



38th AAU JUNIOR NATIONAL GIRLS' VOLLEYBALL CHAMPIONSHIPS

HOW TO REGISTER AND ENTRY CHECKLIST

Please review all Entry Information before registering for the event.

All participants must be AAU members. Join online at www.aauvolleyball.org.

STEP 1 – INTENT TO PARTICIPATE

All teams or clubs should submit online the INTENT TO PARTICIPATE at www.aauvolleyball.org or [CLICK HERE](#). The Intent to Participate does not guarantee acceptance into the Championships, but is a notification of your team's/club's intent to attend the event. This intent assists event organizers in the planning of the event.

STEP 2 – TEAM ENTRY

All teams must register online at www.aauvolleyball.org. **Follow the instructions online.** You will need to have a valid 2011 AAU Club Membership Code.

If you do not a valid 2011 AAU Club Membership Code, you can join AAU at www.aauvolleyball.org. Once you register for club membership online, you will receive your 2011 AAU Club Membership Code. The minimum fee for club membership is \$30. Please see the web site for explanations of the different club membership levels.

To register a new club for 2011 AAU Club Membership - [CLICK HERE](#)

To renew a 2010 club membership for 2011 – [CLICK HERE](#)

To change the Club Level of a 2010 club for 2011 – [CLICK HERE](#)

Deleting or Changing 2010 Teams:

- If you have teams in the system from previous years, you can change the team name and division by clicking on the team name and then ***"Update Team Information."***
- If you want to delete the team, click on the team name, then ***"Update Team Information"***, then delete. You cannot delete a team if there are members on the roster. You will need to delete the athletes/coaches or transfer them to a new team, before deleting the team from your account. See Team Roster section for information on transferring athletes.
- If you want to set up a new team, click ***"Add New Team"*** from the Coaches View and follow the transfer athlete instructions from your 2010 team before deleting.

STEP 3 – PAY ENTRY FEE

ENTER EARLY AND SAVE! The entry fee is \$695 per team for entries received by 11:59 pm EST on March 1, 2011. For entries received between March 2, 2011 and May 10, 2011 at 11:59 pm EST, the entry fee is \$795 per team. **All teams will be accepted into the Championships on a first-come, first-served basis, until divisions are full. It is possible for divisions to fill prior to the deadline, so get your entry in early!**

Once you have set up your team in the online registration system, you can pay the entry fee online. Click on your team's name and then ***"Event Sign-Up"*** to register. Credit and debit cards (Visa, MasterCard, Discover and American Express) are accepted. You will receive an email confirming the acceptance of your payment.

- To pay for multiple teams at a time, you must sign-up each team, then return to the ***"Coaches View"*** and click the check-out cart.

-- OR --

Print a copy or your online Team Entry and submit it by mail with the entry fee. Only a cashiers' check or money order payable to AAU will be accepted through the mail. No personal checks will be accepted. You must sign your team up online prior to submitting the check. Payment must be RECEIVED by the deadline date.

STEP 4 – TEAM ROSTER (Deadline: May 10)

All rosters must be completed online at www.aauvolleyball.org. Roster must be submitted by May 10, including athletes, coaches and chaperones. Changes will be accepted online until June 8.

AAU MEMBERSHIP:

All athletes, coaches, club directors and chaperones must be members of the AAU. AAU membership is \$12 per athlete and \$14 per non-athlete. Participants will need to have membership prior to completing your roster. To join AAU, [CLICK HERE](#).

For athletes, coaches or chaperones registered for AAU membership using your AAU Club Code, you will be able to view your club list online and place the participants on team rosters. For those participants not registered using your club code, you will need to enter a valid 2011 AAU Membership number and the zip code in order to add them to your roster.

To view a list of members registered under your AAU Club Code, visit www.aauvolleyball.org and click on **“Club Admin Login”**, or [CLICK HERE](#). You will need your Club Code and membership number of the club contact.

TEAM ROSTER:

A team roster (including athletes, coaches and chaperones) is required by **May 10**. Changes can be made after May 10, but you must have a roster submitted by this date. Online changes will be accepted up until June 8. After June 8, any changes must be made onsite at Team Check-In. Please refer to the Team Check-In and Team Roster section of the entry materials for complete details on roster requirements and changes.

Transferring Athletes and Coaches: You can transfer athletes and coaches from last year's team to a new team for 2011. Click on **“Transfer Participant”** and select the team to transfer the athlete or coach. You will need to set up the team first, before being able to transfer. Please note, if they have a valid 2011 membership and/or have a birth certificate on file, this will transfer with the athlete. **If you delete an athlete and then add them to a team, the information including birth certificate will not carry over. Be sure to transfer, instead of delete.** Additional information such as uniform number, position, etc. will need to be updated.

T-Shirts: Athletes and bench personnel will receive a National Championship T-shirt. Sizes may be added when completing the roster. If no sizes are submitted, sizes will be determined for the team. T-shirts are distributed at Team Check-In.

Birth Records: Birth records must be presented at Team Check-In or birth certificates can be uploaded to the Online Event Registration System in a pdf or jpeg format.

STEP 5 – SEEDING INFORMATION (2-part process - Deadline: May 10)

THIS INFORMATION IS REQUIRED. EACH TEAM MUST SUBMIT THIS INFORMATION.

Seeding Information Part 1: Each team must submit general Seeding Information as part of the online event registration process. Click the **Seeding Information Part 1** to complete the information.

Upload Results Part II: Each team must submit Tournament Results. Complete the AAU Results Form or submit in other formats such as from Advanced Event System, Sign-Up-To-Play, etc.

- a. Save the results as a PDF file and then upload into the Online Event Registration system.
- b. Print the results and mail/fax/email to the AAU National Office at AAU Volleyball 1910 Hotel Plaza Blvd, Lake Buena Vista, FL 32830, 407-934-7242 (Fax), or volleyball@ausports.org.

NOTE: All teams must submit information. If your team has not competed together prior to the Championships, please submit general information about your team.

STEP 6 – TEAM PHOTO (Deadline: May 28) - OPTIONAL

Submit your Team Photo online (JPEG files recommended). Once logged into your account, select your Team Name and then click ***“Update Team Photo.”***

This step is not required, but Team Photos will appear in the online event program.

STEP 7 – SCOREKEEPERS CLINIC (Deadline: May 28)

Sign up online at www.aauvolleyball.org starting January 15, 2011. The Clinic will be held on June 15 and June 19 for coaches and athletes needing instruction on the scorekeeping responsibilities. To review the USAV Power Point Scorekeeping Presentation, visit www.usavolleyball.org/pages/2776 or www.aauvolleyball.org. There will not be a Spanish-only clinic conducted this year in Orlando; however, there will be a clinic available in Puerto Rico prior to the event. Contact volleyball@ausports.org for more information.

STEP 8 – HOTEL & ONSITE CONTACT INFORMATION (Deadline: June 8)

Each team will need to submit hotel and onsite contact information. The online hotel form will be available January 15, 2011.

STEP 9 – TEAM CHECK-IN

Be sure you have completed all necessary steps and have the information needed for Team Check-In. Please refer the Team Check-In Section in the Info Packet for complete information regarding the onsite check-in process, or [CLICK HERE](#).

MAILING ADDRESS

If sending via U.S. Mail:

AAU National Headquarters
Volleyball Championships
P.O. Box 22409
Lake Buena Vista, FL 32830

If sending overnight (Fed Ex, Airborne, UPS):

AAU National Headquarters
Volleyball Championships
1910 Hotel Plaza Boulevard
Lake Buena Vista, FL 32830

Phone: 407-934-7200 or
407-828-3561

Fax: 407-934-7242

Email: volleyball@ausports.org

HOTEL AND TRAVEL INFORMATION

Visit www.aautravelplanner.org for details on housing accommodations available during the event. Choose from a variety of options including Walt Disney World® Resorts, Good Neighbor® Hotels or AAU approved vacation homes, townhouses and villas. Teams will receive special rates that you won't get anywhere else! Good Neighbor® Hotels are available for economy, moderate and premium/suite accommodations in many locations including Kissimmee, Downtown Disney, Lake Buena Vista, Walt Disney World® and International Drive.

Specially priced WALT DISNEY WORLD® Theme Parks tickets are also available for purchase online at www.aautravelplanner.org or by calling 866-537-7648. **Buy ten like theme park tickets and the leader will earn one like complimentary theme park ticket!** Call the number to receive this promotion (subject to change without notice).

It is the responsibility of the team to arrange for transportation to the playing venues. Transportation is not provided. Teams may not play at the same site each day, so transportation is needed to all competition sites. For rental car information, visit www.aautravelplanner.org.