Michigan State Premier Soccer Program

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GotSoccer Instruction- Submitting Teams to the MSPSP Event

IMPORTANT: Follow all of the below steps if your club did NOT have any teams participate in the Fall MSPSP season. If your club DID have teams in the fall, skip to step 9 to enter only your NEW teams in the MSPSP Spring event.

1. Sign in to GotSoccer using your club username and password. Teams can ONLY be entered into the MSPSP event via the club/organization account.
2. Click on the "Home" tab then click on the "Events" link in the blue bar.
3. Under "Events" click on "Search" in the grey bar.
4. In the Events Name box type "MSPSP" and click the Go button.
5. Click on "MSPSP Spring 2016 Registration & Fall 2015 Stats".
6. Under League Application Form Click on "Apply Now" (do not select individual teams from the dropdown menu).

7. Click "Apply to MSPSP Spring 2016 Registration & Fall 2015 Stats" and then "Join League"
8. A prompt will appear: "Join league without submitting a team application?" Press OK
9. Click on Manage Club in the upper left.
10. Click on "Teams" under the "Club" tab.
11. Find the dropdown menu labeled "Register Teams In" and choose MSPSP Spring 2016 Registration & Fall 2015 Stats.

12. Click "Select".
13. A message will appear in red saying "Now showing teams NOT entered in MSPSP Spring 2016 Registration & Fall 2015 Stats"
14. Choose the teams you want to enter in MSPSP by checking the checkbox on the left.
15. Press the button "Enter Selected Teams".
16. A prompt will appear: "Are you sure you want to enter selected team(s) in MSPSP Spring 2016 Registration & Fall 2015 Stats". Press "Yes"