



## KC Champions League – Coach Registration

### Step 1 – Create your Coach’s Account

- Go to [www.kcchampionsleague.com](http://www.kcchampionsleague.com)
- If you have an account then click on ‘Login’ otherwise
- Click on ‘Register here’ to create your account (if you do not have one).
- Follow steps and provide the necessary information to create your account.

KC's Only 11v11 High School Summer League!

LOGIN REGISTER

HOME KC CHAMPIONS LEAGUE REGISTRATION INFO TEAM CENTRAL

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## KC SOCCER ACADEMY

sports connect

Email Address \_\_\_\_\_

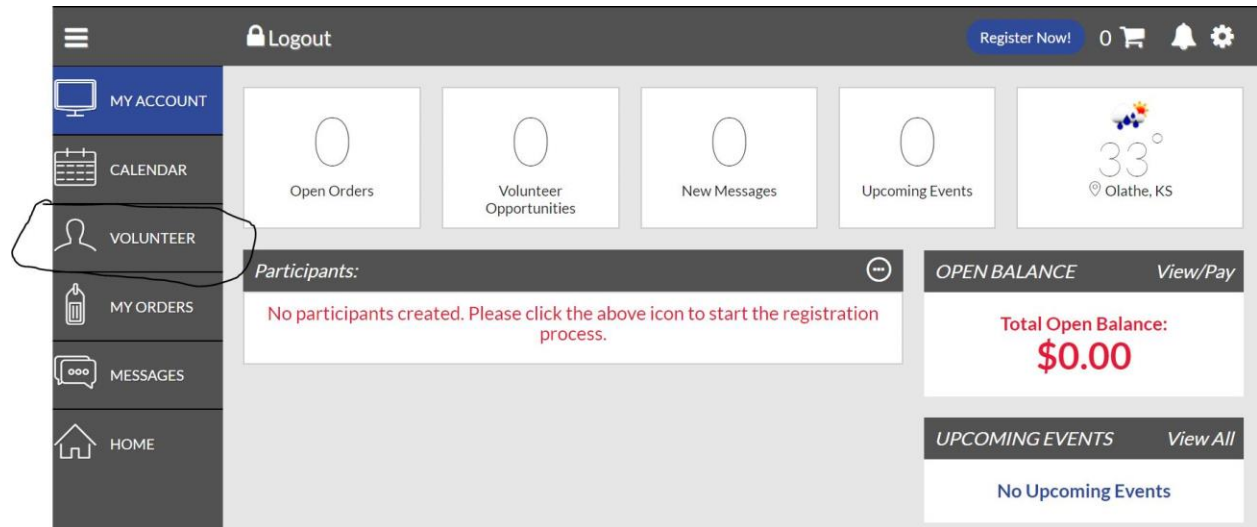
Create Username \_\_\_\_\_

Password \_\_\_\_\_

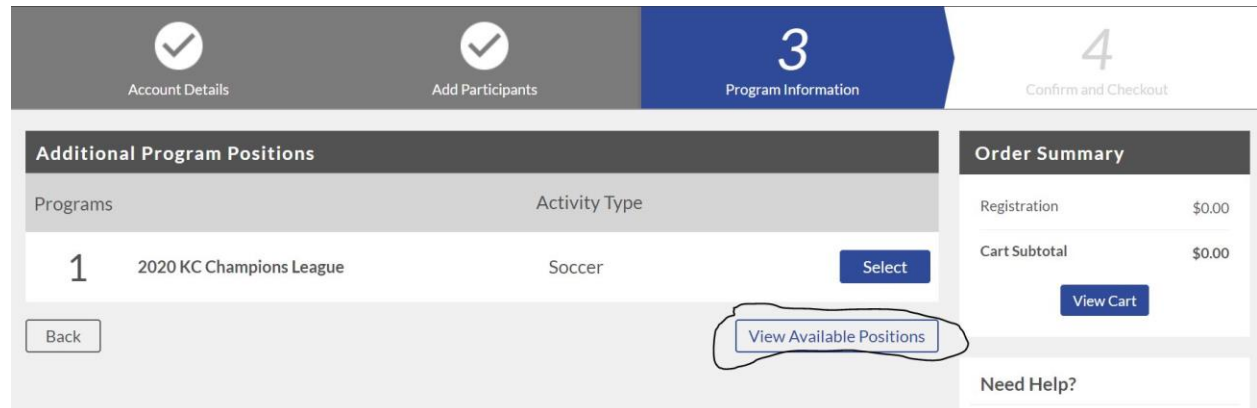
Confirm Password \_\_\_\_\_

## Step 2 – Create your Team Page

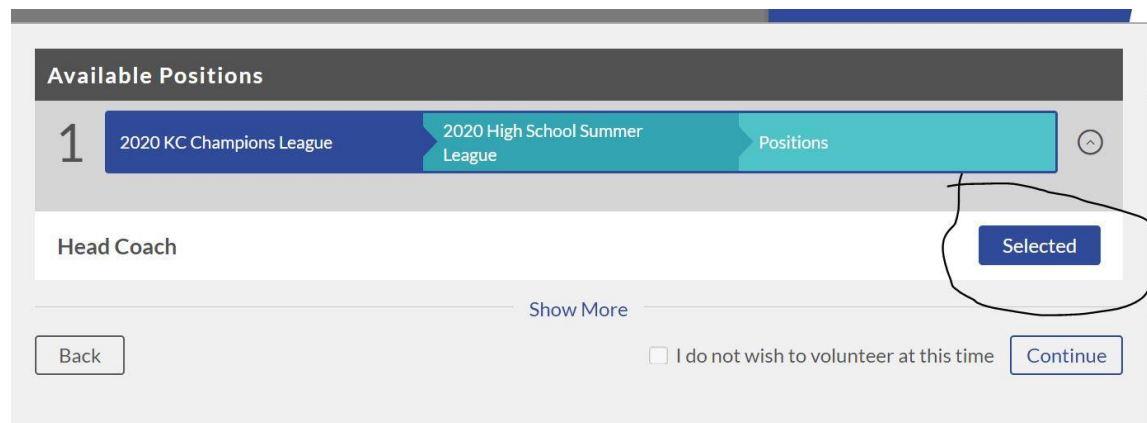
- Once in your account, look at the left-hand column and click on 'Volunteer'
- If the page is blank like this, click on the orange button 'Find Volunteer Roles'



- Click on the 'Select' button for the 2020 KC Champions League.
- Click on 'View Available Positions'



- Click on the 'Select' button for Head Coach.



### Step 3 – Create your Team Name

- Provide and complete the required information needed.
- Once you get to the bottom of the page to the line 'Team Name' please provide the name you want displayed for your team. Use your school mascot if you can't think of a name BUT DO NOT use your school's name. For example – do not use Blue Valley North instead use 'Mustangs'.
- Click the 'Continue' button.

Other Phone

Email Address\*  73 Characters Remaining

Team Name\*  100 Characters Remaining

### Step 4 – Team Page; Invite players to register for your Team

- Proceed to confirm and checkout.
- It should now show you the details for your Team Page with a Team Code which is what you will provide to your players.
- You can copy and paste email addresses of your players from this page to send them an email invite to register for your team with the Team Code provided.
- Once you have included all the emails and provided any additional information, click the 'Send Invite' button. Your players should now receive an email to Register.

Division Details			Team Details	
Team Status	Player Fee	Registration Deadline	Team Name	Team Code
Min: 1 Max: 100 Confirmed: 0	\$110.00	5/31/2020	2020 Composite Team	ED5D0081

**Invite Players**

To:

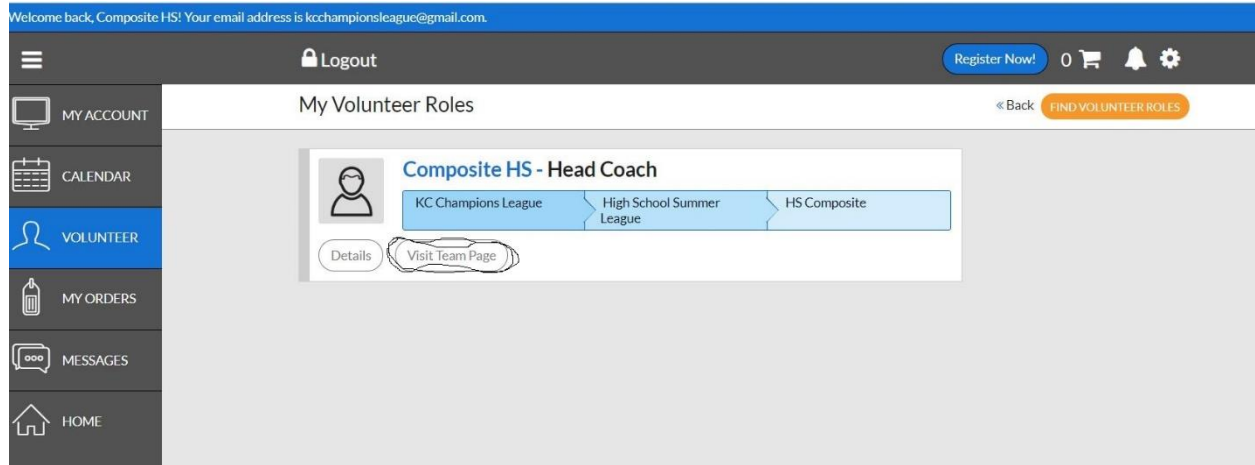
Note: Email addresses must be separated with ";"

Subject: KC Soccer Academy is inviting you to join the team "2020 Composite Team"

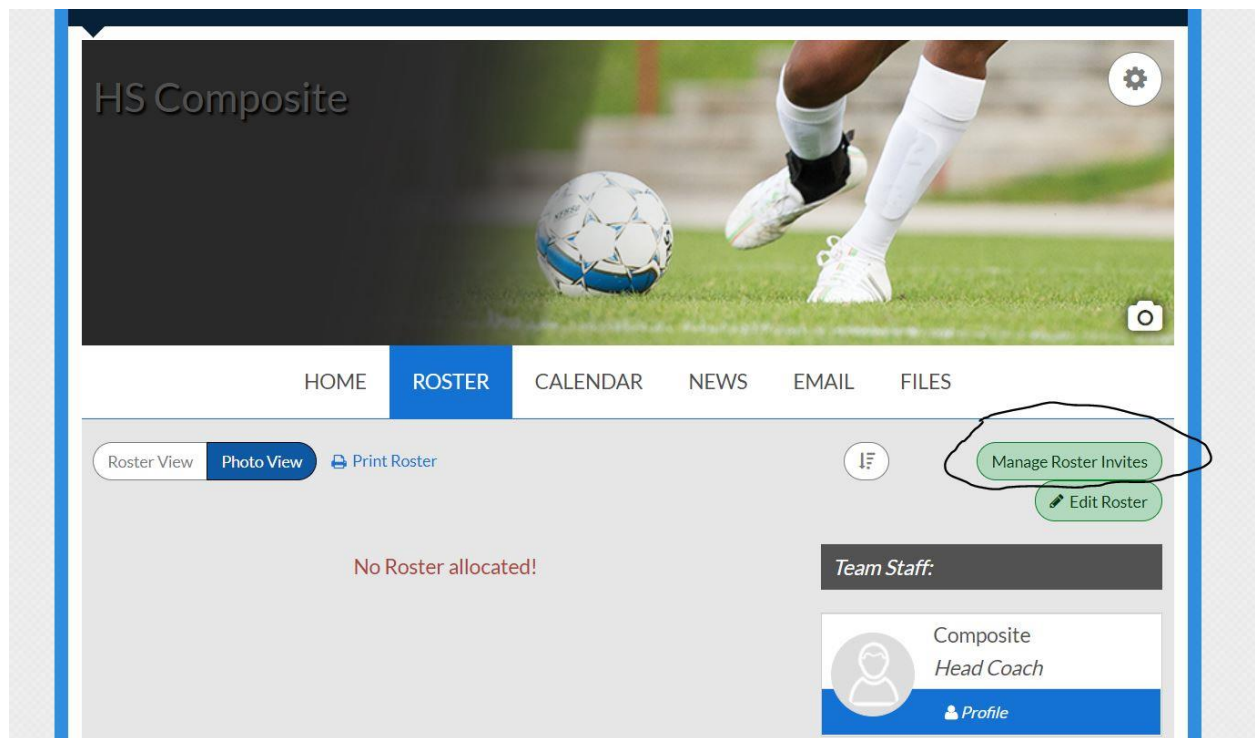
Message: Hey!  
KC Soccer Academy has invited you to join team 2020 Composite Team for 2020 High School Summer League - 2020 KC Champions League - Congrats!  
In order to secure your spot on the team, please use the button above to accept your team invite and complete the required registration form.

## Step 5 – Manage your Team Page and Roster to invite players to Register

- In your account now, click on the 'Volunteer' button and it should now show your team.
- Click on the button 'Visit Team Page'



- Click on 'Roster' tab
- Click on the button 'Manage Roster Invites'



- From this page you can view the registered players so you can follow up if someone doesn't register.