
STEP 1: Dashboard > Teams > Roster Builder



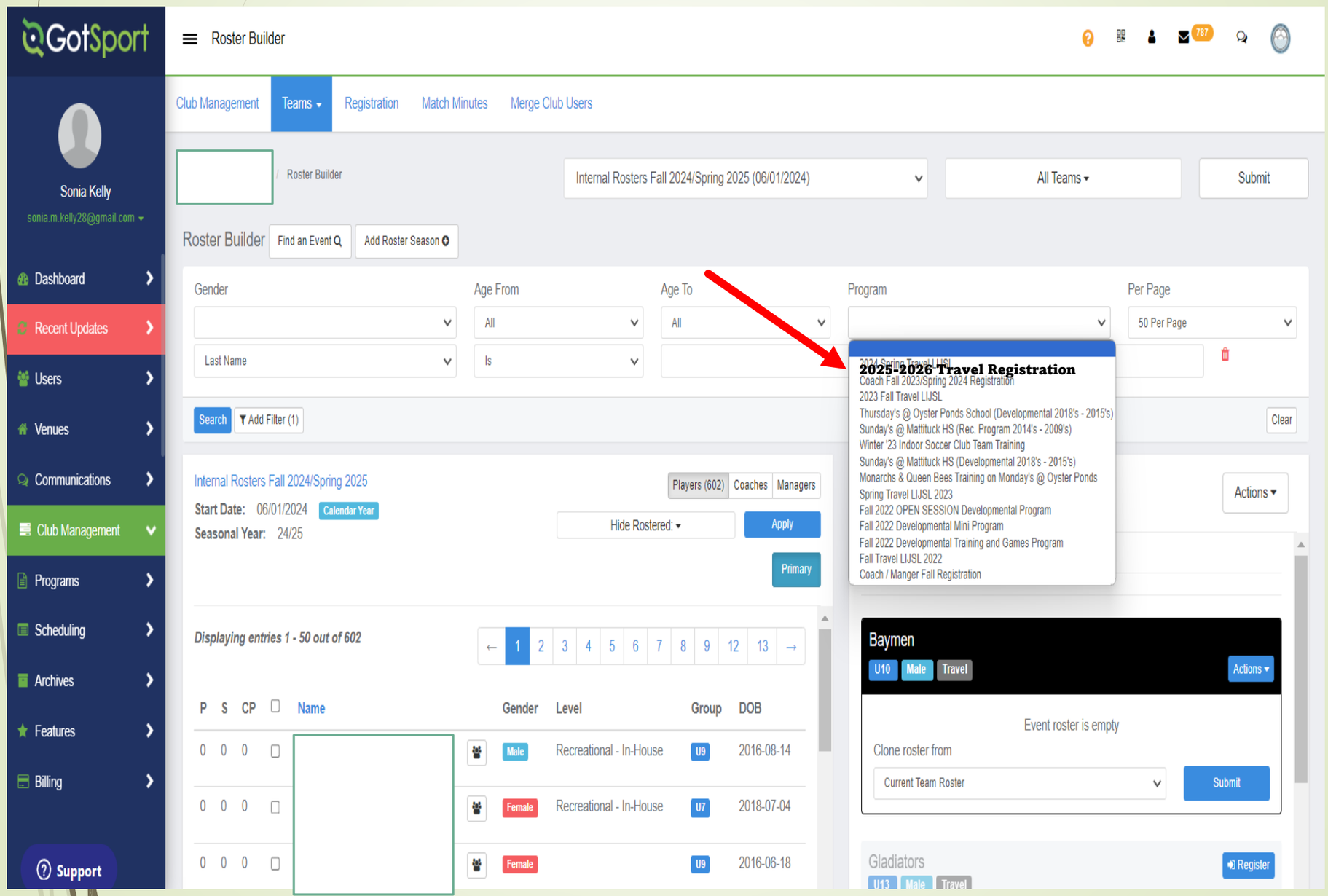
STEP 2: Select Event > Internal Rosters Fall 2025



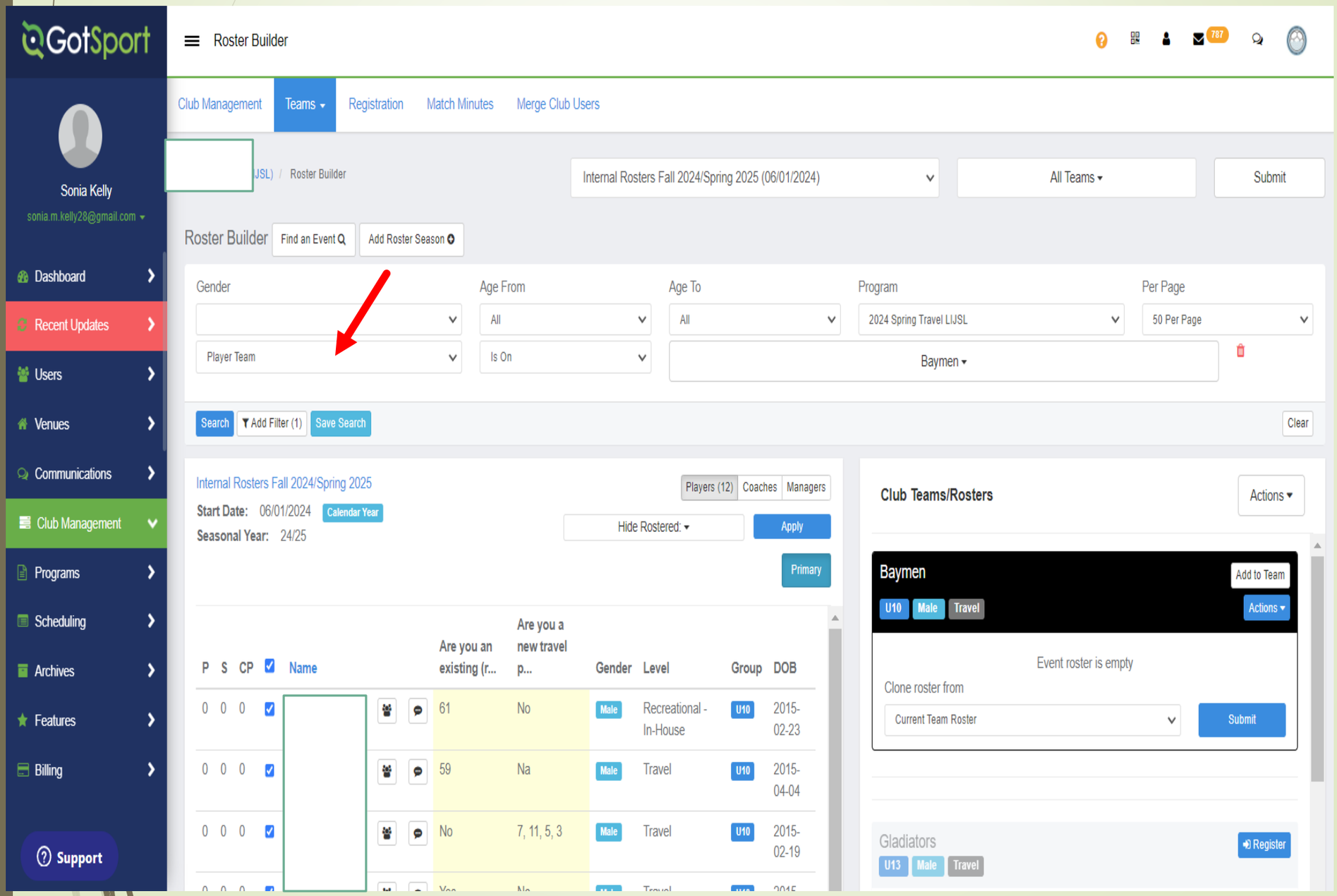
STEP 3: Activate/Register Teams



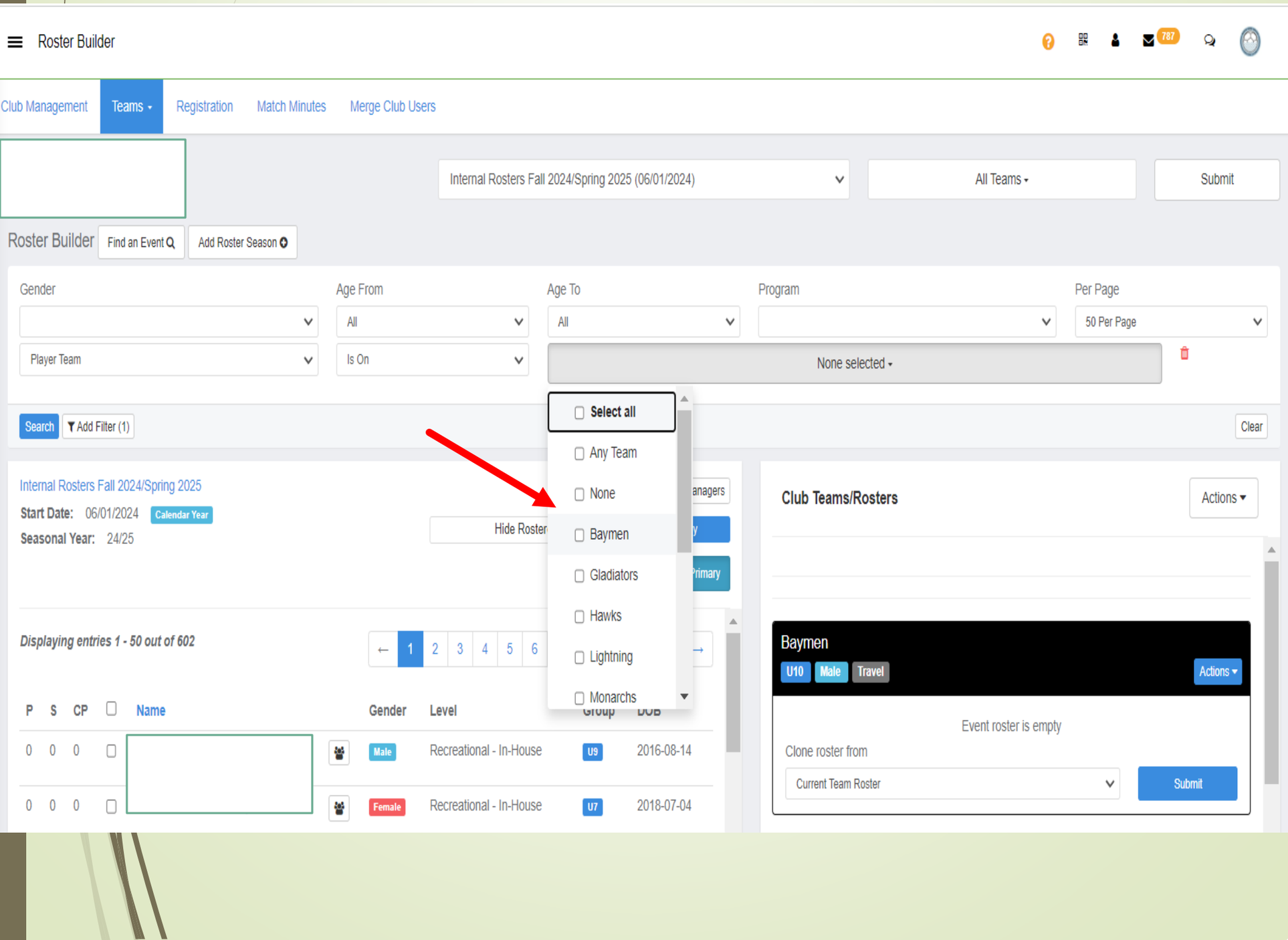
STEP 4: Select Program



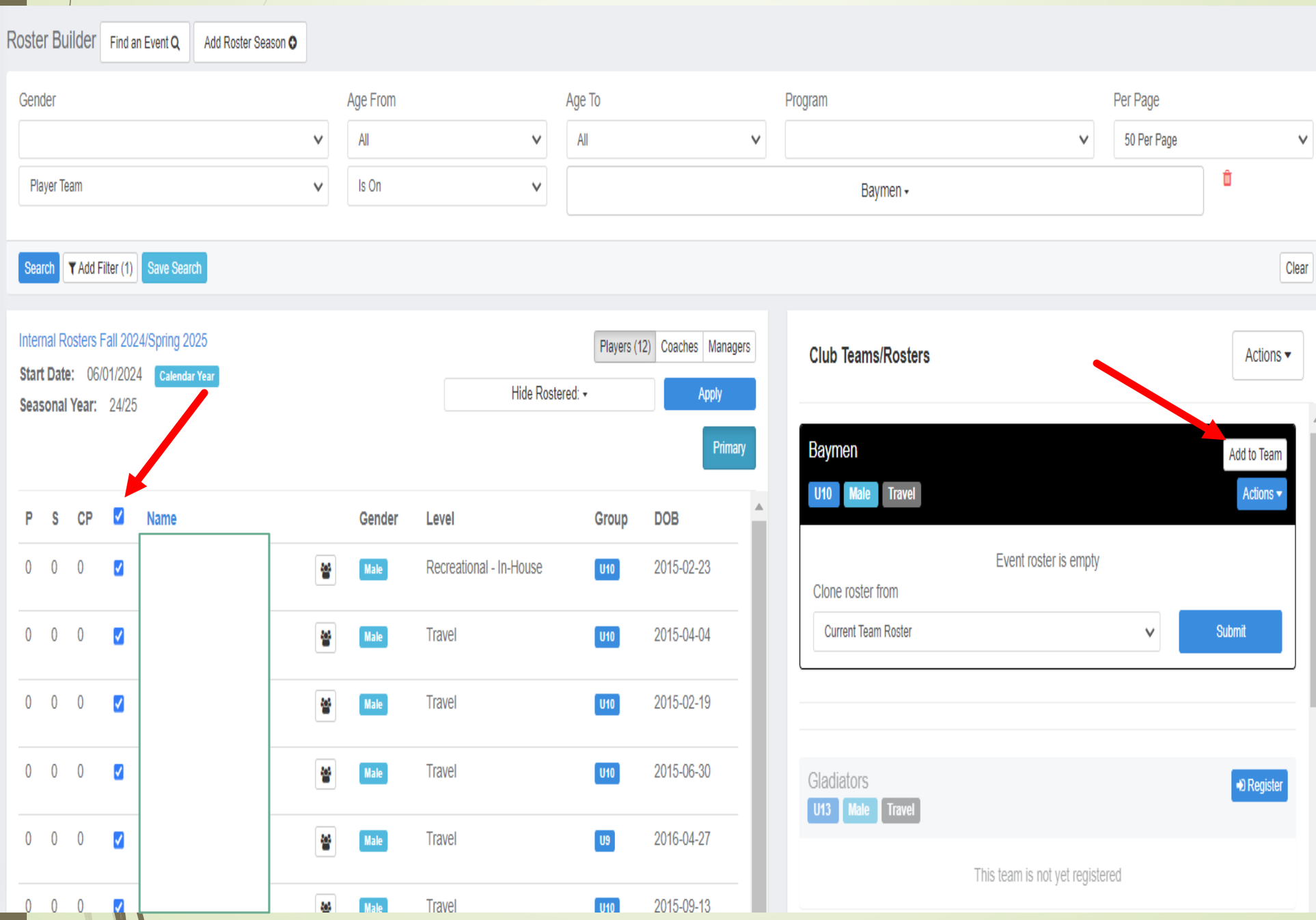
STEP 5: Add Filter: PLAYER TEAM



STEP 6: Add Filter PLAYER TEAM



STEP 7: Select Players & Add to Team



REGISTRARS

JUNE 1, 2025
Begin Enrolling Teams
into

LIJSL/ENYYSA 2025-2026
Travel Official Rosters & Cards

Fall 2025

Guide to Register

TEAMS

Into

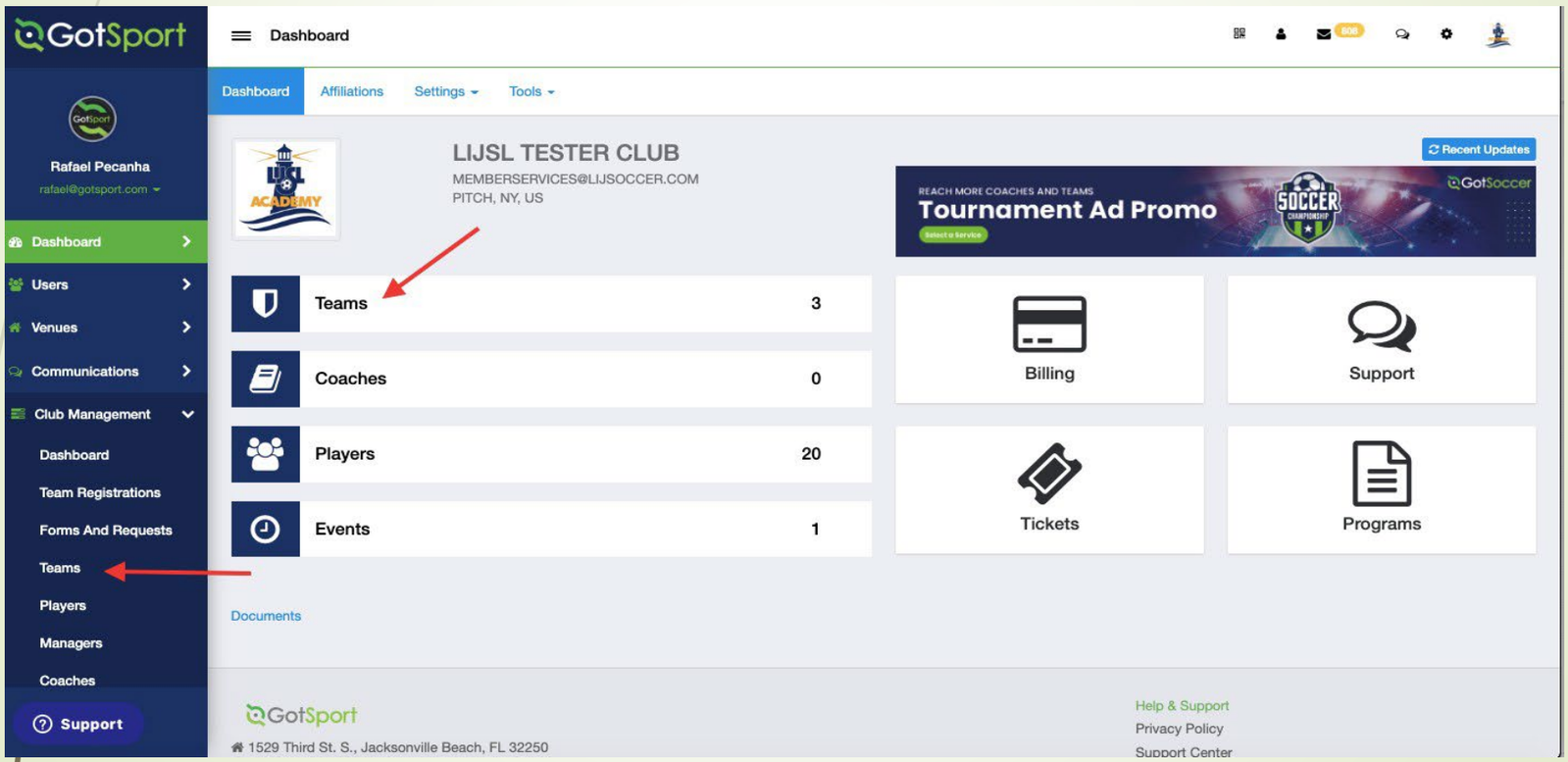
LIJSL/ENYYSA 2025-2026 Travel Official Rosters & Cards

www.gotsport.com

TASK 1

Go to Teams List

Step 1: From your Dashboard, either select the Teams tab or click the Club Management module on the left-hand side and select Teams

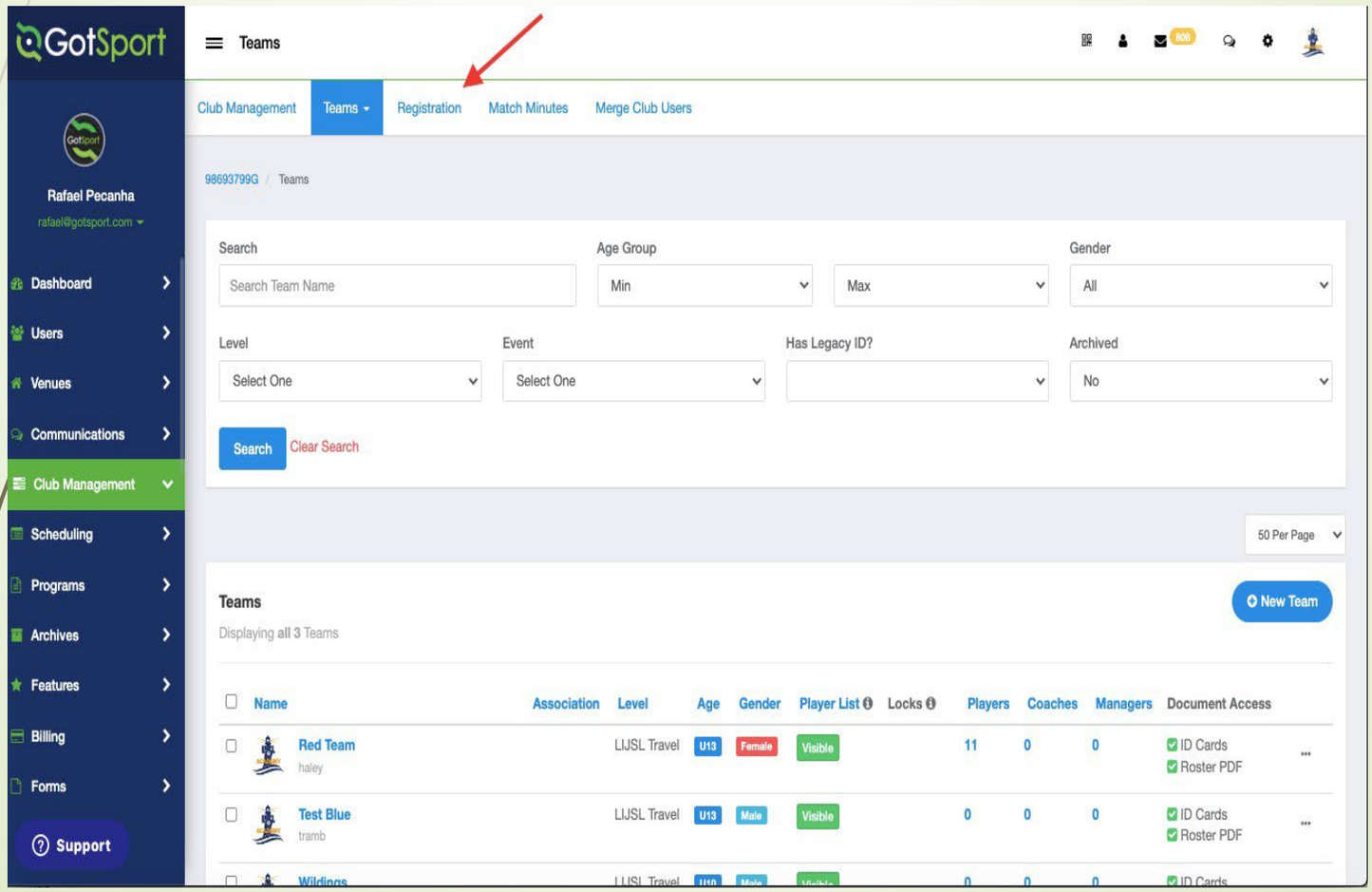


www.gotsport.com

TASK 2

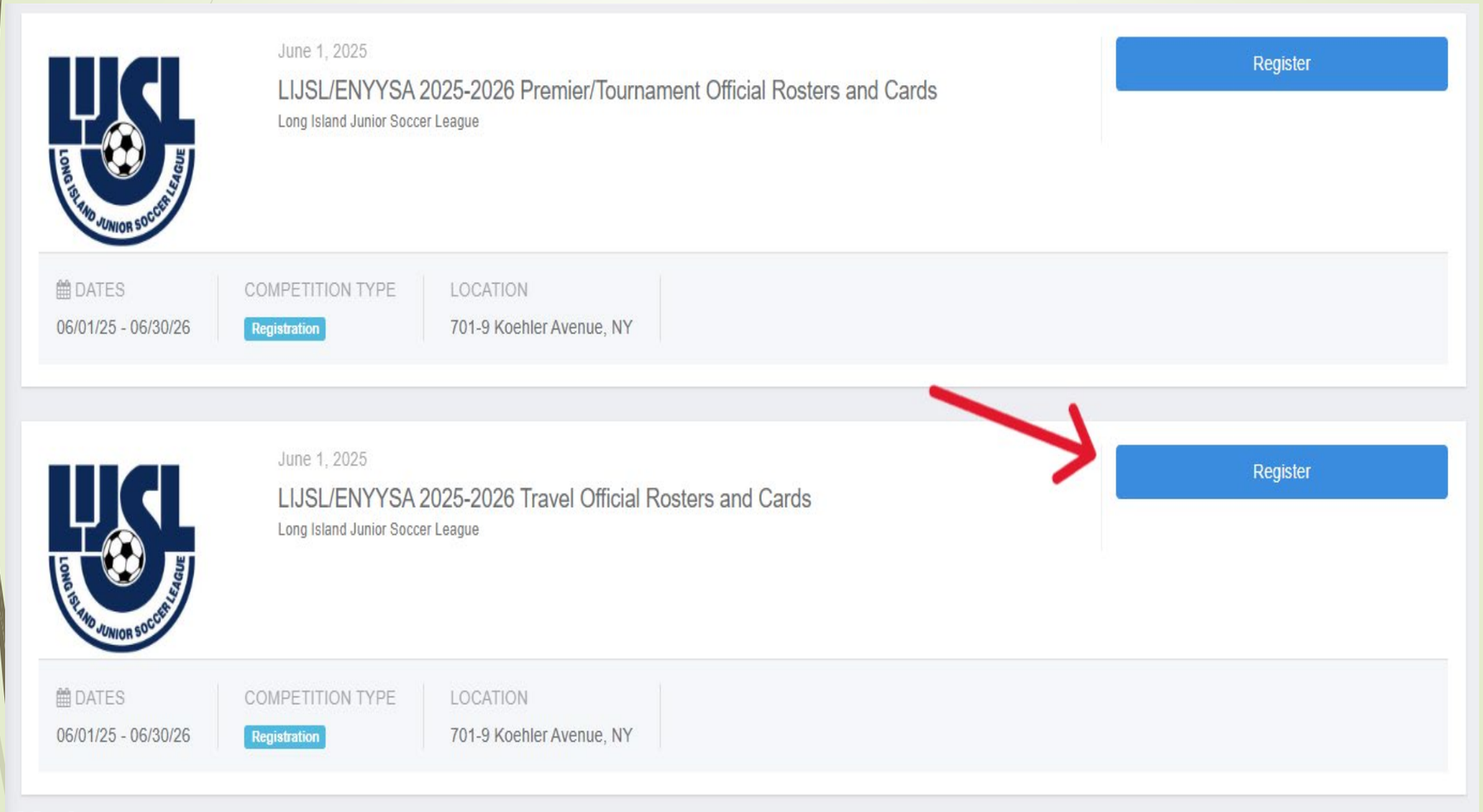
Click Registration Tab

Step 1: Once On the Teams Page, Click Registration Tab to scroll Down and Find The Official Event for LIJSL



TASK 3

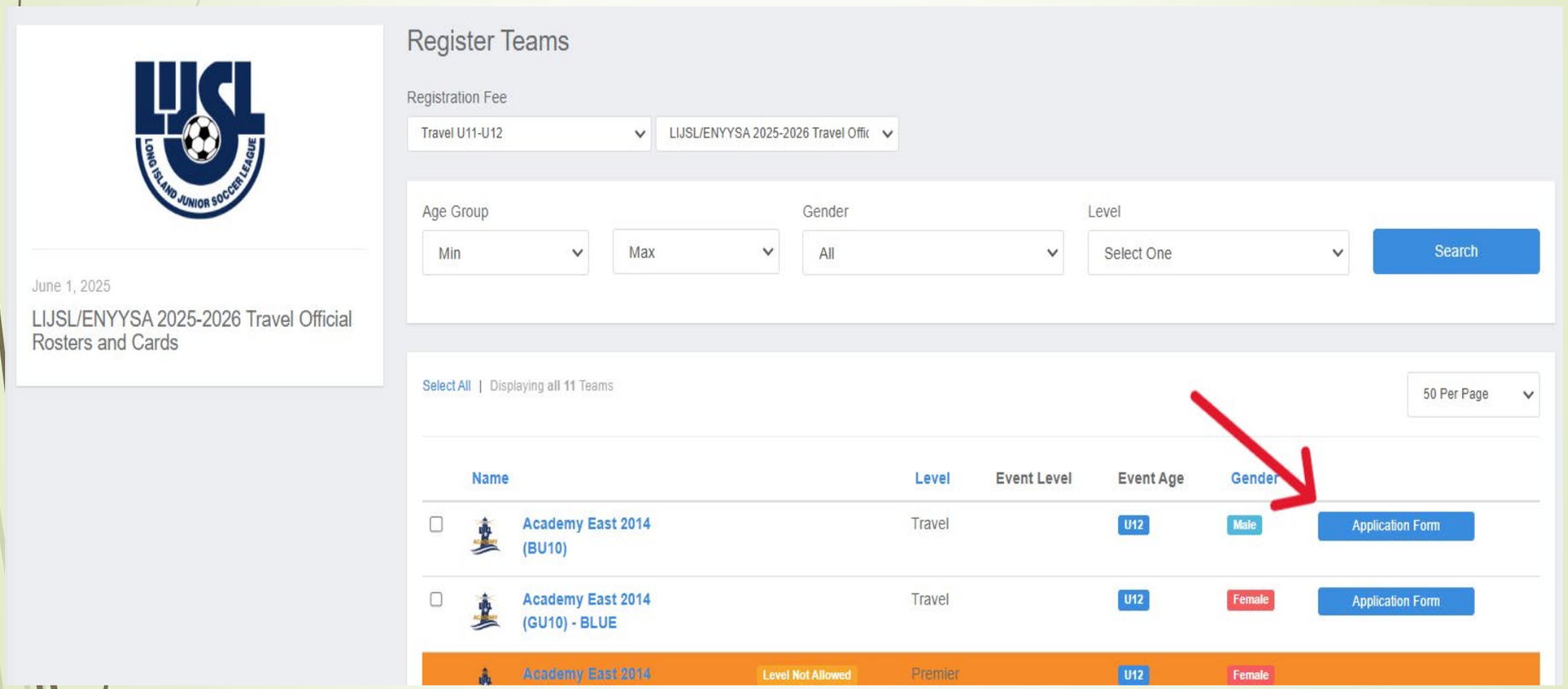
Locate the ENYYSA/LIJSL 25/26 official rosters & cards event



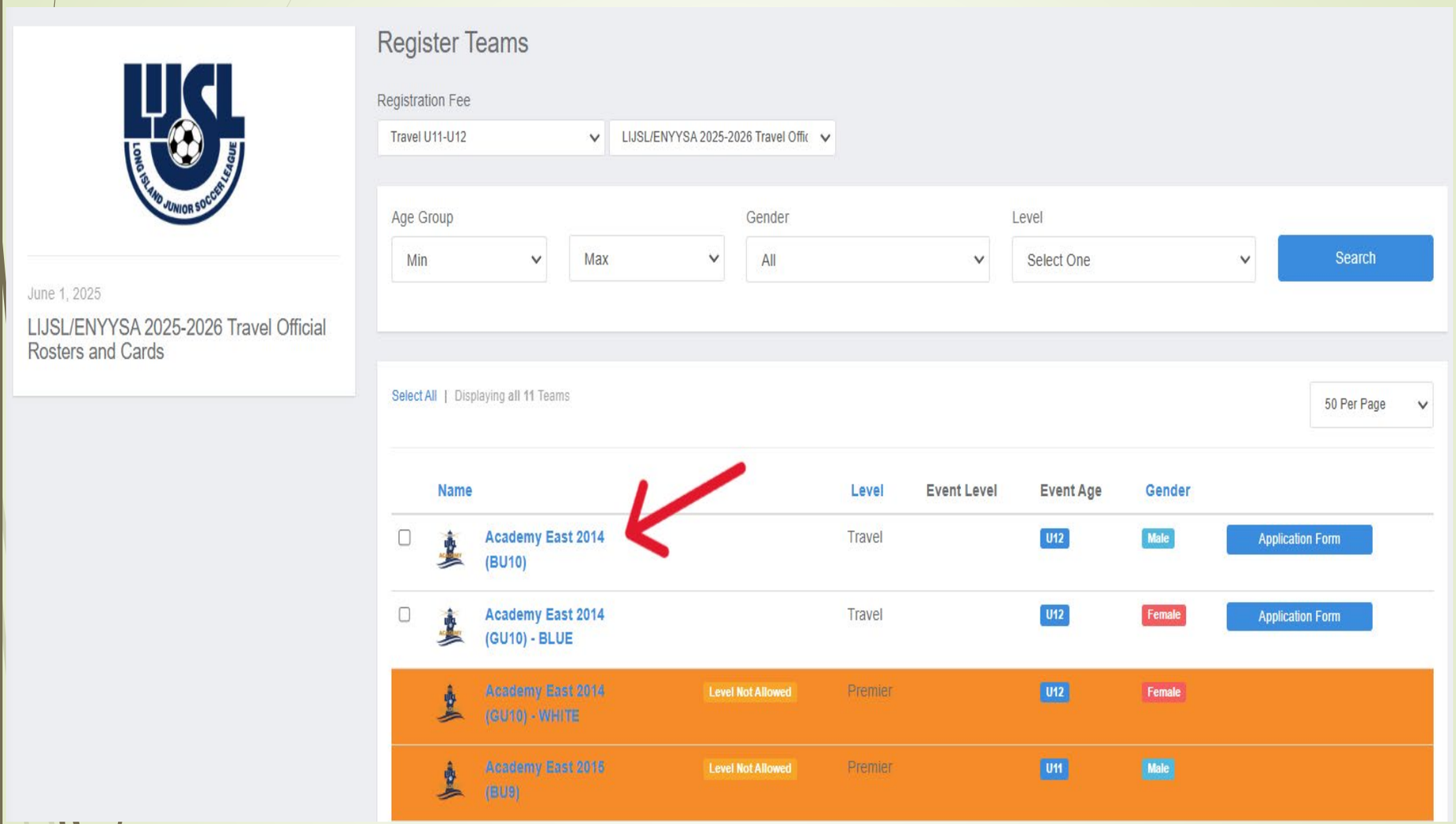
TASK 4

Register for the roster and player cards event

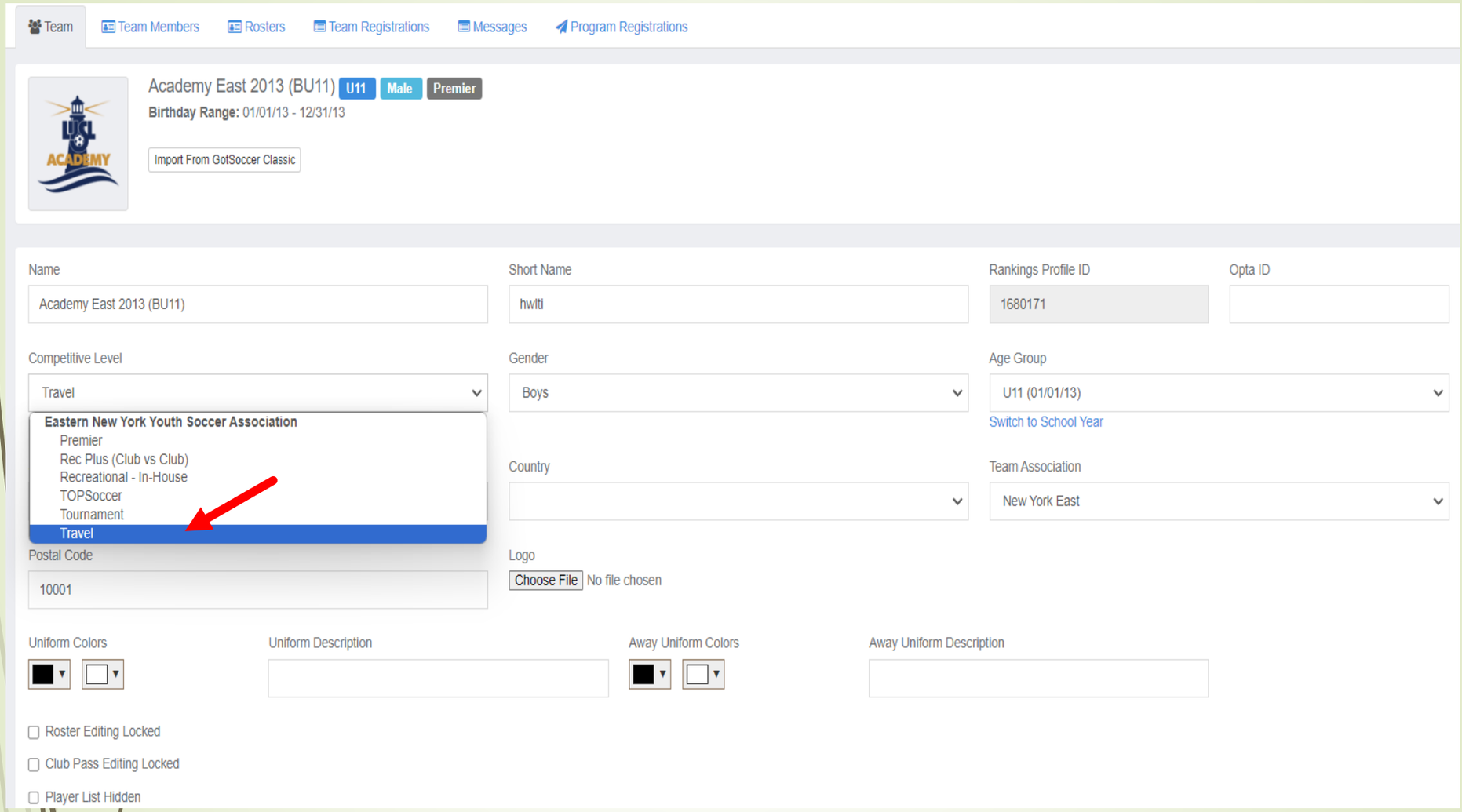
Step 1: Click The Register Button From the Previous Image. Then Click Application Form. You Need To Register One Team At A Time then return to this screen and register the next team.



In Case You See A Message Stating That The Level Is Not Allowed, You Can Click On The Team Name and Change it Before Clicking Save At The Bottom.



Click “Competitive Level” And Make Sure Travel is Selected.



REGISTRARS PACKET

1. What to bring to appointment.
2. FALL 2025 Fees
3. Registration Appointment Dates
4. FALL Calendar
5. Referee Fees
6. Player Age Groups
7. 2025 U9-U19 Field Chart
8. U9-U10 Build-Out Line
9. Sunrise Sunset
10. Add/Delete Form
11. Game/Time Change Request Form
12. Alignment Sample Form

All forms and tutorials will be available on LIJSL Website
www.lijsoccer.com > resources > forms

****NEW** LIJSL Intramural Registration Process Tutorial****

WHAT YOU NEED TO BRING TO YOUR

FALL 2025 REGISTRATION APPOINTMENT

1. **TEAM NAME/NUMBER FORM - MUST BE FILLED OUT.**

2. **GAME CHANGE REQUEST FORMS (If Needed) - For LIJSL FALL Season the Game Change request forms must be filled out with supporting documentation and signed by Registrar.**

3. **Club Payment - Check- Credit Card – ACH. Must be paid at Registration.**

4. **Club Personnel Form.**

<u>All Forms Must Be Correctly Filled Out, Signed and Legible</u>

- **<u>Travel Team Fee Increase - $395</u>**

- **Suffolk County InterLeague – Registration - August 1, 2025**

- **REMINDER TO REGISTER THE TOPS SOCCER PLAYERS**

- **ROSTER MAX –**
  - **U9 – U10 # 14**
  - **U11–U12 # 18**
  - **U13-U19 # 22**

Games Chair

Tim Stalker

LIJSLGAMES@GMAIL.COM

ALIGNMENTS

- Tools have been added in the registration process to help with the aligning teams.
- The Games committee would like to ask that you use these tools to the fullest ability. These fields are essential for your team to be placed properly. Every season at least 50% of the comments are blank or have comments like "Lost Players“. Everyone loses players, or "move down 1 division", when that team had a successful season.
- Many times, very little is written on the initial registration information and then Games will get a very long explanation during the ACRF process. The issue is at this point teams have received notification of their alignments, and it is very difficult to move teams at that time.
- Games Committee have 4 days to align 1300 teams with 10 volunteers. Please assist them by putting as much information as possible in the initial registration file.
- If there are any major changes to a team from the time of registration to the time of alignments, please send me an email letting me know the updated information, so we have it for the alignment.

HAVE A GREAT FALL SEASON

#BuildingCharacterThroughSoccer