

Team and Player Registration Instructions for the Capitol Cup (6/18/10-6/20/10)

Step 1 – Teams log into account using the below link:

<http://www.eyouthsportsusa.com/cgi-win/ebap.exe?PW104048>

Your “**Username**” and “**Password**” will be given to you from the Tournament Director

Step 2 – At your Team’s Main Menu, you will notice several Account Management Buttons:

1. “Important Information” – Please read and click “I agree” at the bottom
2. “Payment Ledger” – Please IGNORE; You have paid in a previous system, and will not transfer at this time
3. “Team and Contact Information” – Please review and edit as needed
4. “Players” – Please enter your athletes for your respective teams; This takes care of your tournament roster and you will need to enter:
 - a. Full Names
 - b. Jersey #s
 - c. E-mail Address
5. “Team History” – Please IGNORE; We have already captured this information; no need to fill out again
6. “Player Profile” – You will need to create a username and password for each of your players.
 - a. Click to “Add a new profile”
 - b. Enter athletes name, e-mail, and create a username and password for them. We suggest an easy pattern. For example: UN: rchambers PW: lacrosse
 - c. Click the box next to the athletes e-mail address. They will automatically be e-mailed this information as well as the link to complete the rest of their information

Step 3 – Your role in this process is now complete

Step 4 - The athlete will now need to click on the link in their e-mail, and it is also on our website: <http://www.eyouthsportsusa.com/cgi-win/college.exe?pP103985> .

- A. Once on this link the athlete and their parents will:
 - a. Fill out all contact information
 - b. Fill out all academic information
 - c. Accept the Waiver of Liability
- B. Important to note:
 - a. This is the information we will be pulling from to create the Player Profile books for the College Coaches; as such, please stress to them that the information needs to be complete and accurate!
 - b. College Coaches attending the tournament, will have the ability to do a search on the tournament if they are seeking a specific or general player.
 - c. You as the coach or club administrator have access to all of this information as well, and can be accessed via the “Player Profile” button on you main menu