

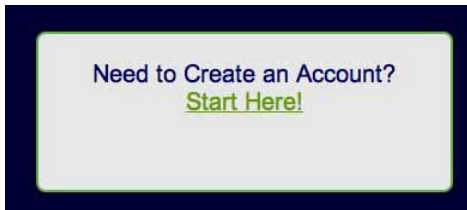
Mass Soccer Online Registration Tutorial

This spring every player will have to register with MASS Soccer, before being placed on a team's roster, effective today. It is a simple process and will cover you for two years. When completed, you will receive a temporary player passcard along with your member number. A permanent passcard will be mailed to you within 3 weeks. Referees will be instructed to only accept these new player cards and your member number will be on the roster.

You will need a digital picture of yourself and a credit card to cover the membership fee of \$25.

When you are ready, [click here](#) to go to the MASS Soccer registration page.

Step 1, click on Start Here and enter your email and a password twice.



You will receive an email with a link to activate your account. Click on the link in the email and a new page will open in your browser. If it doesn't, paste the link in your browser.

Step 2, Login using your email address and password. Fill in the player information screen. At this point, you will need a driver's license number or passport. Click submit.

Player Information

A registration form titled "Player Information" with the following fields: First name, Last name, Mailing address (with a note "your player passcard will be sent to this address"), Mailing address line 2, City, State (dropdown), Zipcode, Home phone (format: xxx-xxx-xxxx), Cell phone (format: xxx-xxx-xxxx), Date of Birth (format: mm/dd/yyyy), Country of Birth (dropdown, with a note "Country of birth is required by US Soccer for international clearance requirements by FIFA"), Gender (dropdown), ID Type (dropdown), ID Number, and Expiration Date (format: mm/dd/yyyy). A "Submit" button is at the bottom left.

Step 3, Upload your picture. Select a picture from your computer by clicking Choose File. You will be able to edit it after you click Submit.

Upload Picture

Linda Fischman

Upload a clear, recent photo of your head and face only.

On the next page you can use a crop tool as needed so your face fills the frame.

If you receive an "error" message, ensure the file size is under 2.5MB and is a standard image type (JPG, GIF, PNG, BMP).

All photos are subject to approval. Invalid photos will delay your registration process.

Headshot:

no file selected

Step 4, Edit your head shot if necessary

Photo

- Upload a clear, recent photo of your head and face only.
- Click on your uploaded photo to use the crop tool as needed so your face fills the frame.
- Preview your photo in the box below.
- Choose "Done" when satisfied with your photo or choose "Upload" to choose a different photo.
- If you receive an "error" message, ensure the file size is under 2.5MB and is a standard image type (JPG, GIF, PNG, BMP, etc.)
- All photos are subject to approval. Invalid photos will delay your registration process.

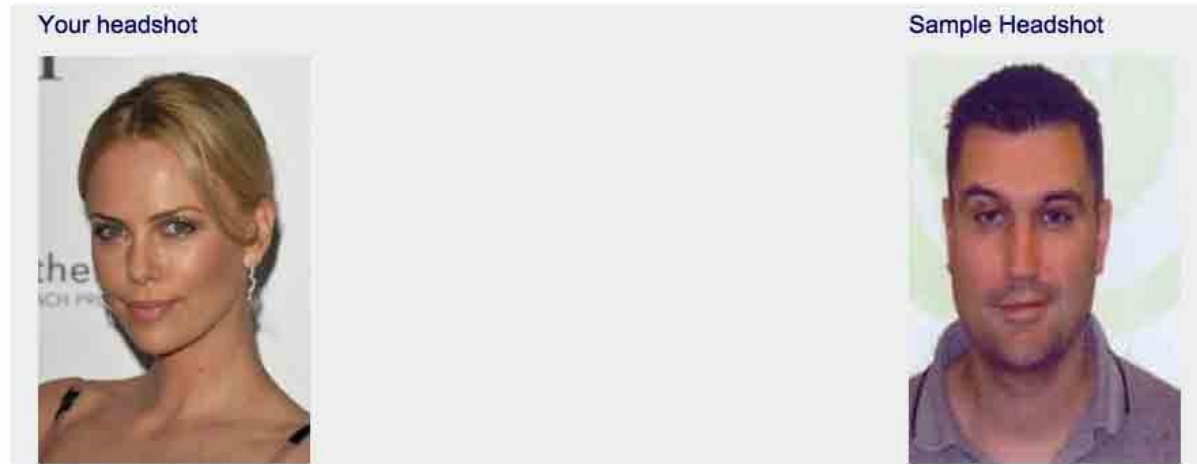


Photo Cropping

Use the controls below to crop your current photo file or upload a new one. You can repeat this process until you are satisfied with the image above. This image will appear on your Player Passcard.



upload new file no file selected

Step 5, Read the waiver and sign by entering your date of birth and clicking I accept this waiver.

Step 6, Optional. Enter an emergency contact name and phone. There are three opportunities to volunteer or receive information from our state association.

Optional Items

Your Emergency Contact

First Name:

Last Name:

Home Phone:
xxx-xxx-xxxx

Cell Phone:
xxx-xxx-xxxx

Newsletters and Volunteer Positions

Would you like to

Help with a state run soccer tournament or event


Learn more about Mass Soccer committee volunteer opportunities

Receive updates regarding tournaments and related activities

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[Privacy Policy](#)

Step 7, On screen invoice for \$25. Click Checkout. Enter your credit card or Paypal info on the next page and submit.

 Home [FAQ](#) [Contact Us](#) [Logout](#)

Logged in: Linda@adminsports.com

Linda Fischman

You've selected

- Massachusetts Resident Online Player registration 2012-2013: \$25.00 (required)

Options

- Duplicate Passcard (can only be ordered during initial registration): \$3.00 --
- Order replacement Player Passcard: \$7.00 --

Your Total: \$25.00

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Step 8, After your payment is accepted, you click on the "Home" link to return to your home page. All of your info will be there along with a link to print a temporary passcard.

Success! Here it is:

MASS ADULT SOCCER

2012-2013 Player Passcard



Linda Fischman

Member # MA120000531A

DOB 04/18/1980



expiration date 04/05/2012

Affiliated with



This player passcard is the property of Mass Soccer. Please visit us as www.mass-soccer.org

Step 9, Please remember to send your MASS ID number to your team manager so they can add it to your leagues game day roster. Also don't forget to print out the temp card that you will need at each game until the permanent card arrives.