

HOW TO COMPLETE TEAMS NAP REGISTRATION



Step 1

Visit chesterunion.org and click "Player Sign Up"



[ABOUT](#)

[ADMIN](#)

[STORE](#)

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 [Log In](#)

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PLAYER SIGN UP

CLICK HERE



Step 2

You will be directed to this screen

1. Parent/guardian **enter your email**
2. Click "Next"

registration.teamsnap.com/form/2961

Chester Union Soccer



Philadelphia Union Foundation - Chester Union Soccer Chester Union

Sign in or create your TeamSnap account to access this registration.

Email

1st

2nd

Next →

Step 3

You will be directed to this screen

1. Please fill out all account information from a parent/guardian perspective
2. Once completed click **“Create Account”**

registration.teamsnap.com/form/2961/newUser

Chester Union Soccer

Let's create a TeamSnap account!

Your First Name*

Your Last Name*

Your Birthdate*

Gender*

Password*

I agree to Teamsnap's [Terms & Services](#) and [Privacy Policy](#).

Send me occasional TeamSnap news.

Step 4

You will be directed back to the TeamSnap home page

1. Sign in with your email and password you just created
2. Click **“Login”**

registration.teamsnap.com/form/2961/login

Chester Union Soccer

Welcome back!
Enter your TeamSnap password.

Password

Forgot password?

← Back

Log In →

Step 5

You will be directed to this screen

1. Click "Register"

The screenshot shows a web browser window with the URL registration.teamsnap.com/form/2961. The page title is "Chester Union Soccer". The main content area features the Philadelphia Union logo (an orange circle with a white asterisk) and the text "Philadelphia Union Foundation - Chester Union Soccer Chester Union". Below this, the "Registration Details" section shows a calendar icon for "Season" with the date "May 7, 2025 - May 7, 2026" and a clock icon for "Registration" with the status "Open". A large yellow arrow points to the "1st" position in the registration details. At the bottom right, there is a blue button labeled "Register →".

Step 6

You will be directed to this screen

1. Adults, should be yourself (parent/ guardian) that just signed up
2. Click **"Add a household member"**
3. Then, click "Next"

The screenshot shows a web browser window with the URL `registration.teamsnap.com/form/2961/selectParticipant`. The page title is "Chester Union Soccer". The main heading is "Who are you registering today?" with the instruction "Please select one at a time." Below this, there is a section for "Adults" containing a card for "Jane Doe" (Household Organizer) with an "AH" icon and an edit icon. A yellow arrow labeled "1st" points to the "+ Add a household member" button. At the bottom right, a blue button labeled "Next" with a right arrow is visible. A second yellow arrow labeled "2nd" points to this "Next" button. A "Back" button is located at the bottom left.

Step 7

You will be directed to this screen

1. **This is where you will register your child/ player**
2. Fill out all necessary fields
3. Then click "Add"

registration.teamsnap.com/form/2961/selectParticipant

Chester Union Soccer

Confirm participant profile information

Please confirm that the information for the selected participant is accurate and complete.

Select a Household*

Select

First Name*

Last Name*

Birthdate*

Gender*

Email

This email is used to access team communications and team accounts. Enter a unique email address if the household member wants to log into their own account or receive team emails.

1st

2nd

← Back

Cancel Add

Next →

Step 8

You will be directed back to this screen

- You should now see Parent profile as well as child/player that you just added

1. **Click on the child/player just registered**

2. Click "Next"

The screenshot shows a web browser window with the URL `registration.teamsnap.com/form/2961/selectParticipant`. The page title is "Chester Union Soccer". The main heading is "Who are you registering today?" with the instruction "Please select one at a time." Below this, there are two sections: "Children and Teens" and "Adults".

In the "Children and Teens" section, there is one entry: "John Smith, Age 7". A yellow arrow labeled "1st" points to this entry. In the "Adults" section, there is one entry: "Jane Doe, Household Organizer".

At the bottom of the form, there is a link "+ Add a household member". At the bottom of the page, there are two buttons: "Back" and "Next". A yellow arrow labeled "2nd" points to the "Next" button.

Step 9

You will be directed to this screen

1. Select the appropriate gender for child/player
2. Click "Next"

registration.teamsnap.com/form/2961/selectGroup

Chester Union Soccer

Registering: John Smith

Select a registration option

Choose the option that participant is registering for. Eligibility criteria may impact the options available.

Boys	\$0.00
Girls	\$0.00

[I don't see the desired option ?](#)

[← Back](#) [Next →](#)

Step 10

You will be directed to this screen

1. Fill out all fields on this screen with the child/player's information
2. Once completed click **"Add to Cart"**

1st

Registering: John Smith Boys

Participant Information

Player's First Name*

John

Player's Last Name*

Smith

Player's Birthdate*

03/13/2018

Player's Gender*

Male

Email

e.g. exampleuser@email.com

Street Address*

Text

Cell Number

Text

Questions

Chester Union Soccer

Registering: John Smith Boys

City*

Text

State/Province*

Select

Zip*

Text

Guardian Information

Select a household member

Parent/Guardian's First Name*

Text

Parent/Guardian's Last Name*

Text

Relation*

Select

Chester Union Soccer

Registering: John Smith Boys

Additional Questions

School Name?*

Text

Grade*

Text

Jersey Size*

Select

Is the player bilingual?

Select

What is the player's cleat size*

Text

0/255

2nd

Add to Cart →

Step 11

You will be directed to this screen

- You should see your child's name
 - The amount should be \$0
1. If you are adding a sibling or another player
Click **"Register Another Participant"** if not
Click **"Check Out"**

registration.teamsnap.com/form/2961/cart

Chester Union Soccer

Review Selections

Here is a summary of your registration so far.

John Smith	
Boys	\$0.00
	 
Participant Total	\$0.00

[+ Register Another Participant](#)

Total	\$0.00
-------	--------

[← Back](#) [Check Out →](#)

Step 12

You will be directed back to this screen

1. Now click your **“Adults”** profile
2. Click **“Next”**

registration.teamsnap.com/form/2961/selectParticipant

Chester Union Soccer

Who are you registering today?

Please select one at a time.

Children and Teens

JS John Smith
Age 7

In Cart

Boys \$0.00

Adults

JD Jane Doe
Household Organizer

+ Add a household member

← Back

Next →

Step 13

You will be directed to this screen

1. Parent/ Guardian **please review and sign all waivers.**
2. Then click **“Next”**

The screenshot shows a web browser window with the URL `registration.teamsnap.com/form/2961/agreements`. The page title is "Checkout - Agreements". The main content area is titled "Waivers" and includes the instruction: "You only need to sign once and it covers all participants you are registering for." Below this instruction are three waiver items, each with a "Sign" button:

- Participation Waiver (Sign)
- Appearance Release (Sign)
- Club Waiver (Sign)

At the bottom of the page, there are two buttons: "Back" on the left and "Next" on the right. A large yellow arrow labeled "1st" points to the "Sign" button for the "Participation Waiver". A second large yellow arrow labeled "2nd" points to the "Next" button.

Step 14

Once all waivers are complete
1. Click "Next"

The screenshot shows a web browser window with the URL `registration.teamsnap.com/form/2961/agreements`. The page title is "Checkout - Agreements". The main content area is titled "Waivers" and includes the text: "You only need to sign once and it covers all participants you are registering for." Below this text are three items, each in a light blue box with a green checkmark on the left and the word "Completed" on the right:

- Participation Waiver
- Appearance Release
- Club Waiver

At the bottom of the page, there are two buttons: a white button with a left arrow and the text "Back", and a blue button with the text "Next" and a right arrow. A large yellow arrow labeled "1st" points from the left towards the waiver list, and another large yellow arrow labeled "2nd" points from the right towards the "Next" button.

Step 15

You will be directed to this screen

1. This shows that you have completed your initial sign-up!
- Just a few more steps to go

Order - confirmation

✔ Your order confirmation



Get Discovered
Get discovered by college coaches on the world's largest recruiting network
[Build Your Free NCSA Profile](#)



Order Summary

Order Number
Date

Order Details

John Smith	
Boys	\$0.00
Participant Total	\$0.00

Organization Subtotal \$0.00

Organization Total \$0.00

Order - confirmation

Order Details

John Smith	
Boys	\$0.00
Participant Total	\$0.00

Organization Subtotal \$0.00

Organization Total \$0.00

Balance \$0.00

What's Next

Thank you for registering to participate in Chester Union. A fully philanthropic soccer club developed, funded and operated by the Philadelphia Union Foundation. Together we can all be the agents of change.

We will be in touch with further information. If you have any questions at any time please email us at foundation@philadelphiaunion.com

Please visit our website for further information www.chesterunion.org

You can also find more information about the Philadelphia Union Foundation at www.philadelphiaunionfoundation.org

Step 16

Once you have completed your initial registration

1. Please visit **go.teamsnap.com** to view your portal

a. The homepage should look like this

b. **You are now waiting to be assigned to a team by our admin team**

2. You can click "Account" if you ever need to update personal information

← → ↻ go.teamsnap.com/team/dashboard

Howdy, Jane! Welcome to TeamSnap

My Teams Account

TeamSnap Dashboard

vistaprint Shop now

My organizations

teamsnap

TeamSnap for Business
If you manage five or more teams that are part of the same club, league or athletic program, we can save you 15 hours a week! TeamSnap for Business is the easiest way to manage communication, website management, registration, payments and more. [Get more info now!](#)

My teams

teamsnap Create Independent Team or Group

Hey, you don't currently have any active TeamSnap teams!

Don't forget that TeamSnap is also great for managing all your non-sport groups, too!

Invoices Due

No invoices currently due.
Thank you for being awesome!

Save on Travel

TeamSnap has joined up with HotelPlanner to provide exclusive hotel discounts to TeamSnap users. Save on your next away game, get group discounts and save on personal travel too!

Browse Travel Deals

Your best event for less
Create custom event essentials to help you steal the (trade) show.

TS Member Help

Step 17

Once your child/ player is assigned to a team, your homepage will change to look like this

- You will be able to see what team your child was assigned to, in the top left corner
- All the blue tabs reflect important information regarding scheduling, messaging, announcements and more. **Please regularly check these.**

1. **Click "Roster" to complete your child/players profile**

CHESTER UNION U8 2018
Chester Union Coed Division | Philadelphia Union Foundation - Chester Union Soccer

Howdy, Jane! Welcome to TeamSnap

Create New Team Viewing as John My Teams Account

Home Roster Schedule Availability Tracking Statistics Assignments Media Messages Preferences

1st

Important: Don't miss out on upcoming events. [Enable email notifications.](#)

Schedule [View Full Schedule](#)

NEXT EVENT

Wednesday, February 25th
6:30–7:30 PM
(arrive 30 minutes early)

Parent Chester Union Meeting MANDATORY

WSFS Bank Sportsplex

Going Maybe No

February

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Game Event

Did you know TeamSnap supports over 100 different sports and activities?

Use TeamSnap for everything from soccer, football or baseball to scouts, gaming or book clubs. It's easy to start a new group. Try it today!

Create New Team

FREE 1-DAY SHIP! Canon EOS Rebel SL3 DSLR Camera with 18-55mm Lens

B&H Photo Video [SHOP](#)

Ad

TS Member Help

Step 18

1st

You will be directed to this screen

1. Please fill out all missing fields.
2. It is important to provide accurate information so Admin can get your child/player the correct items throughout the season

season

3. Once completed click "Save"

Edit Member

Member ID: 10189089

First Name

Last Name

Birthday Hide age

Gender

Contact Information [+ Add New Family Member](#)

Optional Player Details

10189089/roster/edit/143246910

Jersey Number	<input type="text"/>	<input type="checkbox"/> Private
Position(s)	<input type="text"/>	
Last Given Cleats	<input type="text" value="mm/dd/yyyy"/> <input type="checkbox"/> Private	
School Name	<input type="text" value="Chester High"/> <input checked="" type="checkbox"/> Private	
Grade	<input type="text" value="2"/> <input checked="" type="checkbox"/> Private	
Player lives in Chester	<input type="text"/> <input type="checkbox"/> Private <small>Yes - Player lives in the city of Chester or No - Player does not live in the City of Chester</small>	
All Equipment Received	<input type="checkbox"/> All Equipment Received <input type="checkbox"/> Private <small>Check this box to CONFIRM you have all of your equipment needs (Cleats, Socks, Shinguards, Jersey, Shorts)</small>	
Equipment Needs - Shirt/Jersey	<input type="checkbox"/> Equipment Needs - Shirt/Jersey <input type="checkbox"/> Private <small>Check this box IF player needs a shirt/jersey</small>	
Players Jersey Size	<input type="text"/> <input type="checkbox"/> Private <small>Be Sure to Update When Needed</small>	
Equipment Needs - Cleats	<input type="checkbox"/> Equipment Needs - Cleats <input type="checkbox"/> Private <small>Check this box IF player needs a pair of cleats.</small>	
Players Cleat Size	<input type="text"/> <input type="checkbox"/> Private <small>Be Sure To Update When Needed</small>	
Equipment Needs - Shin Guards	<input type="checkbox"/> Equipment Needs - Shin Guards <input type="checkbox"/> Private <small>Check this box IF player needs a pair of shinguards</small>	
Equipment Needs - Shorts	<input type="checkbox"/> Equipment Needs - Shorts <input type="checkbox"/> Private <small>Check this box IF player needs Shorts</small>	
Players Short Size	<input type="text"/> <input type="checkbox"/> Private <small>Be Sure to Update When Needed</small>	

Cancel

Save

2nd

YOU HAVE NOW COMPLETED YOUR CHILD/PLAYERS REGISTRATION



**PLEASE BE SURE TO REGULARLY CHECK
YOUR PORTAL FOR UPDATES. THIS IS
WHERE YOU CAN MESSAGE COACHES,
VIEW PRACTICE SCHEDULES AND MORE!**

