

Hello GGFSC Coaches, Staff, and Team Managers,

GGFSC is part of US Club Soccer, which uses GotSport as the national registration system. To qualify to interact with the players, be covered by club insurance, be placed on the roster, and to receive your coach/manager card, each coach, adult staff, and team manager must submit and complete the following compliance requirements. Note that these requirements have differing expiration dates, so if you are returning, please check the requirements on your account to see if there is anything open or pending. Non-compliance will result in delays and/or revocation of coaching/managing privileges.

At this point, you should have already registered as a staff/volunteer at ggfsc.com for a current-year program (if you haven't, please do so now). This email will guide you through the next steps.

**Here's what you need to do:**

[Log in to GotSport](#) (if you haven't logged into GotSport since 8/1/2021, or ever, see "important note" below) and [perform the following compliance items](#) as seen in your dashboard:

- [Disqualification Review](#) - simple submission right there in the GotSport website
- [Background Check](#) (VERY IMPORTANT - This is a TWO step process - after the first step, you will receive and need to acknowledge an email from "JLP" before your check moves forward). GGFSC has pre-paid for your background checks, so just press Submit (do not pay with your credit card - if you have trouble with this, our pre-paid credits may have run out, just let me know). The Background check takes up to three weeks to process so it is extremely important you complete both steps as soon as possible so there are no delays.
- [SafeSport](#) (NOTE: if you've done SafeSport before, there is an annual SafeSport refresher that may be due. Check your SafeSport account and if you're still compliant, enter the code on your certificate into your GotSport account where prompted). SafeSport is free and takes you about 90 minutes to complete (or 30 mins for the annual refresher).
- **Provide a headshot photo** that will appear on the roster and your card. The photo should be recent, show enough facial detail to identify you, and must be a .jpg or .png format only.

**Important Note:** Coaches who have already been entered into GotSport by GGFSC and have accessed their GotSport account since 8/1/2021 will simply need to log in to GotSport and view/complete any outstanding requirements as shown on their dashboard.

However, if you haven't logged in to GotSport as part of our club since 8/1/2021 (or ever) GGFSC must create your account at GotSport before you can do so - DO NOT CREATE A NEW GOTSPORT ACCOUNT ON YOUR OWN OR IT WILL CAUSE PROBLEMS DOWN THE LINE.

Once you have been notified that your GotSport account has been created, go to <https://system.gotsport.com/> and **use the email you entered when you registered at ggfsc.com as your account name**. Do the forgot/lost password routine to access your password.

Please let GGFSC Administration know if you have any questions.

Thanks,

Matt Strand

GGFSC Registrar