

ID Search in Association Platform

1. To search for Admins (Volunteers) choose Players/Admin and Admin Lookup from the main navigation.
2. Ensure you are in the correct membership year, listed in the dropdown box next to the header “Admin Lookup”.
3. Select any search criteria you may need from the various dropdown menus and choose Search.
4. The search results will give you the new ADMIN ID in the center column.
5. To get the AYSO ID, from the Search Results, click on the Admin Name to view the Admin

ADMIN LOOKUP 2019-2020 ▼

Administrator Lookup Page Size: 25 ▼ Reset Report: --Choose Report-- ▼

Select League ▼

All Leagues

Select Club ▼

All Clubs

Select Play Type ▼

All Play Types

Select Age Group ▼

All Age Groups

Select Admin Type ▼

All Team Admins

or Select User Type ▼

Select Type

Select Certification ▼

All Certifications

Status Filter By ▼

No Application Status

Risk Filter By ▼

Approved

Media Type ▼

All

Disciplinary Filter By ▼

No Disciplinary

Disciplinary Status ▼

All

Application Date: ▼

To:

From:

Risk Exp Date: ▼

To:

From:

Season ▼

Selected Season

Search By ▼

Last, First Name ▼ Search

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<input type="checkbox"/>	Admin Name	League	Num of Teams	Admin ID	Risk Status	Risk Exp Date	Home Phone
<input type="checkbox"/>	Azul, Barry	Athletic Club Bulldog	1	59760-427453	Approved	7/11/2023	(123) 456-7890
<input type="checkbox"/>	Rojo, Theodore	Athletic Club Bulldog	1	57860-063903	Approved		(123) 456-7890
<input type="checkbox"/>	Zimm, Baxter	Pomeranian United	1	57860-063903	Approved		(619) 858-1236

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[Email Selected Admins](#)

Profile.

6. Once the Volunteer details load, scroll partway down the details, there you will find an “ALT ADMINID”. This is the historic AYSO ID.

Administrator Info Additional Info Applications Disciplinary Children Events

CEUs eCompleted Verified

Concussion Awareness Verified

Legal First Name* Middle / Initial Legal Last Name* Suffix

Business Title Alias (Nickname)

Address 1* verify address

Address 2

Address 3

Country* United States of America County Washington

City* State/Province* UT Zip / Postal Code*

Home Phone Work Phone

Mobile Phone SMS [Set up SMS Messaging](#)

Email Address Gender* Female ▼

Relationship to children No Relationship ▼ Years Coaching Experience

Alt Admin ID#

Select Level of Play ▼

Competitive Recreational

7. To view the certifications for this volunteer, use the link: [Volunteer Certs](#) and replace the ID number after the equal sign at the end of the address with the ID of the volunteer you are looking up.

Note: Step 5 will only be needed until the update and integration with the new AYSOU is complete.