



2023-24 Registration links for STLDA Managers

If you are a team manager, please follow the link below to complete the Manager registration for the 2023-24 MYSA pass ASAP.

There are two fees that are assessed as part of the process. A \$19 fee will be paid via credit/debit card for the annual MYSA pass the \$11 fee will be paid via credit/debit card for the background check.

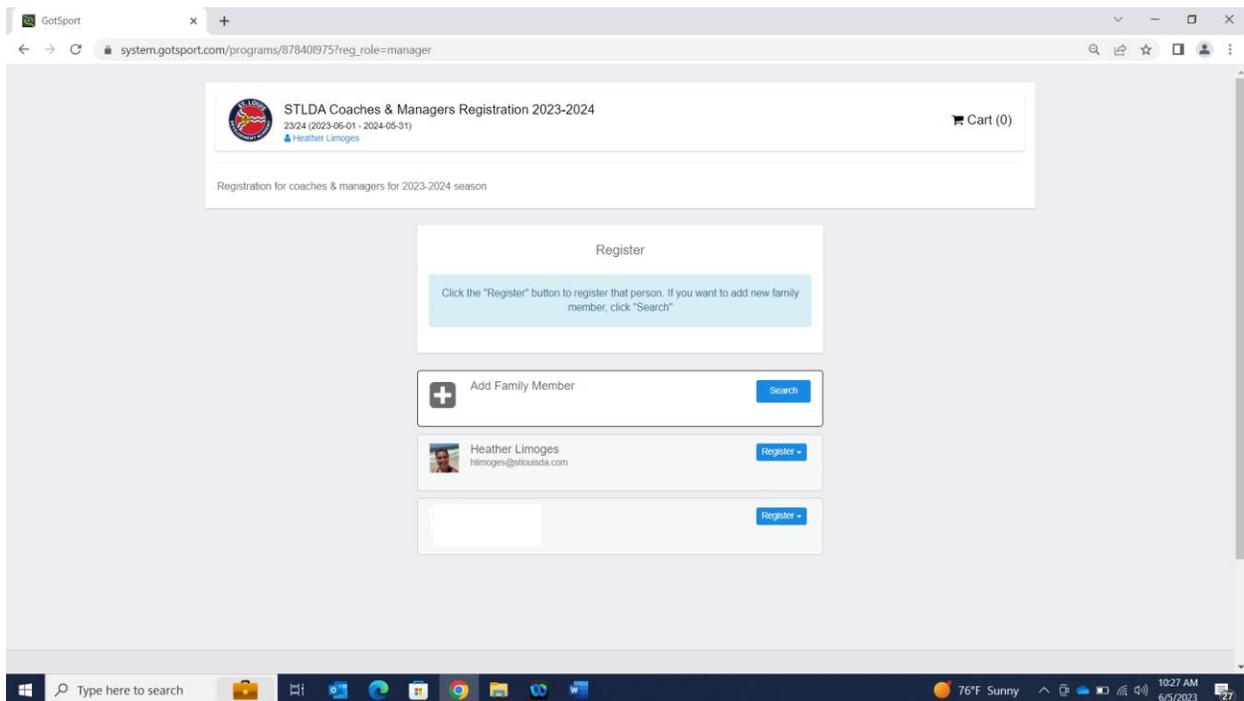
MANAGER ONLY LINK: 

https://system.gotsport.com/programs/878401975?reg_role=manager

If you have a current GotSport Account, please just login with the correct email and password for that account via the link above.

IF YOU ARE NEW TO GOTSPORT, YOU WILL NEED TO CREATE AN ACCOUNT USING YOUR EMAIL ADDRESS AND CREATE A PASSWORD by clicking on the link above. Once the account is created, a club admin will be able to assign you to the appropriate team(s).

Step 1: Log in, choose which person you want to register as the team manager.



Next, update your contact information and upload a HEADSHOT PHOTO.

The screenshot shows the 'Profile' registration page for Heather Limoges. The page title is 'STLDA Coaches & Managers Registration 2023-2024' with a sub-header '23/24 (2023-06-01 - 2024-05-31)'. The user's name is Heather Limoges. The page has a progress bar with 'Profile' selected. The main content area includes a photo upload section with a 'Choose File' button and no file chosen. Below this are several form fields: Manager Legal First Name* (HEATHER), Middle Name (LYNN), Manager Legal Last Name* (LIMOGES), Suffix, Manager Preferred First Name (Heather), Manager UserID/Email Address (hlimoges@stlouisa.com), Manager Contact Email* (hlimoges@stlouisa.com), Manager DOB* (September 6, 1970), Manager Gender (Female), Manager Preferred Language (English (US) (English (US))), and Ethnicity (Choose Not to Disclose).

Step 2: Complete the Registration. Please take note of the important details outlined in the registration for all team managers.

The screenshot shows the 'Registration' page for Heather Limoges. The page title is 'STLDA Coaches & Managers Registration 2023-2024' with a sub-header '23/24 (2023-06-01 - 2024-05-31)'. The user's name is Heather Limoges. The progress bar shows 'Registration' selected. The main content area features a 'Volunteer Requirement' section with a list of bullet points: 'Only those coaches/managers that are listed on the official state roster will be exempt from the volunteer requirement.', 'Each family will turn in an UNDATED check for \$200 to the manager.', 'The families may choose to BUY OUT or VOLUNTEER. Buy out checks will be cashed immediately. Once the family has completed their volunteer requirement, the check will be destroyed.', 'Managers-All checks should be in ONE envelope addressed to Heather Limoges. In the envelope should be a TYPED roster-alphabetical by last name and all the checks. Once it they are verified, you will receive your cards & roster.', 'In the case of multi players from the same family, checks should be turned into the YOUNGEST player's team. HOWEVER, ALL COACHES should indicate on their roster that the volunteer check for their player would have been turned in with the youngest sibling and what team (if known).'

IF A FAMILY TURNS IN A DATED CHECK OR UNSIGNED CHECK, THE TEAM MANAGER WILL BE CONTACTED TO GET A NEW UNDATED CHECK. NO PLAYER CARDS/OFFICIAL STATE ROSTER WILL BE ISSUED UNTIL THE VOLUNTEER CHECKS HAVE ALL BEEN TURNED IN AND ACCEPTED.

*Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19 The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. St. Louis Development Academy (STLDA) has put in place preventative measures to reduce the spread of COVID-19; however, STLDA cannot guarantee that you and/or your minor child will not



Step 3: Pay the \$19 fee for coach/manager card

The screenshot shows the 'Payment' step of a registration process on the GotSport website. A green banner at the top indicates 'Successfully Saved'. Below it, a navigation bar shows 'Profile', 'Registration', 'Payment' (highlighted), and 'Features'. The user's profile is identified as Heather Limoges, with a birth date of 09/06/1970. A 'COACH/MANGER CARD' summary box displays the following details:

COACH/MANGER CARD	
Initial Fee	\$19.00
Total	\$19.00
✔ Allows Credit Debit Payments	
Select	

The footer includes the GotSport logo, address (1529 Third St S., Jacksonville Beach, FL 32250), and links for Help & Support, Privacy Policy, and Terms of Use. The system tray shows the date as 6/5/2023 and the time as 10:33 AM.

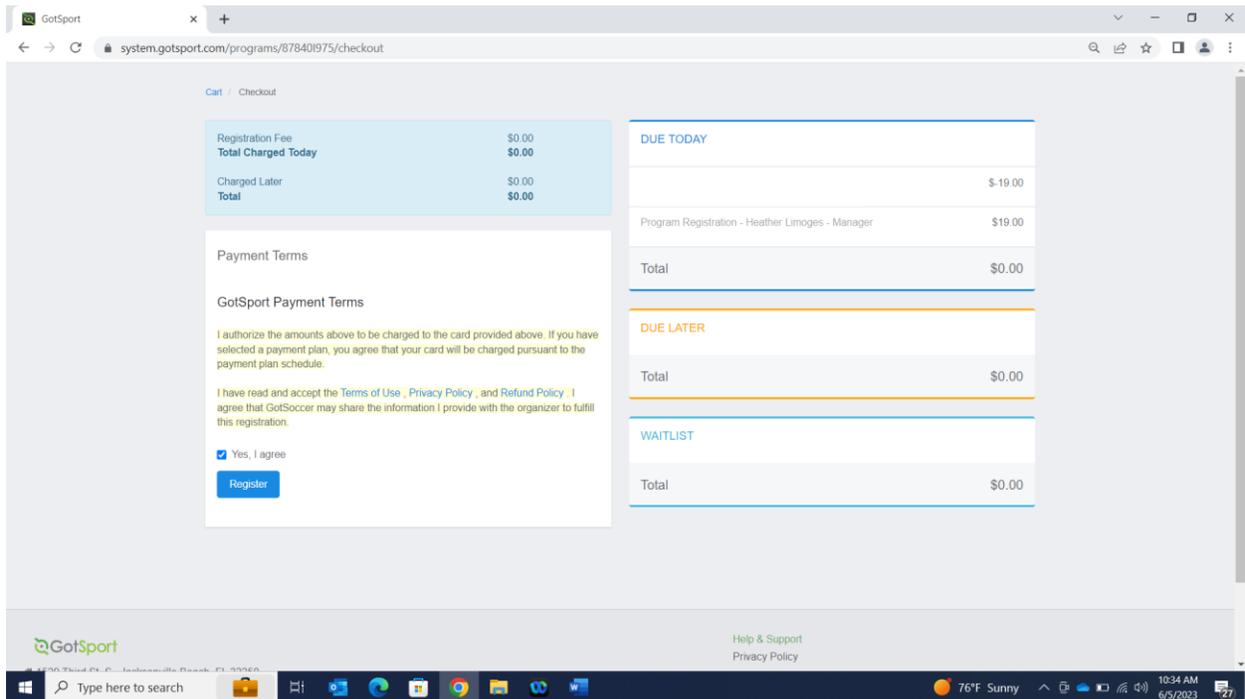


The screenshot shows the 'Cart' page on the GotSport website. A note at the top states: 'Note: You have NOT yet completed registration. Click "Continue to Checkout" below to review and submit your application.' The cart contains two items:

Item	Quantity	Price
STAFF VOUCHER-COACH/MANAGER	1	-\$19.00
Heather Limoges limoges@stlouisdas.com MANAGER	1	\$19.00

A 'Continue to Checkout' button is visible at the bottom of the cart section, with a black arrow pointing to it. To the right, there is an 'Add Item to Cart' section with a 'Register Someone Else' button. The footer includes the GotSport logo, address, and links for Help & Support, Privacy Policy, Terms of Use, and Support Center. The system tray shows the date as 6/5/2023 and the time as 10:33 AM.





Step 4: Hit “continue to my account” to access your GotSport Dashboard

Step 5: Within your GotSport account Dashboard you will complete the following steps:

- If a NEW MANAGER, you will need to complete and upload the original SafeSport Trained Certificate.
- If a RETURNING MANAGER, you will need to complete the SafeSport Refresher Course upload your concussion trained certificate.
- All MANAGERS need to complete the background check for 2023-24.
**Once you input your social security number on the background check screen, you will need to hit the blue text that states Credit Card Checkout to pay the \$11 background check fee.

DO NOT COMPLETE YOUR BACKGROUND CHECK PRIOR TO July 1, 2023.

Once all the requirements are met, you will see Green “Fulfilled” icon next to each item.



See below for helpful links:

Helpful Links Once you have created you GotSport account via the link above provided by GotSport:

How to log into your User Account: [User Account Login – GotSport \(zendesk.com\)](#)

How to submit your SafeSport Certificate: [Complete & sync SafeSport training \(staff & players age 18+\) – GotSport \(zendesk.com\)](#)

How to submit a USYS Background check [Submitting Background Check – GotSport \(zendesk.com\)](#)

How to submit your Concussion Certificate: [Submitting Heads Up – GotSport \(zendesk.com\)](#)

Still looking for help? You can find additional support articles here - [GotSport \(zendesk.com\)](https://www.gotsport.com/help-center)