

Adult Participants - Bulk Confirm Registrations

Adults registering online will be in a pending status waiting on their background check to be run. **Once an adult is confirmed by the organizations Administrator**, the adult is put into the background check processing queue and all Background Checks and Sex Offender Record Searches are processed. **The organization is billed for all confirmed adults.**

Note: You are required to complete a Fee Submission form found on the Mass Youth Soccer [Organization Registration](#) webpage and send it to the Mass Youth Soccer Association Registrar along with payment via USPS.

IMPORTANT: If your organization uses U.S. Soccer Connect as their registration system, in order to roster your coaches, they will need to be confirmed in Connect.

Follow the steps below to begin confirming your coach registrations:

1. Select the main folder for your registration event in the Folder Tree on the left side of the page.

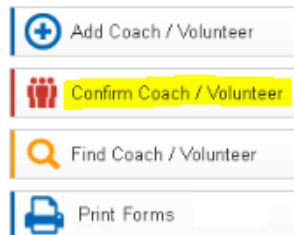


2. Click on the Coaches/Volunteer tab located to the right of the Registrants button.



3. Then click on the **Confirm Coaches/Volunteer** button.

REGISTRATION MANAGEMENT TOOLS



4. The Confirm Coaches screen will appear. Select a category or click Submit Page to see all pending coaches.

Confirm Registrants

Select Category _____

Show registrants for: ▼

5. Check the Confirmed box.
6. Click Submit Confirm/Reject button.

NOTE: Once confirmed all Background Checks and Searches will be processed and **your organization will be billed for those adults.**

Support contact info:

Club & League Connect: candlconnectsupport@stacksports.com

Team Connect: teamconnectsupport@stacksports.com

Support Phone: 866-892-0777

Press 2 for support and press 1 for association, club and league, or team connect support