

# Coach/Manager Instructions for Team Registration for Adult Open Division

**Note-coach or team manager is responsible for paying the team fee to RYSA. You may pay with a credit card, check or cash. If paying by check, please write one check to RYSA, don't turn in individual player checks or cash.**

**Step 1.** From the RYSA website, [www.rysa.net](http://www.rysa.net), click on the red registration tab, then click on Blue Sombrero. If you have an existing account, click login to access your account, choose "volunteer", click "find volunteer roles", and proceed to Step 4. If you are new to RYSA, click register.

**Step 2.** If registering a new account, complete the following screen

*Create New Account*

First Name  
First Name is required

Last Name  
Last Name is required

Email Address  
Email is required

Create Username  
Username is required

Password  
Password is required

Confirm Password  
Password confirmation is required

**Create Account!**

Already have an account? [Sign in here!](#)  
Forgot your [Username](#) or [Password](#)?

**Step 3.** After registering your new account, you will complete your account details, click continue and then choose the option that describes you

Back to My Account / Logout Rockdale Youth Soccer Association


**1**  
Account Details

2  
Add Participants

3  
Program Information

4  
Confirm and Checkout

### Primary Parent/Guardian Information

  
Upload Photo

**RYSA Coach**  
Email: rysacoach@rysa.com  
Username: rysacoach

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**Gender\***

**Additional Email Address**

**Street\***

**Unit#**

**City\***

**State\***

**Zip Code\***

**Telephone**


**Cell Phone\***

Receive Text Alerts?  No [What's this ?](#)

### Cart Summary

Subtotal:

[View My Cart](#)

  
powered by Symantec  
A BOUT SSL  
CERTIFICATES

### Need Help?

Rockdale Youth Soccer Associat  
1780 Old Salem Rd.  
Conyers, Georgia 30013

Phone: 770-483-0284  
[info@rysa.net](mailto:info@rysa.net)

Blue Sombrero is the leader in c  
registration for youth sports lea  
across the country. If you are ha  
trouble registering please check  
our [Registration F.A.Q.](#)

### Account Information

**How did you hear about us? \***

**What is your primary**

## Which best describes you?



**I am a parent or guardian registering a participant**

Select this option if you are registering a participant in an activity. You'll also have the option to volunteer or sign up as a team coach or other personnel here.



**I am a team coach or other team personnel**

Select this option if you want to skip registering a participant and only sign up to coach or volunteer.



**I am registering myself in an activity**

Select this option if you are registering yourself as a participant in an activity.

**Step 4.** On this screen, choose the correct season for the Adult Open Division


2017 Adult Open Coed Division Season I      Soccer      [+ SELECT](#)

**Step 5.** Here click sign up for Head Coach

*The following positions are available*

1      2017 Adult Open Coed Division Season I > Adult Open

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 Head Coach      Team Price: \$675.00      [SIGN UP](#)

**Step 6.** Then choose yourself

*Who would you like to select for the following role(s)?*

1      Head Coach > 2015-2016 Winter Indoor Competitive Team > U09 Boys

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 RYS Coach       Invite New Account User

[<< Back](#)      [Continue >](#)

**Step 7.** Fill out the additional information requested. **IMPORTANT-on this screen you will state the name of your team-this is required.** Don't fill in practice preferences, there is no practice for indoor.

*Additional Volunteer Information*

1 Head Coach 2015-2016 Winter Indoor Competitive Team U09 Boys

 **RYSA Coach**  
Email Address: rysacoach@rysa.com

**First Name\*** RYSA

**Last Name\*** Coach

**Date Of Birth** Month Day Year

**Gender\*** Female

**Street** 123

**Unit#**

**City** 123

**State** Georgia

**Zip Code** 12345

**Telephone**

**Cell Phone** 111 111 1111

**Other Phone**

**Email Address\*** rysacoach@rysa.com

**Team Name\***

Click continue and you will be taken to the checkout screen. You can either pay in full with your credit card or choose the pay by check option. Follow the instructions on the screen.

Once you complete your registration, click on the blue button that says Visit Team Page-See next page

**Step 8. YOUR FINAL STEP.** From your team page you will send email invitations to your players. Just enter their email addresses in the space provided and click send email. Your players will receive the email text below with your team name and specific team code filled in, with a link to accept the invitation. The team code in the email generated will be required for them to register.

Division Details			Team Details	
Team Status	Team Fee	Registration Deadline	Team Name	Team Code
Min: 1 Max: 12 Confirmed: 0	\$750.00	12/18/2016	test	E755DC31

### Invite Players

To:

Note: Email addresses must be separated with ","

Subject: Rockdale Youth Soccer Association is inviting you to join the team "test"

Message: Hey!

Rockdale Youth Soccer Association has invited you to join team test for U09 Boys - 2016-2017 Winter Indoor Competitive Team - Congrats!

In order to secure your spot on the team, please use the button above to accept your team invite and fill out the required registration form. Please keep in mind that your registration won't be considered complete until you pay.

You shouldn't need the team code, but just in case here it is: E755DC31

Have fun out there!

Rockdale Youth Soccer Association

Additional Message:

[Send Invite](#)