

**THIRTIETH ANNUAL  
USA JUNIOR OLYMPIC BOYS VOLLEYBALL CHAMPIONSHIPS**



**USA Volleyball.**

**CONDUCTED BY:  
USA VOLLEYBALL**

**CHAPTER III: ENTRY REGISTRATION REQUIREMENTS**

**JULY 1 – JULY 8, 2009  
ATLANTA, GEORGIA**

**LOCAL HOST COMMITTEE:  
SOUTHERN REGION VOLLEYBALL ASSOCIATION  
&  
ATLANTA CVB AND SPORT COMMISSION**

**PRE-TOURNAMENT MANUAL PREPARED BY:  
USA VOLLEYBALL EVENTS DEPARTMENT**

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## ENTRY FEES

Division	Fee
12 & Under Club	\$700.00 (U.S. Currency)
13 – 18 & Under Club	\$900.00 (U.S. Currency)
14 – 18 & Under Open	\$900.00 (U.S. Currency)
<b>NOTE: An additional <u>\$100</u> fee is required for Non-USA teams to cover insurance requirements. Canadian teams are exempt with proof of coverage.</b>	

## REFUND POLICY

- A team that is denied entry to the USA Boys Junior Olympic Volleyball Championships by the USAV National Championship Committee shall receive a full refund of their entry fee.
- There will be **NO REFUNDS** if a team removes itself from the event after the deadline of June 10<sup>th</sup> (June 3<sup>rd</sup> for Open teams).
- When an individual or a team decide not to attend, or is unable to attend, a USAV-held event for reasons pertaining to acts or threats of war, acts or threats of terrorism, or a health risk alert, USAV shall issue **NO REFUNDS**.
- When a USAV event is canceled or interrupted due to acts or threats of war, acts or threats of terrorism, or a health risk alert, event entry refunds will be made to individuals or teams on a prorated basis once all of USAV's out-of-pocket expenditures for the canceled or interrupted event have been settled from such fees.

## ENTRY REQUIREMENTS

### ENTRY REQUIREMENTS FOR TEAMS WHO EARN A BID AT A BID TOURNAMENT

Teams that earn and accept a bid at a Bid Tournament will be sent an email by the Friday following their qualification from the USAV Events Department. This email will detail the requirements for entry into the 2009 USA Junior Olympic Boys Volleyball Championships. These teams will be required to complete their tournament entry in the USAV registration system, AES, and must send their entry form and a check directly to USA Volleyball by March 13<sup>th</sup>. bid earners of the East Coast Championships must register with AES by June 2<sup>nd</sup> and have all materials to USAV by June 3<sup>rd</sup>, 5:00 P.M. MST. All bid earners Must send copies of the entry form and check to your Region.

To be eligible for entry, **ALL** teams (Open, Open At-Large, and Club Divisions) are required to meet **EACH** of the following:

1. Submit a complete roster in ADVANCED EVENT SYSTEMS (AES, on-line tournament entry system) to the JOVC by specified deadline (see Chapter 1 for details).
2. **Club and Open At-Large:** Send **ONE (1)** Entry Form per team to your respective Region Office by the Region's deadline (**entry forms are NOT to be sent directly to the USAV office**)

**Open:** Teams who have earned an Open bid at a Bid Tournament **MUST send their entry form and check DIRECTLY to the USAV Event Department** by March 13<sup>th</sup> (East Coast Championship Bid Earners must send to USAV by June 3<sup>rd</sup>). Please send a copy of your entry form and check to your region.

3. Attach Entry Fee to the Entry Form – ONE (1) check per team
  - **Make checks payable to: USA Volleyball**
  - **PRINT team name and division on the memo line of your check**

For Open At-Large consideration these additional requirements must be met:

1. Submit your roster in AES in the Open Division of the JOVC
2. Select the Open At-Large consideration statement listed on the USAV Official Entry Form.

## HOW TO ENTER

All entries must use ADVANCED EVENT SYSTEMS (AES), the on-line registration system.

### FIRST - ON-LINE SYSTEM ENTRY

1. Enter your staff and players through AES, the on-line registration system. Instructions for registration are available on the USA Volleyball website ([http://usavolleyball.org/event/event/569?page\\_id=2438](http://usavolleyball.org/event/event/569?page_id=2438)).
2. Follow **Entry Form** procedures and mail ONE **\$900.00** check per team (**\$700.00** for 12 and under teams) to your region office or designee. Teams **WILL NOT** be accepted if they have not met all the requirements by the deadline.
3. Make checks payable to **USA Volleyball** with your team name and age division printed on the memo line of your check.
4. Attach your payment to the Entry Form to eliminate any potential errors in registration by the due date. *USAV strongly suggests contacting your commissioner before mailing the forms to confirm the region's deadline and who will be the responsible region representative verifying your paperwork.*

**PLEASE BE AWARE THAT REGIONAL COMMISSIONERS ARE REQUIRED TO PROCESS THE ENTRY FORMS OF THE OPEN AT-LARGE TEAMS AND THE CLUB DIVISION FOR THE USA BOYS JUNIOR OLYMPIC VOLLEYBALL CHAMPIONSHIPS. YOU WILL NEED TO ALLOW SUFFICIENT TIME FOR THE COMMISSIONER OR THEIR DESIGNATED AGENT TO PROCESS, VERIFY AND MAIL TO THE USAV EVENT DEPARTMENT PRIOR TO THE JUNE 10<sup>TH</sup> DEADLINE FOR CLUB ENTRIES AND JUNE 3<sup>RD</sup> FOR OPEN AT-LARGE ENTRIES FOR YOUR TEAM TO BE ELIGIBLE FOR CONSIDERATION. NO TEAM WILL BE ACCEPTED IF THEIR REGISTRATION MATERIALS ARE NOT PROCESSED BY THE APPROPRIATE DEADLINE AND THROUGH THE APPROPRIATE CHANNELS. OPEN ENTRIES ARE TO BE SENT DIRECTLY TO USA VOLLEYBALL.**

### SECOND – CHAPERONE FORM

1. Review and fill out the Chaperone Form, which can be found on the USA Volleyball website ([http://usavolleyball.org/event/event/569?page\\_id=2434](http://usavolleyball.org/event/event/569?page_id=2434)). Bring this form to the event and turn it in at the chaperone check-in desk by the end of day of your team's check-in day. **DO NOT** send this form to the USAV Events office.

### THIRD – PLAYER MEDICAL RELEASE FORM

1. Prepare two copies of the Players Medical Release Form for each player. This form is located on the USA Volleyball website ([http://usavolleyball.org/event/event/569?page\\_id=2434](http://usavolleyball.org/event/event/569?page_id=2434)).
  - a. One copy should be retained by the coach or chaperone at all times

b. One copy must be on file with the USA Volleyball Events Department.

2. **NO PLAYER WILL BE ALLOWED TO PARTICIPATE WITHOUT A LEGIBLE COPY OF THE MEDICAL RELEASE FORM ON FILE AND ONE IN THE POSSESSION OF THE COACH / CHAPERONE.**
3. To help expedite on-site registration, mail your legible copy to the **USAV Event Department** by **June 10<sup>th</sup> NO LATER – DO NOT FORGET TO MAKE COPIES.**
4. USAV policy clearly states that it is the responsibility of the coach and / or chaperone to carry the Medical Release Forms with them for every USAV event they attend.
5. You must be able to produce these forms immediately in the case of an emergency or in the event of a team protest. **THERE WILL BE NO EXCEPTION TO THIS RULE!!**

#### **FOURTH – TEAM HOUSING**

1. USAV has a Stay and Play policy for this event. ALL teams are required to make housing arrangements through THS and stay in approved hotels to be eligible to participate in the tournament. For more details on this policy, please follow this link, [http://usavolleyball.org/event/event/569?page\\_id=2434](http://usavolleyball.org/event/event/569?page_id=2434), and click on the Stay and Play Policy link under Resources. Links for THS can be found on the same page under Quick Links.

**NOTE FOR TEAM REPRESENTATIVE/COACH (CLUB AND OPEN AT-LARGE):** IT IS YOUR RESPONSIBILITY TO MAKE SURE YOUR TEAM(S) IS PROPERLY REGISTERED USING THE ON-LINE REGISTRATION SYSTEM. THE COMMISSIONER OR MEMBER ORGANIZATION DESIGNEE MUST HAVE ENOUGH TIME TO VERIFY THE INFORMATION, SIGN THE FORMS AND HAVE IT MAILED TO THE USAV EVENT DEPARTMENT BY **JUNE 3, 2009** FOR **OPEN AT-LARGE ENTRIES** AND **JUNE 10, 2009** FOR **CLUB ENTRIES (OPEN ENTRIES ARE SENT DIRECTLY TO USAV)**. SIMPLY MAILING THE FORMS AND ENTRY FEE TO YOUR COMMISSIONER OR MEMBER ORGANIZATION DESIGNEE DOES NOT COMPLETE YOUR ENTRY PROCESS. IT IS STILL YOUR RESPONSIBILITY TO MAKE SURE EVERYTHING IS ACCURATE AND SUBMITTED TO YOUR REGION OFFICE OR DESIGNATED REGION AGENT BY THE REGION'S DEADLINE.

**NOTE FOR REGIONAL COMMISSIONERS:** YOUR REGIONAL TEAMS SHOULD REGISTER THROUGH ADVANCED EVENT SYSTEMS, THE ON-LINE SYSTEM, AND SUBMIT THE ONE PAGE ENTRY FORM AND FEE TO YOU BY YOUR ESTABLISHED DEADLINE. KEEP IN MIND, JUNE 17<sup>TH</sup> IS THE LAST DAY FOR ON-LINE CHANGES TO THEIR ROSTER(S). **FINAL ROSTER VERIFICATION SHOULD TAKE PLACE AFTER JUNE 17<sup>TH</sup> AND BE COMPLETED NO LATER THAN JUNE 22<sup>ND</sup>!** ROSTER ADDITIONS ARE PERMISSIBLE AT THE TIME OF TEAM REGISTRATION AS DEFINED AND AUTHORIZED ON PAGE 9 OF THIS MANUAL.

## NON-USA TEAM REGISTRATION

This applies to **ALL NON-USA** Volleyball members or Member Organizations (Puerto Rico, American Samoa, Guam, U.S. Virgin Islands, Canada, Mexico, etc.)

Follow the process listed under “How to Enter” on page 4 for the submission of your roster. The deadline for submitting **ALL** registration materials to the USA Volleyball Office is **June 10<sup>th</sup>** for the Club Division, **June 3<sup>rd</sup>** for Open At-Large consideration, and **March 13<sup>th</sup> (June 3<sup>rd</sup> for East Coast Championship bid earners)** for the Open Division. Entries **MUST** be received by 5:00 PM Mountain Standard Time on these deadlines.

### **REQUIRED INDIVIDUAL FORMS**

1. Players and Staff: FT Registration Form, which includes the FT Code of Conduct on page 2
2. Players Only: Medical Release and Liability Form (without notary unless you are a resident of Florida)
3. Players Only: Copy of Birth Certificate

NOTE: All forms can be found on the USAV website under the following link:

[http://usavolleyball.org/event/event/569?page\\_id=2434](http://usavolleyball.org/event/event/569?page_id=2434).

### **REQUIRED TEAM FORMS/FEEES**

1. Entry Form
2. FT Summary Form
3. \$100 US Dollars for Insurance (Canadian teams exempt with proof of coverage)

## ROSTER CHANGES – USA & NON-USA TEAMS

Roster changes are permissible within the current eligibility rules established for JOV Championship events by USA Volleyball. Any changes to the submitted roster after the published deadline date can be made and processed only at the time of team check-in at the Georgia World Congress Center. **EACH** change will be assessed a fee of **\$25 USD** and shall be accompanied by check or money order. Additionally, the following identification/support information is required:

1. All player roster additions at the JOVC must have **written authorization by the designated regional authority**. Written authorization includes facsimiles, e-mail or other form of written correspondence.
2. **Membership records for all additions (player and staff) must be current in Webpoint (USA Volleyball membership database).**
3. An age verifying document. One of the following is acceptable:
  - Original or certified copy of birth certificate, OR
  - Current and valid driver’s license with photo ID, OR
  - Government issued or school certificate with photo ID and birth date, OR
  - Current and valid Passport
4. Medical Release Form (two [2] copies)

If the paperwork is not complete, and/or membership records in Webpoint are not current, any and all proposed changed personnel will be deemed ineligible.

## 2009 RESULTS REPORTING

Teams are responsible for submitting their correct 11-digit team code to any event they attend. Results will be obtained from the tournaments rather than each individual team.

### **REPORTING FACTS FOR NON-USA AND NEWLY FORMED TEAMS**

Boy's teams from Guam, Puerto Rico, Canada, American Samoa, US Virgin Islands, Hawaii and other newly formed club teams are permitted to submit factual information, along with competition results, if available, to justify their placement in the Open Division at JO's and to ensure a fair, even field of competition in both the Open and Club Divisions.

## REGISTRATION CHECKLIST

It is required that you complete all items in this section.

- Enter the 2009 USA Junior Olympic Boys Volleyball Championships through the Advanced Event Systems online registration system.
- Print the “Official Entry Form”
- Attach the Entry Fee check, made out to USA Volleyball, to the Official Entry Form. On the memo line of your check PRINT the team name and division—**ONE CHECK PER ENTRY PER TEAM**. *Non-USA teams must include an additional, separate check of \$100 for the Sport Accident insurance.*
- Send Official Entry Form and Entry Fee check to your Regional Volleyball Association (RVA) office (contact your Region for deadline). **Open Teams who earned a bid at a Bid Tournament, Non-USA teams and Member Organizations send the Official Entry Form and Entry Fee directly to the USA Volleyball Events Department.**
  - *Canadian teams, please include a letter of good standing from Volleyball Canada.*
- Review and fill out the CHAPERONE RESPONSIBILITY FORM and turn it in during your team check-in at the tournament. The chaperone MUST sign the form and be properly registered with a USAV Region or Member Organization.
  - Chaperones will need a driver’s license for identification and proof of region registration. The Championship Committee reserves the right to conduct random and periodical ID checks during competition.
- Send proof of IMPACT or approved coaching certification to the USAV Event Department by June 10<sup>th</sup>; or send it with your Official Entry Form to your RVA; or, if necessary, provide during your team check-in at the tournament. (See Chapter 2 for more details.)
- Collect two (2) copies of the medical release form from each of your players. One will remain with the team supervisor (coach/chaperone) at all times. A legible photocopy or the original must be on file with the USA Junior Olympic Boys Volleyball Championship staff. It can be mailed to the USAV office prior to the June 10<sup>th</sup> deadline; or sent with the Official Entry Form to your RVA; or turned in during your team check-in at the tournament.
- Contact THS to make housing arrangements.
- Make any final on-line changes or adjustments to your roster by June 10<sup>th</sup> for submittal into the program. Any changes or adjustments to your roster after June 10<sup>th</sup> can be made until June 17<sup>th</sup> (these changes will not appear in the program). Any changes after the June 17<sup>th</sup> deadline will need to be done on-site accompanied with a fee of \$25.00 per change. Proper verification in writing from your USAV Region or Member Organization will be required or changes will be denied (see page 6 for details).
- Print submitted rosters and photocopy all forms; save and bring them with you to check-in at the tournament.
- Bring any one of the following for proof of identity and age verification:
  1. A copy of original government issued photo ID with date of birth included
  2. Copies of certified birth certificate
  3. Driver’s license with photo
  4. Passport

- Teams should have ID and RVA membership verification documents for EACH playing and non-playing participant on the roster at all times during competition. It is to be shown upon request to any authorized representative of the Championship Committee, USAV Staff or the Event Security Staff.

If applicable: Boys 14's – Letter from school administrator verifying enrollment of student using age exception (must be on school letterhead) or current year's report card.

PRE-TOURNAMENT TICKET ON-LINE ORDERS must be placed no later than June 17th. The USAV Office cannot accept orders after this deadline as there is insufficient time to process the orders.

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)).