

Registrar

House league

- Working on getting rosters submitted.
- All staff on ice or on the bench, or who have contact with the players must be registered in Ramp.
- At least one person on the bench needs to be female
- Need a certified trainer

Roster Changes

- Please do not make any changes to rosters in RAMP game portal or gamesheet app. It appears like the system allows you to make changes to staff and players, but it actually feeds the info from the Registration system.
- ALL CHANGES need to be done by the registrars and submitted to OWHA for approval.
- One exception is jersey numbers which can be changed.
- If a volunteer is taking on more than one role (or a new role) on a roster please advise the registrar of all roles so qualifications will be verified for all roles and insurance provided for the appropriate role where required. They do not need to register in RAMP multiple times, we can take care of it. OWHA does not charge any additional fees for this. (i.e. a lot of parents and team staff have trainer certification but actually need to be listed as a trainer on the roster)

Updating Personal Information and Qualifications

- When new information is added to your RAMP profile it is not automatically shared with the Registration system.
- When staff update their information (new certification, address etc) they can re-register and the new information can be merged to their existing registration.
- If a player needs to update their information please contact the registrar.

Already Insured?

- If staff are already insured on another team or with another association they still need to be added to this teams roster before participating on the bench / on-ice.
- They can fill out the form on OWHA website to receive a discount on the OWHA fees (\$25 instead of \$53)
- This also applies to development staff if it is a team event/practice using team funds.

Any questions, please contact houseregistrar@gcgh.ca or compregistrar@gcgh.ca