



# RECREATION REGISTRATION PROCESS 2020-2021 SEASONAL YEAR

## MEMBER CLUB AFFILIATION

Each seasonal year, member clubs with recreation programs are required to complete the NJ Youth Soccer (NJYS) Club Questionnaire. Completion of this questionnaire will indicate a desire to register players with NJYS for the coming seasonal year. As a result, member clubs will be provided the requested certificates of insurance to provide to their additional insured.

Recreation programs seeking membership with NJYS must submit the appropriate application through the NJYS website.

## TEAM REGISTRATION

Recreation programs are not required to submit teams to NJYS. However, should a recreation program participate in an NJYS member recreation league, team submission may be required.

## PLAYER REGISTRATION

Beginning with the 2020/2021 seasonal year, all recreation player registrations will be stored electronically in the Sports Connect State Platform. The following options are available to NJYS recreation programs to submit player registrations to this platform.

- Sports Connect Club Platform:** Recreation Clubs that utilize the Sports Connect platform (formerly Blue Sombrero) may affiliate registration 'programs' to NJ Youth Soccer. Player data and information will be submitted to NJYS upon registration. Upon completion of registration, the member club should access the state platform of Sports Connect to remit payment for registered players.
- Upload of Data File:** Recreation Clubs that do not utilize the Sports Connect Club Platform for player registrations may submit an excel file through the upload portal in the state platform of Sports Connect. All required information of the player/parent must be completed for players to be considered registered with NJYS. Missing or incomplete information may risk incomplete player registrations in the platform. To access the template, visit the NJ Youth Soccer Website. The following items are required in the template for recreation player registration:

- Player First Name
- Player Last Name
- Player Date of Birth
- Player Gender
- Player Address
- Player City
- Player State
- Player Zip Code
- Parent/Guardian 1 First Name
- Parent/Guardian 1 Last Name
- Parent/Guardian 1 Phone Number
- Parent/Guardian 1 Email

NJYS recreation programs should avoid emailing files containing sensitive player information. For assistance with the upload portal or another method of secure data transmission to NJYS, please contact Lorie Hynes ([recreation@njyouthsoccer.com](mailto:recreation@njyouthsoccer.com)).



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*Note: NJYS will not accept "fake" or "dummy" data for player registration.*

## COACH REGISTRATION

Beginning with the 2020/2021 seasonal year, all recreation coach registrations will be stored electronically in the Sports Connect State Platform. The following options are available to NJYS recreation programs for recreation coach registration:

- Sports Connect - Club Platform:** Recreation Clubs that utilize the Sports Connect platform for coach registration will automatically include a background check, safe sport training and concussion training, providing recreation programs a comprehensive risk management solution. Coach data and compliance will be submitted to NJYS upon registration. When registration is complete, the member club should access the state platform of Sports Connect to remit payment for registered players.
- Sports Connect - State Platform:** Recreation Clubs that do not have an independent background check solution must utilize the NJ Youth Soccer Background Check registration hosted on the Sports Connect - State Platform. Coaches may submit background check through the State Platform link on the NJ Youth Soccer website. Additionally, this platform provides recreation programs with a comprehensive risk management solution to manage safe sport training and concussion training for coaches. When registration is complete, the member club should access the state platform of Sports Connect to remit payment for registered coaches.
- Submission of Data File:** Recreation Clubs that do not utilize the Sports Connect platform for coach registrations and background checks and have an independent background screening provider must submit an excel file to NJ Youth Soccer. A subsequent submission of a "Certification of Criminal Background Screening Compliance for Recreational Youth Coaches" form is required (see page 3). Safe Sport training and concussion training must be completed for each coach submitted. All required information of the coach must be completed for coaches to be considered registered with NJYS. Missing or incomplete information may risk incomplete player registrations in the platform. The following items are required for recreation coach registration:

- Coach First Name
- Coach Last Name
- Coach Date of Birth
- Coach Gender
- Coach Address
- Coach City
- Coach State
- Coach Zip Code
- Coach Phone Number
- Coach Email
- Team Role (HC, AC, TM)

This information must be submitted securely to NJ Youth Soccer. For instructions, please contact Lorie Hynes ([lorie@njyouthsoccer.com](mailto:lorie@njyouthsoccer.com)).

*Note: NJYS will not accept "fake" or "dummy" data for coach registration.*

