

How to Register your US Club Team to VYSA/Cups

You can use the US Club team you already have created to register for VYSA/Cups registration events. The below steps will take you through the process to get those teams registered.

Step 1

Find the VYSA event you wish to register teams to and click into the Registration page.

Step 2

Find the team(s) that you need to register. They should be highlighted orange with “Level Not Allowed”



Step 3

Click on the team name in the orange highlight to open the team info box.

Step 4

In the Affiliation/Competitive Level dropdown you need to select Travel under VYSA.

Then scroll down to Save.

****If you get a red bar with “Team affiliations team has already been taken” please email Kristen@vysa.com to fix this.****

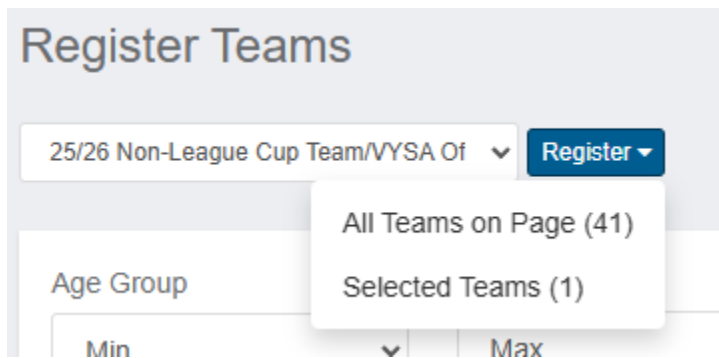
❖ If you do not get this notice continue to Step 5.

Name
Demo Team 1
Affiliation/Competitive Level
Recreational
Virginia Youth Soccer Association
Futsal
Recreational
TOPSoccer
Travel

Step 5

After you have saved the new affiliation you will need to refresh the whole page and the team will show up as available to register.

Click the checkbox by the team name and towards the top of the page there will be a blue Register button. Click that and click Selected Teams.



The screenshot shows a web interface titled "Register Teams". At the top, there is a dropdown menu with the text "25/26 Non-League Cup Team/VYSA Of" and a blue "Register" button. Below this, there is a section labeled "Age Group" with a "Min" and "Max" input field. A dropdown menu is open, showing two options: "All Teams on Page (41)" and "Selected Teams (1)".

Step 6

Continue to complete the registration process.

+If the players on these teams are not already registered elsewhere within VYSA for the seasonal year, these players will be counted as new players and invoiced for as player registrations for the season.