

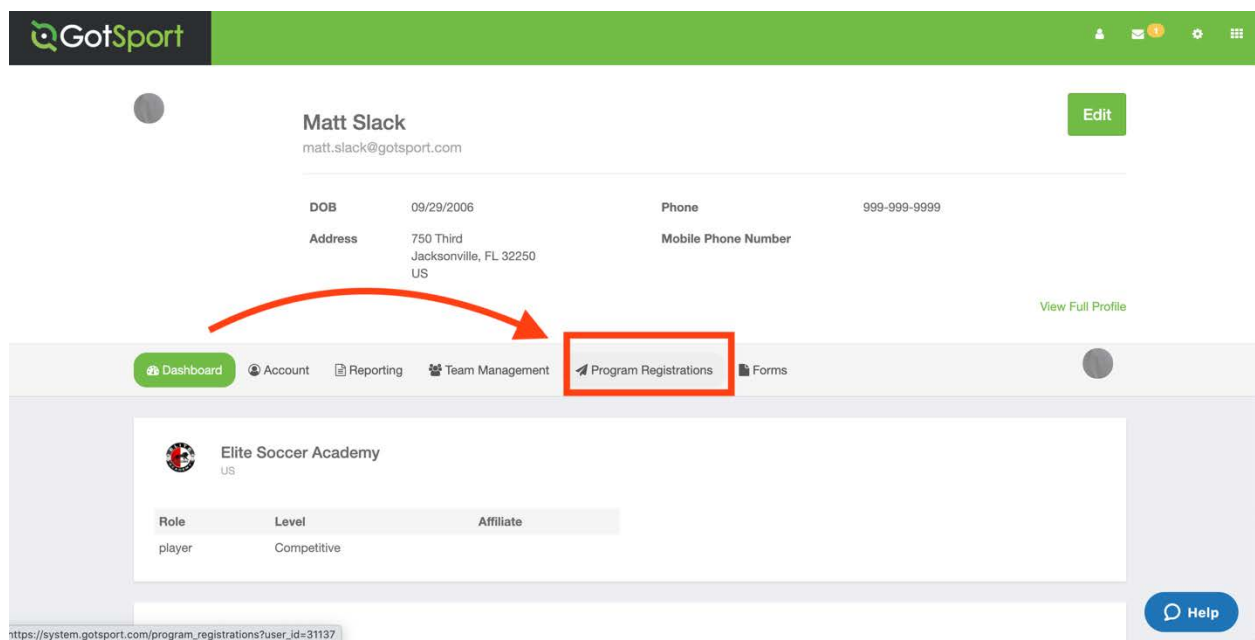
# Changing Payment Method

## **One:**

Go to <https://system.gotsport.com> and Enter your account email and password, and then click "Log In."

## **Step Two:**

Once you have Logged in, Go to "Program Registration."



The screenshot shows the user profile page for Matt Slack on the GotSport platform. The profile information includes: Name: Matt Slack, Email: matt.slack@gotsport.com, DOB: 09/29/2006, Address: 750 Third Jacksonville, FL 32250 US, Phone: 999-999-9999, and Mobile Phone Number. A red arrow points from the profile information to the 'Program Registrations' menu item in the navigation bar, which is highlighted with a red box. The navigation bar also includes Dashboard, Account, Reporting, Team Management, and Forms. The main content area shows the profile for 'Elite Soccer Academy' with a table of registrations:

Role	Level	Affiliate
player	Competitive	

The URL at the bottom of the page is [https://system.gotsport.com/program\\_registrations?user\\_id=31137](https://system.gotsport.com/program_registrations?user_id=31137).

## **Step Three:**

Click "View" on the program which you are wanting to change the payment method.

**GotSport** 👤 📧 0 ⚙️ ☰

**Matt Slack** [Edit](#)  
matt.slack@gotsport.com

**DOB** 09/29/2006 **Phone** 999-999-9999  
**Address** 750 Third Jacksonville, FL 32250 US **Mobile Phone Number**

[View Full Profile](#)

[Dashboard](#) [Account](#) [Reporting](#) [Team Management](#) **[Program Registrations](#)** [Forms](#)

**Program Registrations (27)**

ID	Program	Name	Created	Role	Signature	Signed At	Complete	Submitted	
49759	Rob's League	Matt Slack	06/18/20 2:46pm EDT	Player			✓	✓	<a href="#">View</a>
37376	Scott's Fall Registration	Matt Slack	06/09/20 1:10pm EDT	Player		06/09/20 1:11pm EDT	✓	✓	<a href="#">View</a>
91998	Walking Football	Matt Slack	06/09/20	Player		06/09/20	✓	✓	<a href="#">View</a>

[Help](#)

#### Step Four:

Click on "Billing."

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**Rob's League :: Matt Slack** ✕

[Info](#) [Registration](#) **[Billing](#)** [Profile](#)

**PROGRAM INFO**

**Name** Rob's League  
**Seasonal Year** 19/20  
**Dates** 2020-02-10 - 2020-07-05  
**Description**

**REGISTRATION INFO**

**Payment Plan** Test Fee  
**Enrolled By** Matt Slack  
**Created** 06/18/20 2:46pm EDT  
**Current Step** Select Payment Plan  
**Approved** ✕ [Mark As Approved](#)  
**Complete** ✓  
**Submitted** ✓  
**Submitted At** 06/18/20 2:46pm EDT  
**Age Group** 14

[Help](#)

https://system.gotsport.com/program\_registrations/49759/profile?type=ProgramRegistrationUser&user\_id=31137

#### Step Five:

Click "Change Payment Method."

Rob's League :: Matt Slack

Info Registration **Billing** Profile

Account #33363 - Matt Slack

Contact Email matt.slack@gotSPORT.com

Description Rob's League

Payment Method **Change Payment Method**

TOTAL BALANCE: **\$375.00** [Pay Now](#) DUE NOW: **\$325.00** [Pay Now](#)

Invoices Total: \$375.00

ID	Date Due	Description	Auto Pay	Auto Pay Complete	Amount
103473	07/31/2020	Payment: Program Registration - Matt Slack - Player	<input checked="" type="checkbox"/>	No	25.00
103472	06/30/2020	Payment: Program Registration - Matt Slack - Player	<input checked="" type="checkbox"/>	No	25.00
103474	06/18/2020	Slack, Matt - ProgramRegistration	<input checked="" type="checkbox"/>	No	100.00

[Help](#)

### **Step Six:**

Here is where you will be able to change payment method by either clicking "Credit Card" or "Check/MO."

Slack, Matt / Account #33363 / Change Payment Method

Select payment method

- Credit Card
- Check/MO

Credit Card Information

Credit Card Number

Card Number

Expiration Date  Cvc Code

MM/YYYY CVV

[Change Payment Method](#)