



## Smithtown Kickers Registration Introduction

Congratulations on being accepted on a Smithtown Kickers Travel team! The instructions below outline the process for registering your child for the upcoming season. Please DO NOT register until you have been notified by the Team Administrator that you have made a team. Registration is for a full year, both the Fall and Spring season.

If you run into any problems or have any questions, try using the help screens or contact your Team Admin. If you need further assistance contact the Travel Director. The Travel Director may be contacted at [travel@smithtownkickers.com](mailto:travel@smithtownkickers.com)

It is important to note that this site will be used EVERY season to register your child. Please select an email and password you will remember going forward.

**The Smithtown Kickers will NOT refund registrations, unless extenuating circumstances exist, in which case, submit your request with appropriate rationale by email to the Travel Director at [travel@smithtownkickers.com](mailto:travel@smithtownkickers.com).**

Good luck in the upcoming season!

Scott Margolis / Ryan Cavanagh  
Travel Registrar / Director



## Smithtown Kickers / LI Slammers Registration Instructions

	Task	Notes
<b>Login / Setup</b>		
1	Be accepted onto a Smithtown Kickers LI Slammers travel team	<ul style="list-style-type: none"> <li>• DO NOT register until you are accepted</li> <li>• Be sure you know the age group and team you have been placed on</li> </ul>
2	Log onto a computer and open a browser	<ul style="list-style-type: none"> <li>• Do not use your phone or tablet</li> <li>• Use Chrome, Safari, or Firefox</li> </ul>
3	Go to <a href="http://www.smithtownkickers.com">www.smithtownkickers.com</a> and select the Registration... Travel Registration menu option	<ul style="list-style-type: none"> <li>• If you are registering a <b>Player</b>, click on the Click Here to Register as a Player for Travel Soccer (Players Only)</li> <li>• If you are registering a <b>Trainer/Coach/Admin</b>, click on the Click Here to Register as a Trainer/Coach/Admin for Travel Soccer (Trainer/Coach/Admin Only)</li> <li>• Read what is in the popup window</li> </ul>
4	Close the popup window	<ul style="list-style-type: none"> <li>• Login screen will appear</li> </ul>
5	If you have previously used this site, use the Email Address and Password fields to log in	<ul style="list-style-type: none"> <li>• The account you used as a coach for GotSport may be different from the account your child is on.</li> <li>• If you have forgotten or do not know your password, use the Forgot Password link below the Log In button.</li> <li>• If you have changed email providers, contact the Travel Director with your new email address</li> <li>• DO NOT create a new account if you already have an account. This will result in a duplicate registration error and will delay registration</li> </ul>
6	If you are logged in, verify your account information is still correct by clicking on your name in the upper left corner of the screen.	<ul style="list-style-type: none"> <li>• Verify the information and be sure to save any changes. Once saved, click on the browser Back button to return to the registration screen.</li> </ul>
7	If you have logged in, skip to <b>step 13 if you are registering a Player</b> or <b>step 30 if you are registering a Trainer/Coach/Admin</b>	



## Smithtown Kickers / LI Slammers Registration Instructions

	Task	Notes
8	If you have NEVER registered for a Smithtown Kickers / LI Slammer <b>Travel</b> team in <b>GotSport</b> , you need to create a new account by clicking on Create an Account	<ul style="list-style-type: none"> <li>This site is NOT the same as the Intramural registration site. If you have only played intramurals, you need to create an account.</li> <li>If you were a coach or an assistant coach, you have a login from when you had to do your training requirements.</li> <li>This will be a family / primary holder account for all our your children</li> </ul>
9	You will be asked who you are registering for?	<ul style="list-style-type: none"> <li>Select <u>I'm registering my child or someone else</u> <b>if you are registering a Player</b></li> <li>Select <u>I'm registering myself</u> <b>if you are registering as a Trainer/Coach/Admin</b></li> </ul>
10	<b>If registering a Player</b> , fill in the player's (registrant's) information	<ul style="list-style-type: none"> <li>All fields are required</li> <li>Be sure to enter <u>your <b>player's</b> birth date</u>, not your birth date</li> </ul>
11	Fill in your information in the Your Information section	<ul style="list-style-type: none"> <li>Fill in all mandatory fields (marked with an *)</li> <li>Be sure to put in <u>your</u> birth date, not your child's</li> <li>Use a personal email and select a memorable password</li> </ul>
12	Click Sign Up	<ul style="list-style-type: none"> <li>You will be taken to the Registration page</li> <li><b>If you are registering as a Trainer/Coach/Admin, skip to step 30</b></li> </ul>
<b>Register to Play / Participate</b>		
13	To register your child, click on the white Register button next to your child's name and select Player.	<ul style="list-style-type: none"> <li>A multi-tab registration page appears, with your child's information listed on the first tab</li> </ul>
14	If your child is not listed on the page, click on the blue Search button in the Add Family Member	<ul style="list-style-type: none"> <li>All fields will be blank and all required fields will need to be entered. Be sure to enter your child's birth date and not yours.</li> <li>Click on the Search button. If your child's name is found, click on Register...Players or if not found, click on the <b>Register New User as Player button</b>.</li> </ul>
15	Enter/verify your child's information	<ul style="list-style-type: none"> <li>Fill in all mandatory fields (marked with an *)</li> </ul>
16	Click Choose File to upload a headshot photo of your child	<ul style="list-style-type: none"> <li>System requires all players and team managers to have current color photos. These can only be seen by the players team and coach</li> </ul>



## Smithtown Kickers / LI Slammers Registration Instructions

	Task	Notes
		<ul style="list-style-type: none"> <li>• <b>Be sure to follow the photo rules (See Pass Picture Guide).</b></li> <li>• You can adjust the size of your picture through the Edit Image button</li> <li>• Click Save when are finished editing the photo</li> </ul>
17	Click Save when done entering / verifying your child's information	<ul style="list-style-type: none"> <li>• You will be taken to the Parents tab</li> </ul>
18	If you wish to add another parent, click the Select button next to the New User in the Add Parent/Guardian area	<ul style="list-style-type: none"> <li>• Parent information fields will appear to to be filled in.</li> </ul>
19	If you are not adding a Parent, click Continue	<ul style="list-style-type: none"> <li>• You will be taken to the Emergency Info tab</li> </ul>
20	Fill in at minimum the required fields on the Emergency Info screen	<ul style="list-style-type: none"> <li>• When finished filling in the fields, click Continue to be taken to the Playing Group tab</li> </ul>
21	On the Playing Group screen select the following:  Select the age group your child would have played in the Fall	<ul style="list-style-type: none"> <li>• For Fall registration, if you are playing U9 in the Fall, select U8. If you are playing U12 in the Fall, select U11.</li> <li>• After making a selection, click Contine to be taken to the Team tab</li> </ul>
22	Select your child's team and click on the Continue button	<ul style="list-style-type: none"> <li>• You will be taken to the Registration tab</li> </ul>
23	If you have never registered for a travel team in LIJSL, you need to click on the Start button next to Birth Certificate (Proof of Age) option	<ul style="list-style-type: none"> <li>• Click on Choose File and select a PDF or image of your child's birth certificate, passport, or an official document indicating your child's birth date.</li> <li>• Click on Save to return to the Registration tab</li> </ul>
24	Click on Start next to the LIJSL Team Consent option. Read carefully the LIJSL Code of Conduct and Team Commitment agreements	<ul style="list-style-type: none"> <li>• Click on the I Agree check boxes for both sections</li> <li>• Click on the Save button to be taken back to the Registration tab and then the Continue button to go to the Payment tab</li> </ul>
25	If you are able to continue from the Registration tab and have completed the LIJSL Code of Conduct and Team Commitment agreements, then you must upload proof of age.	<ul style="list-style-type: none"> <li>• Click on Choose File and select a PDF or image of your child's birth certificate, passport, or an official document indicating your child's birth date.</li> <li>• Click on Save to return to the Registration tab</li> </ul>



## Smithtown Kickers / LI Slammers Registration Instructions

	Task	Notes
26	Click the Select button to choose \$0 payment	<ul style="list-style-type: none"> <li>Registration checks are collected by the team managers for Smithtown. The registration amount is included in your fees for the LI Slammers</li> </ul>
27	If you wish to register another child, click on the Register Someone Else button	<ul style="list-style-type: none"> <li>Repeat steps 13-26</li> </ul>
28	If you are done registering your children, click on the Checkout button	<ul style="list-style-type: none"> <li>Review the Payment Terms</li> <li>Click the Yes, I agree</li> </ul>
29	Click the Register button	<ul style="list-style-type: none"> <li>You will be taken to a confirmation page. Clicking Continue to My Account will take you to the My Account page.</li> </ul>
<b>Register as a Trainer/Coach/Admin</b>		
30	To register as a coach, click on the white Register button next to your name.	<ul style="list-style-type: none"> <li>A multi-tab registration page appears, with your information listed on the first tab</li> </ul>
31	If you are not listed on the page, click on the blue Search button in the Add Family Member row	<ul style="list-style-type: none"> <li>All fields will be blank and all required fields will need to be entered. Be sure to enter your birth date and not your child's.</li> <li>Click on the Search button. If your name is found, click on the white Register button or if not found, click on the <b>Register New User button</b>.</li> </ul>
32	Enter/verify your information	<ul style="list-style-type: none"> <li>Fill in all mandatory fields (marked with an *)</li> </ul>
33	Click Choose File to upload a headshot photo of yourself	<ul style="list-style-type: none"> <li>System requires all players and team managers to have current color photos. These can only be seen by the players team and coach</li> <li><b>Be sure to follow the photo rules (See Pass Picture Guide).</b></li> <li>You can adjust the size of your picture through the Edit Image button</li> <li>Click Save when are finished editing the photo</li> </ul>
34	Click Save and Continue when done entering / verifying your information	<ul style="list-style-type: none"> <li>You will be taken to the Payment tab</li> </ul>
35	Click the Select button to choose \$0 payment	<ul style="list-style-type: none"> <li>No money is due as a coach. Thank you for helping our children!</li> </ul>
36	You will need to be added to your team by a system administrator. Email the Travel Registrar and include the team you want to be added to...	<ul style="list-style-type: none"> <li>Once you have been added to the team, you will be able to log in and see who has registered.</li> </ul>



## Smithtown Kickers / LI Slammers Registration Instructions

	Task	Notes
	<a href="mailto:travel@smithtownkickers.com">travel@smithtownkickers.com</a>	
<b>Registration Fees</b>		
37	For Smithtown players, give your team manager a check or money order for the registration fee	<ul style="list-style-type: none"> <li>• Check or money order should be made out to Smithtown Kickers</li> <li>• If you are playing for the LI Slammers, you do not need to send a check. The registration fee will be part of your monthly fees.</li> <li>• A check or money order should be made out for each team. DO NOT write one check for multiple teams</li> <li>• Write the team name in the memo section</li> <li>• Team fees are not covered by the registration fee</li> </ul>
<b>First Child Fee = \$300</b> <b>Second Child Fee = \$275</b> <b>Third Child Fee = \$250</b> <b>Fourth Child Fee = Free</b> <b>Spring Only Registration Fee = \$150 (all children)</b>		