



Michigan State Youth Soccer Association

GotSport Club Resource - Removing Teams & Users from Club Accounts

Removing Teams

Use caution when removing teams from your club account in GotSport. Keep in mind that removing a team from your club account does not remove a team's enrollment from a GotSport event. For example, if your club had a team in an event in the fall, and you have since removed that team from your club account, the team itself will remain in the event with no assigned club (unless/until removed by the event administrator). Thus, in most cases you should not remove a team from your club account if the team has been enrolled into a GotSport event. You can review event enrollments for your teams in GotSport under Club Management > Team Registrations.

Also, you should not remove a team from your club account if any players or team officials are assigned to the team. Remove all players, coaches, and managers from the team prior to removing the team from your club account.

If you need a team restored to your GotSport Club account, please contact the MSYSA State Office.

Removing Coaches, Managers, and Players

Use caution when removing coaches, managers, and players from your club account in GotSport. Also, keep in mind that 'deleting' a user from your account does not delete their account altogether. It simply removes the person's role from your club (but their account still exists in GotSport).

Before removing an account's role from your club, ensure the person has been removed from all teams. For example, if you view a coach or manager account, and you see they are still assigned to a team, do not delete/remove them from your club account yet.

For coaches and managers, [review these instructions](#) for how to remove their roles from any teams BEFORE removing their coach or manager role with your club.

For players, [review these instructions](#) for how to remove a player's role with the club. However, when reviewing the 'Roles' in Step 3, be sure to remove the player's role with any teams from your club prior to removing the player's role with your club.

For players, coaches, and managers – if the participant was tied to a team, you may need to use Roster Builder to ensure they are no longer on the *event roster* for the team they were tied to. In some cases, you may not have access to remove/release the person from the event roster (if event settings prevent clubs from releasing players and team officials). In that case, you may need to contact the league administrator to request for the player or team official to be released from the league event roster.

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