

MSWHL Timeline for Managers

Month	Deadline	Action Item	Notes
July	07/31	Roster Applications Due	
August	8/14	Division Assignments Released	Appeals are due within 14 days of the release of division assignments.
	TBD- If there are new team managers we will establish a date individually with those managers	Mandatory attendance for New Managers	All managers are welcome to attend for discussion of player and/or division appeals
	8/21	Closed Board Meeting	Final voting on player/division appeals
		MSWHL Handbook and Acknowledgement forms emailed to all managers	Bring a signed copy to scheduling meeting in September
September	September 1st	Player Registration Opens	Players must register for both USA Hockey and on the MSWHL website prior to any game/practice
	TBD- We will send out communication on how to schedule digitally	Mandatory Scheduling Meeting - Virtually	Each team must advise on one representative to schedule games
		Managers to submit game schedule	
		Manager to ensure any players that they would like on their verified roster be registered on the MSWHL website (and email division directors when doing do) . Rosters will be downloaded out of the system and sent to MAHA for official registration	Players can be added until January 31st. Official Rosters will be completed by MAHA Registrar.
	September 29th	Team Fees Due	Must Submit on the MSWHL website
January	January 31st	Deadline to roster players in order to be eligible for Ruicci Cup	Players still must participate in 1/3 of the games to be eligible for Ruicci
March	At Ruicci Cup	MSWHL Board member nomination forms available for next season	

Submit all documents to MSWHL secretary at div4mswhl@gmail.com