

# Transferring a Player

Team Representatives have the ability to transfer players from one team to another. If you are the team rep for multiple teams, you may transfer players among the teams that you are the team rep for. If you have a player that graduates from one institution and/or transfers to your institution, you may initiate the transfer of the player to your team. Once the request is made, the Team Rep from the player's previous team must approve the transfer. Do not create a new profile for any player that has previously been registered with the NCVF.

From the Team Rep Menu, click on **REQUEST A PLAYER TRANSFER**.



The screenshot shows the NCVF Volleyball website's Team Rep Menu. The header includes the NCVF logo and navigation links: Home, School, Team, Roster, Help, Contact, Logout. The main content area is titled "Team Rep Menu" and contains a list of options. The option "Request a Player Transfer" is circled in red. Other options include "Update School Information", "Update Team Information", "Add / Update Team Representatives", "Add / Update / Print Roster", "Change Password", and "Manage Another Team".

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### Team Rep Menu

Please select an option from the list below.

Current Team: **Test Team**

Last Updated: 12/5/2009 10:30 PM

Account Status: **INACTIVE - Payment Required**  
Each year the NCVF charges \$50 per team to cover league and administrative fees. You can pay now by [credit card](#) or check with your commissioner to determine if the fee is covered by the league/conference. Your team registration will not be submitted until the payment is received.

[Update School Information](#)  
[Update Team Information](#)  
[Add / Update Team Representatives](#)  
[Add / Update / Print Roster](#)  
[Request a Player Transfer](#)  
[Change Password](#)  
[Manage Another Team](#)

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The **REQUEST PLAYER TRANSFER** screen appears. On this screen, enter part of the player's name. Allow the system to generate as many matches as possible to ensure that the correct player is being transferred.



The screenshot shows the "Request Player Transfer" screen. It features a search bar labeled "The Player's Name:" and a "Search" button. The header includes the NCVF logo and navigation links: Home, School, Team, Roster, Help, Contact, Logout.

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Home School Team Roster Help Contact Logout

### Request Player Transfer

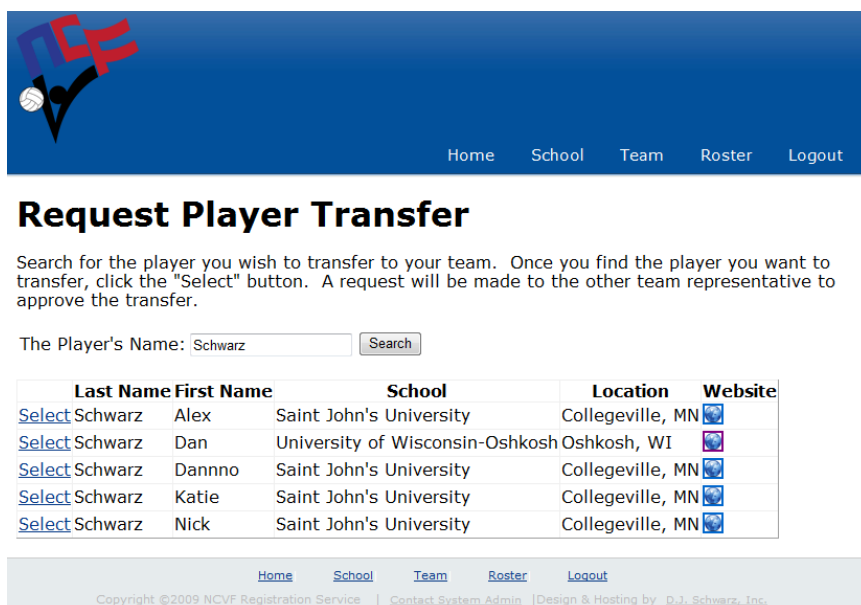
Search for the player you wish to transfer to your team. Once you find the player you want to transfer, click the "Select" button. A request will be made to the other team representative to approve the transfer.

The Player's Name:

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From the results screen, select the player to be transferred.



The screenshot shows the results of the player search. It features a table with columns: Last Name, First Name, School, Location, and Website. The table lists five players: Alex Schwarz, Dan Schwarz, Dannno Schwarz, Katie Schwarz, and Nick Schwarz. Each row has a "Select" link to the left of the player's name. The header includes the NCVF logo and navigation links: Home, School, Team, Roster, Logout.

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### Request Player Transfer

Search for the player you wish to transfer to your team. Once you find the player you want to transfer, click the "Select" button. A request will be made to the other team representative to approve the transfer.

The Player's Name:

	Last Name	First Name	School	Location	Website
<a href="#">Select</a>	Schwarz	Alex	Saint John's University	Collegeville, MN	
<a href="#">Select</a>	Schwarz	Dan	University of Wisconsin-Oshkosh	Oshkosh, WI	
<a href="#">Select</a>	Schwarz	Dannno	Saint John's University	Collegeville, MN	
<a href="#">Select</a>	Schwarz	Katie	Saint John's University	Collegeville, MN	
<a href="#">Select</a>	Schwarz	Nick	Saint John's University	Collegeville, MN	

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Confirm the player.



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## Request Player Transfer

If this is the correct player, click the Confirm button below. If you would like to search again, click the Cancel button.

First Name: Alex

Last Name: Schwarz

School: Saint John's University

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Confirmation screen after player has been transferred.



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## Request Player Transfer

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