

Registration Guidelines

MYSL Fall 2016/Spring 2017 LEAGUE OR CLUB REGISTRATION REQUIREMENTS:

EACH LEAGUE or CLUB MUST PROVIDE:

1. League Affiliation Form (
2. Each check submitted by a league or club must be accompanied by a completed Team Payment Form (available on MYSL website under MYSL Forms) at the time of registration.. The check should indicate the League or Club.

EACH TEAM MUST PROVIDE: [all teams are considered new in the Fall]

I) NEW TEAM REGISTRATION:

1. Each new team must go to MICHIGANSOCCER.COM and fill out the Team Affiliation Form, and click the 'submit' prompt. A confirmation that this form was submitted must be included in your registration packet.
2. **After completing online registration**, go to Bonzi and log back in to your member account, click on your team name and then PRINT ROSTER. (Print 2 **copies of a pre-printed roster** with players' names in alphabetical order (the system automatically puts them in alphabetical order). Coach and manager's full name, address, phone number and risk management number must also be listed.
3. **Each player must have:**
 1. Proof of age, where required (new MYSL players only).
 2. Parent/Athlete Acknowledgement Form (AKA concussion form) must be signed and you are required to keep it. If MYSL at any time needs these forms, you will have 72 hours to submit them to us.
4. **Official MYSL Registration Form** with picture (size 1-1/2" x 1-1/2" or smaller) paper-clipped in upper right-hand corner with players name on the back of each picture.
5. Coaches, assistant coaches and managers **are required** to have passcards **and** Risk Management Numbers. Submit picture (size 1-1/2" x 1-1/2" or smaller) with name on back .
6. All coaches and managers must complete the [Heads-Up Concussion Training Video](#) and submit proof of completion at the time of registration.

II) RETURNING TEAMS:

1. Each returning team must go to MICHIGANSOCCER.COM, fill out the Team Affiliation Form and click the 'submit' prompt. A confirmation that this form was submitted must be included in your registration packet. Also include:
 1. Fall 2016 team passcards for players and all team personnel.
 2. Do not put returning teams into Bonzi as new; all you have to do is re-register. (Click on your team, and re-register Spring 2017 event.)
 3. Registration Form, proof of age (if required) and photo for all new players (transfer players included). If adding players and or officials to your fall roster, a fee of \$20.00 each is assessed to cover the cost of insurance. Paperwork to support all changes from the Fall 2014 roster (releases, transfers, etc.). **Please remember no more than two transfer players are allowed on any team.**
 4. Two copies of your Spring 2017 updated roster.

III) CLUB PASSCARDS:

IF YOU ARE USING CLUB PASSCARDS, PLEASE PROVIDE MYSL WITH YOUR OFFICIAL CLUB/LEAGUE LOGO which will be printed on your Passcards.

IV) ROSTER SIZE:

PLEASE SEE PLAYING GRID

TEAMS REGISTERING MORE THAN THREE TEAM PERSONNEL (RISK MANAGEMENT NUMBERS REQUIRED FOR ALL) **OR** OVER 18 PLAYERS ON ANY ONE TEAM WILL BE ASSESSED AN ADDITIONAL CHARGE OF \$20.00 FOR EACH ADDITIONAL PLAYER AND/OR TEAM PERSONNEL.

ALL TEAM INFORMATION MUST BE SUBMITTED IN THE PLASTIC ENVELOPE THAT WAS SUPPLIED BY MYSL. PLEASE ALSO SUPPLY AN E-MAIL ADDRESS FOR BOTH THE COACH AND MANAGER.

V) REQUEST FOR EARLY PASSCARDS:

A request for early Passcards must be made at registration. All team registration material must be complete and in order to make the request. If a team requires approved rosters prior to distribution, a request for early Passcards must be made. (Please note: No signed team rosters will be released prior to the distribution date except those teams requesting early Passcards.)

When requesting early Passcards the following items will be required:

1. Early Passcard request form.
2. A check for \$45.00 made payable to MYSL.
3. Requested early Passcards will be available for pick up at scheduling. It is your responsibility to make sure that you pick them up at that time.

PLEASE REMEMBER ONLY COMPLETE PLAYER REGISTRATION WILL BE ACCEPTED. ANY PLAYER AND/OR TEAM OFFICIAL WHO DOES NOT HAVE ALL REQUIRED REGISTRATION MATERIAL WILL BE REMOVED FROM YOUR ROSTER, AND WILL BE CONSIDERED A LATE ADD. LATE ADDS ARE \$30.00 PER PLAYER/TEAM OFFICIAL, BEGINNING THE DAY AFTER OUR OFFICIAL REGISTRATION DATE THRU MYSL PACKET DISTRIBUTION AND \$100.00 AFTER DISTRIBUTION.