

# 2025-2026 UAHA Annual Training

**August 9, 2025**



# Team/Player Registration

**Robyn Eyre-Long**

**UAHA Registrar**

**801-913-5055**

**New Email:** [Robyn.Eyre-Long@usahockey.org](mailto:Robyn.Eyre-Long@usahockey.org)



# Online Registration

- Registrations are valid from April 1, 2025, through August 31, 2026.
- Confirmation numbers will have a “6” in the fourth digit. (9 numbers, 5 letters).
- Volunteer/Team Manager registration (XX in the confirmation number).
- All players including adults, coaches, team managers and volunteers, board members must register with USA Hockey.
- Instruct your members to register online using their legal name and correct DOB.
- USA Hockey registration fee is collected during the online registration process plus any Affiliate fee.
- If player registers with the wrong date of birth that results in a different fee, USA Hockey will refund the original fee and have individual register again which will result in the player getting a new confirmation number. (Example, player registers with a DOB 2014 and should be 2004)





## 2025-26 USA HOCKEY MEMBERSHIP FEE STRUCTURE

### PLAYERS *(by birth year)*

2019 & Younger .....	\$17.00
2017-2018 .....	\$56.00
2013-2016 .....	\$69.00
2007-2012 .....	\$79.00
2006 & Older <i>(Adults)</i> .....	\$52.00

### COACHES

All Levels .....	\$52.00
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### OFFICIALS

Level 1 .....	\$55.00
Levels 2/3/4 .....	\$110.00
Affiliated Non-Skating .....	\$45.00

### VOLUNTEER ADMINISTRATORS

All .....	\$0.00
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## Online Registration Cont.

The Registry is for **your** use only.  
You are responsible for the security of all data collected.

**DO NOT SHARE YOUR USERNAME AND PASSWORD**



# Official Roster Requirements

- All Association Registrars must attend a mandatory UAHA Annual Training BEFORE any upcoming season rosters are approved.
- Rosters MUST be submitted to the Utah Affiliate Registrar and approved BEFORE any team participates in a practice, exhibition, league, non-league, or tournament game in the current playing year.
- No player from outside of the UAHA affiliate (non-resident of UT), unless playing Tier I, can be rostered on a Utah team (billeting rules under USA Hockey are to be followed).
- Utah requires a Head Coach, Team Manager and at least one Locker Room Monitor to be designated for all Tier I, Tier II, Travel, House, High School and Girls teams prior to roster approval. National Bound Teams must have minimum 2 LRM that are available to attend District/Nationals - this can not be changed after Dec 31.
- Additional Locker Room Monitor must be listed on the Association Volunteer Roster
- All Tier I, Tier II, Travel, High School, and Girls teams require goalie position to be designated on the Official Roster.



## Official Roster Requirements Cont.

- All National Bound Teams require player position and jersey numbers to be designated.
- The team's name should be listed as your association name, class, and category, division (if applicable) i.e., Utah Hockey 14U Travel A.
- Members registered as a manager or volunteer are NOT allowed on the ice or bench with youth players.
- All players must be claimed regardless if they are on a roster or not. Member counts for all local programs are tracked at the State, District and National level.
- 2008 birth year or earlier, will be required to take the SafeSport Core Training or Refresher Course prior to participation for the 2025-2026 season.







# 2025-26 SEASON AGE CLASSIFICATIONS

USA Hockey Playing Season: September 1, 2025 through August 31, 2026

## YOUTH TEAMS

DATE OF BIRTH	AGE CATEGORY	AGE DIVISION
2007	18 Years	18 & Under
2008	17 Years	18 & Under
2009	16 Years	16 & Under
2010	15 Years	16 & Under
2011	14 Years	14 & Under
2012	13 Years	14 & Under
2013	12 Years	12 & Under
2014	11 Years	12 & Under
2015	10 Years	10 & Under
2016	9 Years	10 & Under
2017	8 Years	8 & Under
2018	7 Years	8 & Under
2019	6 Years	6 & Under

## GIRLS TEAMS

DATE OF BIRTH	AGE CATEGORY	AGE DIVISION
2006	19 Years	19 & Under
2007	18 Years	19 & Under
2008	17 Years	19 & Under
2009	16 Years	16 & Under
2010	15 Years	16 & Under
2011	14 Years	14 & Under
2012	13 Years	14 & Under
2013	12 Years	12 & Under
2014	11 Years	12 & Under
2015	10 Years	10 & Under
2016	9 Years	10 & Under
2017	8 Years	8 & Under
2018	7 Years	8 & Under
2019	6 Years	6 & Under





## Roster Red Lined

- Why?
  - Players – DOB/CIT verification
  - Players – out of age range
  - Coaches – CEP or Safe Sport Expired
  - Players/Coaches – UAHA/USAH suspensions
- How are redlines cleared?
  - Complete/Submit missing information
- How long does it take to receive roster approval?
  - Within 24 hrs - roster changes are reviewed daily Monday-Friday.

## Safe Sport

Expiration of Safe Sport Training **will automatically** redline staff . Please keep an eye on any of your members whose expiration is impending. Association Registrars are required to re-submit member for approval once validation of training has been provided to them.



## Season Deadline for Rosters

September 1 - Board Rosters and Tier I Billet Rosters

501 c3 that is your entire board including your registrar.

County facilities, that is any employee that is associated with the hockey program.

October 1 - Association Volunteer rosters - additional volunteers can be added throughout the season, as needed.

December 1 – All NTB rosters to be complete with Player position (forward, defense, goalie) and jersey number.

December 15 - Tier 2, Travel, Girls, and High School - Last day to add any players, coaches\*\*, volunteers.

December 31 - Tier 1 - Last day to add players, coaches\*\*, volunteers.



## Season Deadline for Rosters Cont.

**\*\*CEPs must be completed by December 31.**

**\*\*Coaches must have SafeSport, Background and Applicable Age Group Modules completed prior to being added to the roster and with the team in any capacity.**


**\*\* If a coach is redlined for CEP on Dec 31 – he will be ineligible to coach until CEP is current for the following season.**

**\*\* House Rec teams may use Flex roster to be able to accommodate up to 100 players. Rosters do not freeze.**

**\*\* All guest coaches (1-2 x season), skills coaches (3-4 x month), athletic trainers (off-ice only), etc. must be listed on the Member Organization Volunteer Roster prior to being with the team in any capacity.**



# Personnel Tab




First Name: [REDACTED]  
Last Name: [REDACTED]  
Middle Initial:

Member Type: Volunteer, OUNCL

Date of Birth: [REDACTED]  
Gender: Male

Citizenship: USA  
Confirmation: [REDACTED]



Green check mark indicates DOB/CIT has been verified

Pending Team Affiliations

Season	Pending Change	Team ID	Name	Classification	Category	Type	Position
2024-2025	ADD	UTH0000-001	**UAHA Board	Board	N/A	Staff	Volunteer



Team Affiliations

Team ID	Status	Classification	Category	Division	NTB	Type	Add Date	Drop Date	Season
UTH0000-001	Approved	Board	N/A	N/A	N	Staff	05/30/2024		2023-2024
UTH0079-060	Approved	HS/Div II	House/Rec	VAR	N	Staff	09/06/2023		2023-2024

Associations


Association	Program	State	Member Type
UTH0000	UTAH MISC	UT	Volunteer
UTHUNCL	UT Unclaimed		

Contact Info



Certification Info

Card Number: 0000537840  
Certification Expires: 12/31/2024  
Safe Sport Verification: Complete  
Date to expire: 03/27/2025



CAS Modules: BA14MD18, MT08  
Screening Verification: Complete  
Season to renew: 2025-2026

Verification of Coach’s CEP, Safe Sport, Background and Age Modules can be found her on the Personnel Page



## Birth Certificates

- Everyone playing youth hockey —no exceptions
- Only need to be submitted for players that are brand new to hockey - not brand new to your organization.
- Parents can submit directly through a Google form for privacy
- Once added to USAH Database, never have too again during youth “career”
- Info/link to submit Birth Certificate will be given to Association Registrar to forward to parent.

## Transfers

- International and Canadian residents will need to submit Transfer Forms directly to USA Hockey. Some transfers are done one time – some are yearly – based on player’s visa status.

## Forms

- Any forms needed can be found on the “Registrar Page” on state website or through your Registration Portal i.e. Transfer Forms, Tournament Applications, Safe Sport Handbook etc.



## USA Hockey Patches

- USA Hockey Patches can be submitted anytime throughout the season with the following deadline: February 28 - High School Teams      March 31 - Youth/Travel/Tier Teams
- Patches will be assembled and ready to pick up at the following month's Board Meeting.
- All Submission must be done through the following link: <https://forms.gle/S1b6wYFbbtAQ53nX6>
- Each award will be entered individually. The player will only receive one patch (in one or more categories), though will be recognized for all the times they achieved the title of Hat Trick, Play Maker and/or Shut Out. Reminder - Shut Out only occurs when the goalie plays the entire game.
- Copies of the white scoresheet are recommended and face up!!



## Roster Sticker Template

Utah strongly recommends all scoresheets to have stickers for team rosters. It is highly recommended to use sticker template from USA Portal that each association Registrar can retrieve in PDF format.

**\*\*Sticker template is required for all NBT Tier I and Tier II teams.**

Instructions to print template for Registrars:

- Reports / Game Sheet 10up

- Click “download report”

- Select Team(s)

- Select “Jersey Number”

- “Create”

- Save PDF to file

- Send to Team Manager to print on Shipping Labels 2” x 4” (Avery 5163)

Failure to use stickers, could lead to multiple questions of validity of roster and/or game not counting towards State/Districts/Nationals.





# Tournament Sanctions

- Definition of Tournament – Ice hockey competition, other than normally scheduled league or exhibition games, where three or more legally-registered teams compete within a specified time frame for the purpose of declaring a champion. This shall include gatherings consisting of more than three (3) teams, except Association Exchanges (limited to two (2) Associations), even though there are no winners declared (Annual Guide 2023-2024)
- Tournament application, Tournament Rules and Liability Insurance Certificate (if needed) sent electronically to UAHA Registrar for approval prior to checks sent.
- Payments are sent to District Registrar. The check for \$250.00, payable to USA Hockey AND the \$50.00 check payable to Rocky Mountain District are sent to Darla Thompson, RMD Registrar made out to USA Hockey. \*\* Please notate on the check the name of the tournament.
- Confirmation email will be sent from UAHA Registrar when fees received, application/rules approved with Sanction Number
- The earlier the better – expect 2-3 weeks for approval



## Special Events

- Per RMD the only special events that will be allowed this season are off-ice events - there will be a \$50 fee. All other events with multiple teams that fit the tournament definition will need a tournament sanction.
- All Special Event sanctions that are off-ice events must be approved by the Risk Manager, Ralph Bammert at [ralphbammert1@gmail.com](mailto:ralphbammert1@gmail.com)
- Certain situations not covered by USA Hockey's policy which are too risky for USA Hockey to cover.
  - Private 'for-profit' clinics
  - Alumni games
  - Parent/Child skates
- All Try Hockey for Free need to be registered with USA Hockey.  
[http://portal.usahockey.com/tool/tryhockey\\_signup](http://portal.usahockey.com/tool/tryhockey_signup)
- It is your responsibility to verify whether an event is "sanctioned" BEFORE you participate in that event. If a tournament is NOT a USA Hockey sanctioned tournament, there is NO coverage in effect from USA Hockey's insurance. (USA Hockey Insurance Handbook page 28)



# Safe Sport Tournament Protocol

This Protocol applies to, and must be followed at, every USA Hockey sanctioned tournament.

4. Tournament volunteers/staff who will have regular contact with or **authority** over Minor Athletes must have completed applicable SafeSport Training and a Background Screen (instructions below).

- Tournament scorekeepers or penalty box operators scheduled to work designated shifts **should be** SafeSport Trained and Screened. Otherwise, tournament scorekeepers and penalty box operators who are working single games (such as parents pulled from the stands or parents/volunteers scheduled for random, individual time slots) need to be aware of the MAAPP, but do not need SafeSport Training or a Screen. It is recommended that a copy of the MAAPP be available at the scorekeepers' table.

Each tournament will need to submit a Tournament Volunteer Roster, no less than 2 weeks prior to the tournament for all committee members and those volunteers who will have regular contact and authority over the minor athletes.

Penalty box attendant and Locker Room Monitors must be listed on the Tournament Committee Roster, if provided by the Tournament. If not provided by the Tournament, they need to be listed on the Team's Official Roster.

In regard to Scorekeepers being fully trained and screened, as they do have authority over minors, yet rarely are one on one with them, it will be at the discretion of the Tournament Committee.

If required, they will need to be listed on the Tournament Volunteer Roster.



# Guide for NTB Credentials Books

2025-26 NTB info has not been release yet – here's what we know so far:

- All credentials will be sent electronically for review to State Registrar
- Books are due to Registrar 3 weeks prior to playoffs/districts. Dates will be published on UAHA website.
- Rosters must include player position (Forward/Defense/Goalie) and jersey numbers
- Rosters must include Head Coach, Manager, Locker Room Monitor
- Books are still needed for District/Nationals
- If using 4-part scoresheets, coaches and official signatures are required.
- If using electronic scoresheets, coach/officials' names are required to be listed on the sheet.
- Scoresheets must be legible to read, or they will be refused.
- All coaches, managers, players, and anyone listed on your roster must have a completed signed and dated Consent to Treat form.
- All documents will need to be sent electronically, in one complete file, with the 1T roster, CVS , Consent to Treat and game sheets for teams competing in Districts and/or Nationals. Electronic signatures will be accepted this season.



## Guide for NTB Credentials Books Cont.

Per 2024-25, include the following in your book:

- Everything in sheet protectors in a 2-3" 3-ring binder
- Title Page – Team information and Manager Contact Information
- Credential Verification Sheet (CVS) showing 20/10 games played for youth, 14/10 for Girls and 10/5 for High School teams. This is completed by the program registrars and must be populated out of their portal. **No handwritten CVS are accepted.**
- Certified 1T roster printed in color - this is completed by the program registrars and must be populated out of their portal. NO handwritten
- Coaches and Managers Consent to Treat in order shown on the roster
- Player's Consent to Treat in order shown on the roster
- Copies of game sheets that are listed on CVS - in chronological order- no games will count before the team was approved.
- NBT Credential Book Training will happen in the Fall.
- Previous season's training is posted on the Registrar Tab of the State website for review.



## New Rules 2025-26 - Tier I

- No new Tier 1 programs in the 2025-26 or 2026-27 seasons unless approved by USA Hockey. This means if a program didn't field a Tier 1 team in 2024-25, they can't field a Tier 1 team in 2025-26 or 2026-27.
- Tier 1 Roster Submissions – Tier 1 rosters must be submitted for approval no later than October 15<sup>th</sup>
- Tier 1 Roster Size - 22 Player rosters expanding from Youth 18U to Youth 15U, 16U and 18U. Girls 19U Tier 1 will be 22 players as well. 22 players can dress, no more than 20 skaters.
- Vertical Integration – Changed from a pilot to a rule and expanded to Girls 16U and 19U



## New CEP Update 2025-26

- Affiliates can't impose a CEP deadline earlier than 12/31.
  - \* If a coach is redlined from a roster during the season due to not having the proper CEP, the affiliate may require that coach to have the proper CEP before the coach can be rostered on a team in the next season.
- Adds a 6U/8U CEP level (includes LTS) for new coaches.
  - \* Coaches need a Level 1 once they begin coaching an age class of 10U or above.
  - \* Good for 5 years as long as not coaching a higher age classification. Refresher will be needed after 5 years
  - \* No need to progress unless coaching something other than 6U/8U/LTS
  - \* Expired coaches can continue to coach 6U/8U/LTS
- Student coaches need to take the 6U/8U or level 1 clinic.
  - \* Must wear a helmet and neck laceration protection, even when on the bench.





## USA Hockey Updates:

**NEW this season.....USA Hockey is requiring that every association create and submit an Association Board Roster prior to any other team rosters being approved for the season.** Create Team, select Regular Season, Board and then add all your association board members to the roster as staff. Individuals must have valid safesport and screening to be added. Please use the pencil to pick the appropriate title for each member. If a specific title is not listed, select volunteer.

**Coaches & Continuing Education Credits** - USA Hockey is entering in credits for coaches that took CE Courses. These should all be entered no later than August 31. Coaches who are Level 4 or 5 with 12/31/2025 expiration need to earn 5 credits by 12/31/2025. Please wait until September to start running reports on coaches who need CE Credits so we have everything recorded in their records. Advancing the expiration date out once credits are earned will happen sometime prior to 12/31/2025. More updates on this to come. Thank you

**It is important that you review the USA Hockey Information and your affiliate Tech Bulletin that are posted on the right side of the home page before starting the new season. These documents contain important details for starting the new season. New rules and regulations that passed for the 2025-26 Season are included in the Tech Bulletin.**



## Questions/Comments

Registrar: what if a player is left off a roster and the coach plays him – I should be held responsible? Per USAH/UAHA Policy, the Head Coach is ultimately responsible and will be held to discipline per UAHA policy. Coaches receive a detailed responsibility email when their roster is initially approved outline their responsibilities

Registrar: is my job done once I submit this roster? No, you will continue to monitor your rosters for approval, redlines, DOB/CIT verifications, and expirations of CEP and/or Safe Sport.

Tier I - Who goes on a Billet roster: Anyone in the family home that is 17+ with USAH Registration and safe sport training required - background screening (18+)

Can a team play in a non-sanctioned event? It is preferred that USA Hockey sanctioned teams do not attend non-sanctioned events. If the team chooses to go - it is a group of players not associated with the sanctioned team, full disclosure to the parents, and can not wear their jerseys at the games.



## Questions/Comments Cont.

If a player is on suspension, do they have to attend the game? Yes, Rule 401 For any Team Official or Player serving a suspension for a prior game misconduct violation or disciplinary suspension, the suspension will commence 45 minutes prior to the start of each game and conclude 30 minutes following the conclusion of each game.

If a player is on suspension, can they man the penalty box? No – see above.

Can a team have a student coach? Yes, there are guidelines and procedures that can be sent per request.



# Thank you!!

**Robyn Eyre-Long**  
**UAHA Registrar**  
**801-913-5055**

**New Email:** [Robyn.Eyre-Long@usahockey.org](mailto:Robyn.Eyre-Long@usahockey.org)

# Have an amazing season!!

