

2011 CSK TEAM ROSTER INSTRUCTIONS

Team Managers/Coaches!! Complete and send this information to CSK.

IMPORTANT!! Deadline is Monday, July 11, 2011

OFFICIAL CSK TEAM ROSTERS SHOWING ALL PLAYER DATA
WILL BE FURNISHED TO EVERY COLLEGE COACH ATTENDING!!!!!!
SUBMIT YOUR CSK TEAM ROSTER ASAP!!

- Be sure that all players have received their CSK Player Data forms included in this packet. Players should complete and return these forms to you ASAP. This information is needed so you can complete the official CSK Team Roster. This is the roster that will be given to college coaches attending the CSK.
- Enter player data into the roster template. You can access the template for this form on CSKnet at www.collegesearchkickoff.com. Once you have reached the website, click TEAMS and then download the CSK Team Roster Template (PDF format). This is the template that MUST be used.
- **NO OTHER FORM WILL BE ACCEPTED.**
- **LIST PLAYERS IN PLAYER NUMBER ORDER. THIS INCLUDES GOAL KEEPERS. ALL GK MUST HAVE A NUMBER.** The template is in Adobe PDF format. You will need a Macintosh or Windows-compatible computer with Adobe Acrobat or Adobe Reader 7, 8 or 9 software (you can download the latest version of Adobe Reader at www.adobe.com) to open, complete and save the CSK Team Roster document. If you do not have access to a computer, you can go to a copy/printing service such as Kinko's and rent one for the 1-2 hours it will take to complete this project.
- If you have difficulties completing the template, please contact Cathy Clough at soc716@msn.com or call **515-274-5884** evenings.
- Refer to the enclosed EXAMPLE roster as a guideline. Don't forget to list the NAME of your team and the team colors at the top. Please use the name of your team as it appears on the CSK Game Schedule. Be sure to list the name and phone number of your team coach(es).
- List ALL players in NUMERICAL ORDER (Goalkeepers MUST have their number affixed to their jersey – tape or magic marker is not acceptable). Enter each player's jersey number, year expected to graduate from high school, position, name, phone number and address, E-mail address, cumulative grade point (GPA), ACT/SAT scores, college area of interest (anticipated area of study in college), plus any individual soccer awards or achievements for the last 2 years. **DO NOT CHANGE THIS FORMAT.** If the CSK staff has to re-enter the data, your team will be charged an extra \$100.00 at check-in.
- DOUBLE CHECK your roster for accuracy and completeness. Transposed numbers can have disastrous consequences! Listing a 3.2 GPA as a 2.3 GPA can really be embarrassing and hurt a player's chances to be recruited. The CSK will NOT be liable for inaccurate or incomplete rosters.
- Save a final copy of the completed template for your team. Please verify that the final version of your roster has been saved with Adobe Acrobat or Adobe Reader 7 or 8 software. When you have completed your roster, please E-mail the final version to soc716@msn.com. **Please be sure to keep a copy for your self on either your computer or a removable disk in case you need to update after you have emailed it in.**
- Remember, the Roster **MUST** be on **ONLY ONE side of ONE sheet** of 8.5 X 11 paper.
- **Still have questions? Email Cathy soc716@msn.com Clough or call 515-274-5884 evenings.**
- **All CSK Team Rosters must be received no later than July 11, 2011.**