

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:

- 1) Your GotSoccer username and password. Your club can email you this information. It will come from an email address called support@gotsport.com. 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 www.gotsoccer.com 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

Username

Password

[Team Password Lookup](#)

New to GotSoccer?
[Create Your Account](#)

Individual Coach

Username

Password

[Coach Password Lookup](#)

Individual Manager

Username

Password

[Password Lookup](#)

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.com > Managers

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Club Information

Edmond Soccer Club (OK) [More Information](#)

Manager Contact Information

Basic Information

Full Legal Name
Legal First M.I. Last

Date of Birth MM/DD/YYYY

Gender Male Female

State Registered

Contact Information

Display Name

Address

City

State

Zip Code

Country

Email Address

Phone

Phone (2)

Mobile Phone

Mobile Text Messaging Address

Photo

[NO PHOTO]

Account Summary

User Name

Date Created

Last Updated

Additional Info/Notes (optional)

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.

The screenshot shows the Gotsport.com website interface. At the top, there is a navigation bar with links for Home, Help, and Log Out. Below this is a secondary menu with links for Contact Information, Account Access, Club Registration, and Background Checks. The main content area is titled "Background Check Information" and includes a sub-section for "Current Risk Management Report". The text explains that the user's profile does not currently have any background check data attached and provides instructions on how to submit a new report. A red box highlights the "Submit New Report" button. Below this, there is a "Check Reports" button. To the right, there is a "Risk Management" section with a yellow background, displaying contact information for Oklahoma Soccer, including phone, fax, email, and address. A note at the bottom of this section states that reports older than 5/18/2010 have expired. At the bottom of the page, there is a "Risk Management Report History" section which currently shows no reports submitted.

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**

Manager - William Cameron

Personal Information

Legal Name	William	Cameron	
	First	Last	
Gender	<input checked="" type="radio"/> Male	<input type="radio"/> Female	
Date of Birth	1 / 5 / 67		
	Month	Day	Year
SSN	123	- 45	- 6789
State ID#			
Gov't Visa#			
Home Phone	904-555-1212		
Work Phone			
Address	123main st		
City	New Orleans		
State	LA		
Zip Code	12345		
Email Address	bill@gotssport.com		

License

Grade

Previous Addresses (up to 5)
Address, City, State, Date

Background Information Disclosure

NO Have you ever in your entire life been charged with, arrested for, pleaded guilty to or been convicted of a crime? You must disclose this requested information even if the charges were dismissed or you were acquitted, the conviction was stayed or vacated, the record sealed or expunged or you were told you need not disclose this information.

YES If yes, please explain _____

NO Have you ever in your entire life been charged with, arrested for, pleaded guilty to or been convicted of a crime against a person? You must disclose this requested information even if the charges were dismissed or you were acquitted, the conviction was stayed or vacated, the record sealed or expunged or you were told you need not disclose this information.

YES If yes, please explain _____

NO Have you ever in your entire life been charged with, arrested for, pleaded guilty to or been convicted of any violation of the law other than a minor traffic violation? You must disclose this requested information even if the charges were dismissed or you were acquitted, the conviction was stayed or vacated, the record sealed or expunged or you were told you need not disclose this information.

YES If yes, please explain _____

State Registered Oklahoma

Background Check Agreement

I understand that:

a. It is the intent of OSA to deny certification to any person who has plead no contest or been convicted of violence or of a crime against a person and/or does not meet the requirements set forth in the OSA Risk Management Classification Guidelines.

b. I hereby certify that all statements made in this application are true, and the information, which I have furnished, on this form is subject to verification, which may include a criminal history check. I agree and understand that any misstatements of the material facts herein will cause forfeiture on my part to volunteer with OSA.

Digital Signature

In addition to the information above, you assert that the information on this form is accurate and complete and you voluntarily consent to a background check being performed

I Agree **I Do Not Agree**

« Cancel

» Submit

Important! Please review all information before submitting. Once you submit the background check form it cannot be modified.

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

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Background Check Information

Current Risk Management Report

Your profile is attached to the following background check report:

Report #	00150646
Submitted	5/18/2011 2:45:21 PM
Response	
Status	Oklahoma Soccer Association (OK):Pending
Card	

You may submit a new report every 11 months.

Risk Management Report History

Date Submitted	Response Date	Status	
5/18/2011 2:45:21 PM		Pending	View

Risk Management

Risk Management Enforced: Oklahoma Soccer

Contact Information	
Phone	918-627-2663
Fax	918-627-2693
Email	oklahoma.soccer@yahoo.com
Address	9410-B E 51st Street Tulsa, OK 74145

Reports older than 5/18/2010 have expired

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