

Boys High School League Registration Checklist

For more detailed information on each checklist item, please refer to the Boys HS League Packet

1. **Due February 1st** - Team Rep completes online registration: <https://forms.gle/fi4GGduG8xmDdsno6>
2. **Due February 1st** - Team Rep purchases their HOA/USAV Membership in SportsEngine (it is best if the team rep is a coach): <https://memberships.sportsengine.com/buy/11ed2ebc-3dee-6e4a-82ce-2ed379a9d0a3>
3. Team Rep complete their safety requirements in SportsEngine
 - Background screen (Every year)
 - Safesport Online Clinic (Every year)
 - Impact Online Clinic (First year coaches under USA Volleyball)
4. Contact HOA Office (913-233-0445 or kcboysvb@hoavb.org) to get your school setup as an organization in SportsEngine for roster purposes
5. Login to hoonline.org to create your school & team(s): You will receive an automated email after you purchase your membership with your HOAonline username & password. If you can't locate that email, call the HOA Office.
6. Team Rep sends out club assignment request through SportsEngine to all player & coaches. This will prompt players & coaches to purchase their HOA/USAV Membership & get linked to your school for roster purposes. (Club coaches & players will need to get the high school specific membership, but there should not be any additional charges for them.)
7. Instruct coaches to complete safety requirements in SportsEngine: Background Screen, Safesport, & Impact (They will not be able to be rostered or participate until this clinic is completed. Current club coaches will most likely already have this completed.)
8. Instruct players who will be 18 years of age on or before August 31st to take their Safesport clinic in SportsEngine (They will not be able to be rostered or participate until this clinic is completed.)
9. **Due March 1st** - Pay league fee: \$275 per team (Pay by credit card over the phone 913-233-0445 or checks can be made out to HOA Volleyball and mailed to 548 S Coy Street, Kansas City, KS 66105)
10. **Due March 1st** - Submit playing availability form: <https://forms.gle/ZynSRKzzqgX8wxJv6>
11. **Due March 10th** - Build rosters in HOAonline. Teams must have a minimum of 6 players, a head coach, & team rep on the roster. The head coach & team rep can be the same person.