

Club Pass Instructions

The following are the instructions for the **adding Club Pass Players to your Roster**

- 1) **To add Club Pass Players you must have a Team Manager or Head Coach or Assistant Coach account. You may add up to 8 players from teams within your Club not participating in this competition. You cannot remove Club Pass Players once added to your team.**

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2) Club Pass Instructions

- a) Login as a Team Administrator.
- b) Click "EDIT" next to your teams application in the Tournament Applications / Game Scoring Section
- c) Click on the "Player Roster" tab
- d) At the bottom of your roster you will have a button which says "Add Club Pass Player"
- e) Here you can search for any players on Activated teams in your Club who are not already on teams in this competition. Search for player and then click "Add to Roster":

Add Club Pass Player to Roster

Player must be on another active team from the same club and season of 0242-011B16-1130. Added Player will remain inactive until you mark the player active for specific games.

Search By	Search For: *	
Last name, First Name <input type="button" value="v"/>	a,	<input type="button" value="Search"/>

Team's Club: Western District Division One Association - 01						Team's Season: 2011 Fall
IDNum	Player Name	DOB	Gender	Team	Teamcode	Add to Roster
	Al	02/09/1999	M			<input type="button" value="Add to Roster"/>

Click on Team Roster Tab and you will see players name with "Club Pass" next to the players name. You can check the box to make this player "Active" and then click the button "Set Active Players". Only Active Player will print on your game sheets:

PLAYER ROSTER STATS						
registered	loaned	transferred	clubpass	active	inactive	total
19	0	0	1	19	1	20
20 players defined of the 22 allowed						

Home Jrs#	Away Jrs#	Name	ID#	DOB	Gender	Player Status	Transfer Date	ODP Level	Active?	Edit
S			77297-817043	2/28/1996	Boy	Club Pass			<input type="checkbox"/>	Edit