



EBFA – www.GotFootball.co.uk Team Player Registration Instructions 2021/2022



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East Berks Football Alliance/GotFootball

16th June 2020 – Version 2.00

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Change History

Version	Description	Date
2.00	2021/2022	16-June-21

Team Instructions

Player Registration Data

For players from last season that were on GotFootball, that played for your club, you need –

- a) Digital photos - taken within last 3 months. (See Spec below)
- b) Address of player is up to date, House Number, Street, Town, County and Postcode - so the League is able to inform County FAs when player is sanctioned by a referee,
- c) Jersey Number for 2021/22. (COVID-19 Issue one shirt, shorts and set of socks per player)
- d) Guardian email for U7s to U18s - to create login,
- e) Ensure that player is registered on the Football Association Player Registration system in the correct team.
- f) Check that First and Surname in Football Association Player Registration system and Date of birth match the and FAN from Football Association Player Registration system entered in USClub ID # field.

For new players to your clubs (Even if they played for a team in another Club that were on GotFootball last season then you need -

- a) Digital photos - taken within last 3 months, (See Spec below)
- b) Address of player is up to date, House Number, Street, Town, County and Postcode - so the League is able to inform County FAs when player is sanctioned by a referee.
- c) Jersey Number for 2021/22. (COVID-19 Issue one shirt, shorts and set of socks per player)
- d) Guardian email for U7s to U18s - to create login, (Changed from U16s to U18s)
- e) Ensure the player does not need International Clearance from the Football Association A.
- f) Proof of Age/Proof of Birth Place- PDF/JPG copy of Passport, Birth Certificate or – Driving License (If shows born in England – Not Valid if shows born in United Kingdom) a proof of date of birth)
- g) Ensure that player is registered on the Football Association Player Registration system in the correct team. Search FA-PRS for existing FAN record or create new FAN player record.
- h) Check that First and Surname in Football Association Player Registration system and Date of birth match the and FAN from Football Association Player Registration system entered in USClub ID # field.

Digital Photos - 413x531 pixels 300dpi jpg image of player - Passport style (template attached) - File size should not be more than 500 kilobytes(kb).

Template for Digital Photos is available on www.eastberksfa.com

See EBFA Document –

EBFA 2021-22 GotFootball Common Registration Errors V2.00

The cut off date for free registrations for 2021/22 is 31-Jul-21 @ Midnight.

The Player Registration Transfer Window for 2021/22 closes on 31-Mar-22 @ 11pm.

Required player registrations data

First Name

Surname Name

Date of Birth – format dd/mm/yyyy

Address – House Number, Street, Town, County and Postcode

Email (U7s to U18s Parent's/Guardian's email)

Passport head shot of player –jpg photo/UK Passport Style.

Proof of Age document – pdf scan or jpg photo – Birth certificate, Passport, Driving License (Driving License - showing England as Birth Place).

Ensure that player is registered on the Football Association Player Registration system in the correct team. Search FA-PRS for existing FAN record or create new FAN player record.

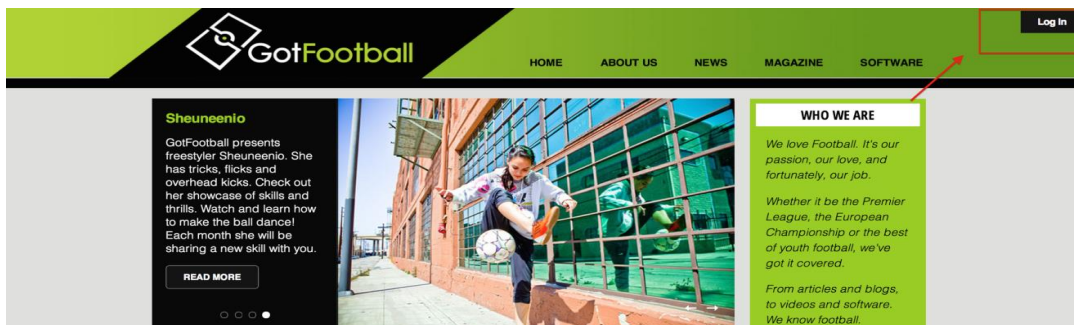
Check that First and Surname in Football Association Player Registration system and Date of birth match the and FAN from Football Association Player Registration system entered in USClub ID # field.

Logging in to your Team Account

Go to www.GotFootball.co.uk



1. Click on Login in the upper Right hand Corner



2. Click on Team Login (NOTE: Do not use the Manager or Coach login)

Sign In to your Account

Administrative
[League Directors](#)


Officials
[Referee Assignors](#)
[Referees](#)

Team Members

[Team Account](#)

[Team Manager Account](#)
[Coach Account](#)
[Player Account](#)
[Family Account](#)

3. Enter your TEAM username and password (NOTE: If you do not have your login yet, you can use your email and the password lookup link to have the system send you your login details)

 **GotFootball** [GotFootball.co.uk](#) >> [Team Login](#)

[Login](#) [Register](#) [Password Lookup](#) [Cancel](#)

Registered Teams
Enter your Username and Password below:

Your session has expired. Please login again.

Username

Password

Can't remember your password?
[Click Here](#)

New Teams
Not registered yet? No problem! Click below:

Adding Players to your team

1. Login in to your team (See TEAM LOGIN INSTRUCTIONS)
2. Click on ROSTER in the gray bar

GotFootball.co.uk >> Teams

Home Events Game History Email Team College Search Rewards Help Log Out

Overview Team Profile Manager Coach **Roster** Roster History Account Assistance

Team - Girls U18 Leafield Athletic

Update Team Age and More View/Print Team Contacts Sheet Team Fundraising

GotSoccer TeamID # 832

GotFootball Account
Create your GotFootball Account

Get the most out of your account

Teams U15 and Older - How to add players to your Roster
Click Here to access the roster page.

Account Merge Tool is Now Available!
Click Here to get started.

Your Club

Leafield Athletic Girls FC (West Midlands)

Event Registration History

Items 1 - 2 of 2

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support
Central Warwickshire Girls Football League 2014/2015 01/09/2014 - 31/05/2015	League	Accepted	13/03/2014	Yes	No	Default	TBA	Request	Request
Central Warwickshire Girls Football League 01/02/2014 - 03/01/2014	League	Accepted	24/02/2014	Yes	N/A	N/A	N/A	Request	N/A

Items 1 - 2 of 2

3. Click on REGISTER NEW PLAYER

GotFootball.co.uk >> Teams

Home Events Game History Email Team College Search Rewards Help Log Out

Overview Team Profile Manager Coach **Roster** Roster History Account Assistance

Girls U10 SOLIHULL MOORS GIRLS - Team Player List and Rosters

View by Event: Primary Player List

Print Contacts »

Email Players »

Register New Player

Full Team Player List

Photo	L.Name	F.Name	ID#	Jrsy#	Gender	DOB	State	Updated	Last Reg.	Login
1	DOWN	MAISY	C1049		Girls	04/07/2004	West Midlands	N/A	N/A	Ok
2	JENNA	ABBIE	C1040		Girls	04/09/2005	West Midlands	N/A	N/A	Ok

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Note – If there are problems with the player registration – EBFA will enter an error code and description in the Jrsy# field above

GotFootball Player Registration System Error Codes

Detailed below are the Player Registration Error codes used by EBFA on the GotFootball Player Registration System (GF-PRS).

Error Code	Description
F20/21-1 ITC Required (PP-PRT) -	This Player could require FA/FIFA International Clearance - Please provide Club ITC Due Diligence on ITC to League or Make Application to the English Football Association Registration Department for ITC Clearance or Exemption. See Appendix O.
F20/21-2 No Online LPGAF -	The Player has no on-line League Parent Guardian Agreement Form (LPGAF) completed. Please read Document on www.eastberksfa.com and issue request to Guardian via email to complete LPGAF.
F21/22-3 No WGS FAN -	Player must have a WGS FAN (Football Association Number)
F21/22-7 No Address -	The Player Record has no Address inserted.
F21/22-8 No FAN, Add, Photo, POA/POBP & LPGAF - (Or subset of these errors)	The Player Record has No WGS FAN No Address inserted. No Passport Style ID Photo No Proof of Age (POA)/ Proof of Birthplace POBP (Passport or Birth Certificate) has been uploaded to Players Record under the Documents Tab and; No on-line League Parent Guardian Agreement Form (LPGAF) completed.
F21/22-9 Player Photo Was POA Deleted -	The Passport Style ID Photo uploaded is actually a Proof of Age (POA)/ Proof of Birthplace POBP (Passport or Birth Certificate) and has been deleted. Please uploaded a Passport Style ID Photo.
F21/22-9 Photo Too Small/Poor Quality Deleted -	The Passport Style ID Photo uploaded is too small or of such poor photographic quality that it has been deleted. Please uploaded a replacement compliant Passport Style ID Photo, which meet EBFA GotFootball Player Registration Photo Specification.
F21/22-9 No Passport Style ID Photo -	Please uploaded a compliant Passport Style ID Photo, which meet EBFA GotFootball Player Registration Photo Specification.
F21/22-9 Cannot Read POA/POBP Doc -	The Proof of Age (POA)/ Proof of Birthplace POBP (Passport or Birth Certificate) cannot be read, please upload a replacement which is readable or not digitally altered.

F21/22-9 POA is Corrupt Please Upload Again -	The Proof of Age (POA)/ Proof of Birthplace POBP (Passport or Birth Certificate) was corrupted during the upload process, please upload a replacement.
F21/22-9 POA/POBP is a Player Photo -	The Passport Style ID Photo uploaded is actually a Proof of Age (POA)/ Proof of Birthplace POBP (Passport or Birth Certificate) and has been deleted. Please uploaded a compliant Passport Style ID Photo.
F21/22-9 Photo Watermarked - Deleted -	The Passport Style ID Photo uploaded is watermarked and not compliant to the EBFA GotFootball Player Registration Photo Specification. Please uploaded a compliant Passport Style ID Photo, which meet EBFA GotFootball Player Registration Photo Specification.
F21/22-9 Photo Not Compliant Deleted -	The Passport Style ID Photo uploaded is not compliant to the EBFA GotFootball Player Registration Photo Specification. Please uploaded a compliant Passport Style ID Photo, which meet EBFA GotFootball Player Registration Photo Specification.

4. Enter the player details and click SAVE

Player Info

Player - New Player

Player Identification

Player ID #

USClub ID #

Full Legal Name
Legal First M.I. Last

Gender ☐ Male ☐ Female

Date of Birth
(mm/dd/yyyy)

State Registered

Additional Information

Jersey #

Rating

School District

Grad Year

Primary Position

Notes (optional)

Contact Information

Address

City

State

Zip Code

Phone

Mobile

Email

Text Msg Address

Save

Uploading Player Photos

1. Follow instructions to login in to team account
2. Click on Roster in the gray bar

GotFootball.co.uk >> Teams

Home Events Game History Email Team College Search Rewards Help Log Out

Overview Team Profile Manager Coach **Roster** Roster History Account Assistance

Team - Girls U18 Leafield Athletic

Update Team Age and More View/Print Team Contacts Sheet Team Fundraising

GotSoccer TeamID # 832

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Your Club
Leafield Athletic Girls FC (West Midlands)

Event Registration History

Items 1 - 2 of 2

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support
Central Warwickshire Girls Football League 2014/2015 01/09/2014 - 31/05/2015	League	Accepted	13/03/2014	Yes	No	Default	TBA	Request	Request
Central Warwickshire Girls Football League 01/02/2014 - 03/01/2014	League	Accepted	24/02/2014	Yes	N/A	N/A	N/A	Request	N/A

Items 1 - 2 of 2

3. Click on player's name

GotFootball.co.uk >> Teams

Home Events Game History Email Team College Search Rewards Help Log Out

Overview Team Profile Manager Coach **Roster** Roster History Account Assistance

Girls U10 SOLIHULL MOORS GIRLS - Team Player List and Rosters

View by Event: Primary Player List

Print Contacts »

Email Players »

Register New Player

Full Team Player List

Photo	L Name	F Name	ID#	Jrsy#	Gender	DOB	State	Updated	Last Reg.	Login
	DOWN	MAISY	C1049		Girls	04/07/2004	West Midlands	N/A	N/A	Ok
	JENNA	ABBIE	C1040		Girls	04/09/2005	West Midlands	N/A	N/A	Ok

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- Click on the upload photo button and follow the prompts to upload photo (NOTE: Please keep photo sizes under 500 kilobytes(kb) in file size)

The screenshot shows the GotFootball.co.uk website interface. At the top, there's a navigation bar with links like Home, Events, Game History, Email Team, College Search, Rewards, Help, and Log Out. Below this is a sub-navigation bar with links like Overview, Team Profile, Manager, Coach, Roster, Roster History, and Account Assistance. The main content area is titled 'Player - Jared Hirschowitz' and contains several sections: 'Login Information' (showing 'Ok - Player Login is Active' and 'Username demo123'), 'Player Photo' (showing '[NO PHOTO]' and an 'Upload' button highlighted with a red box), 'Player Identification' (with fields for Competition Level, Player ID #, USClub ID #, Full Legal Name, Gender, Date of Birth, and State Registered), and 'Contact Information' (with fields for Address, City, State, Zip Code, and Phone).

Player Identification	
Competition Level	Competitive
Player ID #	<input type="text"/>
USClub ID #	<input type="text"/>
Full Legal Name	<input type="text" value="Jared"/> <input type="text" value="Hirschowitz"/>
	Legal First M.I. Last
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female
Date of Birth	<input type="text" value="01/05/1991"/> (mm/dd/yyyy)
State Registered	<input type="text"/>

Contact Information	
Address	<input type="text" value="23 The BassettsBox"/>
City	<input type="text" value="Corsham"/>
State	<input type="text" value="Wiltshire"/>
Zip Code	<input type="text" value="sn138er"/>
Phone	<input type="text" value="57565433432"/>

Communicate with your Guardians/Players

1. Login in to your team (See TEAM LOGIN INSTRUCTIONS)
2. Click on EMAIL TEAM in the blue bar

The screenshot shows the GotFootball website interface. The top navigation bar includes links for Home, Events, Game History, **Email Team** (highlighted with a red box), College Search, Rewards, Help, and Log Out. Below the navigation bar, the team profile for 'Girls U18 Leafield Athletic' is displayed, including the team ID # 832. On the right, there are links for 'Update Team Age and More', 'View Team Rankings Page', 'View/Print Team Contacts Sheet', and 'Team Fundraising'. The main content area shows the 'Event Registration History' with a table of events. On the left, there are sections for 'GotFootball Account', 'Get the most out of your account', and 'Your Club'.

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support
Central Warwickshire Girls Football League 2014/2015 01/09/2014 - 31/05/2015	League	Accepted	13/03/2014	Yes	No	Default	TBA	Request	Request
Central Warwickshire Girls Football League 01/02/2014 - 03/01/2014	League	Accepted	24/02/2014	Yes	N/A	N/A	N/A	Request	N/A

3. Enter FROM, METHOD, MESSAGE RECIPIENTS, and then compose message and click SEND MESSAGE

The screenshot shows the 'Email/Text Message Team Members' form. The 'Selected Roster' is set to 'Primary Roster'. The 'From' field is empty. The 'Method' is set to 'Email'. The 'Send to Players' is set to 'All 2 Players', with a note that 'Parents will also receive a copy of the email or text.' The 'Subject' and 'Message*' fields are empty. A checkbox for 'Add player username and password to the bottom of the message.' is present. A red box highlights the 'Send Message' button.

Email/Text Message Team Members

Selected Roster: Primary Roster

From: [Dropdown]

Method: Email

Send to Players: All 2 Players Parents will also receive a copy of the email or text.

Subject: [Text Field]

Message*: [Text Area]

☐ Add player username and password to the bottom of the message.

Send Message

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Sending Login to Players

1. See Communicating with Players Instructions
2. Click the “Add player username and password to the bottom of the message” checkbox to include the player’s username and password

Home Events Game History **Email Team** College Search Rewards **Help** Log Out

Email/Text Message Team Members

Selected Roster: Primary Roster

From [Dropdown]

Method Email [Dropdown]

Send to Players All 2 Players [Dropdown] Parents will also receive a copy of the email or text.

Subject [Text Field]

Message* [Text Area]

☐ Add player username and password to the bottom of the message.

Send Message

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See EBFA Document –

EBFA 2021-22 GotFootball Parent Guardian Agreement Form - Team Instructions V2.00

Printing Match Day Team Sheets ds – (EBFA 2021/22 Season) [Required for Every EBFA Fixture]

1. Login in to your team (See TEAM LOGIN INSTRUCTIONS)
2. Click on FIXTURE next to the league listing

GotFootball.co.uk >> Teams

Home Events Game History Email Team College Search Rewards Help Log Out

Overview Team Profile Manager Coach Roster Roster History Account Assistance

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Items 1 - 2 of 2

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Central Warwickshire Girls Football League 01/02/2014 - 03/01/2014	League	Accepted	24/02/2014	Yes	N/A	N/A	N/A	Request	N/A

Items 1 - 2 of 2

3. Click on the PDF symbol next to the appropriate match

Team Hotels Rooming Sales Application Status Schedule Requests Misconduct Guests Support & Feedback Documents

Central Warwickshire Girls Football League 2014/2015

01/09/2014-31/05/2015

Girls U11 CENTRAL WARWICKSHIRE/BIRMINGHAM COUNTY WOMEN'S SOLIHULL MOORS GIRLS (West Midlands)

To view & manage the roster shown on your game cards, click here: View Event Roster »

Click on the game number to download a printable game card.

#5	13/09/2014 13:30:00 14:30:00	H LEAFIELD ATHLETIC (West Midlands)	A CENTRAL WARWICKSHIRE/BIRMINGHAM COUNTY WOMEN'S SOLIHULL MOORS GIRLS (West Midlands)	Pitch #2	Chat
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4. Print the Document

Uploading a document for the League

1. Login in to your team (See TEAM LOGIN INSTRUCTIONS)
2. Click on The Event name on home page

GotFootball.co.uk >> Teams

Home Events Game History Email Team College Search Rewards Help Log Out

Overview Team Profile Manager Coach Roster Roster History Account Assistance

Team - Girls U18 Leafield Athletic

Update Team Age and More View/Print Team Contacts Sheet Team Fundraising

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Central Warwickshire Girls Football League 01/02/2014 - 03/01/2014	League	Accepted	24/02/2014	Yes	N/A	N/A	N/A	Request	N/A

Items 1 - 2 of 2

3. Click on the Documents tab

Team Hotels Rooming Sales Application Status Schedule Requests Misconduct Guests Support & Feedback Documents

Central Warwickshire Girls Football League 2014/2015

01/09/2014-31/05/2015

Print Completed Application

Official Document Download

Application Information

Event Central Warwickshire Girls Football League 2014/2015

Group Girls U11

Club Name Central Warwickshire/Birmingham County Women's League

Team Name SOLIHULL MOORS GIRLS

Team State West Midlands

Prev Year

Record Wins Losses Ties

Preferred Division

Player ID Numbers Default

Team Communication Preferences

At least one contact below must be made available for the Team Chat and Team Contact function.

☒ Team Contact

☒ Team Coach

☒ Team Manager

Guest Player Preferences

Contact Information (This Event)

☒ Copy from Team Contact

Organization

Contact Name

Address

City

State

Zip

Country United Kingdom

Email

Phone

Phone 2

Mobile

Mobile Text

Manager Information

Manager Information N

4. Click CHOOSE FILE to browse for file

The screenshot shows a web application interface with a navigation bar at the top containing tabs: Team, Hotels, Rooming, Sales, Application Status, Schedule, Requests, Misconduct, Guests, Support & Feedback, and Documents. The 'Documents' tab is active. Below the navigation bar, the page title is 'Girls U11 CENTRAL WARWICKSHIRE/BIRMINGHAM COUNTY WOMEN'S SOLIHULL MOORS GI Midlands)'. Below the title, it says 'No documents to list.' To the right, there is a 'Team Document Upload' section. This section contains a text input field for 'File Name/Description (recommended)', a 'Select File' button, and a 'Choose File' button. The 'Choose File' button is highlighted with a red rectangle. Below the 'Choose File' button, it says 'No file chosen'. At the bottom right of the 'Team Document Upload' section is an 'Upload File' button. At the bottom of the page, there is a 'powered by | gotsoccer' logo and a 'Contact' link with '©2014 GotSoc' below it.

5. Click UPLOAD FILE and follow prompts to upload the document

The screenshot shows the same web application interface as the previous one. The 'Team Document Upload' section is visible. In this screenshot, the 'Upload File' button at the bottom right of the 'Team Document Upload' section is highlighted with a red rectangle. The 'Choose File' button is still visible and not highlighted. The rest of the interface, including the navigation bar, page title, and footer, is identical to the previous screenshot.

Submitting a documented support request

1. Login in to your team (See TEAM LOGIN INSTRUCTIONS)
2. Click on ACCOUNT ASSISTANCE in the gray bar

The screenshot shows the GotFootball website interface. The top navigation bar includes links for Home, Events, Game History, Email Team, College Search, Rewards, Help, and Log Out. Below this, a secondary bar contains Overview, Team Profile, Manager, Coach, Roster, Roster History, and Account Assistance (highlighted with a red box). The main content area displays the team profile for 'Girls U18 Leafield Athletic' (TeamID # 832). It includes sections for 'GotFootball Account' (Create your GotFootball Account), 'Get the most out of your account' (Teams U15 and Older - How to add players to your Roster, Account Merge Tool is Now Available!), and 'Your Club' (Leafield Athletic Girls FC (West Midlands)). A table titled 'Event Registration History' shows two items: 'Central Warwickshire Girls Football League 2014/2015' and 'Central Warwickshire Girls Football League', both with a status of 'Accepted'.

3. Click on OPEN SUPPORT TICKETS and follow prompts to send a support request to either the league or GotFootball (NOTE: All initial support requests should go to the league first. They can escalate to GotFootball)

The screenshot shows the 'Support Tickets' section of the GotFootball website. The top navigation bar is the same as the previous screenshot. The main content area features a heading 'Support Tickets' and an important notice: 'Important: If you want to change your team information such as age group or team name, click here to update your team profile. Do not submit a support ticket for this type of request. If your team profile or roster is locked, you will need to contact your registrar or the association that has locked this data. If you need help with something else you can not update in your team profile, then you can submit a support ticket below.' Below the notice, a button labeled 'Open a Support Ticket' is highlighted with a red box.