

TECHNICAL BULLETIN

AMATEUR HOCKEY ASSOCIATION OF ILLINOIS
ILLINOIS ASSOCIATIONS
USA Hockey Registry
2017-18 SEASON

AHAI Registrar

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USA HOCKEY AND AHAI AFFILIATE FEES

Individual Membership Registration

PLEASE BE AWARE THAT ONLINE REGISTRATION IS MANDATORY FOR ALL MEMBERS FOR THE 2017-18 SEASON. THIS INCLUDES YOUTH, ADULTS MANAGERS AND COACHES.

THE INDIVIDUAL MEMBERSHIP FEE FOR ALL MEMBERS IS \$53. MEMBERS UNDER THE AGE OF 6 ARE FREE.

The **USA Hockey Waiver of Liability** is completed during online registration; copies of Waivers are **NOT** required for members when they are registering online.

- Members should print a receipt with confirmation number and turn it in to the Registrar of their local program or submit the number through the program's website if applicable.
- Once the Registrar receives the confirmation number(s), they should access their 2017-18 Registry and select Registration.
- Duplicate confirmation numbers are available on the USAH Web site. You will need the member name, DOB, and zip Code to obtain the confirmation number.
- Select appropriate member type and scan or type the confirmation number for all participants being registered. A file listing member type and confirmation number can also be imported.
- Click Submit Member List. All data the participant entered during the online registration process will be sent to your Registry completing the registration process and allowing that participant to be placed on a roster.

Before you begin to create your teams in your Registry, it is very important that you read the User's Guides developed by AHAI specific to Team Registration and use of the AHAI Webtool.

NOTE: For information on the following topics, refer to the **Important Information** Document accessible from the home screen of your Registry:

- **SafeSport online training program**
- **Manager/Volunteer Registration**
- **Non-US Citizen Player requirements**
- **Date of Birth and Citizenship verification**
- **Number of Players per Team**
- **Invitational Tournament requirements**

NEW FOR THE 2017-18 SEASON:

- ❖ The Consent to Treat form is no longer a required form. It has been removed from the Registry and the Credentials Verification Sheet.
- ❖ The Participant Code of Conduct has been removed as a required document. It is still available in your Registry if you chose to use it or you can create one for your program. The form is no longer required in a team book and has been removed from the Credentials Verification sheet.

Team Registration and Official Team Rosters

AHAI will continue to use the AHAI online Roster Management Program. Please see the AHAI Registration User's Guide for complete instructions on team registration and roster management.

You will use your USAH Registry as the first step to create and register your teams.

Based on the new USA Hockey Rules, **NO** players age 12 or younger will be approved on National- Tournament Bound Tier I or Tier II Youth or Girls 14U rosters.

Reminder: age classification implemented in the 16-17 season:

Fifteen (15) (Tier I National Bound Teams only)

15 Only birth year 2002

Note: The 15-year-old age category shall be for the Tier I Youth level only and shall be limited to players age 15 (as defined in the age classification chart for the current season). Players that are not age 15 in the current season shall not be permitted to play at the 15-year-old age classification under any circumstances.

NEW FOR THE 2017-18 SEASON:

- ❖ You will not be able to add a Coach to a Youth/Girls/HS Roster until the required Age-Specific Coaching Module has been completed.
- ❖ You will not be able to add Team Staff (Coach or Manager) to a Youth/Girls/HS Roster until their SafeSport training has been completed.

Once you have created your teams, team registration including creating the Official USAH Roster will be completed online by using the AHAI Web Tool. Please see the AHAI Registration User Guide for complete information on team registration and how to create your official USAH roster.

You will receive a information for the 2017-2018 AHAI Webtool from the AHAI Registrar. Please contact the AHAI Registrar at registrar@ahai2.org if you have questions about the USAH Registration or AHAI Webtool programs.

Reports

Your Registry provides a number of Reports that you can create from your membership data. You can also create a Custom Report pulling any fields that you define for the Report. Click on the 'Create Custom Report' button on the right of the screen.

Forms

There are a number of Forms available through your Registry including the Participant Accident Claim Form. Click on Forms to access. Before you sign a claim form for USA Hockey, make sure that the participant is properly registered with your association.

New Rules and Regulations that take effect for the 2017-18 Season

Refer to the Important Information document for the complete wording of new regulations about:

- Tryouts/Player Selection for Tier I & II 14U-18U Youth and 14U-19U Girls Teams
- Youth Tier I Standards and Criteria
- Girls Tier I Standards and Criteria
- Participation in Older Divisions of District or National Championships