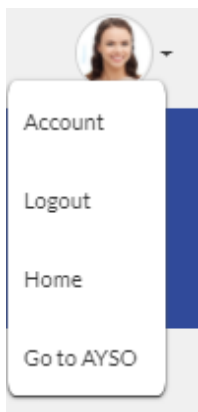**sports** connect (/helpcenter/s/)

Search 🔍

Accessing and Printing Player Application Forms as Region

Player Application Forms are now printed in the Association Platform for each team.

NOTE: To print Player Application Forms as a Regional Commissioner or Regional staff member, you must be added to the Security tab for your region on the Association Platform and have an approved background check.
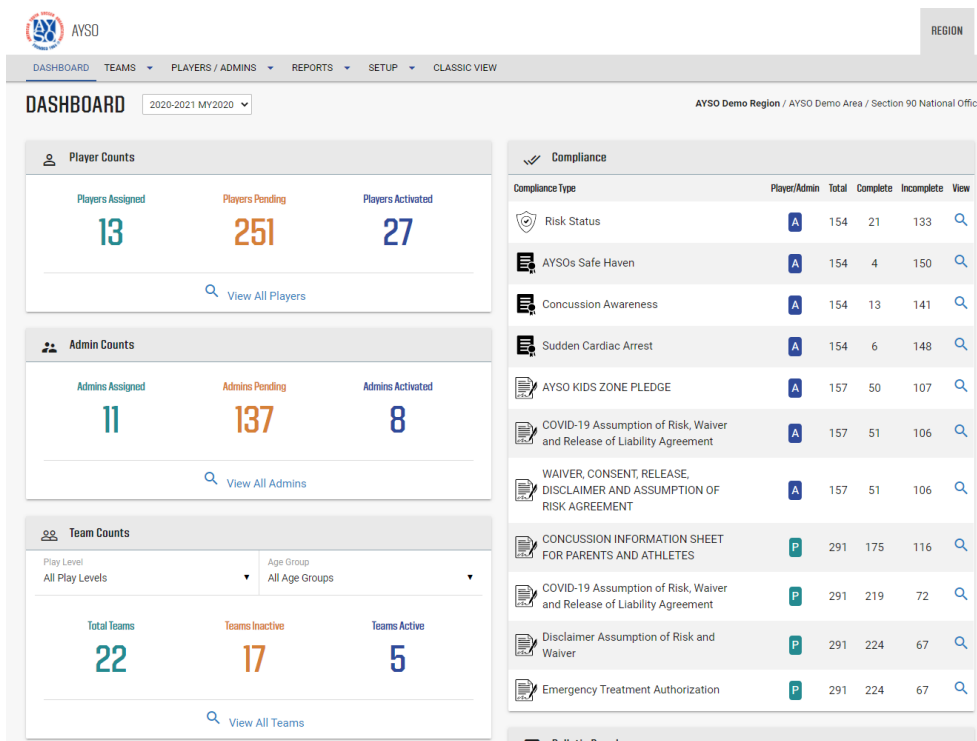
1. Log into your Region Portal

2. Hover over your account picture (located in the upper right-hand corner of the screen) and select Go to AYSO.

3. You will automatically be taken to your Region's Dashboard on the Association Platform.

NOTE: If you have not connected your Region and National Governing Body account, you will need to do that first. View our user guide (https://stacksportsportal.force.com/helpcenter/s/article/Linking-Region-National-Governing-
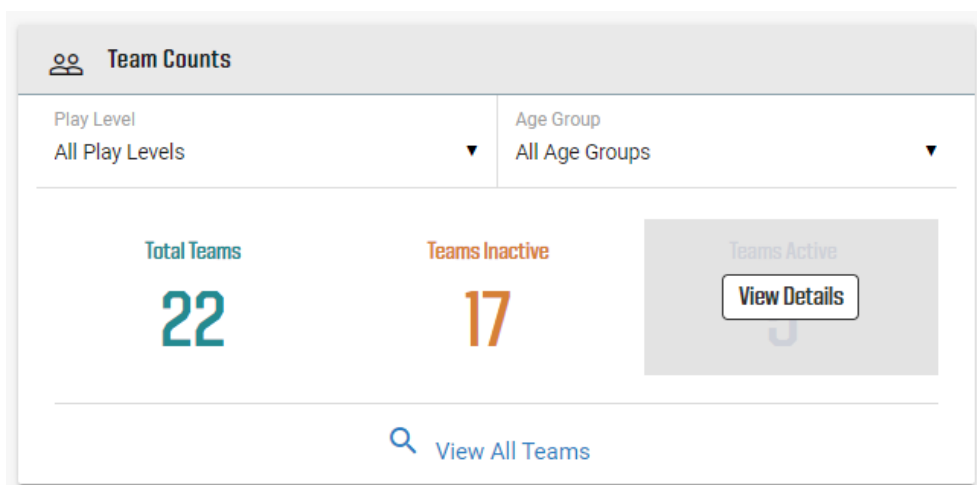
Body-Accounts?b=0011T00002R7RG7QAN) for linking your accounts.

4. Once you have successfully logged into the Association Platform, you will have the option to print Player Application Forms by Team or by Player.

Print by Team

1. On your Region's dashboard navigate to the Team Counts Widget, click on Teams Active and View Details to view your active teams, or choose View All Teams to view all teams in your region.

2. Click on the name of the Team in which you wish to print Player Application Forms.

3. Selecting Team will take you to the Team Details tab on the Association Platform.

4. Click on the Team Roster tab to view the Roster.

5. Click the Player Application Forms button below the team roster.

6. Once clicked a new window will open and download a PDF containing all forms in one document.

7. Print the file.

NOTE: Be sure to disable pop-up blockers in your browser. If the file download does not display across the bottom of the browser window, please check your computer's downloads folder.

8. Choose Next Team in the upper right of the window to navigate to the next team and print their Player Application Forms (if applicable).

Print by Player(s)

1. Choose Player/Admins and then Player Lookup from the main navigation menu.

2. Select any search criteria from the various dropdown menus and choose Search.

3. Using the dropdown menu at the top of the search results page, choose Application Forms (PDF).

4. Once selected, choose the printer icon to generate the report (file).

5. Once clicked a new window will open and download a PDF containing all forms in one document.

6. Print the file.

NOTE: Be sure to disable pop-up blockers in your browser. If the file download does not display across the bottom of the browser window, please check your computer's downloads folder.

000007289January 04, 2021, 03:07 PM

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SECTION, AREA AND REGION MANAGEMENT (/HELPCENTER/S/TOPIC/A4U1T000000VYSZ? B=0011T00002R7RG7QAN)

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