

USA Water Polo Rosters – Hawaiian Invite

Rosters are required from all teams participating in the Hawaiian Invitational Water Polo Tournament, a USA Water Polo sanctioned event. Each roster requires a head coach and at least seven athletes with, at a minimum, a Bronze-Level membership. Coaches and designated club administrators can login to their online USA Water Polo Member Profile to create rosters.

The USA Water Polo roster system runs verification off the athletes' membership type, age, and selected division and tournament requirements. The coaches are verified to ensure membership is current and all required certifications are up-to-date and on file with the National Office. Coaches and club administrators have the ability to manage rosters online, print and email rosters, monitor event registrations, and print membership cards and scoresheets by roster.

To create a roster:

- 1) Login to your online USA Water Polo membership account.
- 2) Expand the "Event Rosters" tab on the left-hand side menu.
- 3) Select the option based on your tournament entry; national, regional, sanctioned.
- 4) Select "Create Roster"
- 5) Choose the division and team you want to create the roster for.
- 6) Most eligible athletes from your club will pre-fill on a list to select. Please note: athletes with different affiliation or athletes that are a few years younger than the division may not be listed on the first step. Then can be added on next page.
- 7) Select a coach and as many athletes as possible on this first step, typing in cap number in the open field. Do not enter letters in cap number (i.e. 1A or 1B; rather list back up goalie as 13 or another field cap number. USAWP rules do not use 1A or 1B).
- 8) To add coaches or athletes with a different club affiliation, younger athletes, or athletes not in the original selection, use the "Add non-club player" button.
- 9) Submit roster and add email addresses of who you want the roster emailed to.
- 10) Once created, roster will be saved to your membership profile so you can make changes.
- 11) Option to print member cards from roster (for ID Checks) and print your roster to a scoresheet.

After your roster has been submitted, you can:

- Print copy of your roster.
- Print copies of the membership IDs of all rostered participants, athletes & coaches.
- Print copies of your pre-filled scoresheet to correspond with roster. These can be handed into the table prior to your game and referees can utilize these for ID checks. Print scoresheets works best from Firefox and Chrome browser windows.

Please be sure to have athletes wear the correct cap number. If a cap change is needed/made, please be sure to notify the desk and the officials.

Roster Limits: 20 athletes; 1 head coach, 1 assistant coach, up to three "alternate coaches."

Roster Terms:

No Roster - you must first create roster and begin adding players from your club

Ineligible - roster currently includes ineligible members.

Awaiting Submission - your rostered participants have cleared all compliance requirements. The roster can be submitted

Submitted - Your roster has been sent to USA Water Polo. You may continue to open the roster to make changes, however once the deadline (or lockdown if applicable) no further changes may be made.