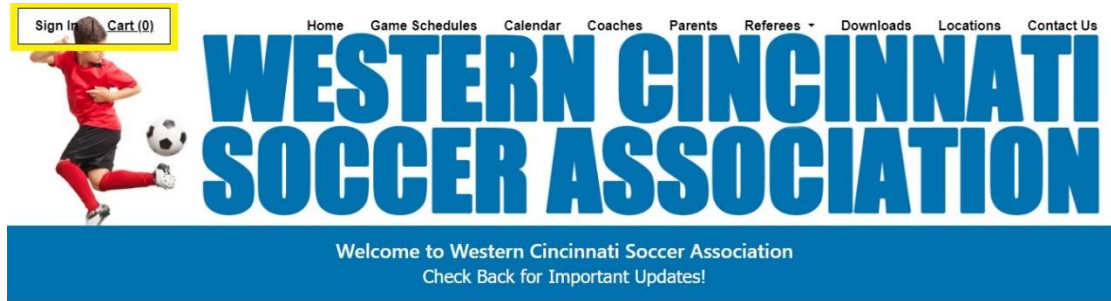


Coach Team Registration

Account Registration

Step 1: Go to wcsasoccer.com.

Step 2: Click on “Sign-In” in the top left corner of the website.



Welcome to the new home for Western Cincinnati Soccer Association!



Step 3: Click on “Create a new account” below the password box. **If you already have an account, proceed to Step 6**

Step 4: On the next page, select “An adult or non-player”, then continue with account registration.

Step 5: Proceed with creating your account. This is where you will submit both your Concussion Certificate and the most up-to-date SafeSport Certificate during the account registration.

Step 6: Once you have signed in, go to wcsasoccer.com/current-programs

Step 7: Scroll down to “2026 Coach Compliance” and click on “Enroll”

The screenshot shows the website's navigation bar with a user profile for 'Eric W' and menu items: Home, Game Schedules, Calendar, Coaches, Parents, Referees, Downloads, Locations, and Contact Us. Below the navigation bar is a promotional banner for the '2026 Coach Compliance - Fall 2026' program. The banner includes an image of various sports balls (soccer, basketball, football, tennis, and baseball) and the following text: 'All coaches must complete this registration prior to compliance deadlines.' There are two buttons: 'Enroll' and 'More Info'. Below the buttons, the registration status is 'Open', the regular registration period is 'Wednesday, May 20, 2026 - Sunday, August 9, 2026', the program duration is 'Monday, July 27, 2026 - Sunday, November 22, 2026', and the regular registration cost is '\$0.00'.

Step 8: Make sure you are the “Enrollee” with each selection made. Make sure program is “2026 Coach Compliance” and select your program name under Offering. Then click on “Add Enrollee”. Once you have added the Enrollment to your cart, click on “Checkout”.

The screenshot shows the enrollment form and the cart. The enrollment form has the following fields: 'Enrollee *' with a dropdown menu set to 'Eric West' and a link 'Add Enrollee'; 'Enrollment Type *' with a dropdown menu set to 'General'; 'Program *' with a dropdown menu set to '2026 Coach Compliance -'; and 'Offering *' with a dropdown menu set to 'Select'. There is a blue 'Add Enrollment' button below the form. Below the form is the 'Your Cart' section, which contains a table with the following items:

Item	Cost	
General - 2026 Coach Compliance - CPA - Eric West	\$0.00	✘

Below the table, the 'Order Subtotal:' is displayed as '\$0.00'. At the bottom of the cart section is a blue 'Proceed to Checkout' button.

Step 9: The next page is where you will submit your SAY Background Screening Completion Document and electronically sign league policies. Make sure you have completed the Background Screening and saved the completion as a PDF or image BEFORE submitting this registration.

The screenshot shows the registration page for '2026 Coach Compliance - CPA - Eric West'. At the top right is a 'Help ?' link. Below the page title is a light blue banner that says 'You are almost done! Complete this page and then click the Next button to complete your order.' The main content area is titled 'Program Specific Information' and contains a 'Background Screening *' section with a 'Select' button and a link 'Upload PDF of completed application'. Below this is a 'Coaches Code of Conduct' section with a list of rules and a vertical scrollbar on the right side.

- game and the policies of the league, to the best of my ability.
- Soccer belongs to the players. I will place the emotional and physical well-being of my players ahead of a personal desire to win.
- I will motivate my players in a positive way.
- I will treat each player as an individual.
- I will do my best to provide a safe playing/practice situation for my players.
- I will organize practices that are fun and challenging for all my players.
- I will lead by example in demonstrating fair play and sportsmanship to all my players.
- I will be modest in victory and gracious in defeat.
- I will be knowledgeable in the rules of the game, and I will teach these rules to my players.
- I will respect the game officials and their authority during every game. I will not excessively argue with any decisions made by them or confront any referee or league official.
- I will never swear, use profanity, or make obscene gestures, or engage in any inappropriate behavior or conduct, at any time.
- I will refrain from using alcohol or tobacco products in the presence of players. I will never use drugs.
- I will never yell at or humiliate any player for making a mistake or losing a competition.
- I will remember that the game is for the players' enjoyment and not the adults.
- I WILL LEAD BY EXAMPLE BY BEING A POSITIVE ROLE MODEL.

Step 10: After all compliance is completed, verify your information is correct and click “Place Order”

Registration form fields:

- First Name *
- Last Name *
- Street Address *
- City *
- State *
- Zip Code *
- Phone *

Order Summary:

Item	Cost
General - District Coordinator Registration - District Coordinator - Eric West	\$0.00

Order Total (USD): **\$0.00**

[Place Order](#)

Step 11: After you complete the registration, proceed to “My Profile” from your account or dashboard

TeamSideline Western Cincinnati Soccer Association

- User Site Map
- My Account
- Officials Management**
- Messages (0)
- Cart (0)
- Help
- Sign Out

User Site Map

- My Account**
 - My Profile**
 - Members
 - Order History
 - Enrollments
 - Volunteer Shifts
 - Place Order
- Officials Management**
 - Officials Profile
 - Assignments
 - Request Assignments
 - Post Game Reports
 - Manage Blocks

Step 12: Scroll to the bottom of your profile to upload your most up-to-date Concussion & SafeSport Certificates. This will attach your compliance certificates to your account, and you will have the ability to update them at any time.

Phone 2 - - Ext. Preferred

Phone 3 - - Ext. Preferred

Concussion Cert. *
[concussion2024.pdf](#)
Concussion Certificate Upload

Safe Sport Cert *
[SafeSport_Certificate_Refreshers_V3.pdf](#)
SafeSport Certificate Upload

Teams will be in compliance once head coaches and assistant coaches complete their 2026 Background Screening, Website Registration, and current SafeSport & Concussion certificates.

Compliance Deadlines:

- Wednesday July 1st - Teams lose 1 point in standings if Head Coach is not compliant
- Wednesday July 8th - Teams lose 1 point in standings if Head Coach is not complaint
- Wednesday July 15th - Teams folded and removed from schedule if Head Coach not compliant
- Sunday July 26th - Teams lose 1 point in standings if Assistant Coach is not compliant
- Sunday August 2nd - Teams lose 1 point in standings if Assistant Coach is not compliant
- Sunday August 9th - Teams folded and removed from schedule is Assistant Coach is not compliant