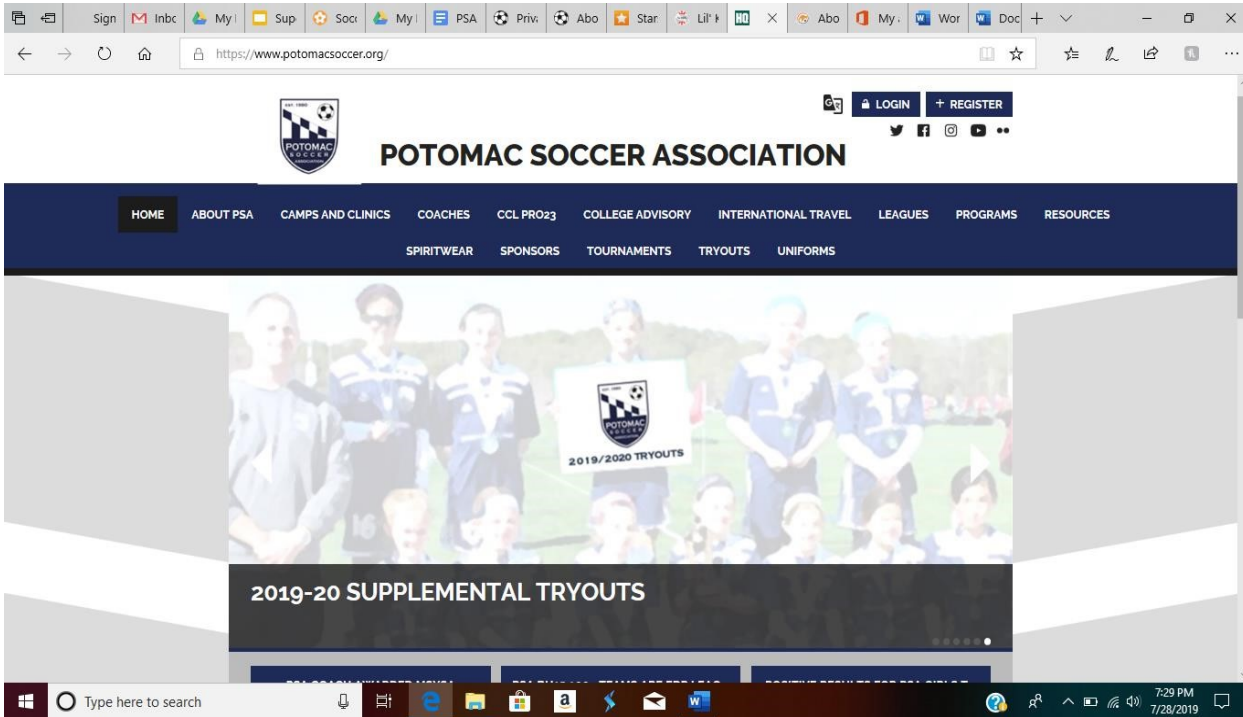
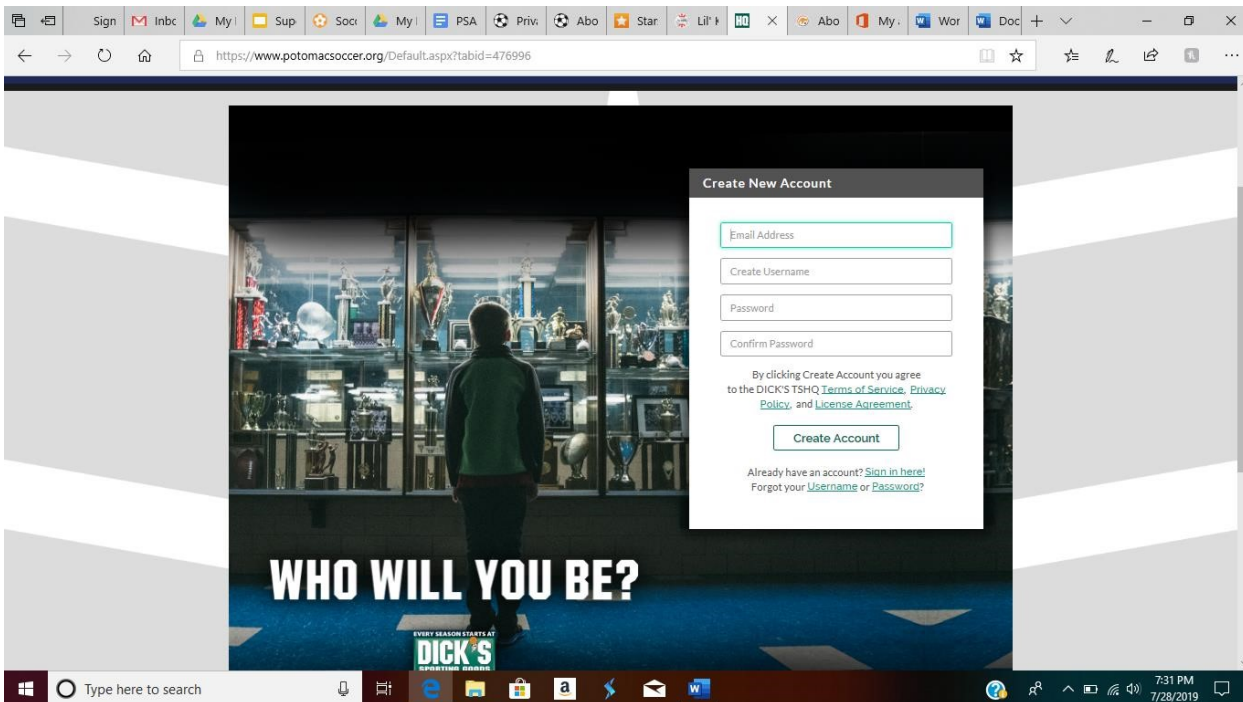


## PSA – How to Register

Step 1) Got to [potomacsoccer.org](https://www.potomacsoccer.org) and click on “Register” button towards the top-right of page.



Step 2) Fill in all required fields (email, username, and password) and then click on “Create Account”



Step 3) Input required information for account holder. This should be the parent or guardian's information, not the player's information. Click "Continue" button at bottom of page once finished.

Account Holder 1: Primary Parent/Guardian Information

Email: crista.spadafore121@gmail.com  
Username: Cspads1234

Gender\*

First Name\*

Last Name\*

Select the relationship to your participants:

Street\*

Unit#

City\*

State\*

Order Summary

Registration \$0.00  
Cart Subtotal \$0.00  
[View Cart](#)

Need Help?

Potomac Soccer Association  
PO Box 60227  
Potomac, Maryland 20859  
Office address: 7 Metropolitan Court, Suite 7-3  
Gaithersburg, MD 20878  
Office Hours: M-Th 11am - 5pm  
Tax ID- 52-1284366  
Phone: [301-519-8070](tel:301-519-8070)  
[info@potomacsoccer.org](mailto:info@potomacsoccer.org)  
DICK'S Team Sports HQ (powered by Blue Sombrero) is the leader in online registration for youth sports leagues across the country. If you are having trouble registering please check out our Registration FAQ.

Step 4) Input required information for the participant/player. Click "Continue" button at bottom of page. You can also choose to add another participant by clicking on the "New Participant" button.

New Participant Information

Are you also the participant? ☒ Yes ☐ No

John Olivarez  
Please upload the participant's photo & fill out their information below

Gender\*

Legal First Name\*

Middle Initial\*

Legal Last Name\*

Suffix\*

Date of Birth\*

Email Address

Cell Phone

Is the participant's address the same as the primary account holder's address? ☒ Yes ☐ No

Street\*

Unit#

City\*

State\*

Zip Code\*

Order Summary

Registration \$0.00  
Cart Subtotal \$0.00  
[View Cart](#)

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Step 5) The next page will show you the programs that are available for your child. Select the program you wish to enroll your child in and then click on the “Continue” button.

The screenshot shows the Potomac Soccer Association website at the URL <https://www.potomacsoccer.org/Default.aspx?tabid=477016&portalid=5723&familyid=1145224260487343281&playerid=43797477>. The page is titled "John's Available Programs" and displays a table of programs for selection. The table has columns for program name, price, and a selection button. The first program, "2008 Boys", is selected. The second program, "Summer Mini Camp 2019", is also listed. To the right of the table is an "Order Summary" section showing a registration fee of \$0.00 and a cart subtotal of \$0.00. Below the order summary is a "Need Help?" section with contact information for the Potomac Soccer Association. The page navigation bar shows steps 1 through 4, with step 3 "Program Information" being the current step.

John's Available Programs		
Program	Price	
1 2008 Boys <a href="#">View Description</a>	\$0.00	<input checked="" type="button" value="Selected"/>
Summer Mini Camp 2019		
1 Summer Mini Camp 2019 <a href="#">View Description</a>	\$175.00	<input type="button" value="Select"/>

Back

**Order Summary**

Registration	\$0.00
<b>Cart Subtotal</b>	<b>\$0.00</b>

**Need Help?**

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[info@potomacsoccer.org](mailto:info@potomacsoccer.org)

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Step 6) Answer required registration questions and then click on “Continue” button.

The screenshot shows the Potomac Soccer Association website at the URL <https://www.potomacsoccer.org/Default.aspx?tabid=4770138&RegisterMode=True&familyid=1145224260487343281>. The page is titled "John's Registration Information" and displays a form for registration. The form has a progress bar at the top showing the steps: 1. Travel Soccer Year 2019-20, 2. 2008 Boys, and 3. John Olivarez. The form contains several questions with dropdown menus and text input fields. The questions are: "What size shirt does your player wear?", "Parent/guardian 1 place of employment?", "Parent/guardian 2 place of employment?", "Which team do you currently play for and which league(s) do they play?", and "Are you a Field Player, Goalkeeper or both?". The "Continue" button is at the bottom right of the form. To the right of the form is an "Order Summary" section showing a registration fee of \$0.00 and a cart subtotal of \$0.00. Below the order summary is a "Need Help?" section with contact information for the Potomac Soccer Association. The page navigation bar shows steps 1 through 4, with step 3 "Program Information" being the current step.

**John's Registration Information**

1 Travel Soccer Year 2019-20 2008 Boys John Olivarez

What size shirt does your player wear? \* Youth Medium

Parent/guardian 1 place of employment? \* Super Soccer Stars 22 Characters Remaining

Parent/guardian 2 place of employment? \* N/A 47 Characters Remaining

Which team do you currently play for and which league(s) do they play? \* MSI 46 Characters Remaining

Are you a Field Player, Goalkeeper or both? \* Field Player

Back

**Order Summary**

Registration	\$0.00
<b>Cart Subtotal</b>	<b>\$0.00</b>

**Need Help?**

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Step 7) Should you want to volunteer; choose the volunteer position you are interested in and then click the “Continue” button or check the box that says “I do not wish to volunteer at this time”.

Back to My Account / Logout Potomac Soccer Association DICK'S TEAM SPORTS HQ

Account Details Add Participants **3** Program Information 4 Confirm and Checkout

**Available Positions**

1 Travel Soccer Year 2019-20 2008 Boys Positions John is registered here.

Head Coach Sign Up

Team Manager Sign Up

Assistant Coach Sign Up

Tournament Volunteer Sign Up

Fundraising Volunteer Sign Up

Show More

Back ☒ I do not wish to volunteer at this time Continue

**Order Summary**

Registration \$0.00

Cart Subtotal \$0.00

View Cart

**Need Help?**

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Step 8) Select your payment option; Pay in Full or Payment Plan (if offered). Please note that tryouts are free so there is no payment required to register for a tryout. Once you've made your selection click the “Continue” button.

For your security, if you are inactive on this page for 20 minutes, you'll automatically be logged out and will have to log back in to complete your registration.

Account Details Add Participants Program Information **4** Confirm and Checkout

**Registration Summary**

10 1 Travel Soccer Year 2019-20 2008 Boys John Olivarez

**Payment Options**

Pay in Full \$0.00 Selected

**Registration Breakdown**

Tryout Fee \$0.00

Subtotal \$0.00

Continue

**Order Summary**

Registration Subtotal \$0.00

Total \$0.00

Due Today \$0.00

Open Balance \$0.00

**Need Help?**

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DICK'S Team Sports HQ (powered by Blue Sombrero) is the leader in online registration for youth sports leagues across the country. If you are having trouble registering please check out our Registration F.A.Q.

Step 9) Donation option; at this step you have the option of donating to Potomac Soccer Association. Donations are used for our need based financial assistance program. Make your selection and then click on the “Continue” button.

The screenshot shows the Potomac Soccer Association registration page. The main section is titled "Donation Options" and features the Potomac Soccer Association logo. Below the logo, it says "Support Potomac Soccer Association" and "Please select the amount you wish to donate." There are five radio button options: Bronze (\$10.00), Silver (\$25.00), Gold (\$50.00), Platinum (\$100.00), and Other. The "Other" option is selected, with a text input field next to it. Below the options, there is a "Continue" button. To the right of the donation options, there is an "Order Summary" section showing the registration subtotal, total, due today, and open balance, all at \$0.00. Below the order summary, there is a "Need Help?" section with contact information for the Potomac Soccer Association, including address, office hours, phone, and email. At the bottom of the page, there is a "Payment Information" section and an "Order Review & Submission" section.

Registration Summary

Donation Options

Potomac Soccer Association

Support Potomac Soccer Association

Please select the amount you wish to donate.

- ☐ Bronze \$10.00
- ☐ Silver \$25.00
- ☐ Gold \$50.00
- ☐ Platinum \$100.00
- ☒ Other

I do not wish to contribute at this time.

Continue

Order Summary

Registration Subtotal	\$0.00
Total	\$0.00
Due Today	\$0.00
Open Balance	\$0.00

Need Help?

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DICK'S Team Sports HQ (powered by Blue Sombra) is the leader in online registration for youth sports leagues across the country. If you are having trouble registering please check out our Registration F.A.Q.

Payment Information

Order Review & Submission

Back

Step 10) Payment (if required). Input your credit card information and hit “Continue”.

The screenshot shows the Potomac Soccer Association registration page, specifically the "Payment Information" section. The "Registration Payment Method" is set to "Credit Card". Below this, there are fields for "Card Number", "Expiration Date" (Month and Year), and "Security Code". There is a "What is this?" link next to the security code field. A green banner asks "Is the billing address the same as the primary account holder's address?" with "Yes" and "No" radio buttons. Below this, there are fields for "First Name" (Steve), "Last Name" (Olivarez), "Address Line 1" (4114 New Hampshire Ave NW), "Address Line 2", "City, State" (Washington, District of Columbia), and "Zip Code" (20011). A "Continue" button is at the bottom right of the payment section. To the right of the payment section, there is an "Order Summary" section showing the due today amount as \$175.00 and the open balance as \$0.00. Below the order summary, there is a "Need Help?" section with contact information for the Potomac Soccer Association, including address, office hours, phone, and email. At the bottom of the page, there is an "Order Review & Submission" section.

Payment Information

Registration Payment Method\* Credit Card

Cards Accepted\*

Card Number\*

Expiration Date\*  /

Security Code\*  What is this?

☒ Yes ☐ No

Is the billing address the same as the primary account holder's address?

First Name\* Steve

Last Name\* Olivarez

Address Line 1\* 4114 New Hampshire Ave NW

Address Line 2\*

City, State\* Washington District of Columbia

Zip Code\* 20011

Continue

Order Summary

Due Today	\$175.00
Open Balance	\$0.00

Need Help?

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Order Review & Submission



Step 11) Review your order. If everything looks good, hit the “Submit Order” button at bottom of page.

The screenshot shows a web browser window with the URL <https://www.potomacsoccer.org/Default.aspx?tabid=4770148&familyid=1145224260487343281&userid=44287219>. The page has a navigation bar with links: Sign, Inbc, My, Sup, Soci, My, PSA, Priv, Abo, Star, Lil, Abo, My, Wor, Doc. The main content area is divided into two columns. The left column contains a 'Registration Summary' section with a table showing 'John's Registration' for \$0.00 and a 'Subtotal' of \$0.00. Below this is a large '\$0.00' and a cartoon character. The right column contains an 'Order Summary' section with a table showing 'Registration Subtotal' for \$0.00, 'Total' for \$0.00, 'Due Today' for \$0.00, and 'Open Balance' for \$0.00. Below this is a 'Need Help?' section with contact information for Potomac Soccer Association. At the bottom of the page, there is a green bar with 'ORDER TOTAL: \$0.00' and 'DUE TODAY: \$0.00', and a 'Submit Order' button.

Registration Summary	
John's Registration	\$0.00
Subtotal:	\$0.00

Order Summary	
Registration Subtotal	\$0.00
Total	\$0.00
Due Today	\$0.00
Open Balance	\$0.00

**Need Help?**

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**ORDER TOTAL: \$0.00**  
**DUE TODAY: \$0.00**

[Back](#) [Submit Order](#)

Step 12) When you see below screen you have successfully submitted your order. You will also receive a confirmation email.

The screenshot shows a web browser window with the URL <https://www.potomacsoccer.org/Default.aspx?tabid=477017&Orderid=47449017&NoRegistrationOrders=False&HasAnyErrorOc>. The page has a navigation bar with links: Sign, Inbc, My, Sup, Soci, My, PSA, Priv, Abo, Star, Lil, Abo, My, Wor, Doc. The main content area is divided into two columns. The left column contains an 'Order Confirmation' section with a green banner saying 'Congratulations! Your order has been submitted!'. Below this is the 'Order Confirmation # 47449017' and a message: 'Thank you for your order. You will receive an order confirmation email soon.' The right column contains a 'Need Help?' section with contact information for Potomac Soccer Association. Below the banner is a 'Registration Summary' section with a table showing 'John Olivarez: Travel Soccer Year 2019-20 2008 Boys' for \$0.00, 'Registration Subtotal:' for \$0.00, and 'Payment Amount:' for \$0.00. Below this is an 'Order Confirmation Message for: Travel Soccer Year 2019-20' with a paragraph about registration. Below the message is a 'Tryout Schedule:' section with links for 'Boys Tryouts: CLICK HERE' and 'Girls Tryouts: CLICK HERE'. Below the schedule is a paragraph about tryout arrival and a paragraph about team placement. At the bottom of the page, there is a paragraph about international travel. The right column also contains a 'Need Help?' section with contact information for Potomac Soccer Association.

**Order Confirmation**

**Congratulations! Your order has been submitted!**

**Order Confirmation # 47449017**  
Thank you for your order. You will receive an order confirmation email soon.

Registration Summary	
John Olivarez: Travel Soccer Year 2019-20 2008 Boys	\$0.00
Registration Subtotal:	\$0.00
Payment Amount:	\$0.00

**Order Confirmation Message for: Travel Soccer Year 2019-20**  
This registrant has currently been registered to the age group based on their birth year. All Potomac Soccer 2019-20 teams will be formed based on the birth year of the players as mandated by US Soccer Federation.

**Tryout Schedule:**

Boys Tryouts: [CLICK HERE](#)  
Girls Tryouts: [CLICK HERE](#)

Please arrive at your tryout 15 minutes early for check-in.

All Players should bring a ball, shin guards, and water.

We encourage you to attend all tryout dates so that coaches may evaluate your player and determine the most appropriate team placement.

Please note international travel will be available for the U13 2007 and U15 2005 age groups in summer 2020. [Click here](#) for more information.

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