

SRVA REGISTRATION INSTRUCTIONS and MEMBERSHIP CATEGORIES FOR 2011-2012 SEASON

Note: All pages/panels have a description and name which is near the top of the page in a colored banner:

HAI Interactive©	Panel Description – PANEL NAME	hai3.srva.org
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TO REGISTER, Change your Information, or Print FORMS:

1. All members (both new and returning members) click on "SRVA ONLINE" located at the www.srva.org homepage
On the next page (SRVA ONLINE OPTIONS) click **[SRVAonline for Indvs including Registration]**
2. On the next page **{Find Personal Indv Info - PI_find}**
New members (No information in the system) go to Step 4 below.
Members from last year will enter last name and birthdate and then click **[Find]** to find personal information.
If no matching information is in the system, a red message " **No Individuals match the Find request!**" will be displayed. If you wish to continue registration, proceed to Step 4 below.
3. You will see a list of matching individuals. You may select a matching individual by entering your password and clicking the numbered button in the SELECT column. Go to Step 5 to continue registration.
If you have forgotten your password you may click the numbered button in the FORGOT column.
You must then answer a security question on the next page **{Forgotten Password - UT_forgotpswd}**.
If you successfully answer the question proceed to step 5 to continue registration.
You are limited to 5 attempts per day. Please record your password for future use.
4. Click **[Add New Indv]** to continue registration.
You should now be on page **{Add Personal Indv Info - PI_add}**
Complete all information as needed.
All required information is proceeded with a bullet •. Please record your password for future use.
Please complete all information and click **[Add]**
Any errors or omitted information will be displayed in **red bold messages**
Please correct any errors and click **[Add]** After the information has been added to the system you will see a new page **{ Edit Personal Indv Info - PI_edit}** with this message
Individual Added - Please Select Portal Action or Update Info
From here you may proceed to Step 5 to update information or to Step 6 to print registration forms.
5. You should now be on page **{ Edit Personal Indv Info - PI_edit}**
If you have already updated your personal information and registered for this season, you will see
Individual Action Portal - Click Desired Button (Hold Mouse over Button for More Details)
a list of possible actions and forms available for printing. If you hold the mouse over any button more detail about the button may be available. Go to Step 6 to print forms.
If you came from Step 3 you will see one of these messages
(Unregistered Individuals)
Individual Found - Must Update Personal Information & Register to Access Individual Action Choices
Please complete all information and click **[Update Personal Information & Register]**
Any errors or omitted information will be displayed in **red bold messages**
If you change your password please record it for future use. Go to Step 6 to print.
(Registered Individuals):
Individual Found - Please Select Individual Action Choice or Update Personal Information
Click **[Display Personal Information]** to see and optionally update personal information.
Once the Individual Action Portal is available you may select any of the available actions in the portal.
6. PRINT, SIGN and DATE the membership form.
Juniors may also click **[Create Printable Medical Release with Notary info PDF]** to create a medical release form. A Medical Release form authorizes a club to approve medical treatment when a parent/guardian is not present. Print and complete a Medical Release form.. **This form is not required for SRVA tryouts.**
Make a copy for your records. [a parent/guardian must also sign for all junior members].
Give these completed forms to the club with which you choose to play.
7. **You have successfully completed the individual registration process and have updated your information**
8. Please follow the directions on the Membership form Cover letter to complete all needed processing/

JUNIOR PLAYERS should present a copy of the form at every tryout they attend. DO **NOT** send the completed membership form and/or the membership fee to SRVA – present your membership form and fee to the club you select. (Juniors may black out the PIN number on the membership form if they do not want to share that info with multiple clubs, but must give it to the club they join-so save or print a copy of the membership form that shows the pin number)

ADULTS who ARE NOT affiliated with a junior club can mail the completed form and their membership fee to the address on the cover sheet of the printed form. (make checks out to SRVA)

To change your personal information during the season or to print more forms start at step 1 above.

SRVA 2011-2012 INDIVIDUAL MEMBER REGISTRATION CATEGORIES

Categories marked with ** can receive a REDUCED FEE of \$30 if a signed affidavit is sent with the signed membership form stating you are financially disadvantaged [see forms/registration section of the SRVA website]. No magazine is included with this category.

- [1]**\$60 JUNIOR FEMALE PLAYER,
must be age 18 or under, or 19 and under AND still in High School. [See also youth category]. Magazine offered
- [2] \$30 JUNIOR MALE PLAYER, for 2010-11 season only,
must be age 18 or under, or 19 and under AND still in High School. Magazine offered
- [3] \$30 YOUTH, player age 10 and under. No magazine
- [4] \$25 ADULT PLAYER ONLY, must be an adult. No magazine
- [5] \$25 COLLEGIATE PLAYER ONLY, must be a college student. No magazine
- [6] **\$60 CLUB DIRECTOR who will also coach, must be an adult [see also category #7 below] Magazine offered
- [7] \$30 CLUB DIRECTOR who will NOT coach, must be an adult [see also category #6 above]. No magazine
- [8] **\$60 OFFICIAL Magazine offered
Adult who will officiate sanctioned events, must pass a background check to officiate junior events
- [9] **\$60 HEAD COACH, Must be an adult. Magazine offered
A junior team coach must pass a background check before they begin coaching,
and obtain an Impact coaching certification within a reasonable time after they begin coaching.
- [10] **\$60 ASSISTANT COACH, Must be an adult. Magazine offered
A junior team coach who is an adult must pass a background check before they begin coaching, and obtain an
Impact coaching certification within a reasonable time after they begin coaching. A junior non-player who coaches a
junior team must pass a background check after reaching age 18.
- [11] \$30 JUNIOR PARENT, CLUB ADMINISTRATOR, TOURNAMENT DIRECTOR/STAFF, No Magazine
COURT MANAGER or CHAPERONE. This is an adult who wishes to officiate or formally participate with his/her
child's team at junior events, a club administrator who does not coach, or persons who run tournaments. A
chaperone might need to meet additional requirements to serve at a national event or qualifier.
THESE members must pass background check if they participate in junior activities.
- [12] \$25 SUMMER/RECREATION/OUTDOOR, No magazine
Adult or junior who wants to play in summer outdoor events or local developmental activities
[cannot attend region-sanctioned indoor junior power or club tournaments]
- [13] \$8 ONE-EVENT MEMBER, No magazine
Includes an adult or junior player at a single event of 5 days or less].
- Additional \$52, to UPGRADE from ONE-EVENT to "full" adult or junior member. Magazine offered