



NISL Club & Conference Team-to-Team Rescheduling of Matches

1. *Chat with Opponents in GotSport*
2. *Check with your Club*
3. *Submit Rescheduled Game*

NISL Club and Conference seasons have a “preseason reschedule window” that allow for teams to change match dates after the NISL Club and Conference schedule is released. This process also applies to communicating a field change or cancellation due to weather during the season.

The deadline to reschedule games for the Spring 2025 season is March 28, 2025!

After this point reschedules can only take place for weather or other emergency issues brought to our attention by our member clubs (flooding, field damage, etc.). Please note that the ability to reschedule a game or edit any game details in GotSoccer will disable 7 days prior to kickoff.

It is expected that clubs will arrange for substitute coaches and club pass players as needed to ensure matches can be played as scheduled.

The process to reschedule a match during the reschedule window is as follows
(completed in order)

- 1) Communicate with opponent and coordinate the new date/time/location for the rescheduled match.

It is very important that this correspondence happens within GotSport chat for the specific match. This ensures that all team contacts receive the information and allows NISL to provide support if necessary. Having access to the entire communication thread is very helpful in these circumstances.

[How to Communicate \(“Chat”\) with Opponents in GotSport](#)

****With each chat message, an automatic email will be sent to all team contacts****

- 2) The **home team** will then need to secure field availability from their club to ensure that there is field availability for the date on which you are trying to reschedule.



3) Once teams have communicated via the “Chat” above and a date/time/location is agreed upon, the **home team** submits a “Request” via GotSport with details of the new date/time/location.

****Do not submit the “Request” until the home club has confirmed field availability AND the opponent has agreed to the new date/time via chat.****

How to submit a reschedule request as the Home Team:

From the Dashboard, select "Team Management", "Matches", and select appropriate filters, if necessary.

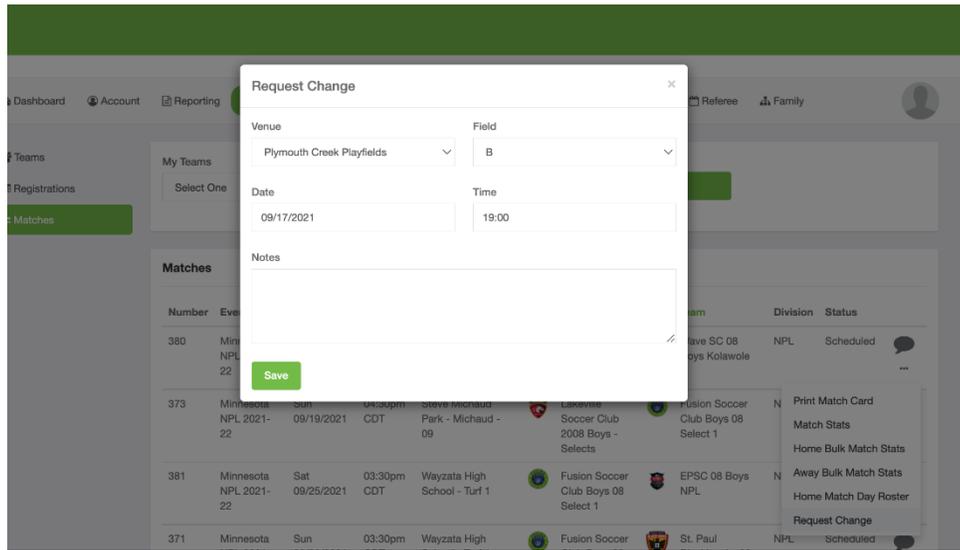
Click on the three dots next to the game in question, and select “Request Change”. *NOTE: “request Change” is only available if you are the Home Team.*

The screenshot shows the GotSport web interface. At the top, there is a navigation bar with options: Dashboard, Account, Reporting, Team Management (highlighted), Team Scheduling, Program Registrations, Forms, Referee, and Family. On the left, there is a sidebar with options: Teams, Registrations, and Matches (highlighted). The main content area is titled 'My Teams' and 'Event' (Minnesota NPL 2021-22). Below this is a 'Matches' table with columns: Number, Event, Date, Time, Venue, Home Team, Away Team, Division, and Status. A dropdown menu is open for the match with ID 371, showing options: Print Match Card, Match Stats, Home Bulk Match Stats, Away Bulk Match Stats, Home Match Day Roster, and Request Change (highlighted in yellow).

Number	Event	Date	Time	Venue	Home Team	Away Team	Division	Status
380	Minnesota NPL 2021-22	Fri 09/17/2021	07:00pm CDT	Plymouth Creek Playfields - B	Fusion Soccer Club Boys 08 Select 1	Wave SC 08 Boys Kolawole	NPL	Scheduled
373	Minnesota NPL 2021-22	Sun 09/19/2021	04:30pm CDT	Steve Michaud Park - Michaud - 09	Lakeville Soccer Club 2008 Boys - Selects	Fusion Soccer Club Boys 08 Select 1	N	Scheduled
381	Minnesota NPL 2021-22	Sat 09/25/2021	03:30pm CDT	Wayzata High School - Turf 1	Fusion Soccer Club Boys 08 Select 1	EPSC 08 Boys NPL	N	Scheduled
371	Minnesota NPL 2021-22	Sun 09/26/2021	03:30pm CDT	Wayzata High School - Turf 1	Fusion Soccer Club Boys 08 Select 1	St. Paul Blackhawks 08 Boys Red	NPL	Scheduled
387	Minnesota NPL 2021-22	Sun 10/10/2021	12:30pm CDT	Lewis Park - Lewis Central 19	Edina SC 2008 Boys Green	Fusion Soccer Club Boys 08 Select 1	NPL	Scheduled
394	Minnesota NPL 2021-22	Sat 12/04/2021	12:00pm CST	STMA High School - Turf / Dome	St. Michael-Albertville United Soccer 08 Boys SELECT	Fusion Soccer Club Boys 08 Select 1	NPL	Scheduled
539	Minnesota NPL 2021-22	Sat 12/04/2021	05:00pm CST	Dundas Dome - DOME	Lakeville Soccer Club 2005 Girls - Selects	Salvo SC 05G Orange	NPL	Scheduled
540	Minnesota NPL 2021-22	Sat 12/11/2021	02:00pm CST	Health East Sports Center - Field House	Salvo SC 05G Orange	MN Thunder Academy 05 Girls NPL	NPL	Scheduled
548	Minnesota	Sat	04:15pm	St. Croix Valle	St. Croix 05	Salvo SC 05G	NPL	Scheduled



Enter the agreed upon details and click “Save”.



This will trigger an email to the **away team** to approve this reschedule.



Request to change match 593 in Minnesota NPL 2021-22
[Please Click Here To View](#)

Original Schedule

Match Number	Location	Time
593	Lucy Winton Bell Athletic Fields - LWB 4	Sun 05/15/2022 12:00pm CDT

Proposed Schedule

Match Number	Location	Time
593	Lucy Winton Bell Athletic Fields - LWB 4	Mon 05/23/2022 12:00pm CDT

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How to respond to reschedule request as the Away Team:

The **away team** will then see the “pending” request on their list of matches and have the option to respond by clicking on "Respond"

The screenshot shows the 'My Teams' section of the GotSport interface. A search filter is set to 'State League 2022'. The 'Matches' table lists several games. The last row is highlighted with a red box and labeled 'Pending Request (No Response)'. It shows a match on Sun 04/03/2022 at 01:00pm EDT at Capital Soccer Association Complex - Field 4. A green 'Respond' button is next to this entry.

Number	Event	Date	Time	Venue	Home Team	Away Team	Division	Status
176	State League 2022	Sat 03/05/2022	01:00pm EST	Centrell Park - 1A	CFC Spartans	Mamba FC AR All Stars	BU12	...
181	State League 2022	Sat 03/12/2022	01:00pm EST	Centrell Park - 1A	CFC Clubbers	CFC Spartans	BU12	...
186	State League 2022	Sat 03/19/2022	02:15pm EDT	Centrell Park - 1A	CFC Spartans	Mamba FC Mamba FC Fernandina Beach	BU12	...
191	State League 2022	Sat 03/26/2022	05:00pm EDT	Capital Soccer Association Complex - 1A	U12C	CFC Spartans	BU12	...
254	State League 2022	Sat 04/02/2022	12:00pm EDT	Capital Soccer Association Complex - 2A	Mamba FC Bolts	CFC Spartans	BU10	...
Pending Request (No Response) Last Updated less than a minute								
196	State League	Sat 04/02/2022	01:15pm EDT	Centrell Park - 1A	CFC Spartans	Disney Villains	BU12	...

The two response options will be "Agreed" or "Refused".

The screenshot shows a 'Respond To Request' dialog box overlaid on the match list. The dialog contains the following information: Date: Sun 04/03/2022, Time: 01:00pm EDT, Venue: Capital Soccer Association Complex - Field 4. Under 'Your Response', there are two radio buttons: 'Agreed' (which is selected) and 'Refused'. A 'Save' button is at the bottom left of the dialog.

- 2) If “Agreed”, the rescheduled game updates in the master schedule and both **home team** and **away team** will receive an email confirmation.

Upon approval, the home referee assignor and home field coordinator will also receive the details via email. Home teams are still responsible for contacting the referee assignor to ensure they’ve received the updated game details.