

Coach/Manager Travel Roster Instructions

Log into your account

Scroll down to the Teams section

Click on the Edit link located to the right of the team name and ID number

Teams			Current	Past
Team	Team ID	Season		
Homewood U-11 Lady Freedom	0212-012G11-0002	Youth Fall 2011-2012	View	
Homewood U-15 Lady Freedom	0212-012G15-0006	Youth Fall 2011-2012	Edit	Tournament

Click on the Travel Roster tab

Click on the Create New Request button

Homewood U-15 Lady Freedom
0212-012G15-0006

[Team Details](#) [Team Roster](#) [Travel Roster](#) [Tournament](#)

[Travel Requests](#)

Team Travel Roster Requests [Current](#) [Past](#)

[Create New Request](#)

Fill out the required information.

For Travel Request Type select USYS unless you are going to a non USYS sanctioned event in which case you will need to select non-usys. Do not select Regional.

Teams / Find, Edit, Delete a Team [Lookup Team](#)

Homewood U-15 Lady Freedom
0212-012G15-0006

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[Travel Requests](#)

Test [Request Info](#) [Roster](#) [Comments](#) [Review & Submit](#)

Please enter the information regarding the tournament your team wishes to travel to:

Tournament Name*

Soccer Federation (sanctioning body like "USYS")*

Event Start Date* **Event End Date***

Country*

City* **State*** **Postal Code***

Director First Name* **Director Last Name***

Director Phone* **Director Email***

Travel Request Type*

* - Indicates a required field

Remove players (for this tournament only) by clicking the red x to the right of their name.

Add guest players by clicking on the Add player/admin inside org button

Test Request Info **Roster** Comments Review & Submit

Please enter the details about your team roster below:

Administrators

Admin ID	SEC #	Administrator	Name	Lic. Level	Status	Risk Status	Expires	
17107-006291	7417	Head Coach	Delgadillo, Ernesto	D	Registered	Approved	8/11/2012	✕
10007-006287	8167	Team Manager	Delgadillo, Luz Elena		Registered	Approved	3/25/2012	✕

Players

Player ID	SEC #	Player	Home Jrs#	Away Jrs#	Position	Status	Association	DOB	
19207-021726	4418	Agee, Lauren V	1	1		Registered	AL	7/24/1997	✕
19607-005334	2340	Baecher, Kendall M	2	2		Registered	AL	11/22/1996	✕
91740-892297	4628	Cotton, Kathryn	3	3		Registered	AL	11/10/1996	✕
19707-006289	7159	Delgadillo, Natalie	4	4		Registered	AL	5/2/1997	✕
19608-052195	4425	Gibbs, Kailyn	5	5		Registered	AL	10/19/1996	✕
26986-239911	4120	Grady, Anna Catherine	6	6		Registered	AL	12/18/1996	✕
28298-003324	2736	Grady, Caroline M	7	7		Registered	AL	12/12/1998	✕
71744-689185	7103	Tindle, Mary Cameron	8	8		Registered	AL	10/15/1996	✕
19707-001867	2141	Williams, Grace Ann	9	9		Registered	AL	1/28/1997	✕
19707-010228	7585	Wood, Mary D	10	10		Registered	AL	4/2/1997	✕
19707-011119	7743	Zhang, Shirley	11	11		Registered	AL	4/8/1997	✕

Add Player/Admin Inside Org

Print Page Save & Continue

You will need to enter their role and player ID number to add guest players

Team Details Team Roster **Travel Roster** Tournament

Travel Requests

Test Request Info **Roster** Comments Review & Submit

Add to Travel Request Roster

Please enter the information for the player or administrative contact for the travel roster. A player must be on Team or in Release pool in order to get added to Travel Roster. The Roster Role must match an existing contact in the registration system.

Roster Role* ID Number*

* required fields

Cancel Save & Continue

Add any necessary comments

Teams / Find, Edit, Delete a Team Lookup Team

Homewood U-15 Lady Freedom
0212-012G15-0006

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Please enter any comments for this application below:

Comments*

Click the Submit Application button

If you have added guest players you must click the [Print Guest Player Form button](#)

[Print the guest player form and follow the instructions on the form to fill out, sign and send the form to AYSA for approval.](#)

Teams / Find, Edit, Delete a Team Lookup Team

Homewood U-15 Lady Freedom
0212-012G15-0006

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Please review your travel request application before submitting: **You must click "Submit Application" to finalize your application**

Homewood U-15 Lady Freedom

Team Name	Team ID	Age	Play Level	Season
Homewood U-15 Lady Freedom	0212-012G15-0006	Under 15	Division II	Youth Fall 2011-2012

Team Travel Roster edit


Appl #	Tournament Name	Posted Status	Created
05216447	Test	New	8/12/2011 14:24

Director Name	Location	Start Date	End Date	Submit Date
Test Test	test, AL 12345	8/13/2011	8/14/2011	n/a

Travel Request Preference
USYS

All Travel Requests will be displayed in the Travel Request section on the main My Account page when you log in

Once your Travel Request is approved a printer icon will appear in the Travel Requests section allowing you to print your approved roster and forms

Travel Requests				
Team Name	Team ID	Age Group	Team Season	
Homewood U-15 Lady Freedom	0212-012G15-0006	U15	Youth Fall 2011-2012	
App#	Tournament Name	Tour Start Date	Appl Status	App Submit Date
05216447	Test	8/13/2011	Accepted	n/a
				 Edit