



## **Tips to Register on Tennis Link**

### **1. JOIN THE USTA**

(non members only) - Once on the TennisLink USTA League home page, click on 'Join USTA Membership' under 'Start Playing' and follow the prompts.

### **2. CREATE AN ACCOUNT**

(USTA Members only) - Click on [TennisLink](#) to Create a USTA account', create a password and follow the prompts.

### **3. LOGIN**

After you have created an account, click on 'Login to your USTA Account' on the USTA League home page, under the logo and the 'Create a USTA Account' box. Log in using your email address or USTA Membership number and password.

Once your account is created, you can go directly to Step 3 each time you visit Tennis Link.

### **4. YOUR PERSONAL 'WELCOME' PAGE**

Upon 'Log In', you will access your personal 'Welcome' page with your name, USTA #, and your rating.

### **5. MANAGE YOUR ACCOUNT**

Click on 'Manage Account' for uploading or updating your photo, changing your password, updating your personal information, such as contact preferences, member information, or renewing your membership. You can 'Access Membership Benefits' from the tab on the top right.

### **6. REGISTER FOR A TEAM**

From your 'Welcome' page, click on the box 'Register for a Team'. Fill in the box with the appropriate team number given to you by your Captain. If you do not have an active USTA membership, do not have a valid NTRP rating or if your rating is higher than the NTRP level of the team you are registering for, the system will reject the registration process and allow you to correct the situation.

### **7. SELF RATE**

A player can self rate by selecting the 'Self Rate' link below 'Find NTRP Rating Info' or when registering for a team. If a player has not played in USTA programs before or does not have a valid NTRP rating the player will be prompted to answer questions related to his ability in order to self rate. (Refer to NTRP Self Rating Guidelines #4). Based on the responses, the system will assign an NTRP rating. If a player has no background history, the player will be able to select his desired NTRP rating. If the assigned rating is higher than the desired rating, the player will have the option to submit an electronic appeal. Complete information must be included in order for an appeal to be considered at an NTRP level lower than the assigned NTRP rating. Failure to comply with complete and accurate information during the self rate process may result in disqualification. After you have finished the self rate process and rectified any rejections, press submit and confirm the information on the next page, enter your credit card for payment of player registration fees to complete the transaction and print a receipt.