

Spring/Post Season 2021 Rostering Instructions



Due to the “[Roster Freeze](#)” protocol published by the MAHA on March 19, 2021, teams cannot roster for post season play until the [first day of tryouts](#) as published on the MAHA website for their respective age division.

- 1) Complete the **template** ("CYH_Roster_Template_2021") and send to the Compuware Youth Hockey Registrar: Bob DeSpirt – BobD@compuwarehockey.org
You must send back as an excel file. Players, coaches, managers, volunteers, locker room monitors, etc. must all have a USA Hockey Confirmation number.
- 2) **Paperwork** requirements for the post/spring season are below. Please drop these items off to the USA Hockey Arena front office, “Attention Bob DeSpirt”. All forms can be found on the CYH website on the “MANAGERS”, “[Spring ‘21 Rostering](#)” tab. All forms must be presented at the time of rosters prior to submission to the District 4 Registrar for approval.
- 3) If any **birth certificates** are needed for DOB/age verification, you will be notified.
- 4) Coaches, Managers, and Volunteers must complete a USA Hockey **background screening** in order to be rostered. Verification will not be required unless you are notified.
[Link to screening.](#)
- 5) Coaches, Managers, and Volunteers must complete **SafeSport** training in order to be rostered. Verification will not be required unless you are notified. [Link to training.](#)
- 6) All coaches must have a **Concussion Training** certificate on file prior to rosters. Training must be renewed every three (3) years. A current list is on the CYH website (“MANAGERS”, “[Rostering Info/More](#)”). [Link to training.](#)
- 7) On line **age specific modules** need to be completed for the age division head and assistant coaches are rostering for. If a coach is moving up an age classification (example: PeeWee AA to Bantam A), the coach would need a new module. Verification will not be required unless you are notified. [Link to training.](#)
- 8) Rosters are generally approved within **72 hours** from the time of submission to the District 4 Registrar and will be sent back to you via email.
- 9) Do not expect expedited **processing** if you are adding/dropping players for specific games or tournaments.
- 10) Players can **double roster** in the Spring.
Teams may **roster 25** (dress 20) players.

11) You must have at least two coaches or volunteers listed as staff to provide SafeSport locker room supervision.

As a reminder, you cannot **play a game** until you have a stamped and certified roster for your Spring/Post Season team. Plan accordingly.

FORMS REQUIRED

PLAYERS

Documents	Returning	New
Spring/Post Season CYH's Player/Parent Agreement and Waiver	X	X

HEAD COACH

Documents	Returning	New
Spring/Post Season 2021 CYH/USA Hockey's SafeSport Program Acknowledgement for Head Coaches	X	X
CH SafeSport Head Coach Acknowledgement	X	X

Also must have a current Concussion Training certificate, current USA Hockey background screening, current SafeSport training verification, and completion of the on line age specific module for the age division.

ALL COACHES

Documents	Returning	New
Spring/Post Season 2021 CYH's Coach Agreement and Waiver	X	X

Also, must have a current Concussion Training certificate, current USA Hockey background screening, current SafeSport training verification, and completion of the on line age specific module for the age division.

MANAGERS/VOLUNTEERS

Must have a current USA Hockey background screening and current SafeSport training verification. Anyone who will be doing business for the team will need to be rostered (i.e.: locker room monitors, those scheduling games, those assisting in recruiting, etc.)