



REGISTRATION INFORMATION OUTLINE

The following steps will assist you in registering your team with the U.S. Collegiate Ski & Snowboard Assn.

FORMS AND DEADLINES:

<u>Forms</u>	<u>Due Date</u>
1. Team Dues (Invoice) and Membership Form	Tuesday, November 24
2. Ski Team Academic Eligibility Form	Tuesday, November 24
3. Special Enrollment Form (for transfer students) Highlights of Eligibility Rules & Form 'US-101'	Tuesday, November 24 <i>For College Registrar</i>

* Past the November (Tuesday before Thanksgiving) deadline, you will automatically be issued a Restricted License. Restricted License means you are eligible to compete **only** in Conference races. Competing in Regionals and Nationals is prohibited.

- TEAMS DUES (Invoice) and MEMBERSHIP FORM (if you did not pay team fees online):**
Fill this form out completely and accurately. Submit the form to the proper account disbursement authority at your school. Return to the USCSA National Office as soon as possible, with your payment included. **Make a copy for your records. DEADLINE is Nov. 24th, 2015 LATE FEES apply after this date**
- INDIVIDUAL COMPETITOR NATIONAL REGISTRATION FORM:**
Each athlete on your team must complete this form online. **The deadline for Individual Registration is November 24, 2015. Late fees apply after this date. Members of the team who register after this date are looked at on an individual basis. The majority of the team must be registered by the Nov. 24th deadline. Please contact the National Office regarding late membership applications on your team**
- SKI TEAM ACADEMIC ELIGIBILITY FORM**
You will need to print out this report and have it signed and stamped by your registrar. Send the original copy to the National Office and make a copy for your team records. The USCSA National Office must receive this form/s prior the Tuesday, **November 24, 2015. Late fees apply after this date**
- SPECIAL ENROLLMENT 101 FORM** *(for transfer students)*
 - 1) Read Form 'US-101' and read the Highlights of Eligibility Rules sheet.
 - 2) Fill in the College name and address, year of ski season, discipline and license.
 - 3) Use one form for each discipline and gender.
 - 4) Column #1, fill in each athletes name in alphabetical order, including their I.D.#.
 - 5) Fill in columns #3 through #10. (Columns #11 - #15 are filled in by school officials.)
 - 6) Column #2, student signature of each athlete.
 - 7) a) Deliver to the Registrar or Certifying Official. b) Include Form 'US-101' and the Highlights of Eligibility Rules sheet. c) They must fill in columns #11 through #15 **and certify the other columns**. d) They must also use a college stamp or seal and complete the bottom of the form.
 - 8) Include Special Enrollment Form for the Registrar or Certifying Official, if needed.
 - 9) Have the form returned to you (the coach or team officer). Sign and date the form at the bottom and return the USCSA National Office. Make copy for your team records so that you know which of your athletes are eligible.