## Eastern Pennsylvania Youth Soccer Risk Management (background check) Instructions

Eastern Pennsylvania Youth Soccer (EPYSA) requires all persons who come in contact with children to undergo an annual background check. This is a quick and private undertaking. You will be asked for:

- Your GotSoccer username and password. Your club can email you this information. It will come from an email address called <u>support@gotsport.com</u>. Please search both your inbox and junk mail folders.
- 2) Your legal first and last name, birth date address, Social security number, and phone number.
- 3) To answer a few questions regarding any arrest records.
- 4) To agree to EPYSA's liability waiver.

To log in go to <u>www.gotsoccer.com</u> and click the login link.



Next click the **Teams** link



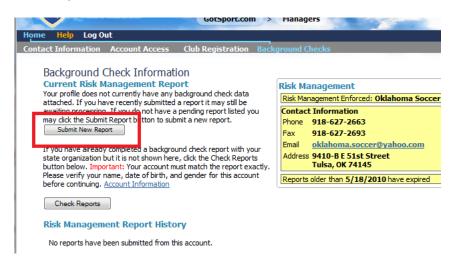
Enter your Coach or team official username and password (just fill in one not both). Click Login

The largest	provider of Soccer Software		
Login to your GotSoccer Account			
	Team Account	Individual Coach	Individual Manager
00000	Username	Username	Username
i instantantanta	Password	Password	Password
1	Login	Login	Login
	► <u>Team Password Lookup</u>	Coach Password Lookup	► <u>Password Lookup</u>
	New to GotSoccer? ► <u>Create Your Account</u>		

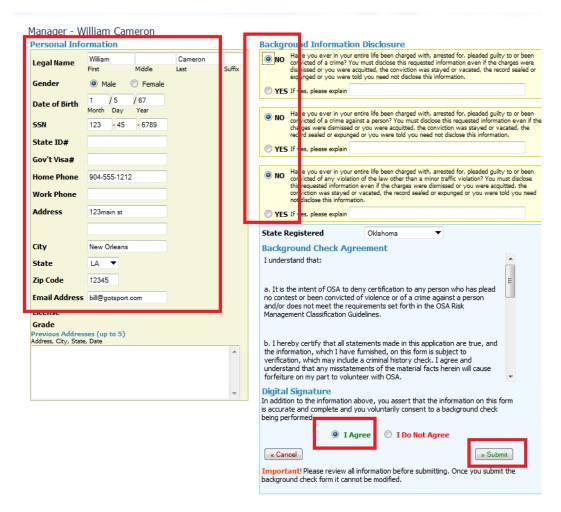
Click on the Contact Information link on the gray menu bar and fill in your personal information. Everything in bold is required, this includes a phone number. Press **Save** 

		GotSport.co	m > Managers		
ct Information	ccount Access Clu	ıb Registratioı	Background Checks		
Club Informatio					
Edmond Soccer			More Information		
Manager Contac					
Basic Information Full Legal Name	n		Photo		
ruii Legai Naille	William	Cameron			
	Legal First M.I.	Last	[NO PHOTO]		
Date of Birth	MM/DI	D/YYYY			
Gender	🔘 Male 🛛 Female				
State Registered	Oklahoma 🔻		Upload		
Contact Informa	tion				
Display Name	William Cameron		Account Summary		
Address	123main st		User Name Isabill		
City	New Orleans		Date Created 5/18/2011 2:32:04 PM Last Updated 5/18/2011 2:32:17 PM		
State	LA 🔻		Additional Info/Notes (optional)		
Zip Code	12345		A		
Country	United States 🔻				
Email Address	bill@gotsport.com				
Phone	904-555-1212		Save Cancel		
Phone (2)					
Mobile Phone					
Mobile Text Messaging Address (vou@vourcarrier.com	,				

Next, click on the **Background** check link on the gray menu bar. If you are applying for the first time this seasonal year (2011-2012) click on **Submit New Report**. (If you already have a check for the current seasonal year, and need one for a different type of account, a referee for example, you can use the **Check Reports** button.



Confirm your information is correct, make sure your gender is selected, enter your social security number if requested, read and answer the *Background Information Disclosure*, **Agree** to the background Check and Liability Waiver agreement and press **Submit** 



The page will refresh and show you the status of your report, here Pending.

ne Help	Log Out						
itact Inform	ation /	Account Access	Club Regi	stration	Back	cground Cl	hecks
Current Your profile Report # Submitte			Risk Management         Risk Management Enforced: Oklahoma So         Contact Information         Phone       918-627-2663         Fax       918-627-2693         Email       oklahoma.soccer@yahoo.com         Address       9410-8 E 51st Street				
You may submit a new report every 11 months. Risk Management Report History Date Submitted Response Date Status						Tulsa, OK 74145 older than 5/18/2010 have expired	
5/18/2011		-	Pendir		w		
-,,					_		5.01

The status will change to approved or denied anywhere from a few minutes to several days later, depending on the state and results.