



**MEMBER
SERVICES**

demosphere

PLAYERS
HEALTH

NWOYSL SOCCER LEAGUE 2023-24 SEASONAL CHECKLIST

Contact your league and/or OSA Member Services with questions or for further assistance.

☐ **League Deadlines**

- ☐ Club Information Sheet due by July 10th
- ☐ Teams must declare to play in our league by July 13th.
 - ☐ Online scheduling will begin July 27th to August 7th. The season will run from August 21st to October 31st. We will play 10 games this spring season.
 - ☐ Last day to add to your roster is August 4th. Late fees begin on August 5th.

☐ **Coaches/Team Staff**

Any adult listed on the roster **MUST** complete all steps in order to be listed on the roster. Failure to complete these steps will result in removal from the roster. This includes team managers. Staff members listed will have access to the team page in Demosphere.

☐ **New Coaches**

- ☐ Registered/added to club system with valid email, DOB and role of Coach, Assistant Coach, or Team Manager
- ☐ OSA risk requirements completed (*see new coach risk instructions*)
- ☐ Current head shot photo uploaded

☐ **Returning Coaches**

- ☐ Review your Players Health admin view access and/or new monthly 60-Day Expired Risk Status report provided by OSA to ensure returning coaches will not expire during the spring season
- ☐ Prior to requesting league approval, all returning coaches will need to renew any risk requirement that will expire within 60-days (*see returning coach risk instructions*)
- ☐ Coaches who expire after league approval, will have seven (7) days upon expiration to renew their risk

☐ **Teams**

☐ **New Teams**

- ☐ Club System: Sync your new teams to "NWOYSL – Fall 2023" (*see how-to-sync new teams*)
- ☐ Notify NWOYSL when ready for approval!
- ☐ All teams must complete the TEAM APPLICATION on the league website and
- ☐ All teams Must be synced to the league on the state side of Demosphere.

☐ **Players**

☐ **New Players**

- ☐ Club System: Current head shot photo and birth certificate uploaded
- ☐ Club System: Rostered to team

☐ **Organization Info & Board Members**

On the state side of Demosphere under RosterPro Club Registrations, make sure the following information is up-to-date:

- ☐ Club Information Tab: Organization website, address, email, and phone are current
- ☐ Club Officials Tab: All board members are listed and risk approved
- ☐ Players Health Admin Access: Have at least one (1) risk approved person with Players Health admin view access
- ☐ OSA Membership: Have you renewed or applied for the current seasonal year; Contact OSA for more information
- ☐ Must fill out the Club Information Sheet and send to NWOYSL