Today’s topics to prepare you for a successful 2017/2018 State Gaming League will be Game Day Rosters/Digital Player Cards and Club Passing.

Exceptions will not be made based on lack of knowledge. As always, if you have any questions or would like a little more detail, please contact the UYSA State Office and we would be more than happy to help you. The UYSA Office hours are from 9AM-5PM Monday-Friday. All the information on this email can be found on UYSA’s Team Manager FAQ page. [Team Manager FAQ](http://www.utahyouthsoccer.net/resources/team_manager_faqs/)

**Game Day Rosters & Digital Player Cards**

Prior to fifteen (15) minutes after the starting time of the match, a representative of each Team must present an Affinity generated team roster to the referee. The roster may be presented in physical (printed game day roster) or digital form (digital player cards). Failure to provide an Affinity generated roster to the referee within the required time limit will result in a forfeit.

Both the printed Game Day Rosters and the Digital Player cards are available 24 hours before game time. Try to review your team roster prior to the game to ensure that all players and administrators are showing on the roster.

**How to Print Your Game Day Roster**

*Only coaches and administrators who are rostered to the team in the system have access to print game day rosters.*

1. Go to [www.utahyouthsoccer.net](http://www.utahyouthsoccer.net)
2. Click on Member Login in the top right hand corner of the page
3. Log into your UYSA Coaching/Admin Account (This account should still be linked to your family. The screen is split in 2 halves, pictures on top, tabs on the bottom half.)
4. Click on the “Teams” tab under your family information
5. Click on the “Tournament & Schedule Apps” tab
6. Select the “Game Scoring/Scheduling” option
7. Click the “Print Roster” button by the game. (The print roster button will appear 24 hours before a game. **Teams are encouraged to print as close to game time as possible**.)

**NOTE**: It is no longer required to print a roster for the other coach. Referees should check the date and time stamp on the roster and use the one that is most recent one.

**How to Use Digital Player Cards**

1. Open the Digital Player Card link through Affinity Sports on your smartphone or tablet
	1. [Click here to be directed to the DPC platform](http://uysa.affinitysoccer.com/m/pass/index.aspx)
2. Using your same Team Administrator credentials, log into your account
3. Once logged into your account you will see the teams you are rostered on under Teams
4. You will see your schedule below the Teams header
5. If you are scheduled as the HOME team, click Home Roster
6. If you are scheduled as AWAY team, click Away Roster
7. Your roster will populate starting with the Team Administrators
8. Click on the Administrator name to see the full Digital Player Card
9. Swipe through using the black arrow to view each player
	1. If a player or administrator shows up with red “NOT ELLIGIBLE” text across the card, the player will be unable to play in the game.
10. The referee will use the smartphone or tablet to check the entire team in by clicking the black arrow

A reason for a player showing as “NOT ELLIGIBLE” would be the following:

* Player has received a red card in a previous game and must sit out to serve it
* Player is missing a photo
* Player is missing a birth certificate

Please contact your club registrar or the UYSA state office to review this information

**Club Passing**

The core objective of the C-Pass is to provide Member Organizations and their coaches the flexibility to move players from team to team within their own Organization as necessary for player development. The C-Pass is also intended to reduce the need for canceling or rescheduling matches due to injuries, conflicts, or other reasons.

Only Teams that belong to Member Organizations are eligible to Club Pass players. **Independent Teams may not Club Pass.** If you are unsure if you are part of a Member Organization, please visit our [Member Organization](http://www.utahyouthsoccer.net/resources/member_organizations/) page.

**Club pass is not allowed for multi-rostered players.** In the past, if a player was rostered to more than 1 team the secondary team/club was not allowed to use that player for club passing. The policy was updated so that any player who is multi-rostered is not eligible to club pass in our state league for the primary team/club or the secondary team/club.

U9 & U10 players are only allowed to club pass 4 times per season. After a player has been club passed in Affinity 4 times, the system will prohibit the player from club passing to any more games that season.

A player who is transferred outside of the open transfer window (November 15-January 15) to a different Member Organization **may not club pass during the season that were transferred in**. If the transferred player is a U11-U14 Premier player OR a U15 player they will not be able to club pass throughout the entire seasonal year, as those age groups/divisions only have (1) one season.

**How to Club Pass**

1. Log into your UYSA account. (Make sure your picture is highlighted)
2. Under your family’s pictures click on the “Team” tab. (halfway down the screen, a new window will pop open with 2 tabs)
3. In the new tabs section that has opened, select the “Tournament & Schedule Apps” tab (There should be 2 links on the right hand side)
4. Click on the “View Tourn. App” link on the right hand side.
5. Click on the “Player Roster” tab at the top of the page.
6. Choose the player you wish to club pass and click the “Assign” option on the far right hand side.
7. Select the team and game # from the drop down and then “Save”.

If the team you are trying to club pass to does not appear in the drop down there may be one of the following problems:

1. The team you are trying to club pass to has a full roster. (Teams MAY NOT deactivate a player to open up a spot for a club pass player)
2. You may be trying to club pass a player to a team that they cannot play with.
	1. Premier 1 and 2 players can only club pass to the other premier bracket and to D1 regardless of the age group you are club passing to.
	2. You cannot club pass to another team that plays in the same bracket as your team.
	3. Players cannot club pass down more than 2 divisions. (i.e., North A cannot club pass to North D)
	4. Multi-rostered players can only club pass from the team they are primary rostered to, not from their secondary team.

If none of these scenarios apply and you are still having problems please call the UYSA Office at 801- 307-5150 and we can look into the problem for you.

All the information on this email can be found and referenced on the

* [UYSA Homepage](http://www.utahyouthsoccer.net/)
* [UYSA Facebook](https://www.facebook.com/utahyouthsoccer/)
* [Team Manager FAQ](http://www.utahyouthsoccer.net/resources/team_manager_faqs/)

If you have any questions concerning Game Day Rosters/Digital Player Cards or Club Passing, please contact the UYSA State Office. We will be happy to help you with this information.

Thank you,