

25-26 Club Directors & Sub-Club Directors,

Just a few membership reminders. *(Sent to those clubs with a club activation form submitted regardless of membership status & sub-club directors that are members and eligible.)* **Please forward to other club staff as needed.**

If you haven't gotten all your membership requirements completed so that your club can be active for the season, please get that done **ASAP**. *(If your club won't be active, let me know so I can remove your 25-26 activation form.)*

If you have sub-clubs, you can give the directors admin access so they can administer their own teams once they are eligible for the season (send me their name for the sub-club director list). You will need to invite everyone from the sub-clubs into your club so they can be placed on rosters, etc. They will not have a separate HQ for the sub-club.

Below are instructions on how to assess membership requirements. *(Parents log in to their account for their children.)*

How Can I Access My Eligibility Requirements Through My Account? *(pulled from SE 5/23/2024)*

- Sign in to your SportsEngine account. (A **Login to Membership Account** link can be found from the **Membership** tab of the Iowa Region website, www.iowavbregion.org.)
- On the left-hand navigation menu, click the **Memberships** tab.
- Find the desired membership and click on the membership name to view details.
- Complete the requirement(s).

Some adult members have been completing their background screening and/or SafeSport prior to purchasing their membership, which is fine. **But the individual still needs to purchase their 2025-26 membership to be eligible to participate. (The USAV Admin Permission access is not a membership.)*

Please check the [Club Directors](#) page of the Region website periodically for updates. (Club Director Emails, etc.) Go to the [SportsEngine](#) page of our website for SE help doing your club administration.

Remember to send your club specific public club invite link to your committed club members (players and coaches) and that will take them through the membership process and assign them to your club in one step! *(Step 5 in the Setting Up SportsEngine Club HQ/SE Playbook for Clubs on the SportsEngine page.)* This is especially the best method for new members since when accepted they will be both in the Club's Directory as well as the club for the season in just one step. **Always make sure you send the invite to the email used in SE for the member.**

There have been some SE glitches that have caused the member to show as ineligible even though all requirements are completed. Please inform members to be patient. I check most daily – Monday through Friday. If there are issues, they need to email me.

The **Grade/Gender Waiver Request Form** is now available to submit waiver requests. Roster those players and they will show as **Denied** in your Season Management to be manually approved by staff once matched up with requests. Note: a uniform number is required on the request form. The player must be eligible and, in the club, before the waiver request can be approved.

Grade level teams may have waivers for players that do not meet the age requirements if they are in the corresponding grade. Example: 14s/8th grade, 13s/7th grade. Grade level teams can play in Gold or Silver Iowa Region Tournaments including Gold or Silver divisions of Jr Regionals. Boys may be waived on to a girl's grade level team for 14u/8th grade or younger. Teams with waived players will need to be confirmed with out of region tournaments if their waived players are allowed. There are no limits on the number of waived players on a team.

If you are using **junior aged coaches**, there is info on the Club Directors page of our website: **Junior Aged Coaches FAQ**. If you need additional information, please email me. (The requirements are based on the coach's current age, not what they will be.)

Any player that turns 18 before 8/31/2026, is considered an 18-year-old for age purposes per USA Volleyball rules and must complete SafeSport training even though their playing level allows them to play 17s. They have the Jr Player - SafeSport Required membership. (Those 17 and younger have a SafeSport parent consent form that the parent accepts/signs with the other membership forms.) Those that haven't completed their SafeSport are not eligible to participate.

New adult coaches (graduated since 2021) that were last a member under their parent must create new SportsEngine accounts using their own email (can't just take over the parent's account). Once that new SE account is done, they can email me to have their old account moved to the new account, so all membership history is in the one account.

If the club paid for coaches or players membership. The adult or parent/account owner for the junior member still needs to login to the account to accept/sign the membership forms and complete any membership requirements.

Referee and scorer training information is posted on the Home page of our website (more info soon). The training doesn't need to be completed for a member to be eligible to participate and there is no Region requirement that every player on a team needs to be certified. The training just needs to be completed before the member can ref and/or score at a tournament.

The one event player membership will be available for use starting 1/1 for the tournament season. This membership is for those subs that are needed for a tournament due to injuries or sickness. The sub cannot come from another club. There is not a one event staff membership.

If you respond to this email, please include your name since it doesn't automatically show.

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