



# Universities Pool Council

## COMPETITION ENTRY – ADVISORY CHECKLIST

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Do not submit your **Entry Information Sheet** to your athletic union/students' union for inputting onto the 'BUCScore' online entry system until you are able to tick **EVERY** box below

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- The first name, surname and all contact details of your "main contact" have been completed
  
- The number of members/players in your club/society/tournaments has been recorded
  
- The number of teams you wish to enter has been recorded
  
- Players have been listed in descending order of ability
  
- All players' first names have been recorded
  
- All players' surnames have been recorded
  
- All players' genders (M/F) have been recorded
  
- All players' student ID numbers have been recorded
  
- One (and only one) captain has been recorded for each team
  
- All potential reserves have been recorded   
(There is **no limit on the number of reserves**. If you have more than four then please continue on a separate sheet)
  
- Any single-occupancy requests have been emailed to the Tournament Director   
(single-occupancy surcharge of £69 per person applies)
  
- Any reasonable adjustments required and supporting documentation have been emailed to the Tournament Director
  
- I am aware that changes made after the entry deadline will incur surcharges