

## REGISTRATION CHECKLIST

*Complete all items in this section by the posted deadlines for a successful and accepted entry.  
Please see Chapters 1-3 for deadlines, qualification and eligibility rules, and further instructions.*

- Register team for the 2018 USA Volleyball Girls Junior National Championships in Advanced Event Systems (AES).
- Roster includes Head Coach and at least 6 players
  - Roster is 100% verified (U.S. teams only)
- Once a team has **QUALIFIED** either through a National Qualifier, a Region Bid Event, or awarded through Open At-Large or Reallocation, print the “Official Entry Form” from AES.
- Teams that would like to be considered for Open At-Large if applicable must register in AES and have their results submitted in AES by April 30<sup>th</sup>.
- PAYMENT: there are 2 options for payment for the GJNC
1. If paying by Check: attach the Entry Fee check, made out to *USA Volleyball*, to the Official Entry Form and mail to USA Volleyball
    - PRINT the team name and division on memo line of the check
    - **ONE ENTRY FORM and ONE CHECK PER TEAM not Club**
  2. If paying by Credit Card: log on to AES and go to My Events, choose the event and click on My Teams, there should be a “Pay Now” option at the bottom of the screen.
    - *Foreign teams (U.S. territories) must include an additional, separate check (only) of \$100 for the Sport Accident insurance*
- Send Official Entry Form and Entry Fee check to USA Volleyball if paying by check. Scan & Email to [gjnc@usav.org](mailto:gjnc@usav.org) or Fax to 719-228-6899 the Official Entry form to USA Volleyball if paying by credit card.
- Foreign Teams (includes U.S. Territories Only): Submit required individual and team forms and fees to USAV by the posted deadline (see Chapter 1). Please retain a copy of all materials and bring with you to the event.
- Required Individual Forms**
1. Players and Staff: Foreign Participant Registration Form, which includes the Code of Conduct on page 2
  2. Players and Staff: Copy of photo ID (i.e. Passport)
  3. Players Only: Medical Release and Liability Form
  4. Players Only: Copy of Birth Certificate (note, a passport will also fill this requirement)
  5. Coaches: Copy of IMPACT or equivalent certifications (see Chapter 2 for accepted equivalents) and copy SafeSport Certification
- Required Team Forms/Fees**
6. Entry Form
  7. Foreign Summary Team Participation Form
  8. \$100 US Dollars for Insurance
- NOTE: All forms can be found on the USAV website:  
<https://www.teamusa.org/USA-Volleyball/Calendar/2018/June/25/Girls-Junior-National-Championship/participant-info/Tournament-Manual>
- USA Volleyball has implemented a [Stay & Play Policy](#) for the Girls Junior National Championships. Please contact Team Travel Source to make housing arrangements: <http://www.TeamTravelSource.com>

- Enter complete results into AES by April 30<sup>th</sup> for Open & Open At-Large teams, and May 14<sup>th</sup> for National, USA, American & Patriot teams.
- Collect one (1) copy (recommend 2) of the medical release form from each of your players. This copy must remain with the coach/chaperone at all times. You must show a copy of each player's medical release form at your team check-in.
- Bring a valid form of ID for each individual on the roster.
  - Valid forms of ID include: birth certificates, driver licenses, passports, or State/Federal issued IDs
- Make any final on-line changes or adjustments to your roster by May 27<sup>th</sup> for submittal into the program. Any changes or adjustments to your roster after May 27<sup>th</sup> can be made until June 7<sup>th</sup> (these changes will not appear in the program). Any changes after the June 7<sup>th</sup> deadline will need to be done on-site accompanied with a fee of \$25.00 per addition. Proper verification will be required or changes will be denied.
- PRE-TOURNAMENT TICKET ON-LINE SALES opens in March. See the USAV website for pricing information <https://www.teamusa.org/USA-Volleyball/Calendar/2018/June/25/Girls-Junior-National-Championship/Participant-Info/Tickets>
- RESOURCE PUBLICATIONS: In order to be aware of required information per the USAV Bylaws, Operating Code, the other policies and procedures and the current Rules of Play, we recommend that every team representative or coach have in their possession a current copy of the USA Volleyball Guidebook and United States Volleyball Domestic Competition Regulations. These resources will be supplemented by the information listed in this manual. These publications can be downloaded or purchased from the USA Volleyball website ([www.usavolleyball.org](http://www.usavolleyball.org)).