TennisLink Registration for USTA League Tennis (08)
(national.usta.com)

TennisLink is the official system for registering teams for USTA League Tennis. It is required that all players use this system for registration. No phone registrations are accepted.

The TennisLink website allows players to join or renew USTA membership, register for local league play, access team rosters and standings, and enter and confirm scores.

Players will register for league play with a valid computer NTRP rating, or they may self-rate (for the new league players) prior to the first match they play. You can self-rate by following “Ace” the stick figure with spinning racquet (NTRP Help) at the top of the Tennislink website page. Ace is very informative.

USTA Membership Registration Instructions
Go to the website - national.usta.com
Click on “Join the USTA” or “Renew Membership” link. (right hand side)
Follow the directions (4 easy steps)

Team Registration Instructions
• Information you will need:
  • A current USTA membership.
  • A credit card number with expiration date.
  • Your team number (given to you by District/Local League Coordinator)

Go to the website: national.usta.com
• Click on Register for a Team on the right hand side

Step 1 - Enter your USTA number and team number. (You may enter numbers for multiple teams at the same time.) Enter self-rating if applicable. Hit Next Step.

Step 2 – Review all information for accuracy before proceeding to step 3.

Step 3 – Enter credit card information. You will be charged a local league fee plus a $3.00 TennisLink fee.

Step 4 - Will show confirmation of your registration information and give you a player number. PRINT this screen for a copy of your registration and payment.
SCORECARDS

Both teams must be involved in reporting match scores:

- One team reports the scores
- The other team MUST confirm or dispute the entered scores

To print a blank score card prior to your match:

- Go to the Tennis Link website directly at http://national.usta.com
- If you are the captain, enter your USTA number on the right and click GO. If you are not the captain, then enter the captains USTA number and click GO.
- Enter your current email address in the box and enter or click login. If you don’t have email, click cancel.
- Look at the selections under the Stats and Standings box.
- Enter your team number in the team number box and click GO.
- Click BLANK SCORECARD FOR THE TEAM
- Click PRINT REPORT at the top of your screen.
- MATCH SCORECARDS are available in the Match Summary or Match Schedule view. Click on the appropriate number. Then click the blank score card button.

To enter scores after a match is complete:

- Do the first three entries the same as above
- Look at the selections right of your screen. Click on Record a Score.
- Enter your match number and click NEXT.
- Confirm the teams and click NEXT
- Enter the date the match was played (EX. 07212004). Don’t use the slashes they go in automatically.
- Select the players from the drop down menu for each team
- Click the WINNER button for each court
- If the time limit is reached scores should be entered as the actual scores for the match based on the individual court
assignments. For example, if a score for court assignment #1 is 6-4 and the time limit is reached and the second set ends at 2-5 and the third set is 10-4. The scores should be entered as 6-4, 2-5,1-0 timed match.

- Select the final outcome for each match from the Completed drop down list (Completed, Timed Retired, Default, or Double default)
- When you have completed entering the results, click NEXT and the system will check to see if your entries comply with the USTA scoring rules. If parts of the entries are incomplete, you need to click the BACK button and make the corrections.
- Review your entries and click the FINISH button to complete the score entry process or the BACK button to make any correction you see.

To confirm a match already entered:
- If after you enter the match number the screen prompts you that the match score have already been entered, click the NEXT button.
- Review the scores for accuracy and select either CONFIRM OR DISPUTE.
- Click the FINISH button to complete the score entry process.

Please advise the League Coordinator of any disputed matches:
- Send a quick e-mail to nwotaleagues@att.net after you dispute a match with the reason you have questioned the scores. I will then contact the opposing captain and help you resolve the issue.
Rosters, Schedules, and Standing

Can all be found in the **Stats and Standings** section of [Tennislink](#)

- **TEAM ROSTER** - Has a list of all registered players.
- **TEAM STANDING BY FLIGHT REPORT** – List your team’s standings against your opponents.
- **MATCH SUMMARY BY FLIGHT REPORT** – Lists all the matches in your level.
- **MATCH SUMMARY BY TEAM REPORT** - Lists just your team’s matches only.