

NEW CAPTAIN & PLAYER'S GUIDE TO USTA LEAGUE TENNIS




**USTA
LEAGUE**

NEW ENGLAND

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1) Captain Responsibilities

1) Have fun!

- 2) Be familiar with the structure, procedures, and Local League, Sectional and National League Rules, plus the general Rules of Tennis, including the Code of Conduct and inform team members.
- 3) Attend all local league meetings.
- 4) Recruit enough players and alternates to field a complete team for every match.
- 5) Ensure that all players meet the eligibility requirements:
 - Have a valid NTRP rating, USTA membership and be the minimum age of the USTA League
- 6) Obtain a team number from your league coordinator.
- 7) Distribute all materials to team members including:
 - The team number required for registration on TennisLink
 - Schedule of play
 - Current rules and regulations
 - List of team members and telephone numbers
- 8) Collect all fees associated with participation (if applicable).
- 9) Confirm home and away matches and contact opposing team captains to confirm date and time of match.
- 10) Assist local coordinator in rescheduling postponed or delayed matches due to weather.
- 11) Record match results on TennisLink within 48 hours (per regulations).
- 12) Organize all materials necessary for the team's participation at the championship level and if you qualify, collect the following information for your respective championship's tournament director. These items will confirm the eligibility of each of your players. Keep a copy of all forwarded documents:
 - Confirm each player's rating
 - Proof that all players played a minimum of 2 matches (1 default may count) during the local league season as a rated player
 - Confirm that each player's USTA membership is active through the championship date
 - Pay the championship tournament entry & banquet fees
 - All players must bring a photo ID to the championships

2) Player Responsibilities

1) Have fun!

- 2) Show your commitment to the team by being flexible to compete under all circumstances during the season.
- 3) Let your captain know the dates you will not be available to play. Block off the District, Sectional and National Championship dates on your calendar (these tournaments may have play during the latter part of the work week, play all day on Friday is common).
- 4) Provide the information your captain needs to confirm your eligibility for play (have a valid NTRP rating, USTA membership and be the minimum age of the USTA League).
- 5) Be knowledgeable of the Rules of Tennis and The Code of Conduct, in addition to the USTA National, Sectional, and Local League Regulations.
- 6) Always be on time.
- 7) Be supportive of your teammates and remember, the main objective of the USTA League is to compete well and have FUN!



3) Joining the USTA

- 1) Visit usta.com/membership
- 2) Click on Adult Membership, follow links and join

4) Creating a TennisLink Account

- 1) Visit national.usta.com

USTA find yourself in the game™

Youth Tennis College Tennis Adult Tennis **TennisLink** Improve Your Game Coaches/Organizers Facilities

USTA LEAGUE TOURNAMENTS JR TEAM TENNIS USTA FLEX LEAGUES MY TENNIS LOGIN

Home > TennisLink > USTA League

DISCOVER WHAT 330,000 LEAGUE PLAYERS ALREADY KNOW!

THIS IS YOUR LEAGUE

CREATE A USTA ACCOUNT

Login to your USTA Account

- 2) Click here and follow prompts

5) Manage Your Account



1) Click on 'Manage Account'

2) You can update your photo, change your password, update your personal information - such as contact preferences, member information, or renew your membership.

6) NTRP Self Rating Guidelines

The NTRP describes the general characteristics that tennis players exhibit in each of the thirteen skill levels. Depending on your competitive ability and other factors, you may find that you actually play above or below the category that best describes your skill level. The category you choose is not meant to be permanent, but can be adjusted as your skills change or as your match play demonstrates the need for reclassification. Ultimately, your rating is based upon match results. With these stipulations in mind, the following provides general guidelines for self-rating and for checking the probable accuracy of your self-rating.

7) How to Self-Rate

Self-rate by placing your cursor over 'USTA League' and then click the 'Self Rate' link below 'Find NTRP Rating Info' (below circled in red) or when registering for a team for the first time.

Start Playing Have a USTA Membership # and a team #? REGISTER FOR A TEAM Don't have a team #? FIND A LEAGUE	Stats and Standings Enter Player name, USTA Membership #, team # or match # <input type="text"/> SEARCH League Advanced Search Championship Advanced Search Need to enter or confirm scores? ENTER SCORES	Find NTRP Rating Info Enter USTA Membership #, team # or player name <input type="text"/> SEARCH Self Rate Advanced Search Facility Search	My Quick Links Find a League Local League Coordinators Team Management National Championships Online Team Creation USTA League Tennis Rules
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If a player has not played in USTA programs before or does not have a valid NTRP rating the player will be prompted to answer questions related to his ability in order to self-rate. Based on the responses, the system will assign an NTRP rating. If a player has no background history, the player will be able to select his desired NTRP rating. If the assigned rating is higher than the desired rating, the player will have the option to submit an electronic appeal. Failure to comply with complete and accurate information during the self rate process may result in disqualification. If your assigned rating is higher than the level of play, click on the 'appeal here' link. After you have finished the self-rate process and rectified any rejections, press submit and confirm the information on the next page, enter your credit card for payment of player registration fees to complete the transaction and print a receipt.

Your Guide to NTRP Levels

NTRP 1.5

This player has had limited experience with stroke development and is still working primarily on getting the ball into play. This player is not yet ready to compete.



NTRP 2.0

This player needs on-court experience, with an emphasis on play. This player struggles to find an appropriate contact point, needs stroke development/lessons and is not yet familiar with basic positions for singles and doubles.



NTRP 2.5

This player is learning to judge where the ball is going when receiving the ball, although movement and recovery are not in sync. Can sustain a rally of slow pace and is beginning to develop strokes and is becoming more familiar with the basic positions for singles and doubles. They are also ready to play social matches, leagues and low-level tournaments.

Potential limitations: grip weaknesses; not attempting full swing on serve; inconsistent toss on serve; limited transitions to net.



NTRP 3.0

This player is fairly consistent when hitting medium-paced shots, but is not comfortable with all strokes and lacks execution when trying for directional control, depth, pace or altering distance of shots.

Potential limitations: consistency with pace; difficulty handling shots "outside of their strike zone"; can be uncomfortable at the net.

NTRP 3.5

This player has achieved improved stroke dependability with directional control on moderate shots, but still lacks depth, variety and the ability to alter distance of shots. The effective use of lobs, overheads, approach shots, and volleys is limited. This player is more comfortable at the net, has improved court awareness, and is developing teamwork in doubles.

Potential limitations or strengths: This is the level where it begins to be about what skills a player can display on court, not what they cannot.

NTRP 4.0



This player has dependable strokes, including directional control, depth and the ability to alter distance of shots on both forehand and backhand. They also have the ability to use lobs, overheads, approach shots, and volleys with more success. This player occasionally forces errors when serving. Teamwork in doubles is evident.

Potential strengths: more dependable 2nd serve; recognizes chances to finish points.

NTRP 4.5

This player has begun to vary the use of pace and spins, has good movement, can control distance and depth of shots, and is beginning to develop game plans. This player can hit the first serve with power and accuracy and can place the second serve. This player tends to over hit on difficult shots. Aggressive net play is common in doubles.



Potential strengths: points are won and lost off the serve more often; better able to cover weaknesses; beginning to develop a weapon on which their game can be built.

NTRP 5.0



This player has good shot anticipation and frequently has an outstanding shot or attribute around which their game can be structured. This player has the confidence to regularly hit winners or force errors off of short balls and can put away volleys, can successfully execute lobs, drop shots, half volleys, overheads, and has good depth and spin on most second serves.

Potential strengths: better decision making; covers and disguises weaknesses well.

NTRP 5.5

This player has developed pace and/or consistency as a major weapon. This player can vary strategies and styles of play in competitive situations and hit dependable shots in stress situations.

Potential strengths: can hit offensively at any time; can vary strategies and styles of play in competitive situations; first and second serves can be depended upon in stress situations.



Start on your 'Welcome Page' for the following:

8) Appeal an NTRP computer rating

To the right of your name will be your rating and a hyperlink to appeal. Click on 'Appeal Rating', fill in your zip code, input appropriate information and click submit. The response will be immediate either granting or denying your appeal. Appealing your rating down is also available when you register for a team if your rating is higher than allowed. Contact your league coordinator for any appeals that are not covered by these two online processes. The appeal function can also be completed on the 'Register for a team' page as shown below.

9) Register for a team

Click on the box 'Register for a Team' in red below. Fill in the boxes with your team number given to you by your Captain. If you do not have an active USTA membership, do not have a valid NTRP rating or if your rating is higher than the NTRP level of the team you are registering for, the system will reject the registration process and allow you to correct the situation.

The screenshot shows the USTA League website interface. At the top, there is a user profile section with a placeholder image, the text 'Welcome!', a 'Logout' link, and the location 'New England > Eastern Mass.'. To the right, it displays 'NTRP Level: 0.0' and 'USTA Membership #' with a 'Manage Account' link. Below this is a navigation bar with 'USTA League' on the left and 'Enter Scores | Team Management | USTA League Home' on the right. The main content area is split into two columns. The left column is titled 'Welcome to USTA League' and contains introductory text and two links: 'Click here to learn more about USTA League' and 'Ready to register? Click here to register for a League or Find a League Coordinator'. The right column is titled 'Start Playing' and contains the text 'Have a USTA Membership # and team #?' followed by a red-circled 'REGISTER FOR A TEAM' button. Below this is a 'Don't have a team #?' link and a 'FIND A LEAGUE' button. At the bottom of the right column is a 'Stats and Standings' section, which is circled in yellow. It contains a search form with the text 'Enter Player name, USTA Membership #, team # or match #' and a 'SEARCH' button.

10) Stats and Standings

To view your team roster and find other important team information, enter any player's name, USTA Membership number, team number or match number under 'Stats and Standings' in the yellow above. If you insert a team number, the page will display that team's Stats and Standings page; players and their ratings, standings within the flight, and match results. You will also have options to retrieve detailed information from the titles on the top of the screen, such as 'Team Summary', 'Match Summary', 'Match Schedule', 'Player Roster', and 'Blank Scorecard'.

11) Match Schedule and Match Numbers

By clicking on 'Match Schedule' on a team's 'Stats and Standings' page, a complete schedule of the team is found - including match numbers. All facilities who are USTA Organizational Members are identified on the schedule. Some facility locations may say 'TBA' or 'unidentified'. In most cases a match will be hosted at the Home Team facility.

12) Print a blank scorecard

Insert the team number to display the team's 'Stats and Standings' page. At the top of the page click on 'Blank Scorecard'.

- Make copies to use at each match
- You may also go to 'Record a Score', enter the match number and print a blank scorecard and it will show both team rosters at the bottom
- Both Captains **MUST SIGN** the completed scorecard. Failure to sign may negate a captain's right to dispute a match

13) Record a score

Both teams must be involved in the match reporting of scores. One team must report the scores and the other team **MUST** confirm or dispute the entered scores within 48 hours of the match or they lose the right to dispute the score. If the match has not been confirmed or disputed within the 48 hours of score entry, TennisLink will automatically confirm the match.

- On the TennisLink 'Welcome' page, click on 'Record a Score' under 'My Quick Links' on the right and then enter the match number.
- If the opposing team has already entered the scores, review them for accuracy and **CONFIRM** or **DISPUTE** them using the buttons at the bottom of the card.
- If the scorecard is blank, complete the score card, by entering the date the match was played.
- Select players from the drop down lists for home and visiting teams.
- Click **WINNER** (below player field) identifying winning team for each court.
- Enter scores for each match reporting the **WINNER'S SCORE FIRST**.
- Select final outcome for each match from the drop down list below each team position. If the system does not accept an 'incomplete match' with one of the previous descriptions then choose 'retired'.
- When finished, click next and the system will check that your entries comply with the USTA scoring rules. If changes need to be made, click 'back' and make them.
- Once complete, click on **FINISH**. You cannot re-enter the scorecard so if you find you have made an error, contact your coordinator.

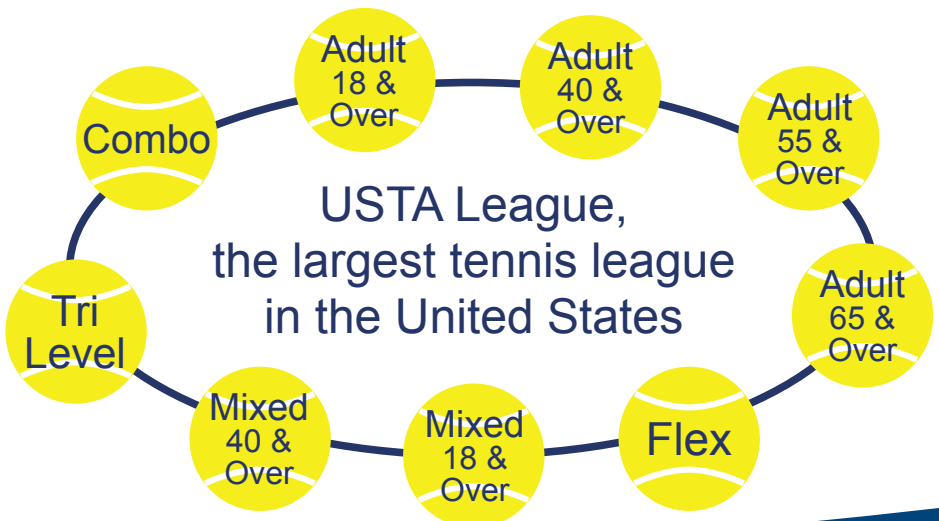
Personal Information

USTA # : _____

Team # : _____

Dates to remember:

USTA LEAGUE EXPANDED PLAY OPPORTUNITIES



Notes:

Important Information

Learn more about USTA League

ustanewengland.com/Leaguetenis

Find your local coordinator

ustanewengland.com/localleaguecoordinators

Have a specific question?

email leagues@newengland.usta.com

or call 508-366-3450 ext. 30



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