

UYSA ~ SWAT Fall 2019/Spring 2020 Online Registration

Parents, Players & Coaches -

In an effort to help you master the online registration process, SWAT has put together some notes to assist you.

During the online registration process, you will need the following information:

- **UYSA username & password**

NOTE: If you have ever registered a player with the UYSA through Affinity you should already have this, and you will be able to register multiple kids playing with the club by using the same username and password.

- **Team Assignment Code sent to you from your Coach or Team Manager**

- **Email Address**

- **FACE ONLY digital photo of each player you will register**

NOTE: Take a face only shot of your child with your phone and email it to yourself. You can adjust the size of the photo through Affinity.

- **Digital Copy of Birth Certificate - if not already uploaded**

NOTE: You only need this if you are registering a child for the first time with Affinity/UYSA. If you have registered a child in a prior year their birth certificate should already be on file.

- **Credit Card OR Bank routing and account number**

STEP 1: In order to begin registration, you must go to www.swatsoccer.org

Click on the Fall 2019/Spring 2020 Player Registration button towards the top of the page.

DIRECT LINK

<https://secure.sportsaffinity.com/reg/Public/registration/login.aspx?domain=uysa-swat.affinitysoccer.com&language=english&sessionguid=>

Technical Support - If at anytime you have technical difficulties, please do not hesitate to call Affinity at 888-211-3444 (M-F 7am-7pm PST.)

STEP 2: Log in to the website: Click “Player Registration 2019-20” then enter your username and password.

NOTE: You should already have this if you have ever registered a child through the Affinity/UYSA. If needed, use the “Forgot Username or Password?” link to reset it. You will most likely NOT need to create a new account. If you have problems with your username/password you can call the UYSA State Office 801.307.5150 or Affinity 888.211.3444.

After you log in you will see at the top of the page your Account Primary Contact with address and phone number information. Make sure all that information is correct. You will also see below that all children/parents within your household that you have ever registered through Affinity.

If you have not registered your child in a previous year this is where you can add additional family members. You will also need to add a digital copy of their birth certificate if you are registering them for the first time.

NOTE: Take a picture of the birth certificate with your phone and email it to yourself. You will then need to save that file to your computer and upload it through the Affinity system.

Once you have all children created you intend to register you can click on the green Continue button.

STEP 3: Click on the green CONTINUE button.

You will see a list of all family members you have registered previously and there will be a link next to each child’s name that says “Register as Player”. Select the Play Level - X-League for U9/2011 - U12/2008 or Competitive for U13/2007 and older. Click that link.

STEP 4: Enter Team Assignment Code

This is where you will enter your particular player/team assignment code from your coach or team manager. The player code should have a PL01 at the end of it and that is how you will know it is a player code. Each team has its own, distinct player code. Don’t use the same player code for more than one player. You will receive a unique player code for each child that ties them to a particular team.

NOTE: Sometimes if you have pop-up blocker "on" nothing happens when this is clicked. If nothing happens when you click "Register as a Player," then check your pop-up blocker and temporarily disable it if needed. This will be specific to your operating system and your computer.

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Once you enter your particular assignment code click on the green "Submit Assignment Code" button.

STEP 5: Upload a current FACE ONLY photo of your child.

This will take you to a place where you will upload a photo of your child and their birth certificate if it is not already uploaded. You will also make sure your name, email and address information is correct and answer a few questions.

If you have problems uploading your photo or upload the wrong photo please email the photo, your player's name as it appears on their birth certificate and birthdate to admin@swatsoccer.com. Please allow 24 hours for a response.

After filling out all that information and attaching the picture you will follow the prompts to complete the registration process and make a registration payment.

STEP 6: Payment The last stage of registration is payment. You may choose to pay the fees with an electronic check (eCheck) or credit card. To have the payment debited from a checking account, please input the bank routing number and account number. To have the payment charged to a credit card, select that option.

Convenience fee for eCheck is a flat fee of \$5.00. Credit card convenience fee is 2.9% of order total.

STEP 7: Print out two copies of the Player Registration Form. Please print out all forms that are available (ELA Form and Registration Receipt). Save a copy for your own records and send a copy of the Participant Registration Form physically signed by you in two places to your coach/team manager.

When you have finished the registration process please let your team manager know. Thanks!

We look forward to having you at SWAT for the 2019-20 season!

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