

ROSEVILLE SOCCER  
CLUB



# Welcome to Roseville Soccer Club

Here is a helpful checklist to access your gotSPORT account and get started!



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# CREATING YOUR GOTSPORT ACCOUNT

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New Gotsport Users: visit [system.gotsport.com](https://system.gotsport.com), enter the email you used to register in Playmetrics and you will be prompted to reset your password.

Existing Gotsport Users: if your emails in both Gotsport and Playmetrics match- log in with your existing credentials. If you have an email mismatch between programs, login to Gotsport with your existing credentials and update your primary email to the one used in Playmetrics. Emails must match between systems.

Once logged in to Gotsport, select Dashboard from the main menu.





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# ONBOARDING CHECKLIST

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Please follow these step-by step  
instructions to complete your compliance  
components

Livescan Fingerprinting

Background Check

Safe Sport Training

SOR - Adverse Eligibility  
Review

Staff Registrant Annual  
Certificate

Update User Profile



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# LIVESCAN FINGERPRINTING

## If This Is Your First Season With RSC:

Fingerprinting is required and will occur at our July Coaches Meeting. Simply bring a primary form of ID.

## If you've coached previously at RSC:

You should have already been fingerprinted and will not need to repeat this step.

\*Previous LiveScans are only valid if completed for RSC post-pandemic, i.e., in 2021 or later.

\*If they were scanned for a different organization, those don't carry over

**REQUEST FOR LIVE SCAN SERVICE**  
BCII 8016 (05/20)

**Capital Live Scan**  
Office # (916) 456-5260  
5706 Broadway  
Sacramento, CA 95820  
[ContactUs@Capitalivescan.com](mailto:ContactUs@Capitalivescan.com)

Roseville Youth Soccer Club

Applicant Submission **BILLED FORM ONLY**

ORI: **A8674** Code assigned by DOJ Type of Application: Volunteer  
Job Title or Type of License, Certification or Permit: Volunteer

Agency Address Set Contributing Agency  
Roseville Youth Soccer Club 10532  
Agency authorized to receive criminal history information Mail Code (five-digit code assigned by DOJ)  
PO Box 355  
Street No. Street or PO Box Contact Name (Mandatory for all school submissions)  
Roseville CA 95678  
City State Zip Code Contact Telephone No.

Applicants to Fill Out Only the Section Below

Name of Applicant: Last First MI  
(Please Print) Driver's License No:  
Date of Birth: SEX: Male Female Misc. No. BIL - Agency Billing Number  
Height: Weight: Home Address:  
Eye Color: Hair Color: Street No. Street or PO Box  
SSN: N/A City State Zip  
I have received and read the included Privacy Notice, Privacy Act Statement, and Applicant's Privacy Rights.  
Signature: X Date:

Below Section To be Filled Out by LiveScan Technician

OCA Number: **X-1477** Level of Service:  DOJ  FBI  
If re-submission, list original ATI Number: (Must provide proof of rejection) (If the Level of Service indicates FBI, the fingerprints will be used to check the criminal history information of the FBI.)  
Live Scan Transaction Completed By: Name of Operator LSID# Date  
Capital Live Scan Transmitting Agency ATI No: **DO NOT COLLECT** AMOUNT

No Appointment Necessary

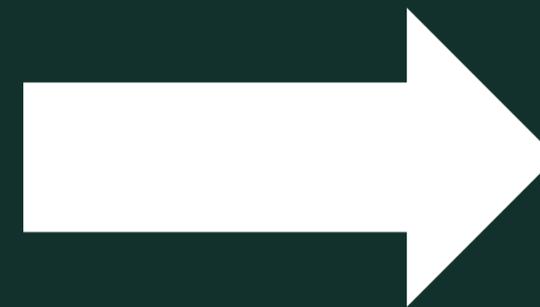
Other Locations	Capital Live Scan	Office Hours
<a href="http://Capitalivescan.com/walk-in-locations">Capitalivescan.com/walk-in-locations</a>	5706 Broadway Sacramento CA 95820 916-456-5260	Mon-Fri 9am-6pm Saturday Closed Sunday Closed

[Click To Fill Out Application](#)

# BACKGROUND CHECK

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- This is a separate component from fingerprinting. The voucher code for payment is **BACK2025**
- Step by step instructions for submitting a background check are available



**[Click Here](#)**

# SAFESPORT TRAINING MODULE

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- New coaches are required to complete the training course, while returning coaches must undergo the refresher course.
- Step by step instructions on how to access the course and to sync your completion certificates are available on the button to the right



**Click Here**

# SOR – ADVERSE ELIGIBILITY REVIEW

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- This is simply clicking a certification button on GotSport. Instructions are available below

[Click Here for More Info](#)





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# STAFF REGISTRANT ANNUAL CERTIFICATE

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- Log into GotSport, access the US Club Soccer Requirements on your dashboard, locate the Staff Registrant Annual Certification requirement, click "Details" if required, submit a new report, complete and sign the form, and click "Submit" to finalize the certification.



[Click Here for More Info](#)



# UPDATING PROFILE

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- The last step will be to update your profile photo if you didn't do so during registration

[Click Here for More Info](#)



# Thank you!

If you need help or have any questions please contact your corresponding age group director:

Rec Program

4v4 Boys/2019-2017

4v4 Girls/2019-2017

U9 - U14 Boys/2016-2011

U9 - U14 Girls/2016-2011

U15 +Boys/Girls/2010-2006

[rec@rosevillesoccer.com](mailto:rec@rosevillesoccer.com)

[4v4Boys@rosevillesoccer.com](mailto:4v4Boys@rosevillesoccer.com)

[4v4Girls@rosevillesoccer.com](mailto:4v4Girls@rosevillesoccer.com)

[U9-U14Boys@rosevillesoccer.com](mailto:U9-U14Boys@rosevillesoccer.com)

[U9-U14Girls@rosevillesoccer.com](mailto:U9-U14Girls@rosevillesoccer.com)

[U15-U19@rosevillesoccer.com](mailto:U15-U19@rosevillesoccer.com)