CLUB ADMINISTRATOR RESOURCES

How to Monitor and Update Player Eligibility Status

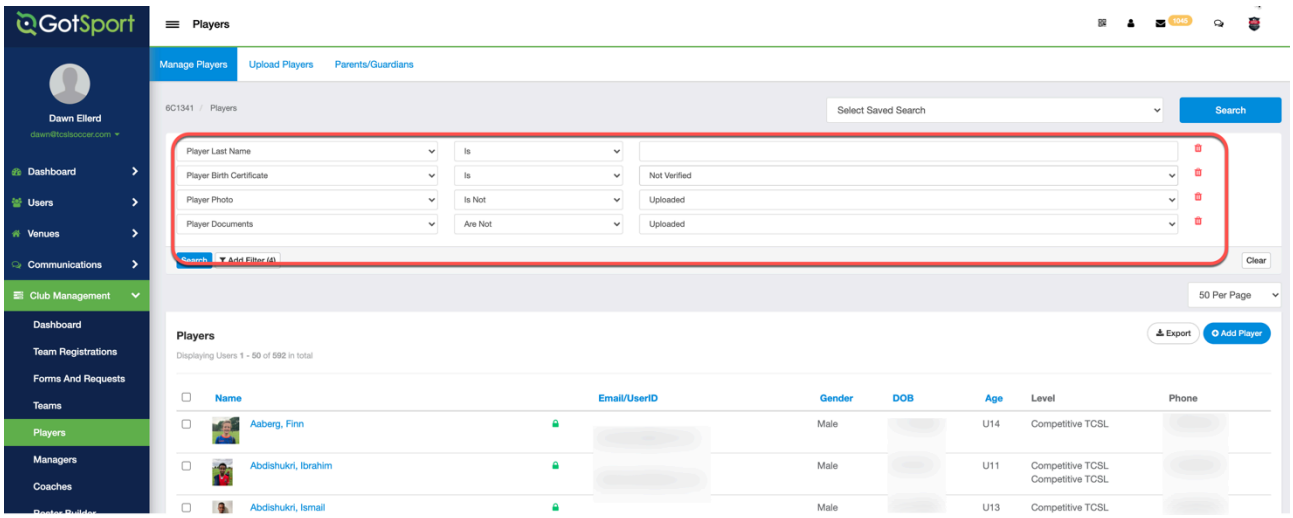
All players must meet following requirements to be eligible players for league games:

- The player must have a paid membership with US Club Soccer.
  - See instructions for how to purchase US Club memberships for your players.
- The player must be age verified.
  - See instructions for how to submit birth certificate for approval.
  - NOTE: Club-level age verification is no longer needed and in fact delays the verification process. Uploading the birth certificate to a player profile affiliated with US Club Soccer is sufficient. You DO NOT want that yellow “club verified” lock icon!
- The player must have a R002 Form on file with the Club.
  - See instructions for how to certify that the form is on-file.
  - US Club R002 Form
- The player must have a photo in their player profile.
  - See instructions for how to add a player photo.

CLICK HERE TO LEARN MORE ABOUT REQUIREMENTS FOR PLAYERS 18 OR TURNING 18

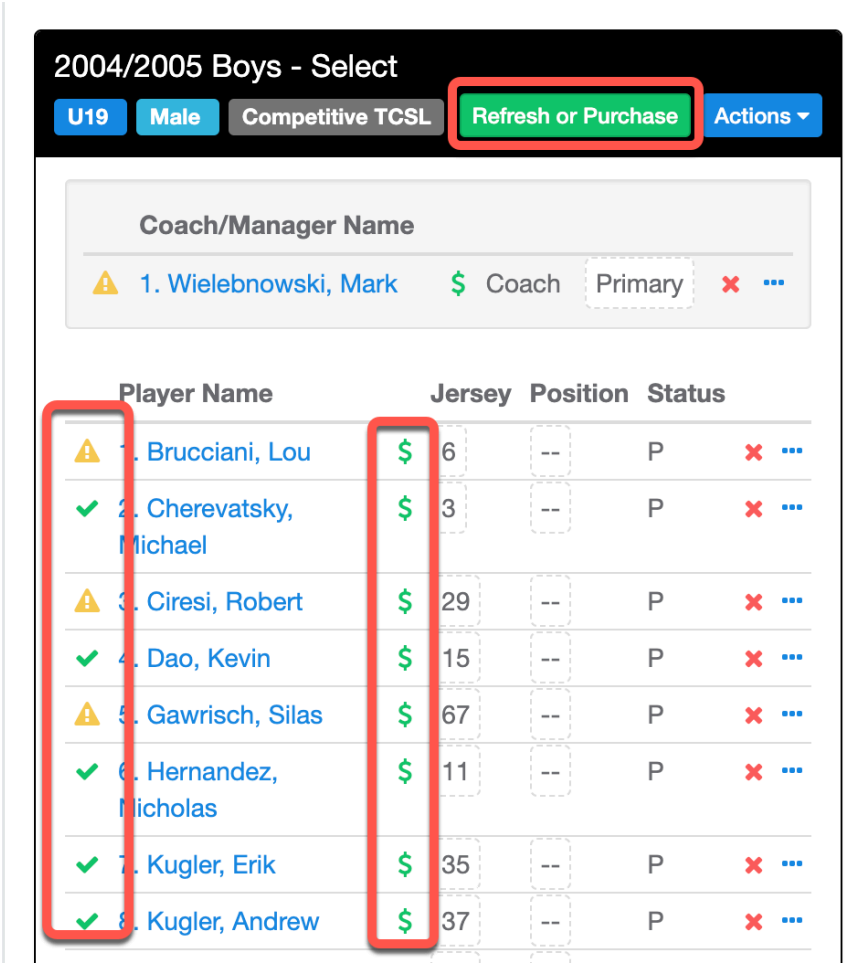
Player eligibility status can be monitored either from your club player list under Club Management:

- How to monitor player birth certificate verification.
- Other requirements can be monitored in much the same way by adding and customizing the filters on the Player page under Club Management

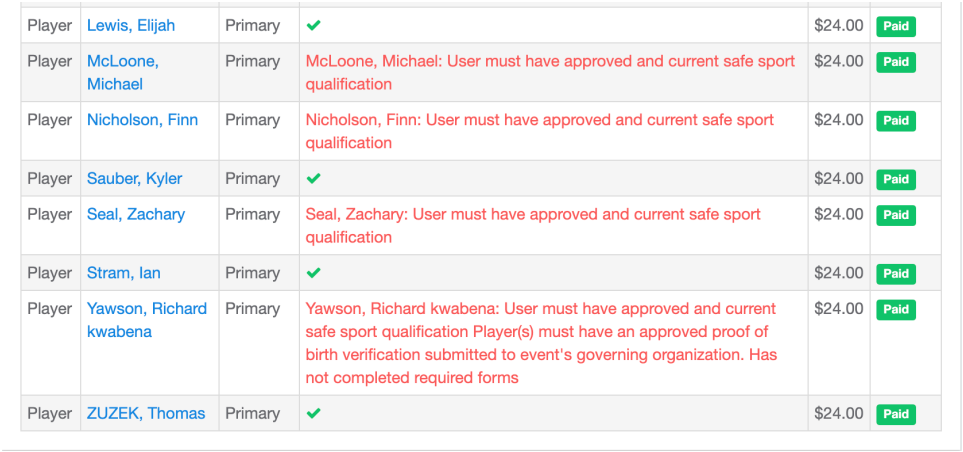


...or [from the team lists in the Twin Cities Soccer Leagues Registration/Passcards & Rosters event in Roster Builder](), also found under Club Management.

- Coaches, managers and players names in Roster Builder will have various symbols next to them that are helpful indicators. Yellow warning signs means they are not currently eligible. Red dollar signs mean their US Club membership has not yet been paid for.



- Clicking on the green “refresh or purchase” in the top bar with the team name (see above) will pull up a summary page with details for each individual.



Player	Lewis, Elijah	Primary	✔	$24.00	Paid
Player	McLoone, Michael	Primary	McLoone, Michael: User must have approved and current safe sport qualification	$24.00	Paid
Player	Nicholson, Finn	Primary	Nicholson, Finn: User must have approved and current safe sport qualification	$24.00	Paid
Player	Sauber, Kyler	Primary	✔	$24.00	Paid
Player	Seal, Zachary	Primary	Seal, Zachary: User must have approved and current safe sport qualification	$24.00	Paid
Player	Stram, Ian	Primary	✔	$24.00	Paid
Player	Yawson, Richard kwabena	Primary	Yawson, Richard kwabena: User must have approved and current safe sport qualification Player(s) must have an approved proof of birth verification submitted to event's governing organization. Has not completed required forms	$24.00	Paid
Player	ZUZEK, Thomas	Primary	✔	$24.00	Paid

- Once the indicated issues have been resolved, the yellow warnings will turn to green check marks and the red dollar signs will be green once those memberships are paid for.

NOTE: At times the system needs a push to sync the requirements indicators on the Roster Builder page. To force syncing the requirements, click the green “refresh or purchase” button in the team bar to open the summary page. Close that pop-up window and then refresh your browser tab.