



## H-TOWN SOCCER LEAGUE: Registration Steps

**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.

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. Your teams 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 2024/2025 (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 2024/2025 (Independent Clubs)**.”
4. Click Register
5. On the registration page you will only be able to select the teams that have completed step one
6. Select teams 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 you 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 H-TOWN SOCCER LEAGURE, Fall 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 H-TOWN SOCCER LEAGURE, Fall 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” form 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.