



UIL Coaches Checklist Team Tennis 2024-25

	CHECKLIST	REFERENCE LINK	COMPLETION DATE
✓	PRE-SEASON		
	Register/update profile in the UIL Portal	UIL Portal	Prior to 1 st Practice
	Review Team Tennis Manual	Team Tennis Manual	Prior to 1 st Practice
	UIL yearly coaching requirements (CCP & TEC)	Coaching Requirements	Prior to 1 st Practice
	Review TEA-UIL Side-by-Side	Side-by-Side	Prior to 1 st Practice
	Student participation required forms. Keep on file.	Athletic Forms	Prior to 1 st Practice
	Varsity participation required forms. Keep on file.	Athletic Forms	Prior to 1 st Practice
	Review rules regarding eligibility for athletic contests	C&CR Sec. 400 & 403	Prior to 1 st Practice
	Review Team Tennis Plan	Team Tennis Plan	Prior to 1 st Practice
	Review UIL rule changes	UIL Rule Changes	Prior to 1 st Practice
	Review USTA rule changes, Friend at Court	USTA	Prior to 1 st Practice
	Complete PAPFs and file with UIL Office <ul style="list-style-type: none"> • Apply/Complete any necessary Waivers and file with UIL 	PAPF Process Waiver Information	Prior to 1 st Practice
	Submit Individual Eligibility Form to district chair (UIL Portal)	UIL Portal	Prior to 1 st Contest
✓	POST-SEASON		
	Review Post-Season Packet	Post-Season Packet	
	District Certification by District Chair	Certification Form	October 5
	Advancing teams: report playoff results immediately after contest.	Playoff Results Form	
	Bi-District	Playoff Results Form	October 7-8
	Area		October 10-12
	Regional Quarterfinal		October 14-15
	Submit Team Information Form	Team Info Form	October 15
	Submit pictures of team, head coach, school logo	Team Photo Form	October 15
	Send Regional Quarterfinal/Regional Tournament lineups to Regional Director (required day prior to Reg. Tournament)	Regional Directors	October 15



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	Regional Tournament		October 17-18
	Submit Regional Tournament and State lineups	sjohnson@uiltexas.org	October 18
	State Tournament	Tournament Info	October 23-24
	Post-Tournament Evaluation	jgarmon@uiltexas.org	November