

USTA/Midwest Multiple Entry Process for Paired USTA/Midwest Levels 1/2 to 4 Tournaments (as of January 15, 2015)

USTA/Midwest Players may sign up for multiple tournaments and multiple age divisions when Midwest Level 1 or 2 & Midwest Level 4 tournaments are paired together WITHOUT requesting Tournament Director permission.

- I. There will be tiered deadlines when two level events are paired together with the higher level event deadline 15 days before the event starts and the lower level event deadline 10 days before the event starts. A player must wait for selections to be made in the higher level event before signing up for the lower level event
 - II. Players will be selected in descending order from older age division to younger age division 18,16,14,12, and 10s.
 - III. Players will be selected for the higher level tournament in the same age division first.
 - IV. Players will be selected for the older division first and the higher level second in multiple age division sign-ups.
 - V. Players will NOT be allowed to switch to an event that does not follow the order of players in age division and level.
1. Players signing up for one age division in two different levels (example: Girls 16, Level 1 and Girls 16, Level 4)
 - a. Due to the tiered deadline dates with the higher level (Girls 16 Level 1) deadline and selection earlier than the lower level event, it is not allowed for a player to sign up for both level events in the same age division.
 - b. A player who signs up for the Level 1 Event and is selected as a Competitor, is only eligible to compete in the Level 1 Event. Players who are accepted into Level 1 tournaments cannot sign up for the Level 4 Event. Players who violate this policy will receive five USTA/Midwest Suspension Points and will receive no refunds.
 - c. Only a player who is NOT a Competitor (Alternates are allowed) in the higher level event (Girls 16s Level 1) may sign up for the lower level event in the same age division (Girls 16s Level 4). This player will have until noon, Wednesday, three days before event begins to remain in one tournament, either as a Competitor or as an Alternate
 - d. The player must email both Tournament Directors with their decision by noon, Wednesday, (this is the only email sent to the Tournament Director). Players who violate this policy will receive five USTA/Midwest Suspension Points.
 - e. A player may not remain on two or more lists after noon, Wednesday, if a Competitor in one event.
 2. Players signing up for two age divisions in two levels (example Girls 14, Level 1 and Girls 16, Level 4)
 - a. This player wants to play the Older Division Lower Level Event (Girls 16 Level 4) with a later deadline and selection date due to the tiered deadlines. This may result in being selected to both events as a Competitor and being charged for both tournaments.

- b. This player has until Saturday at 6 p.m. (7 days before event begins) and 24 hours after selection of Lower Level Event (Girls 16, Level 4) to request a refund (entry fee minus TennisLink fees) from the younger division, higher level event (Girls 14, Level 1). Players who violate this policy will receive five USTA/Midwest Suspension Points and will receive no refunds.
 - c. This player is ONLY eligible to play in the Older Division, Lower Level Event (Girls 16, Level 4) if selected as a Competitor in both events(see #3,c,d,e - order of selection).
 - d. If this player is a Competitor in the lower age division (Girls 14, Level 1) and an Alternate in the higher age division (Girls 16, Level 4), this player may remain on both lists and will have until noon, Wednesday, (three days before the event begins) to remain in one tournament, either as a Competitor or as an Alternate and must email both Tournament Directors with the decision (this is the only email sent to the Tournament Director). Players who violate this policy will receive five USTA/Midwest Suspension Points and will receive no refunds.
 - e. A player may not remain on two or more lists after noon, Wednesday (three days before the event), if the player is a Competitor in one event.
 - f. A player may remain on multiple lists only as an Alternate past noon, Wednesday (three days before the event), waiting for a spot to open.
3. Players signing up for multiple age divisions in multiple events (example Girls 16 Level 1, Girls 16 Level 4, Girls 14 Level 1)
 - a. An email is NOT sent to any of the Tournament Directors involved.
 - b. Players must sign up for the higher level with earlier deadline before signing up for the lower level event in the same age group- and wait for selections to be made,
 - c. Players will be selected in descending order from older age division to younger age division 18, 16, 14, 12, and 10s.
 - d. Players will be selected for the higher level tournament before the lower level- (For example in this order- Girls 16-Level 1, Girls 16- Level 4, Girls 14- Level 1).
 - e. If a player is a Competitor in more than one event, an email must be sent to the Tournament Directors involved with a refund request within 24 hours after selection is made. Players who violate this policy will receive five USTA/Midwest Suspension Points and will receive no refunds.
4. Players that are Alternates on more than one tournament list
 - a. You may remain an Alternate on more than one tournament list as long as you are not a Competitor on any list.
 - b. If you are contacted for a playing position that you accept you must email within 24 hours all Tournament Directors involved to remove you from the remaining Alternate List(s). Players who violate this policy will receive five USTA/Midwest Suspension Points and will receive no refunds.
5. Any necessary communication to Tournament Directors must be made via email or verified by email.
6. This Multiple Process does not apply to the 2014 Midwest Closed Outdoor Championship. That tournament requires a different endorsement procedure.

Multiple Entries Example Schedule Higher & Lower Level Tournament on Same Weekend

Parameters

15 Days Prior to Tournament Start Date: Deadline for the higher level of the two tournaments (by midnight)

12 Days Prior to Tournament Start Date: Higher level tournament player selection (by 6pm)

11 Days Prior to Tournament Start Date: Deadline to be refunded for the higher level tournament (by 6pm)

10 Days Prior to Tournament Start Date: Deadline for the lower level of the two tournaments (by midnight)

8 Days Prior to Tournament Start Date: Lower level tournament player selection (by 6pm)

7 Days Prior to Tournament Start Date: Deadline to be refunded for the lower level tournament (by 6pm)

3 Days Prior to Tournament Start Date: If you appear on multiple lists with regard to both tournaments (i.e. alternate for the higher level tournament and selected for the lower level tournament), you must choose which list you will stay on by noon by notifying both tournament directors of your decision.

Example in Calendar Form

Example in Calendar Form						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
					Higher Level Entry Deadline (Midnight)	
3	4	5	6	7	8	9
	Higher Level Player Selection (6pm)	Higher Level Refund Deadline (6pm)	Lower Level Entry Deadline (Midnight)		Lower Level Player Selection (6pm)	Lower Level Refund Deadline (6pm)
10	11	12	13	14	15	16
			Choice between Comp/Alt in Higher/Lower ¹			Level 1 & 4 Tournaments Start

¹On this date, you must choose between remaining as an alternate for the higher level tournament or remaining on the competitor list of the lower level tournament by informing **both tournament directors** by noon on the Wednesday before the start date of the tournament.