

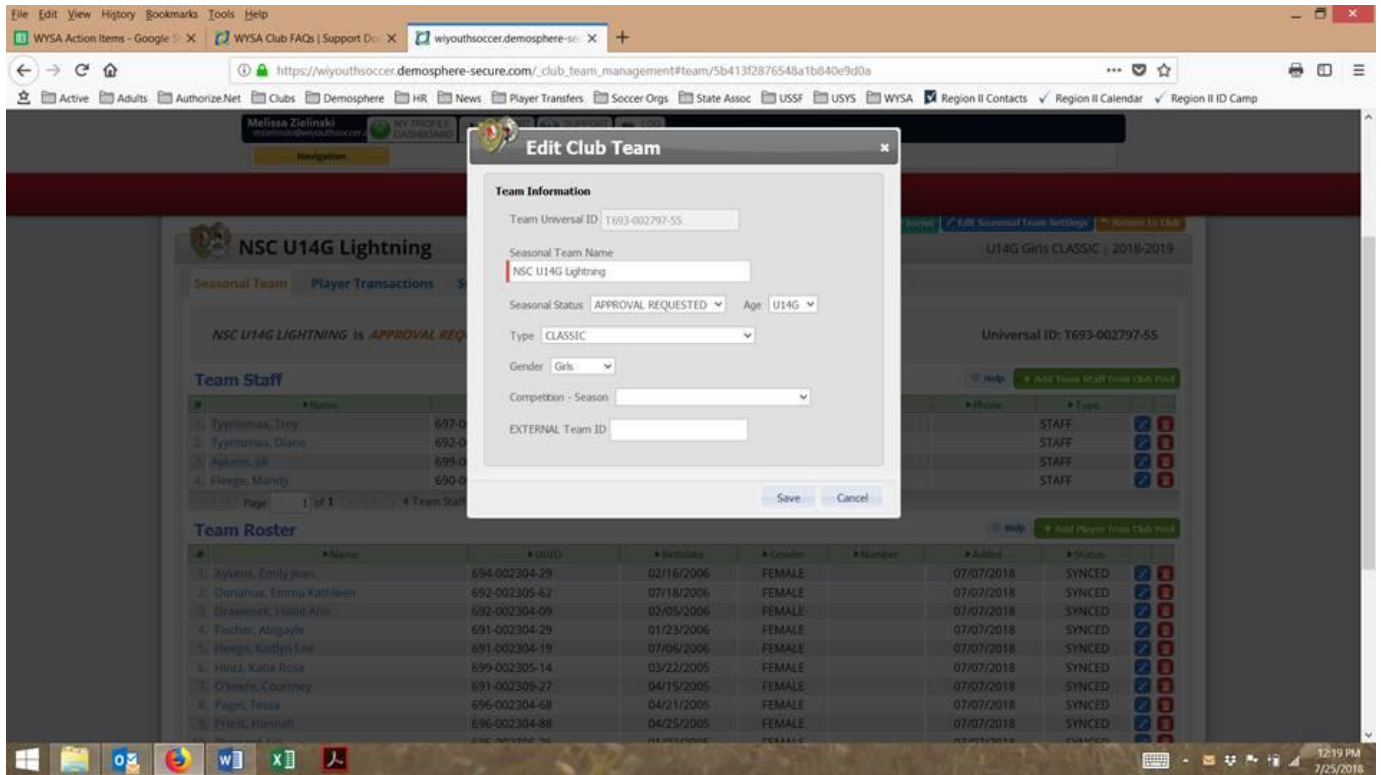
## Submitting Team Rosters to District Registrar for approval:

1. Player Pass alignment issues have been resolved with great help from Jenna Ryan of FCGB....Pass cards can be printed on face of standard card stock from the State.
2. The State has requested some aesthetic changes to the roster, but the stamp that shows who approved with date and time may be a later development.
3. There is not a que available at this time telling that rosters are awaiting approval. It is a development request. In the interim, Clubs must send District Registrar and email when roster status has been changed to approval requested.
4. Team approvals – teams are accessed in the “Seasonal Teams” tab. Here you’ll see all teams displayed in the table with a column for “status”. This is the status of the team (synced, approval requested, approved). You can configure the table so your view accommodates your preferences.

The screenshot shows a web browser window displaying a table titled "Seasonal Teams". The table has the following columns: #, Type, Age, Gender, Competition Season, Seasonal Grouping, Players, Team Staff, Status, and External Team ID. The data rows include various team types such as CLASSIC, IN HOUSE, and Fall Elementary School League, with different age groups and genders. The status column indicates the current state of each team, such as "APPROVAL REQUESTED" or "SYNCED".

| #   | Type     | Age  | Gender | Competition Season                      | Seasonal Grouping             | Players | Team Staff | Status             | External Team ID |
|-----|----------|------|--------|---|-------------------------------|---------|------------|--------------------|------------------|
| 1.  | CLASSIC  | U14G | Girls  | CLASSIC FALL-2018                       | Girls > U14G                  | 17      | 4          | APPROVAL REQUESTED |                  |
| 2.  | CLASSIC  | U15G | Girls  | CLASSIC FALL-2018                       | Girls > U15G                  | 15      | 4          | APPROVAL REQUESTED |                  |
| 3.  | CLASSIC  | U11B | Boys   | Classic 2018-2019 FALL-2018             | Boys > U11B                   | 16      | 4          | APPROVAL REQUESTED |                  |
| 4.  | CLASSIC  | U12B | Boys   | Classic 2018-2019 FALL-2018             | Boys > U12B                   | 29      | 6          | APPROVAL REQUESTED |                  |
| 5.  | CLASSIC  | U13B | Boys   | Classic 2018-2019 FALL-2018             | Boys > U13B                   | 17      | 2          | APPROVAL REQUESTED |                  |
| 6.  | CLASSIC  | U15B | Boys   | Classic 2018-2019 FALL-2018             | Boys > U15B                   | 17      | 5          | APPROVAL REQUESTED |                  |
| 7.  | CLASSIC  | U16B | Boys   | Classic 2018-2019 FALL-2018             | Boys > U16B                   | 18      | 3          | SYNCED             |                  |
| 8.  | CLASSIC  | U17B | Boys   | Classic 2018-2019 FALL-2018             | Boys > U17B                   | 18      | 2          | SYNCED             |                  |
| 9.  | CLASSIC  | U19B | Boys   | Classic 2018-2019 FALL-2018             | Boys > U19B                   | 20      | 2          | SYNCED             |                  |
| 10. | CLASSIC  | U12G | Girls  | Classic 2018-2019 FALL-2018             | Girls > U12G                  | 14      | 5          | APPROVAL REQUESTED |                  |
| 11. | CLASSIC  | U13G | Girls  | Classic 2018-2019 FALL-2018             | Girls > U13G                  | 15      | 4          | APPROVAL REQUESTED |                  |
| 12. | CLASSIC  | U16G | Girls  | Classic 2018-2019 FALL-2018             | Girls > U16G                  | 20      | 3          | APPROVAL REQUESTED |                  |
| 13. | CLASSIC  | U19G | Girls  | Classic 2018-2019 FALL-2018             | Girls > U19G                  | 22      | 5          | APPROVAL REQUESTED |                  |
| 14. | CLASSIC  | U11G | Girls  | Classic 2018-2019 FALL-2018             | Girls > U11G                  | 18      | 6          | APPROVAL REQUESTED |                  |
| 15. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > 4th/5th Grade          | 15      | 3          | SYNCED             |                  |
| 16. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 9       | 2          | SYNCED             |                  |
| 17. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 9       | 1          | SYNCED             |                  |
| 18. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 9       | 2          | SYNCED             |                  |
| 19. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 9       | 0          | SYNCED             |                  |
| 20. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 9       | 1          | SYNCED             |                  |
| 21. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 9       | 0          | SYNCED             |                  |
| 22. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 7       | 0          | SYNCED             |                  |
| 23. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 6       | 2          | SYNCED             |                  |
| 24. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 9       | 1          | SYNCED             |                  |
| 25. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 8       | 1          | SYNCED             |                  |
| 26. | IN HOUSE | Coed |        | Fall Elementary School League FALL-2018 | Coed > Kindergarten/1st Grade | 6       | 0          | SYNCED             |                  |

To change the team status, select that team from the list, then click the “edit team settings” button on the top. A pop up will appear, with a drop down menu for team status. Recreational rosters can be set to approved by the club, competitive rosters need to be set to approval requested which is how the District will know authorization is required.



Once a team is approved, the roster and passes can be printed, but not before.