

National Collegiate Boxing Association Club and Athlete Registration Guides

The NCBA is a group member (LBC 60) of USA Boxing, which sanctions all amateur boxing in the United States. All clubs and athletes must register with the NCBA in order to compete at the NCBA regional and national tournaments. The registrations are handled through the USA Boxing online registration site: webpoint.usaboxing.org

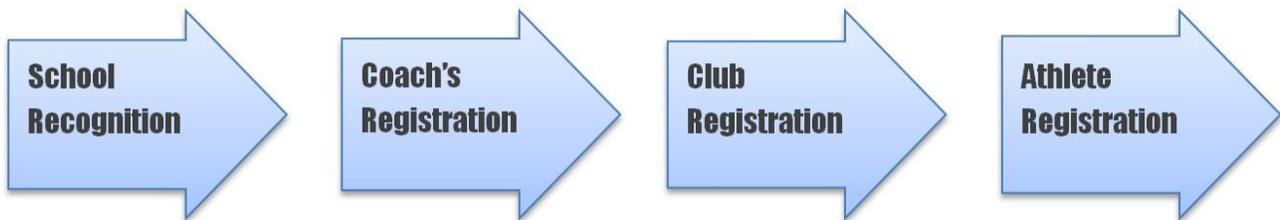
Process Summary..... 1
 Non-Athlete and Club Registration..... 2
 Athlete Registration..... 3
 Registration Q&A..... 4
 Forms.....5

Process Summary

The first step is to get your club recognized by your school as a student organization, club sport, or similar status. If the **recognition is pending**, contact the NCBA Compliance Chairperson to apply for probationary status.

Once your club is recognized, you'll need a person (usually a coach) to register as a non-athlete with USA Boxing. The process to register as a non-athlete is similar to that of an athlete.

Your non-athlete (coach) can register your club and once the club is registered, send the registration confirmation and completed institutional eligibility certificate to the compliance chair (see website for address). After those documents are received, your athletes can begin registering.



Being registered with USA Boxing provides athletes with secondary health and dental insurance for practices and events. A registered coach who has completed a coaches' clinic must be supervising practices for the coverage to be valid in those settings. At competitions, a registered coach must be one of the two people in your corner. See the NCBA website for information about coaches' certifications.

Non-Athlete and Club Registration

If you don't already have a USA Boxing registered non-athlete, they'll need to register to be able to register your club.

The USA Boxing site (webpoint.usaboxing.org) has a registration form for athletes and non-athletes where they'll enter their information. Next to the question **"Do you coach or box for a college team"**, select **"yes"**. A drop down box will appear to select your college LBC, select **"NCBA Collegiate"**.

The screenshot shows the 'Join USA Boxing' registration process, Step 1: Member Information. The form includes fields for Legal Name, Nickname, Physical Address, City, State, Country, and Email. It also has dropdown menus for Gender, U.S. Citizen, and Race/Ethnicity. A section titled 'Do you Coach or Box for a College Team?' has a 'Yes' option selected. Below this, a dropdown menu for 'Please select your College LBC.' shows 'NCBA Collegiate' selected. A 'Submit' button is at the bottom.

This close-up shows the 'Do you Coach or Box for a College Team?' question with 'Yes' selected. Below it, the 'Please select your College LBC.' dropdown menu is open, showing 'NCBA Collegiate' as the selected option. Other options include 'USIBA' and 'None Indicated'.

On the next screen they'll select "no club affiliation" and "non-athlete" from the options. Non-athletes are required to provide additional information for background checks, which will be on the next screen. After that, they'll be directed to the online payment form

Once they're registered as a non-athlete, they can register a club on the USA Boxing site. Print the club registration confirmation. The NCBA Institutional Eligibility Certificate (see Forms) will need to be signed by your club's president, coach, and faculty advisor. Your school's club sports director or student organization director will also need to sign the certificate or provide a letter confirming the club's status.



After your registration confirmation and Institutional Eligibility Certificate have been received by the compliance chair, you'll be sent an email confirmation and can begin registering athletes.

Athlete Registrations and Renewals

The USA Boxing site (webpoint.usaboxing.org) has a registration form for athletes to enter their information. Next to the question “**Do you coach or box for a college team**”, select “**yes**”. A drop down box will appear to select your college LBC, select “**NCBA Collegiate**”.

On the next screen, select your college’s club from the drop down menu and select the “athlete” box. During this process you’ll also have the opportunity to upload a photo for your membership card if you’d like. Use the online payment system to complete the registration.

Once the online registration is complete, print the registration confirmation and membership card. For **new registrations**, send the registration card, a copy of an ID with your date of birth on it, two head and shoulders photos, and a completed medical certificate (see below) to your regional registration chair so they can issue your passbook. The registration chair’s address is located on the NCBAboxing.org contacts page. The passbook is a log for your bouts and must be brought to every competition.

Beginning June, 2016, an annual **Medical Certificate (pre-participation physical evaluation)** signed by a physician is required for your registration to be valid. After making a copy for your records, the certificate (last page of the evaluation) needs to be sent to your regional registration chair.



If you’re **renewing your registration**, print the membership card and attach it on top of the previous card(s) in the front of your passbook. Staple a copy of the last page of the pre-participation physical evaluation form into the back page of the passbook. Send the original medical certificate to your registration chair.

Do you have **prior boxing experience**? If you have registered with USA Boxing *before* joining the NCBA, you will need to complete a Declaration of Prior Experience form (see Forms below).

Commonly Asked Questions

Q: How long are the athlete (non-athlete) registrations good for?

A: All registrations expire on December 31st.

Q: How often do I have to get a physical?

A: Starting June 2016 all athletes must have an annual physical exam. Any exam completed between June and December 2016 will remain valid through December 2017. Athletes will still have to complete a pre-bout physical at each event. The event host will provide time and place info.

Q: Is there a reduced rate for registrations towards the end of the calendar year (i.e. August - December)?

A: No, but USA Boxing now allows athletes and clubs to register or renew early for the following year starting on November 1st.

Q: Can a boxer register as a coach and still compete, and vice versa?

A: Yes, but the registrations don't overlap so two separate registration applications must be completed and two fees paid. Coaches need to complete certification training and undergo background checks every 2 years as well as complete annual SafeSport training.

Q: I made a mistake on the online registration and need help. Who do I contact?

A: Help requests on membership and registration can be addressed to the USA Boxing membership help line: (719) 866-2323.

Q: Can I skip registering a club and still box for my school?

A: No. Per USA Boxing rule 1.4, to represent a club or school in competition that club must be registered with USAB. The NCBA also requires the program to be registered and recognized by the school for which it competes.



INSTITUTION ELIGIBILITY CERTIFICATE

School/Institution: _____

“We, the undersigned, certify that we will uphold the rules and regulations of the NCBA.”

<p>Club President</p> <p>Name: _____</p> <p>Address: _____</p> <p>Phone: _____</p> <p>E-mail: _____</p> <p>Signature: _____</p> <p>Date: _____</p>	<p>Coach</p> <p>Name: _____</p> <p>Address: _____</p> <p>Phone: _____</p> <p>E-mail: _____</p> <p>Signature: _____</p> <p>Date: _____</p>
<p>Faculty Advisor</p> <p>Name: _____</p> <p>Address: _____</p> <p>Phone: _____</p> <p>E-mail: _____</p> <p>Signature: _____</p> <p>Date: _____</p>	<p>Director of Club Sports</p> <p>Name: _____</p> <p>Address: _____</p> <p>Phone: _____</p> <p>E-mail: _____</p> <p>Signature: _____</p> <p>Date: _____</p>

An employee of the Institution, who is authorized to represent the Institution, must affirm to the following:

“I, the undersigned, certify that the _____ (Institution) Boxing Club is an officially recognized campus organization for the _____ school year.”

Signature: _____ Date: _____

Printed Name and Title: _____

Place Official Seal Here

Institutional Seal or Above Statement on Official Letterhead Must Appear



DECLARATION OF PRIOR EXPERIENCE

In accordance with the Athlete Eligibility Requirements that became effective in November, 2010, an athlete with prior experience that is registering with the NCBA for the first time must declare that experience in order to determine the athlete's "initial eligibility" period. Please be descriptive and specific about previous experience and USA Boxing registrations. **If the athlete possesses a passbook, a copy should be provided with this declaration.** Send all declarations to NCBA Compliance Chairperson.

Athlete Name:		
School/Institution:		
Birthdate:	Year in School:	Contact info (phone/email)

Previous Experience

Year(s):	LBC:	Coach:	Record:

Summary of Experience for participation not governed by USA Boxing. For example, participation in combat sports other than boxing or participation in boxing activities without registration or competition.

Signature of Athlete:

Date:

NCBA Compliance Officer/Committee Determination of "initial eligibility"

Signature:

Date: