

How to Add Guest Players to the Event Roster

Note: Any player who is not a “primary” player on your official roster is considered a “guest player.” That means that “club pass” players who are already within your club, but primarily rostered to a different team within your club, are considered “guest players” for the event. “Club Pass” players and “Guest Players” are the same thing for the purpose of the tournament.

Important Information Regarding Guest Player Registration:

Once you have built, or cloned, your roster for the event within GotSport, you can then begin to add guest players to your roster. Be sure to review the Tournament Rules and Check-in instructions for the number of guest players allowed and the number of players you are allowed to have rostered per age group.

For a guest player to be added to your roster, that player’s pass must be uploaded in GotSport and they must register with the Hershey Tournament Series as an official guest player. They can do this by using their personal GotSport player account. The guest player pool registration link is listed below:

<https://system.gotsport.com/programs/8548T9779>

When a player has confirmed with you (as the coach) that they have officially registered with the event as a guest player and they are in the guest player pool for the Hershey Cup, you may add them to your roster by following the instructions listed below.

1. Log into your GotSport account and select Team Management
2. Select the team you would like to add the guest player to
3. Select “Team Registrations” and then the event (Hershey Cup 2023)
4. Select “Athlete Pool.” This will bring up the list of guest players, and from there select the player you wish to add
5. Enter a jersey number for the player if one is not already entered, or if the number will be different for the tournament
- 6. Notify the Tournament Registrar via email, or through GotSport, that a guest player has been added once their pass has been uploaded and they have been added to the event roster.**

At the conclusion of this guest player selection process, the players you have chosen will now be on your roster for the Hershey Cup and will be able to be accepted by the Tournament Registrar.

****Please note: Check-in must be completed by August 2nd, however, guest players may be added up until August 9th****

For any additional help or questions please contact Madison Hemler at tournamentregistrar@hersheysoccer.org