



GOLF ONLINE ENTRY FORM INSTRUCTIONS

Below are the instructions for entering your roster information. It is important that you complete all portions of the form by the online roster deadline.

This roster will now serve as your emergency contact form for the sectional and state tournament. Please provide an accurate cell phone number for each coach.

***A certified coach that meets IESA coaching and concussion requirement must be present and the sectional and state tournament for your golfer to participate.**

I. ACCESSING THE FORM

- A. Go to the IESA website (www.iesa.org) and click on the red MEMBER LOGIN button on the left side of the page.
- B. Choose your school from the drop-down menu and enter your password.

II. ENTERING YOUR ROSTER INFORMATION

- A. Click on ENTRY CENTER LOGINS.
- B. Then, click GOLF ENTRY CENTER.
- C. Next, click ENTRY FORM - the number of roster spots your school paid for will appear. Complete first name, last name, grade, birthdate and the student's average score for an 18-hole par 70-72 course and the home course. CLICK UPDATE ENTRIES or the information will not be saved.
- D. Coaches listed on the online roster must meet both the IESA coaching certification and the state-mandated concussion certification prior to beginning coaching.
 1. Coaches not listed on this form will not be provided with a coach tag and are not permitted to coach at any level of the state series.

IESA MEMBER CENTER

Menu **Barrington Prairie** Log Out

Activity Tracker - Registration & Entry Center Logins - Information - Email Center - Officials Search

User session expires @ 10:48:18 AM REGISTER FOR TEXT ALERTS CONCUSSION CERTIFICATION

Important Messages

You have NOT ATTENDED a 2016-2017 division meeting.

Please follow this link to [complete your facilities survey](#) for the 2016-2017 school year.

2016-2017 Activity Tracker

Activity	Coach	GREEN - GOOD TO GO			YELLOW - ATTENTION			RED - OVERDUE/PROBLEM		
		15-16	16-17	Activity Probation	Entry Form	Seeding Contests	Ranking	Team Photo	Co-op	
Boys Golf	William Bentley	YES	PAID	OK	OK	n/a	n/a	n/a	n/a	
Girls Golf	William Bentley	YES	PAID	OK	OK	n/a	n/a	n/a	n/a	
Boys Cross-Country	Audrey Abboreno	YES	PAID	OK	10/5/2016 Noon	n/a	n/a	n/a	NO	
Girls Cross-Country	Marce Miskovetz	YES	PAID	OK	10/5/2016 Noon	n/a	n/a	n/a	NO	
Boys Wrestling	Gary Rizzio	YES	PAID	OK		ASSIGNMENTS PENDING			NO	
7th Girls Volleyball	Meagan Stass		PAID	OK		ASSIGNMENTS PENDING			NO	
8th Girls Volleyball	Brian Buessino		PAID	OK		ASSIGNMENTS PENDING			NO	
Boys Bowling	2	YES	PAID	OK	3/22/2017	n/a	n/a	n/a	n/a	
Girls Bowling	2	YES	PAID	OK	3/22/2017	n/a	n/a	n/a	n/a	
Scholastic Bowl	Christine Dykstra	YES	PAID	OK		ASSIGNMENTS PENDING			NO	
7th Boys Track & Field	Monika Shore	YES	PAID	OK		ASSIGNMENTS PENDING			NO	
8th Boys Track & Field	Tyler Spiclar	YES	PAID	OK		ASSIGNMENTS PENDING			NO	
7th Girls Track & Field	Ashley Sward	YES	PAID	OK		ASSIGNMENTS PENDING			NO	
8th Girls Track & Field	Mike Holmes	YES	PAID	OK		ASSIGNMENTS PENDING			NO	
Activity	Coach	15-16	16-17		Entry Form			Photo	Co-op	

III. ACCESS TO YOUR ROSTER

- A. Schools will be able to access the roster(s) and make changes up until the time of the online roster deadline.
- B. Each time a change is made, UPDATE ENTRIES must be clicked to save the information. Our office will have access to your roster information. However, it is recommended that you carry a copy of your most recent roster with you to both sectionals and state finals (if applicable).
- C. Changes to your golf roster must be reported to the IESA office by noon on the Wednesday prior to sectionals.
 1. Substitutions after the Wednesday prior to sectionals can be made at the course to the sectional manager.
 2. No substitutions will be permitted after sectional play.

IV. PRINTING YOUR ROSTER

- A. Print your online roster form and keep it with you at the competition. If you make any changes, make sure to print the most recent copy for your records.
- B. To view your roster:
 1. Go to the member center, log in and click on the specific activity entry form you wish to view.
 2. Click on the VIEW YOUR ROSTER AS A WEBPAGE link located near the top of the form.
- C. To print your roster:
 1. Once you have selected the VIEW YOUR ROSTER AS A WEBPAGE link, go to the tool bar and select FILE.
 2. Scroll down and select PRINT.