



Team Registration Guide

A California Youth Shooting Sports Association Program

The CYSSA Clay Target Program year is September 1st to August 31st. Registration is required every year for returning and new teams. The registration forms can be located on the CYSSA website www.shootcyssa.com. Click on the **orange** “Register Your Team” button on the side bar or select the “Registration” tab on the top menu bar.

On the Registration page you will find a list of forms:

1. Click on the name of the form you want to fill out.
2. The form will open.
3. Print out the form and write in the requested information.
4. Mail the form(s) and checks made payable to CYSSA to the CYSSA Administrator.

Looking for Your Team Code? It is a three character code used to track your team, squads, athletes etc. through the year. Team Codes are listed on the website under the 'Information' tab. New Teams please leave the code blank, one will be assigned to you by the CYSSA.

Mail all Registration Forms and Fees to:

CYSSA
PO Box 1209
Roseville, California 95678
(Make Checks Payable to CYSSA)

For Registration Questions Contact:

CYSSA Administrator
Gail Toste
E-mail: gtoste@rjuhsd.us
Phone: (916) 899-1060

To Start Your Registration Process

The list of forms looks overwhelming but please don't surrender. We don't need them all at once and you can make additions and changes during the season.

At the start of the season we need to update the team information we have on file, add new teams and be sure our Coaches are certified with completed background checks. *To see about becoming a Certified Coach contact: CYSSA Board Member for Coach Training (Located under “Directory” tab, see “Staff”)*

Team Registration

We need basic information about the team, their name, where they practice and who is coaching the team. Background checks on all coaches and volunteers working directly with the athletes must be submitted and approved prior to team practices.

Each Head Coach, Assistant Coach and Adult Volunteer must fill out the following forms each year:

- ›Team Registration
- ›Head Coach Registration
- ›Background Check/Authorization to Release Info (for Head Coach)
- ›Assistant Coach & Volunteer Registration
- ›Background Check/Authorization to Release Info. (for All Assistant Coaches and Volunteers)
- ›Payment Record

Fill out and mail the above forms to CYSSA Administrator prior to your first team practice

After your team has been registered and background checks completed, then register your athletes.

Athlete Registration

All Athletes must be registered prior to participation in any CYSSA Series Shoot or sanctioned events. New athletes may be added during the season but must be registered 30 days prior to their State Championships.

Each Athlete and Parent/Guardian must fill out the following forms each year:

Consent & Waiver (*Make a copy for your records and mail in original*)

Sportsmanship Contract

Medical Consent (*Keep Medical Consent forms for your records - Do **not** submit to the CYSSA Office. Medical Consent forms are to be kept at each team practice and taken to all CYSSA events, in case of an emergency!*)

Payment Record

Fill out and mail the Consent and Waiver, Sportsmanship Contract along with the Payment Record form and fees to the CYSSA Administrator.

Deadlines

Teams and Coaches are to be registered with background checks performed prior to the Team's first practice.

Athletes must be registered with their records on file with CYSSA prior to the first CYSSA Series Shoot.

Athletes and Adult volunteers may be added to your team throughout the season, provided you meet the deadlines as outlined in the CYSSA Handbook.

QUESTIONS?

Contact the CYSSA President

(Name and Contact Information located under “Directory” tab on Website, See “Staff”)