



2019 SEVEN ELITE ACADEMY INVITATIONAL CHECK-IN PROCESS

TOURNAMENT CHECK-IN IS **MANDATORY** FOR ALL TEAMS

If head coach, assistant coach or team manager is not able to attend the check-in, please send a team representative who can complete the process.

DATE: Thursday 31 January or Friday 1 February 2019; 2 hours before your first game.

LOCATION: Head Quarters at Sullivan Virgin River Soccer Park or Little Valley Fields; whichever location is your first game (look for 7 Elite Academy canopy)

ADDRESS: Little Valley Fields - 2241 Horseman Park Dr, St. George, UT 84790
Sullivan Virgin River Soccer Park - 965 S Washington Fields Rd, Washington, UT 84780

Player and Coach Gifts will only be available at check-in.

The following items need to be presented at check-in:

- **Official Team Roster:** All teams must submit 1 copy of the 2018-2019 Affinity team roster.
- **Photo Tournament Roster:** All UYSA teams must submit 6 copies of the Photo Tournament Roster for review and authorization stamp. (Photo tournament rosters must include Guest Players)
- **Specialty Player Action Form:** For ALL guest players; signed by both Coaches on the form. The form can be found at [www.utahyouthsoccer.net Resource/DownloadCenter](http://www.utahyouthsoccer.net/Resource/DownloadCenter)
- **Out-of- State Teams:** Current USYSA or US Club Soccer player passes 2018/2019 are required:
 - State issued player passes.
 - If there are any guest players, the team will need their state guest player form.
 - Registration/Medical Release Forms (including Guest Players) by Parent or Guardian.

ROSTERS ARE FINAL AT CHECK-IN!!!

ATTENTION: Once schedules are set there will be no further consideration of change requests, so be sure to have at least 2 qualified coaches for each team. Schedules could be subject to change by tournament director.

*****Medical Release forms must be signed and available to Medical Staff for all players while on the field.*****

Players can only register with ONE team in the tournament, based on current UYSA policy.

Attention: Any team sharing a player(s) for multiple teams will be immediately disqualified.

Suite 170, 5225 Wiley Post Way, Salt Lake City, Utah 84116



TOURNAMENT ROSTER PRINTING INSTRUCTIONS (UYSA)

1. Log into your UYSA Account.
2. Click on the **Teams** Tab underneath your family information.
3. A new window at the bottom will appear with two tabs. **Teams** and **Tournament & Schedule Apps** - Click on the Teams Tab the new window.
4. Click on **Team Info** on the far-right side of your team name.
5. You should be able to see your team roster at this point.
6. Click on the **Tournament Roster** tab at the top of the page. (It is located above the list of Administrators on your team.)
7. Click on the **Create New Request**.
8. Enter all the Tournament Information.
9. You'll be taken to the roster page next. You can delete administrators and players by clicking on the red X next the admin/player's name. To add a guest player, click the Add Player/Admin Inside Org at the bottom right hand side of the screen. Choose the Roster Role from the drop down and enter the ID Number and click save and continue. Jersey numbers can also be added along with player positions on the roster page. If you add a guest player or a tournament player, the status will say borrowed. If the player is a guest player, you must have the specialty action form with their coach's signature at the tournament check in. If this player is a tournament only player, the tournament only card must be submitted at check in.
10. Click on the Review and Submit tab and click on the **Submit Application** button.
11. Click on the yellow **Review** Button and select **Print Photo Roster** button to print photo roster.
12. Roster will be created with pictures and you can print copies for the tournament.
13. To print copies of the roster you will need to click the small printer icon at the top of the page that opened displaying the roster. Roster will populate. Click on the export icon at the top of the page and export roster to a PDF file and then print.

If you need further assistance, please call the UYSA office at 801-307- 5150.