

AUTOMATED APPEAL IN TENNISLINK

Phase I - Implementation

Appeal under “FIND A RATING”

Who Can appeal?

- 1) Computer rated players – Up or Down
- 2) Benchmark rated players – Up or Down
- 3) Mixed Exclusive – Up or Down
- 4) Self-rate who wish to move UP only
- 5) Administrators can MOVE-UP self-rates who struck out while playing at higher level

What must be referred/heard by the Section or their designee?

- 1) Self-rated who wish to move DOWN
- 2) All medical appeals
- 3) Already APPEALED ratings
- 4) ROSTER CHANGES must be done at the section or designee level when needed

Logging on to TennisLink is not necessary as long as the individual appealing knows the USTA number and Zip code of the membership.

Individual must put in their USTA # in order to see the “Appeal Rating” option.

“Appeal Rating” option will be visible ONLY IF the rating can be appealed through “Find A Rating.”

Client must search by USTA# in order to see appeal option.

CLICK on “Appeal Rating”

Individual must enter their zip code as it appears in Membership records.

Name	Gender	City	State	Year End Rating	Year End Rating Date	Rating Type
Bisk, Richard L.	M	Stanford	CT	3.0	12/31/2006	B Appeal Rating

Client will be asked if they wish to appeal

Up or Down

We selected to appeal DOWN

If requested by Captain/Administrator, they must provide their USTA#.

Click SUBMIT

The next screen indicates whether the appeal is

Granted

or

Denied.

If DENIED there is an explanation provided based on the Regulations and NTRP Methodology reasons for granting an appeal.

Client may review REASONS appeal will be granted

GRANTED

DENIED

Client can receive an e-mail confirmation of the appeal by providing address.

CLICK OK