

Adjusting Members to a Team Roster

Once a roster appears online, Captains will be able to verify that all members of the team are correct via their appearance on the specific team page. If a member is to be added or dropped, modifications to rosters can be made by using the same Add/Drop function in the Directory. Please note the important dates as listed above.

***Please note: Submissions made following Initial Rosters deadlines will be appear online within 2 business days for leagues and 1 day for events.*

Common Questions

I can't find my team on the list of teams associated with the activity?

Your team has not yet been entered into the UBC REC Database. If after 24hrs following registration close you have not received an email indicating that your team is ready for roster submission please contact the appropriate Coordinator below.

I don't see my teammate on my team page?

If you cannot see your teammate on your team roster it is likely due to one or a combination of the following reasons:

- incorrect UBC student or staff number*
- the student or staff number is invalid (not a current UBC student or staff member)*
- in special cases the student or staff member is not permitted to participate in the activity*

If an incorrect number is submitted, please resubmit the correct number via the ADD/DROP function in the Directory.

In the Directory I do not have the Add/Drop function available to me?

You are not currently the Captain of this team. Only Captains are permitted to make adjustments to team rosters. If you should be the captain of a team and still do not have this function, please contact the appropriate Coordinator below.

Your Participant Login account information is different than the information currently in our system. For example, you made a Participant Login account while you were a student, and used your student # in the student # field. You are now UBC Staff, and sign up for your team with your valid staff ID #. You will need to go back into your Participant Login account information and update your ID # with your current staff ID.

Further Questions:

Please contact the appropriate coordinator:

Tristan Brown 604 822 9051 tbrown@rec.ubc.ca
UBC REC Leagues Coordinator

Darryl Hol 604 822 2506 dhol@rec.ubc.ca
UBC REC Tournaments & Races Coordinator

Caitlin Brenchley 604 822 4909 cbrenchley@rec.ubc.ca
UBC REC Events Coordinator