



# U SPORTS CENTRAL

**STUDENT-ATHLETE USER GUIDE**





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adidas  
LANC  
4  
TRACK AND FIELD CHAMPIONSHIPS  
BROWN  
EDMONTON 2017

adidas  
GUELPH  
6  
TRACK AND FIELD CHAMPIONSHIPS  
SHIRK  
EDMONTON 2017  
CLUBA



# U SPORTS Central

## What is it, and what happens next?

### WHAT IS IT?

The implementation of U SPORTS Central is a momentous advancement for university sports in Canada, for a variety of reasons:

### ELIGIBILITY AND COMPLIANCE

Eligibility is one of the foundations of our organisation, and U SPORTS Central is a substantial eligibility tool.

Maintaining a fair and level playing field is of the utmost importance to U SPORTS, our members, and our student-athletes. U SPORTS Central greatly enhances our ability to collect, track, and monitor our student-athletes' academic and athletic information, and in time will vastly improve U SPORTS' ability to oversee and enforce its compliance mechanisms and policies, ensuring that recruitment and eligibility are governed more effectively and efficiently than ever before. That, in turn, will allow us to improve our mechanisms for ensuring that every student-athlete who competes in a U SPORTS event is eligible to do so.

For student-athletes, this means greater peace of mind that the teams against which they are competing, or the programs by which they are being recruited, are all abiding by the rules that have been implemented to protect them. Due to the importance of these issues conceptually, and the recent implementation of revised and enhanced U SPORTS recruiting regulations, there is a greater need than ever for efficiency, especially with respect to compliance review - the utilisation of this sophisticated but easy-to-use technological advancement will address that need.

### UNDERSTANDING OUR STUDENT-ATHLETES

U SPORTS Central is far more than just compliance software. For the first time ever, U SPORTS has the ability to collect, track, and analyse a set of historical data relating to its student-athletes. By building and developing this new source of institutional knowledge we can better understand who our student-athletes are, what they need, and how we can improve our ability to provide it to them. In short, we will be more informed and educated when making decisions that impact their lives and will be able to implement better tools for servicing their needs and elevating their experiences. Of course, we are sensitive to concerns individuals may have about the security and privacy of the data we collect, and we have revamped and enhanced our privacy policy accordingly.

### RECENT ADVANCES

U SPORTS Central has many operational benefits to our student-athletes. It does or will soon streamline processes relating to athletic and academic awards, student-athlete and member communications, letters of intent, international programs, Athletic Financial Awards, and more.

In short, U SPORTS Central has become a valuable multi-purpose tool – a one-stop shop for all things U SPORTS.

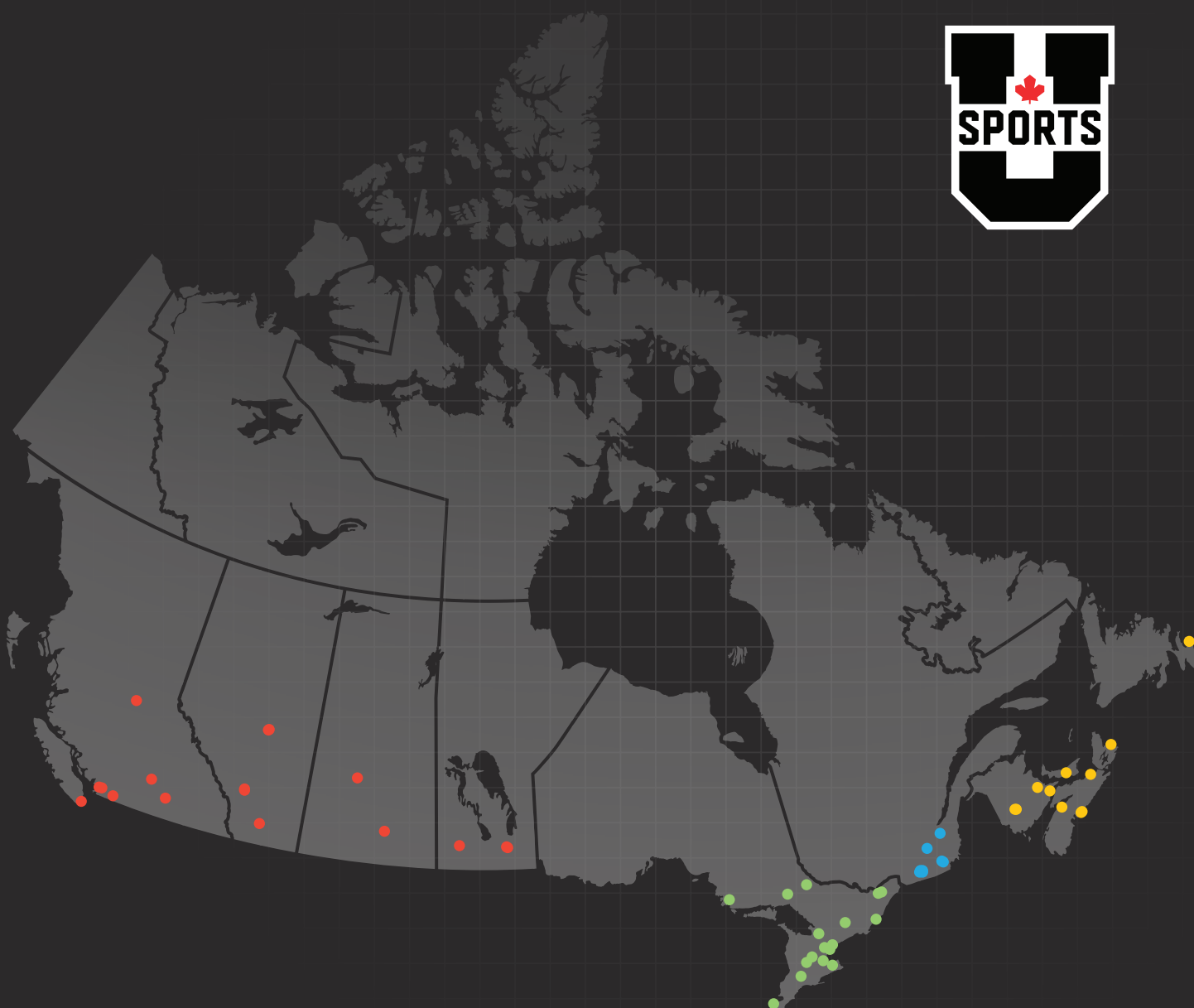
### WHAT HAPPENS NEXT?

ALL recruits or prospective U SPORTS student-athletes, in ALL sports, will be required to register on U SPORTS Central. This includes recruits or prospective student-athletes in (M/W) basketball, (M/W) cross country, (M/W) curling, (W) field hockey, (M) football, (M/W) hockey, (W) rugby, (M/W) soccer, (M/W) swimming, (M/W) track & field, (M/W) volleyball, and (M/W) wrestling.

This process entails your creating a personal and athletic profile (and receiving a unique U SPORTS Central Identification Number) that will follow you throughout your varsity career, as well as a one-time \$50 CDN registration fee.



## Membership Landscape



## U SPORTS by The Numbers

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Conferences

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National Championships

12

Sports

43

Cities





**20 Schools**  
**15 Cities**

Algoma University  
Brock University  
Carleton University  
University of Guelph  
Lakehead University  
Laurentian University  
McMaster University  
Nipissing University  
Ontario Tech University  
University of Ottawa  
Queen's University  
Royal Military College of Canada  
Ryerson University  
University of Toronto  
Trent University  
University of Waterloo  
University of Western Ontario  
Wilfrid Laurier University  
University of Windsor  
York University



**17 Schools**  
**14 Cities**

University of Alberta  
Brandon University  
University of British Columbia  
University of British Columbia  
Okanagan  
University of Calgary  
University of the Fraser Valley  
University of Lethbridge  
University of Manitoba  
MacEwan University  
Mount Royal University  
University of Northern British  
Columbia  
University of Regina  
University of Saskatchewan  
Thompson Rivers University  
Trinity Western University  
University of Victoria  
University of Winnipeg



**11 Schools**  
**9 Cities**

Acadia University  
Cape Breton University  
Dalhousie University  
Memorial University of Newfound-  
land  
Mount Allison University  
Université de Moncton  
University of New Brunswick  
University of Prince Edward Island  
Saint Mary's University  
St. Francis Xavier University  
St. Thomas University



**8 Schools**  
**5 Cities**

Bishop's University  
Concordia University  
Université Laval  
McGill University  
Université de Montréal  
Université du Québec à Montréal  
Université du Québec à Trois-Riv-  
ières  
Université de Sherbrooke

**56**

Member Institutions

**4,900+**

Academic All-Canadians

**700+**

Head Coaches

**14,000+**

Student-Athletes



# Instructions & Page Summaries

These instructions will take you through the U SPORTS registration process. Your registration with U SPORTS is a mandatory step for competing in U SPORTS events, and the information you provide will help inform future U SPORTS decisions and improve the student-athlete experience for you, your peers, and the student-athletes that follow!

During the registration, you will be asked to enter information relating to your academic and athletic history.

Thank you for your time.

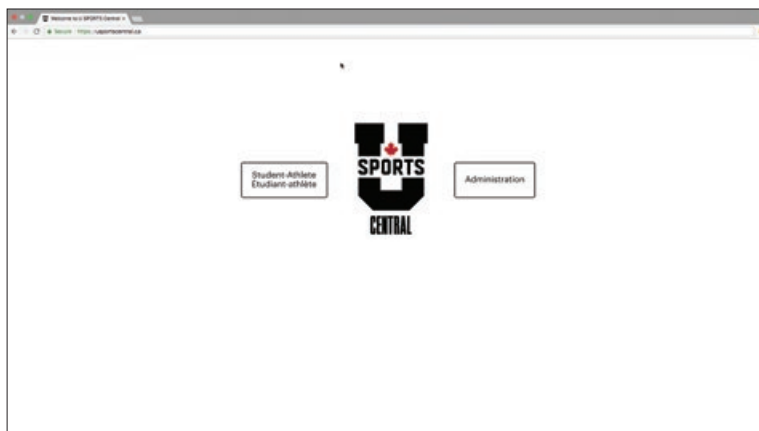
The U SPORTS Team

## U SPORTS Central navigation instructions:

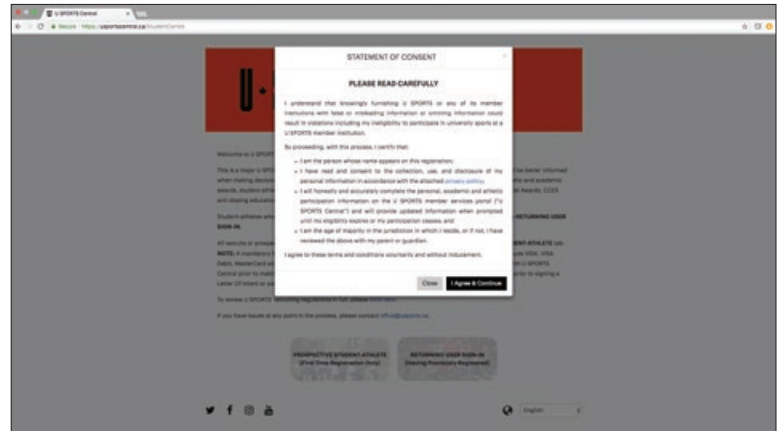
At any point during the registration, you can return to a previous page by clicking on the navigation links on the left-hand side of the webpage. Do not click the “BACK” button on your web browser, as this will take you back to the home page.

Any field with an asterisk is mandatory and you will not be able to proceed without filling it out.

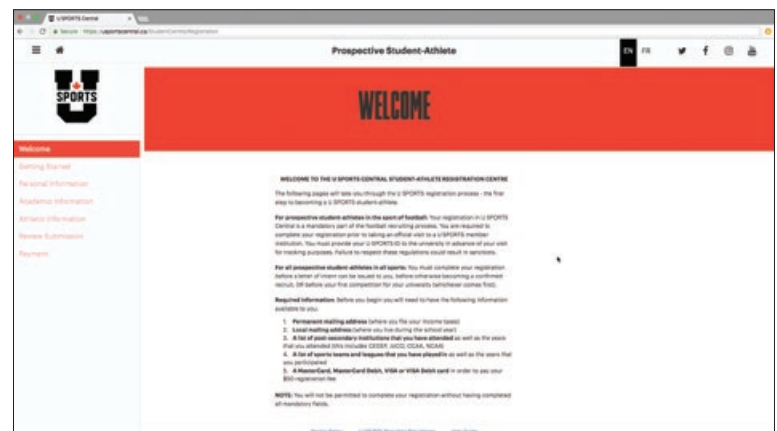
1. To begin, visit U SPORTS Central at <https://usportscentral.ca> and select “Student-Athlete.”



- Click on “Register” to start the registration process. You will need to read and accept the terms of the Statement of Consent in order to continue past this point. Click **I Agree & Continue** to start.

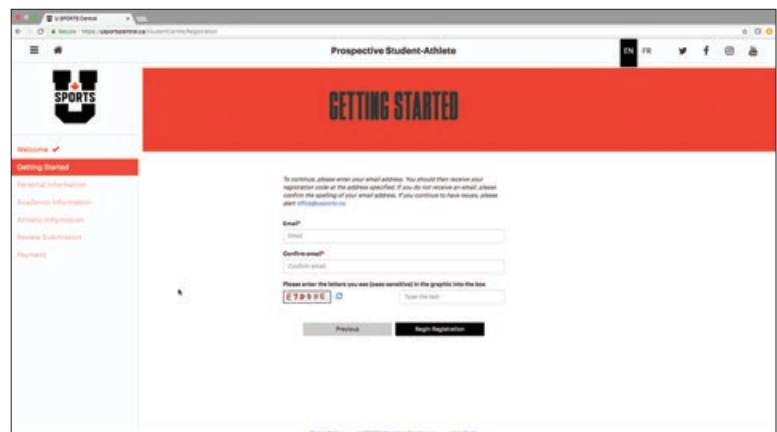


- This will bring you to the Welcome page. After clicking **Next**, you will be able to begin the registration process.



- You will be then asked to enter and confirm your email address and a captcha graphic. (NOTE: this graphic is case-sensitive.)

Click on **Begin Registration** to have a Registration Code sent to the email address you entered above. If you do not receive your code within five minutes, please review your information to confirm it is correct and accurate. Once you have received the registration code, enter it and click **Begin Registration** to access the Acknowledgement and Consent form.





- Next is the personal information page. Entering your date of birth will ensure that there is no confusion in the event of multiple users with the same name. In addition, inputting your phone number(s) and mailing addresses will enable U SPORTS to connect with you when necessary.

You will be asked to enter your **Permanent Address**, that we define as the address you use to file your income taxes.

U SPORTS will also ask you to confirm your citizenship status as certain programs limit the number of non-Canadians or non-Permanent Residents permitted to participate in that sport.

The screenshot shows the 'PERSONAL INFORMATION' form for a Prospective Student-Athlete. The form includes fields for First name, Last name, Language preference, Gender of participation, Date of birth, Email, Home phone, Mobile phone, and Fax / other phone. A sidebar on the left contains navigation links: Welcome, Getting Started, Personal Information (highlighted), Academic Information, Address Information, Review Submission, and Payment. A top navigation bar includes the U SPORTS logo and links for EN, FR, and social media icons.

- You will be then asked to fill out your academic information. This information will help U SPORTS better understand the academic background of its student-athletes and will be used by your university to assist with the eligibility verification process.

The screenshot shows the 'ACADEMIC INFORMATION' form for a Prospective Student-Athlete. The form includes fields for Name of high school / CEGEP attended, Name of high school / CEGEP, High school / CEGEP graduation year, and a section for previous post-secondary institutions. A sidebar on the left contains navigation links: Welcome, Getting Started, Personal Information, Academic Information (highlighted), Address Information, Review Submission, and Payment. A top navigation bar includes the U SPORTS logo and links for EN, FR, and social media icons.

7. The next page will ask you to fill out your athletic information. This information will be used in conjunction with your academic information to determine your eligibility status. Please note that the year of eligibility will be confirmed by your university.

You may enter up to three sports in which you are interested in participating at the U SPORTS level.

When entering your previous team and league, please ensure that you **Click to Save Entry** to ensure that the information is captured by the database.

8. After clicking on **Save & Continue** from the Athletic Information page, you will be prompted to complete the **Consent for U SPORTS Communications**. Select either option to move to the Review Submission page.

9. At this point you will be able to review your submission and ensure that all information provided is accurate and true to the best of your knowledge. In the event that you are required to make corrections to the information you have entered, please use the navigation controls on the left-hand side of the page to go back to the appropriate section.

*Do not click on the 'BACK' button on your web browser that will take you back to the home page.*

Once complete, click on **NEXT**



10. Arriving at the **Payment** page, you will be asked to enter the **Cardholder name** as well as their **Card number**.

Please note that only **VISA Credit and Debit**, as well as **MasterCard Credit and Debit** payments are accepted by U SPORTS Central.

Enter the **Expiry Month** and **Expiry Year**.

Click on the **Pay & Complete Registration** link to process your payment.

11. You have now completed your registration and your U SPORTS ID will be sent to the email address provided. Please retain this number for your records as you will need it to log into U SPORTS Central to update your information and to register for future seasons.

# Frequently Asked Questions

## **Do all student-athletes have to register on U SPORTS Central?**

ALL recruits or prospective U SPORTS student-athletes, in ALL sports, are required to register on U SPORTS Central, our member services portal. This includes recruits or prospective student-athletes in (M/W) basketball, (M/W) cross country, (M/W) curling, (W) field hockey, (M) football, (M/W) hockey, (W) rugby, (M/W) soccer, (M/W) swimming, (M/W) track & field, (M/W) volleyball, and (M/W) wrestling.

## **Do student-athletes have to re-register annually, or is it a one-time process?**

Each student-athlete will have to register once in their lifetime. When a student-athlete has registered on U SPORTS Central, that profile will cover all of that individual's U SPORTS activities, including participation in multiple sports, if applicable.

## **When should a student-athlete register on U SPORTS Central?**

Student-athletes can register as early in their high school careers as they see fit. In the sport of football, a prospective student-athlete must register with U SPORTS Central prior to making an official visit to a U SPORTS member institution. In all other sports, a prospective student-athlete must register with U SPORTS Central prior to becoming a confirmed recruit (including signing a Letter of Intent), or before competing for a U SPORTS member institution.

In short, if you want to participate in U SPORTS competition, you must be registered on U SPORTS Central.

## **Is U SPORTS Central available in languages other than in English?**

Yes, U SPORTS Central is available in French. Users may toggle back and forth between English and French using the En|Fr icon on each page of the site. All automated emails received from the site will be sent in the user's chosen language.

## **What is the cost of registering as a prospective student-athlete?**

Prospective student-athletes are required to pay a \$50.00 (CAD) registration fee. Member institutions are NOT PERMITTED TO PAY on behalf of a prospective student-athlete or confirmed recruit.

## **Do transfer student-athletes also have to register with the U SPORTS Central Student-Athlete Registration Centre?**

Every student-athlete who will be competing for a U SPORTS institution for the first time must be registered in the U SPORTS Central Student-Athlete Registration Centre. Accordingly, a student-athlete who did not register as a prospective student-athlete, and who is transferring from a non-U SPORTS institution to a U SPORTS institution would need to register.

A student-athlete who is transferring between U SPORTS institutions would not need to register if the student-athlete had already done so as a prospective student-athlete or as a current student-athlete at his or her prior institution. For this reason, it is important to record and safe-keep your log-in and U SPORTS identification details.







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