



# 2026 Fall ALTA Thursday Women's League

## Roster Registration Packet

**Roster Registration Opens:** June 23, 2026    **Roster Deadline:** July 15, 2026

**Correction Deadline:** July 20, 2026

### Welcome

Welcome to the 2026 Fall Thursday Women's League! It's time to start working on your roster submission. This packet includes roster submission instructions, key deadline dates for the season, and contact information for questions. If you are not planning on being captain this season, please forward this packet to the new captain now and review the process with them. Get started now – don't wait until the last minute!

**Remind your players** to review the 2026 League considerations and rankings found in the 2026 Adult Rules (Section 1.F.) and update their profile on the ALTA website.

**Questions? Contact:** Candace Cole, VP ALTA Thursday Women's League

**Phone:** 770-399-5788, ext. 118    **Email:** [thursdayvp@altatennis.org](mailto:thursdayvp@altatennis.org)

### Important Reminders

- **2026 membership dues must be paid** before a player can be placed on a roster. A player may only have one ALTA number. For username, password, or ALTA number questions, call 770-399-5788.
- **Only add players who have agreed to be on your roster.** Do not list anyone who hasn't confirmed. Each year, members miss out on their desired team because they were added without consent.
- **Players cannot be deleted after July 20, 2026**, unless it has been fewer than three calendar days since they were added and they have not appeared on a scorecard. The player must contact customer service to be removed. See ALTA General Rules Adult League, Section I.G.4.
- **Do not assume you can add players after leveling and scheduling.** If your team was moved down during leveling, a player you intended to add may no longer be eligible. Ensure all players are on the roster by **July 20, 2026** (Section I.G.5).
- **Team Placement** is based on your roster's player and team history. ALTA's need to fill levels/flights may also affect final placement. See the Team Placement section below for details. You may submit a 'Request for Review' during roster submission if you have special circumstances.
- **Looking for players?** From the Home Page, use the hamburger menu and select 'Find Players and Teams' > 'Players Looking for Teams,' then filter as needed.
- **Verify your roster online** before the correction deadline. Print a copy for your records. If a player's name is not listed, they are not on your roster.
- **Profile updates:** Encourage all players to update their ALTA profile with current phone and email. A confirmation email is sent when a player is added to the roster.

## 2026 Fall Thursday Women's Important Dates

Date	Milestone	Notes
<b>Tues, June 23</b>	Roster Registration Opens	First day for roster submission. Minimum 12 paid members required.
<b>Wed, July 15</b>	Roster Registration Deadline	Last day. Very busy the final few days — submit early.
<b>Mon, July 20</b>	Late Submission & Correction Deadline	All additions, deletions, and corrections accepted online until midnight. All players must be on/off roster by this date.
<b>Thu, August 20</b>	Fall Schedules Go Online	Player add-ons open <b>August 21</b> . Up to 6 players may be added; must be added by midnight before their first match.
<b>Thurs, September 10</b>	Regular Season Begins	Match start time: 9:30 am
<b>Thurs, October 22</b>	Regular Season Ends	Last scheduled match of the Fall season.
<b>Tues, October 27</b>	Playoffs I	9:30 am start (Rain date: <b>October 29</b> )
<b>Thursday, October 29</b>	Playoffs II	9:30 am start (Rain date: <b>November 3</b> )
<b>Tuesday, November 3</b>	Playoffs III	Playoffs III: 9:30 am start. (Rain date: <b>November 5</b> )
<b>Thursday, November 5</b>	AA, A, B & C City Finals	City Finals location TBD. Start time 9:30 am (Rain date: <b>November 12</b> )

## Roster Submission Instructions

### Creating a New Roster

Navigate to: **Member Portal > My Rosters & New/Reinstate > New/Reinstate** tile — then select your league and click **New**.

- Read and acknowledge the bullet items to begin.
- Click **Add Player** to search and select players. Players with unpaid dues must be removed and re-added before the correction deadline if you are not paying their dues now.
- Confirm you have the minimum number of paid players.
- Certify that all players have given permission. You will be warned if any player is already on another roster.
- Select captains/managers and Home Facility.
- **Designees:** A designee can be added (beyond captains/managers) to view team tracking, contact info, and make player adds. Designees can be added or removed throughout the season. The roster creator is automatically included as a designee.
- Select **Requested Level Flight** and applicable rankings.
- **Request for Review:** Complete only if special circumstances affect your level/flight placement.
- Review the **Error Check** warnings, then proceed to payment. All players must be paid to complete the roster.
- A Roster Summary page will appear with your confirmation number. Print a copy for your records.

### Reinstating a Previous Roster

Navigate to: **Member Portal > My Rosters & New/Reinstate > New/Reinstate** tile — then select your league and click **Reinstate**.

- Read and acknowledge the bullet items.
- Remove players who will not continue, then add new players as needed.

- Same steps as new roster apply: minimum paid players, permission certification, captains, facility, designees, level/flight, rankings, error check, and payment.
- A Roster Summary page will appear with your confirmation number. Print a copy.

## Making Changes After Submission

Changes are accepted until the Roster Correction Deadline (**July 20**). Navigate to: **Member Portal > My Rosters & New/Reinstate** and select your current season's roster.

- **Add players:** Enter the member's ALTA number and click **Add**, or search by name. Repeat for each player, then click **Save**.
- **Remove players:** Click **Remove** to the left of the player's ALTA number, then **Save**.
- **Other changes:** Use the tabs to update Facility, Level/Flight, Rankings, or Designees.
- **Payment:** Players with unpaid memberships will trigger a payment screen. You may pay by credit card or remove and re-add them after they renew. Print the Roster Summary page for your records.

## Paying Dues on the ALTA Website

Navigate to: **Member Portal > Members & Memberships** — then select **New Member, Renew My Membership, Renew Membership, or Renew Multiple Memberships**.

- Follow prompts to the Payment Processing page. Enter credit card information and complete payment.
- Print the Confirmation page for your records.

**Maximum 6 add-ons per roster. In order for a player to be eligible to play in a regularly scheduled dual meet, the player may be added up until the scheduled start time of the dual meet. (See Rule I.6)**

## League Information for Team Placement

To estimate your team's placement, find the average of your top players' level values from the chart below, then round the result to find the corresponding level.

AA Levels	A Levels	B Levels	C Levels
AA1 = 1	A1 = 5	B1 = 14	C1 = 23
AA2 = 2	A2 = 6	B2 = 15	C2 = 24
AA3 = 3	A3 = 7	B3 = 16	C3 = 25
AA4 = 4	A4 = 8	B4 = 17	C4 = 26
	A5 = 9	B5 = 18	C5 = 27
	A6 = 10	B6 = 19	C6 = 28
	A7 = 11	B7 = 20	C7 = 29
	A8 = 12	B8 = 21	C8 = 30
	A9 = 13	B9 = 22	

Placement is determined by: (1) the team's record from the most recent 12-month history; (2) the average of the top players — returning team members are valued at the level/flight the team earned in the past 12 months; all others are valued by ALTA league history in the past 12 months; (3) the number of teams submitted at each level.

## Search Sequence by League

Each league uses the average of its top players and searches history in the following order:

League	Top Players Used	Search Order
<b>Men's League</b>	Top 10 men	Men (2 seasons), Mixed Doubles (2 seasons), Senior Men
<b>Sunday League</b>	Top 10 women	Sunday (2), Thursday (2), Mixed Doubles (2), Senior Women
<b>Thursday League</b>	Top 10 women	Thursday (2), Sunday (2), Mixed Doubles (2), Senior Women
<b>Mixed Doubles</b>	Top 5 men + top 5 women	Mixed Doubles for returning members. New members: Men / Sunday/Thursday Women (2), Mixed Doubles from another team (2), Senior Men/Women. If player appears in both Sunday and Thursday same season, the higher rating is used.
<b>Senior Mixed League</b>	Top 5 men + top 5 women	Senior Mixed, Senior Men/Women, Men/Sunday/Thursday Women (2), Mixed Doubles (2), Senior Day Men/Women (2). Higher of Sunday/Thursday if both same season.
<b>Senior Women's League</b>	Top 10 women	Senior Women, Sunday/Thursday Women (2), Senior Mixed, Mixed Doubles (2), Senior Day Women (2). Higher of Sunday/Thursday if both same season.
<b>Senior Men's League</b>	Top 10 men	Senior Men, Men (2), Senior Mixed, Mixed Doubles (2), Senior Day Men (2)
<b>Senior Day Women's League</b>	Top 8 women	Senior Day Women (2), Senior Women, Senior Mixed, Sunday/Thursday Women (2), Mixed Doubles (2). Higher of Sunday/Thursday if both same season.
<b>Senior Day Men's League</b>	Top 8 men	Senior Day Men (2), Senior Men, Senior Mixed, Men (2), Mixed Doubles (2)

### Useful Link:

[\*\*ALTA GENERAL ADULT TENNIS RULES\*\*](#)