

CLUB ADMINISTRATOR RESOURCES

How to Complete Adult US Club Soccer Eligibility Requirements

Applies to coaches and managers of teams in

ECNL Regional League, Minnesota NPL and TCSL Fall, Winter and Summer Leagues

All coaches and managers must meet following requirements of US Club Soccer before interaction with players begins:

- The staff must have a paid membership with US Club Soccer.
 - See [instructions for how to purchase US Club memberships for your coaches and managers](#).
- All staff must submit and clear a background screening (on average this takes 3-7 business days from submission), these are valid for 2 years.
 - [How to Submit a Background Screening](#)
- All staff must submit an Adverse Eligibility List Review self-certification once and be cleared by US Club Soccer (this generally takes a few business days, but can be longer during busy times).
 - [How to Submit the Adverse Eligibility List Review](#)
- All staff must complete Safe Sport training or a Refresher Module annually.
 - [How to Submit SafeSport](#)
- NEW in 24-25, all staff must also complete Annual Certification with US Club Soccer, this pulls a number of specific acknowledgements out of the background screening application.
 - [How to Submit Staff Registrant Annual Certification](#)
- To have a valid coach or manager pass for games, staff must have a photo in their profile appropriate for their coach or manager pass.
 - This can be done by logging in to their GotSport user account at <https://system.gotsport.com/>