



**2013-2014**

**WRESTLING  
WEIGHT MANAGEMENT  
PROGRAM**

**COACHES HANDBOOK**

Georgia High School Association  
Dr. Ralph Swearngin, Executive Director  
Denis Tallini, Associate Director  
P.O. Box 271  
Thomaston, Georgia 30286  
706-647-7473



## GEORGIA WRESTLING WEIGHT MANAGEMENT PROGRAM

This booklet contains the protocols to be used to assess all wrestlers in your program. Participation in the weight management program is mandatory and results are binding. All wrestling coaches, athletic administrators and/or principals should take time to review the adopted regulations and supporting forms. Failure of schools to comply with the guidelines of this program may result in sanctions and/or fines.

Note: The Georgia High School Association does not advocate that a wrestlers' established minimum weight is the athletes' best weight but simply the lowest weight at which the athlete will be allowed to compete.

Based on the National Federation of State High School Associations (NFHS) Rule 1-5, Georgia will follow a weight management program which includes:

- a) a urine specific gravity (hydration) test
- b) body fat assessment
- c) a monitored weekly weight loss plan

### Table of Contents

Pg	
3	New for 2013-14
3	General Guidelines
4	Testing Procedures
5	Assessment Expectations / Notes
6	Time Period for Assessments
6	Late Testing
6	Costs
6	Medical Clearance
7	Weight Appeal Process
7	Weight Loss per Week
7	Weight Re-Calculation
8	Consecutive Days of Competition
8	Growth Allowance
8	Coaches Requirements
10-22	Forms
10	Form 1 (Individual Profile Form)
11	Form 2 (Skinfold Assessment Form)

12	Form 3 (Sample Weigh In Report)
13-14	Form 4 (Physician Clearance)
15-16	Form 5 (Physician Appeal-at or below 7/12%)
17-18	Form 6 (Physician Appeal-above 7/12%)
19-20	Form 7A & 7B (NWCA Membership)
21-22	Attachment 1 (Hydration Tip Sheet)
23-31	Attachment 2 (OPC Instructions)
31	NWCA Contact Information

GHSA contact: Denis Tallini, Associate Director 706-647-7473 x 34; dtallini@ghsa.net

### **NEW FOR 2013-14**

1. Schools must have all scales used for weigh-ins certified annually by the GA Dept. of Agriculture; Fuels & Measures; 404.656.3605 (GHSA Constitution pg. 97).
2. Schools must enter weigh-in results in the OPC within 48 hours of each weigh-in or before the next scheduled contest (whichever comes first). The system will not allow the next weigh-in form to be printed until all previous weigh-ins are entered into the system & the weigh-in is checked as complete (pg. 8). The NWCA will send an email alert to coaches and the GHSA listing the date(s) where weigh-ins are missing.
3. Once a weigh-in is checked as complete, it is locked and no further editing by the coach can be done (pg. 8 & GHSA Constitution pg. 96).
4. The system will automatically adjust for the weight allowance given for a consecutive day of competition situation and may/may not change the original weight descent plan (pg. 8).
5. Schools which compete on the day prior to a post-season tournament do not receive a consecutive day weight allowance at the tournament (GHSA Constitution pg. 96).
6. Schools have until December 25, 2013 to enter their competition schedule; no entries can be made after this date without the written approval of the GHSA (pg. 8).
7. Use Form 4 when getting a simple “medical clearance” for wrestlers at or below 7% or 12% body fat. This form does not need to be notarized and can be emailed/faxed to the GHSA (pg. 13 & 14).
8. Use Form 5 for an Appeal of a wrestler at or below 7%/12%. This form must be notarized and must be mailed to the GHSA (pg. 15 & 16).
9. Use Form 6 for an Appeal of a wrestler above 7%/12%. This form must be notarized and must be mailed to the GHSA (pg. 17 & 18).
10. Weight descent plan ending date: 2/1/14 (pg. 7).
11. Assessment dates; October 19 through December 21 (pg. 5-6).
12. Weight Management Online Seminar; October 27 through November 17 (pg. 4).

### **GENERAL GUIDELINES**

1. The GHSA has entered into a partnership with the National Wrestling Coaches Association (NWCA) with regard to the recording of the data. Schools will be assigned access codes through the NWCA in order to complete the data reports and to view all athlete & school information.
2. All GHSA schools with wrestling programs MUST join the NWCA (see Form 7A & 7B).
3. The GHSA will utilize the NWCA Optimal Performance Calculator (OPC) as the mechanism for establishing the lowest allowable weight for each wrestler and as the data reporting and retrieval site for all member schools fielding wrestling teams.
4. Instructions for proper use of the NWCA Optimal Performance Calculator are included at the back of this booklet (Attachment 3).
5. Coaches will be able to see the Weigh-In Rosters for ALL teams. The exact procedures for this “view only” option are listed in Attachment 3 at the end of this handbook.

6. Each school accepts the responsibility of using the OPC correctly and must have at least one coach successfully complete the online weight management training seminar. The school is subject to penalties and/or fines if the school does not follow the established guidelines.
7. All GHSA wrestlers who will wrestle varsity or junior varsity will be subject to a hydration test and a body fat analysis prior to the beginning of each competitive season. **NO WRESTLER MAY COMPETE** until they have successfully participated in an initial assessment and their name and data are included in the NWCA Optimal Performance Calculator (OPC). All wrestlers, including those coming out late, must have their minimum weight established prior to actual competition.
8. Schools will be assigned to “Regional Assessment Sites” where the evaluations will be conducted. Schools will not be allowed to switch sites or to use a site other than the facility designated by the GHSA office. Violation of this or any other component of the Weight Management Program may result in fines and/or other penalties.
9. Schools must schedule their assessment date(s) and time(s) through the regional sites. Schedules will be controlled by the assessment site and unscheduled appearances by individuals or teams will result in the person(s) being denied assessment at that time. The GHSA office will be notified of any variance from this procedure.
10. Fees for the assessment must be paid to the assessment site at the time of testing.
11. Initial assessment data will be entered by the Regional Assessment Site. Schools will receive a calculation of the predicted 7% / 12% body fat based upon the measurements submitted. Additionally, the program will calculate a 1.5% weekly weight loss figure which will enable the coach and the wrestler to use a progressive weight loss plan for each athlete. The establishment of a lowest allowable wrestling weight based on 7% for males and 12% for females is **REQUIRED** for all high school wrestlers.
12. **GHSA online training seminars: Weight Management AND NFHS Rules Clinic: October 27 through November 17, 2013.**

## **TESTING PROCEDURES**

1. All wrestlers will complete the top section of the Individual Profile Form (Form 1) prior to arrival at the testing site.
2. Athletes **must** be dressed in shorts and a t-shirt to participate in the assessment. No sweat clothes or school clothes will be allowed. It is improper for athletes to disrobe further than t-shirts and shorts.

### **STEP 1: HYDRATION**

Please pay close attention to the hydration requirement. It is essential that the importance of proper hydration be stressed to the wrestlers prior to your assessment date (see Attachment #1 for hydration tips). Those athletes failing the hydration test must wait at least 48 hours before they can be re-tested. The test fee of \$10 is owed at this time and an additional fee (\$10) will be charged at the time of re-testing. There shall be no deviations from this requirement.

A urine specific gravity test will be conducted using a digital fiber optic refractometer. This is a pass/fail assessment and the sample must register a reading of less than or equal to 1.025 g/ml. If the wrestler fails the specific gravity test, he/she will not be allowed further evaluations that day.

**Note: If the athlete presents the assessor with a sample that is cool to the touch, the temperature will be measured. Urine samples must be WITHIN a range of 91-99 degrees to be considered valid. (Most pre-employment tests require the urine to be 96-99 degrees).**

**IF AN ATHLETE DOES NOT PASS THIS PORTION OF THE TEST, NO OTHER TESTING WILL BE CONDUCTED. NOTHING WILL BE ENTERED INTO THE OPC UNTIL THE ATHLETE PASSES ALL PORTIONS OF THE TEST.**

## **STEP 2: MEASUREMENT OF HEIGHT**

Done in bare feet and rounded down to the nearest ½ inch.

## **STEP 3: BODY COMPOSITION**

This assessment must be conducted by the test site. The GHSA will not accept any body fat evaluation presented by other personnel. Body fat percentage assessments will be conducted using bioelectrical impedance (BIA) measurements using the “STANDARD” mode on the Tanita TBF-300WA body composition analyzer & scale. The Tanita TBF-300WA is the only approved instrumentation for the GHSA Weight Management Program.

In an attempt to insure reliability of the bio-electric impedance assessment:

- It is recommended that athletes follow the guidelines in Attachment 1.
- Females should not be tested during their menstrual cycle. Testing should be delayed for a period of 3-7 days.

### **Notes:**

1. If the Tanita scale gives an “Error” message on three (3) consecutive readings, skin fold measurements will be used to determine body fat percentage.
  - a. Only Lange calipers shall be used to measure skin fold thickness (Lohman sites: abdominal, triceps and subscapular)
  - b. Form #2 will be completed by the assessor and data will be sent to the GHSA for entry into the OPC.
2. Upon successful completion of all tests, the assessor will enter results into the NWCA-OPC on the “Initial Assessment Page” ([www.nwcaonline.com](http://www.nwcaonline.com)). The internet calculator will determine the wrestler’s minimum allowable weight and establish a daily weight descent plan including the allowed weight class for competitions. Per NFHS rule 1-5-2, wrestlers may lose a maximum of 1.5% per week.
3. After initial entry of wrestlers, the coach may generate an “Alpha Master Weight Chart” and the “Weight Loss Plan” for each wrestler on the team. These items will be used throughout the season for verification of compliance with Weight Management Program rules.

## **ASSESSMENT EXPECTATIONS / NOTES**

1. It is the school’s responsibility to contact the assessment site and arrange for testing. Schools must cooperate with the test site and schedule assessments according to the sites’ work schedule.
2. Any athlete appearing for assessment *without his/her coach* or *without being properly scheduled* will be turned away.
3. A minimum of two (2) adults /coaches are to accompany the team. These persons are present to supervise the athletes and to assist the assessment site personnel with management tasks, if requested to do so.
4. School personnel shall not be involved in actual testing activities.
5. As stated earlier, athletes will be assessed wearing athletic shorts & t-shirts. It is improper for athletes to disrobe further than the shorts & t-shirt dress requirement. It is strongly recommended that athletes wear shower shoes or other footwear between testing stations.
6. Height and BIA measurements will be taken in bare feet.
7. Proper conduct and deportment of athletes is expected at all times. Assessors have been given authority by the GHSA to decline testing an individual or a school group if appropriate behavior is not adhered to throughout the testing process.
8. Athletes attempting to violate or circumvent the assessment process (in any manner) will be disqualified from testing that day. All data collected on this particular athlete will be voided. The athlete may be rescheduled at the convenience of the assessment site. The school will be responsible for all re-testing fees.
9. Testing sites will be instructed to notify the GHSA office of problems in the assessment process. Total cooperation is expected from schools and school staff. Violations could result in fines and/or penalties to the school.

## **TIME PERIOD FOR ASSESSMENT**

1. **Assessments may begin on Saturday, October 19, 2013.** All sites will/may use the dates of October 19 & 26; November 2, 9, 16, 23 & 30 and/or December 7, 14 & 21. Sites using Saturday assessments only should offer at least four (4) of the ten (10) dates listed for team evaluations. Assessment sites may offer additional dates, if they wish. Be sure you check with your assigned site for their schedule.
2. **The initial assessment period will end on Saturday, December 21, 2013.** After the start of the second semester, sites may “re-open” for a short period of time: January 6 to January 18, 2014. Saturday, January 18, 2014 is the deadline to establish a certified minimum wrestling weight. **No assessments will be conducted after Saturday, January 18, 2014.**
3. All wrestlers, including those coming out late, must have their minimum wrestling weight established before being allowed in competition.
4. Coaches may have ineligible athletes assessed but these athletes are not allowed to practice. By completing early assessment, even if ineligible at that time, coaches can have students ready to compete when they are eligible to return to the team.
5. GHSA schools **may begin wrestling practice on Monday, October 28, 2013. The earliest competition date is Friday, November 15, 2013.** It is strongly recommended that the bulk of team assessments be completed by the first day of competition.
6. No wrestler may compete until they have participated in an initial assessment and their name and data are included on the school “Alpha Master Form” generated by the NWCA-OPC.
7. A wrestler who competes at a weight class (even if allowed by his / her weight loss plan) before or during an appeal has accepted his most recent assessment and voids all appeal options.

## **LATE TESTING**

1. Regional sites electing to allow schools to test during the late period (January 6-18, 2014), may do so at their facility or may choose to go to the school. This is at the discretion of the assessment site, not the school.
2. Some sites close after the initial testing period. If this happens, schools must arrange for their assessor to travel to the school or contact the GHSA for re-assignment to a testing site. All assessments administered in this period are subject to the following changes:
  - A flat fee of \$20 per athlete will be assessed.
  - If the assessor travels to the school, round trip mileage will be paid at a rate of \$0.50 per mile (arrangements for the payment of the travel fee must be agreed upon in advance).

## **COSTS**

1. ALL schools MUST join the National Wrestling Coaches Association; annual dues are \$30.00 (Form 7A & 7B).
2. Charges for the initial assessment may not exceed \$10.00 per athlete. Students who fail the hydration test and who have to be re-scheduled must pay additional fees (\$10.00 each test) until the entire assessment process is complete.
3. All costs incurred for the initial assessment and/or re-testing are the responsibility of the school or parent.
4. There is an increased cost for having athletes tested during the late period. See details above.
5. Appeal fees are forwarded to the GHSA (See Weight Appeal Process).

## **MEDICAL CLEARANCE**

1. All athletes assessed at or below 7% (male) or 12% (female) must obtain medical clearance before they can compete.
2. The physician clearance (from an MD or DO) is only valid for one season; it expires on March 1<sup>st</sup> of each year and allows the athlete to compete at a weight no lower than the weight class determined at the time of the assessment.

3. There is no GHSA fee for medical clearance.
4. **Form 4 must be signed by the physician and a parent but the form does not have to be notarized.**
5. Completed forms may be sent to the GHSA via email, by fax or by standard mail.

## **WEIGHT APPEAL PROCESS**

### **Athletes at or below 7% or 12% body fat**

1. The school may appeal the assessment of an athlete measured at or below 7% (male) or 12% (female) if approved by a licensed physician (MD or DO).
2. The maximum appeal is for one (1) weight class lower than determined by the initial assessment.
3. The Physician Appeal-Wrestler At or Below 7% / 12% (Form 5) must be signed by a physician and at least one parent. **The signature of the parent must be notarized.**
4. Form 5 and the \$50.00 appeal fee must be mailed to the GHSA (no copies accepted). The appeal fee must be paid with a **money order, school check or booster club check** (no personal checks accepted) made payable to the Georgia High School Association.
5. Only one appeal per wrestler per season is allowed. If a wrestler competes before or during the time an appeal is pending, the appeal is voided and the athlete must accept the initial assessment.

### **Athletes above 7% or 12% body fat**

1. The school may appeal the assessment of an athlete measured above 7% (male) or 12% (female) if approved by a licensed physician (MD or DO).
2. The maximum appeal is for one (1) weight class lower than determined by the initial assessment.
3. The Physician Appeal-Wrestler Above 7% /12% (Form 6) must be signed by a physician and at least one parent. **The signature of the parent must be notarized.**
4. Form 6 and the \$50.00 appeal fee must be mailed to the GHSA (no copies accepted). The appeal fee must be paid with a **money order, school check or booster club check** (no personal checks accepted) made payable to the Georgia High School Association.
5. Only one appeal per wrestler per season is allowed. If a wrestler competes before or during the time an appeal is pending, the appeal is voided and the athlete must accept the initial assessment.

## **WEIGHT LOSS PER WEEK**

1. Starting on the date of the initial assessment, a season-long weight loss plan with a maximum 1.5% loss per week will be established.
2. This weight loss plan will determine the weight class a wrestler is eligible for on a given day.
3. If a wrestler weighs in below his projected weight, the weight loss plan will not re-calculate and will not allow the wrestler to descend to his minimum weight class any sooner than pre-determined by the initial assessment. Losing weight faster than projected is not an advantage.
4. **Wrestlers' weight descent plans will end on Saturday February 1, 2014.**

**Note:** A wrestler who participates/competes at a weight class below the eligible weight class(es) defined by the weight loss plan or before the proper amount of time has passed to achieve the weight class will be disqualified and all bouts will be forfeited. The school is also subject to fines and/or penalties.

## **WEIGHT RECALCULATION**

If a wrestler weighs in above their Projected Weight for a competition, the OPC will use that actual weight and **RECALCULATE** the individual Weight Loss plan.

**Example:** Wrestler A has an established minimum weight class of 113 pounds according to his assessment and he is descending down toward this weight. Wrestler A's projected weight for November 3<sup>rd</sup> is 118.0 but he weighs in at 119.0 and wrestles in the 120 pound class that day. The coach will record his actual weigh-in weight for November 3<sup>rd</sup> as 119.0 on the Weigh-in form. This is above the Projected Weight on the Individual Weight Loss Plan so wrestler A's Individual Weight Loss Plan will recalculate on November 3<sup>rd</sup> starting from 119.0 (his actual weigh-in weight) to allow him more time to

descend to his Minimum Weight Class within the 1.5% guideline.

### **CONSECUTIVE DAYS OF COMPETITION**

For 2013-14 the OPC will adjust so that the consecutive day allowance is taken off the wrestlers' actual weight at weigh-in. The system will not change the original descent plan unless the wrestler weighs in greater than the weight allowance given.

**Examples:** Wrestler A has a weight loss plan for December 1 which reads 157.5 (eligible for 160) and he is given a one pound consecutive day allowance.

1. Wrestler weighs in at 158.5; the system will start his descent plan from 157.5 the following day
2. Wrestler A weighs in at 159.2; the system will re-calculate from 158.2 the following day
3. Wrestler A weighs in at 158.0; the system will only take off 0.5 lb. and he will start at 157.5 the following day (you cannot speed up the original weight descent plan)

### **GROWTH ALLOWANCE**

1. The growth allowance may not be used to achieve a lower certified minimum wrestling weight for an athlete.
2. The Georgia High School Association Weight Management Program awards a two (2) pound growth allowance on **December 25, 2013**.
3. An additional one (1) pound growth allowance will be added on **January 31, 2014**.
4. All other weight management/certification policies remain in effect and are detailed in the "GHSAA Constitution and By-Laws" at [www.ghsa.net](http://www.ghsa.net)

### **COACHES' REQUIREMENTS**

#### **Posting Information on the OPC**

1. Complete instructions for Georgia coaches' use & requirements of the Optimal Performance Calculator (OPC) are located on **Attachment 3**.
2. School and wrestler information required to be posted on the OPC:
  - a. Team roster: coaches may add or delete wrestlers.
  - b. Team competition schedule: Each weigh-in form is tied to an event on the team schedule.
  - c. **Any additions/changes to the schedule after 12/31/13 must be approved, in writing, by the GHSA.**
  - d. All weigh-ins (dual meets, tournaments, etc.).

**Note:** The "Alpha Master Report" provides specific information for each wrestler: the alpha date weight, % body fat, minimum wrestling weight, minimum weight class and the first date each wrestler will be allowed to wrestle at the minimum weight class. The "Weigh-In Report" provides information day by day for the minimum weight and the weight class(es) allowed.

#### **Pre-Match Weigh-In Protocol**

1. Once the team schedule has been completed, a "Pre-Match Weigh-In" form (Attachment 3) may be created by clicking on the specific event and following the instructions in the OPC.
2. The "Pre-Match Weigh-in" form contains an area where the wrestlers' actual weight is to be written and it also shows the eligible weight classes of each wrestler for that date.
3. The OPC will not allow a Weigh-In Form to be printed until the previous event's Weigh-In Form is entered and checked as completed.

#### **Match Protocol**

1. Coaches are required to provide copies of the "GHSA Weigh-In Report" (**Form 3**) to the coach of the opposing school or the tournament director. This form shall list all wrestlers who are scheduled to compete. **A copy of the "Pre-Match Weigh-in" form must also be given to the meet referee** for verification of the correct date.

2. Actual weigh-in weights for wrestlers who competed must be posted on the OPC at the conclusion of a competition. Only the initial weigh-in for a two day tournament has to be entered (the weigh-out or a weigh-in on the second day does not have to be entered).
3. Weigh-in forms are to be entered in consecutive date order and must be posted within 48 hours of an event or before the next scheduled competition (whichever comes first).
4. Schools will be locked out of the OPC if weigh-ins are not posted on the OPC according to these guidelines.
5. Once weights are entered and checked as complete, only the GHSA can make changes

**Example:** You have competitions on December 3<sup>rd</sup> and December 5<sup>th</sup>. The “Pre-Match Weigh-in” form must be created, printed and taken to the competition on December 3<sup>rd</sup>. Then, post-match, you must record and save the wrestler’s actual weigh-in weights from December 3<sup>rd</sup>. The weigh-in form for the December 5<sup>th</sup> match cannot be printed until the actual December 3<sup>rd</sup> weights are entered and checked as complete.

6. For tournaments, the documents must be submitted to the tournament director prior to the start of competition.
7. Schools violating “Match Protocols” are to be reported to the GHSA (706-647-7473 x 34). Penalties and/or fines may be assessed for these violations.

GEORGIA HIGH SCHOOL ASSOCIATION  
P.O. Box 271  
Thomaston, GA 30286-0004  
706 647-7473

WRESTLING MINIMUM WEIGHT CERTIFICATION  
INDIVIDUAL PROFILE FORM

\*This block to be completed prior to arrival at assessment site ----- PLEASE PRINT\*

Wrestler's Name	_____	Grade	8	9	10	11	12
	First                    MI                    Last						
Gender	_____ Male	_____ Female	Date of Birth	_____	Age	_____	
School	_____						
Assessment Site	_____			Assessment Date	_____		

STEP 1 Assessment of Hydration  
(specific gravity: less than or equal to 1.025)

Assessor Initials \_\_\_\_\_

\_\_\_\_\_ Pass          \_\_\_\_\_ Fail

STEP 2 Assessment of Height (round down to the nearest 1/2")

Assessor Initials \_\_\_\_\_

\_\_\_\_\_ ft    \_\_\_\_\_ in

STEP 3 Bio-electric Impedance Assessment (Standard mode)

Record scratch weight to nearest 1/10 of a pound

\_\_\_\_\_ lbs

Calculated % Body Fat (from Tanita print out)

\_\_\_\_\_ %

Assessor Initials \_\_\_\_\_

-----  
STAPLE ASSESSMENT PRINT OUT TO BACK OF FORM

GHSA Assessor Signature \_\_\_\_\_

Date \_\_\_\_\_

**GEORGIA HIGH SCHOOL ASSOCIATION**  
**P.O. BOX 271**  
**THOMASTON, GEORGIA 30286**  
**706-647-7473**

## SKIN FOLD ASSESSMENT DATA FORM

This form is to be used only if the BIA assessment on the Tanita scale is unsuccessful.

Wrestler Name \_\_\_\_\_ Grade 8 9 10 11 12  
                             First                            MI                            Last

Gender \_\_\_Male      \_\_\_Female    Date of Birth \_\_\_\_\_ Age \_\_\_\_

School \_\_\_\_\_

Assessment Site \_\_\_\_\_

Assessment Date \_\_\_\_\_

Assessor  
Initials

**Step 1 – Assess hydration level of athlete**  
 (Note: Specific gravity: less than or equal to 1.025)

\_\_\_\_\_  
**PASS**                      **FAIL**                      \_\_\_\_\_

**Step 2 – Assess height (in feet and inches) of athlete**  
 (Note: round down to nearest 1/2")

\_\_\_\_\_

**Step 3 – Alpha Body Weight (to nearest 1/10 pound)**

\_\_\_\_\_

**Step 4 – Skin Fold Assessment**  
 (Note: Measurement to the nearest half millimeter)

	Test 1	Test 2	Test 3	Assessor Initials
Triceps (T)	_____	_____	_____	_____
Subscapular (S)	_____	_____	_____	_____
Abdominal (A)	_____	_____	_____	_____

---

**GHSA Assessor Signature:** \_\_\_\_\_ **Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

**\*\*NWCA staff will enter this data into the OPC for determination of minimum Wrestling Weight and minimum weight class allowed\*\***

**Georgia High School Association  
Sample 2013-2014 Weigh-In Report**

School Name			Opponent:			Weigh In Date:	
Weight Class	Wrestler	Grade	Eligible Wt. Class	Wt. Loss Plan	Actual Weight	Last Official Weigh In	
113	AAA	10	113	108.2	_____	01/01/xxxx	0.00
120	BBB	12	120	118.0	_____	01/01/xxxx	0.00
126	CCC	12	126	124.6	_____	01/01/xxxx	0.00
132	DDD	12	132	131.0	_____	01/01/xxxx	0.00
138	EEE	11	138	135.8	_____	01/01/xxxx	0.00
145	FFF	12	145	143.6	_____	01/01/xxxx	0.00
152							
...							
...							
...							
...							
...							
285	NNN	11	285	280.5	_____	01/01/xxx	0.00

Coach Name **(printed)**: \_\_\_\_\_ Opposing Coach or TD Name **(printed)**: \_\_\_\_\_

Coach Signature: \_\_\_\_\_ Opposing Coach or TD Signature: \_\_\_\_\_

Head Official Name **(printed)**: \_\_\_\_\_ Head Official Signature: \_\_\_\_\_

\*\*This report is to be generated by each school for each wrestling competition. The head referee must verify the date of the competition and opposing coaches will exchange this report before each competition.

**(Actual form must be generated from the OPC)**



**Georgia High School Association  
P.O. Box 271  
151 South Bethel Street  
Thomaston, Georgia 30286  
Telephone: 706-647-7473  
Fax: 706-647-2638**

**PHYSICIAN CLEARANCE**

**WRESTLER AT/BELOW 7% or 12% BODY FAT**

**TO THE PHYSICIAN:**

The Georgia High School Association (GHSA) has instituted a Wrestling Weight Management Program to encourage healthy weight management by interscholastic wrestlers. As part of this program, a minimum weight is established for each wrestler prior to their competitive season. Each wrestler's body fat and lean body mass is measured by a body composition analysis. The standard error for this method is + / - 2% for lower weights and + / - 4% for higher weights. A minimum weight is then calculated as 7% body fat for males and 12% for females.

Your patient was assessed during the pre-season as at or less than 7% body fat (males); 12% (females) and the athlete is requesting that he/she be allowed to wrestle. Because this weight is less than the minimum body fat, GHSA guidelines require permission from the athlete's personal physician. Most adolescents require 5-7% body fat (males) or 10-12% body fat (females) to achieve optimal growth and development. However, there are some adolescents who are naturally lean and develop normally at a lower percentage body fat.

Please evaluate your patient for normal growth and development, paying particular attention to weight fluctuations and his/her growth curve. Based on the patient's history and your examination, determine if his/her present weight is compatible with normal growth and development and good health and indicate your assessment on the next page.

Thank you,

The Georgia High School Association

**\*\*GHS COACHES:** Both pages of this attachment are to be presented to the attending physician as a part of the clearance process.

**Form 4**

**GEORGIA HIGH SCHOOL ASSOCIATION**

**PHYSICIAN'S CLEARANCE**  
**WRESTLER AT/BELOW 7% or 12% BODY FAT**

Any male wrestler whose body fat percentage at the time of initial assessment is at or below 7% must obtain in writing a licensed physician's (MD or DO) clearance, stating that the athlete is naturally at this low body fat level. In the case of a female wrestler, written physician's clearance must be obtained for athletes who are at or below 12% body fat. A physician's clearance is for one season duration and expires March 1 of each school year.

**\*\*Fill in top section prior to physician appointment\*\***

WRESTLER'S NAME \_\_\_\_\_ GRADE 8 9 10 11 12

SCHOOL \_\_\_\_\_ AREA \_\_\_\_\_

DATA REVIEW (from OPC): Date of initial assessment \_\_\_\_/\_\_\_\_/\_\_\_\_ % Body Fat \_\_\_\_\_

Initial assessment weight \_\_\_\_\_ lbs. Weight Class (from OPC) \_\_\_\_\_

**EXAMINING PHYSICIAN – ENTER DATA BELOW AT TIME OF ATHLETE'S EVALUATION**

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Weight \_\_\_\_\_ lbs.

Circle A or B

- A. The wrestler named, who is at or below the 7% (male) or 12% (female) minimum body fat allowance has received clearance as required by the Georgia High School Association Weight Management Program. No Weight Loss. **No fees are required for this option.**
- B. The wrestler named is advised to wrestle in a weight class at or above the 7% (male) or 12% (female) minimum body fat requirement. **No fees are required for this option.**

**\*\*\*INDICATE APPROVED WEIGHT CLASS FOR THE OPTION SELECTED\*\*\***

**106 – 113 – 120 – 126 – 132 – 138 – 145 – 152 – 160 – 170 – 182 – 195 – 220 - 285**

PHYSICIAN'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PARENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

*NOTE: This form is the only document accepted as a Physician's clearance.*



Georgia High School Association  
P.O. Box 271  
151 South Bethel Street  
Thomaston, Georgia 30286  
Telephone: 706-647-7473  
Fax: 706-647-2638

**PHYSICIAN APPEAL**

**WRESTLER AT/BELOW 7% or 12% BODY FAT**

**TO THE PHYSICIAN:**

The Georgia High School Association (GHSA) has instituted a Wrestling Weight Management Program to encourage healthy weight management by interscholastic wrestlers. As part of this program, a minimum weight is established for each wrestler prior to their competitive season. Each wrestler's body fat and lean body mass is measured by a body composition analysis. A standard error factor of minus 2% has been calculated into the athlete's "lowest allowable weight", per GHSA policy.

Your patient was assessed during the pre-season as at or below 7% body fat (males); 12% (females) and is requesting that he/she be allowed to wrestle at one (1) weight class lower than noted by the initial assessment. Because this weight is less than the minimum body fat, GHSA guidelines require evaluation and permission from the athlete's personal physician for this appeal.

Please evaluate your patient for normal growth and development, paying particular attention to weight fluctuations and his/her growth curve. Based on the patient's history and your examination, determine if his/her present weight is compatible with normal growth and development and good health and indicate your assessment on the next page.

Thank you,

The Georgia High School Association

**\*\*GHSA COACHES:** Both pages of this attachment are to be presented to the attending physician as a part of the weight class appeal.

**Form 5**

**GEORGIA HIGH SCHOOL ASSOCIATION**

**PHYSICIAN'S APPEAL**  
**WRESTLER AT/BELOW 7% or 12% BODY FAT**

Any wrestler whose body fat percentage at the time of the initial assessment is at or below 7% (male) or 12% (female) may certify one weight class lower if they obtain approval from a licensed physician (MD or DO) stating that although the athlete is naturally at this low body fat, it is safe for them to drop to a lighter weight.

**\*\*A \$50.00 appeal fee (payable by money order or school/booster club check ONLY) is required if the coach is seeking approval for a lower weight class than indicated in the assessment.\*\* See Item A below.**

**\*\*Fill in top section prior to physician appointment.\*\***

WRESTLER'S NAME \_\_\_\_\_ GRADE 8 9 10 11 12

SCHOOL \_\_\_\_\_ AREA \_\_\_\_\_

DATA REVIEW (from OPC): Date of initial assessment \_\_\_\_/\_\_\_\_/\_\_\_\_ % Body Fat \_\_\_\_\_

Initial assessment weight \_\_\_\_\_ lbs. Weight Class (from OPC) \_\_\_\_\_

**EXAMINING PHYSICIAN – ENTER DATA BELOW AT TIME OF ATHLETE'S EVALUATION**

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Weight \_\_\_\_\_ lbs.

Circle A or B

- A. After an in-office evaluation, the wrestler named has received clearance to engage in a weight loss plan to reach the GHSA weight class circled below. The athlete is given approval to compete in a weight class that is one (1) weight class below their initial assessment.
- B. The wrestler named is advised to wrestle at a weight class at or above the initial assessment. The wrestler is **not approved** to participate in a weight class lower than that determined by the initial assessment.

**\*\*\*INDICATE APPROVED WEIGHT CLASS FOR THE OPTION SELECTED\*\*\***

**106 – 113 – 120 – 126 – 132 – 138 – 145 – 152 – 160 – 170 – 182 – 195 – 220 - 285**

PHYSICIAN'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PARENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTARY SIGNATURE & STAMP: \_\_\_\_\_ DATE: \_\_\_\_\_

Mail form to the GHSA, Attn. Denis Tallini, P.O. Box 271, Thomaston, GA 30286.



**Georgia High School Association  
P.O. Box 271  
151 South Bethel Street  
Thomaston, Georgia 30286  
Telephone: 706-647-7473  
Fax: 706-647-2638**

**PHYSICIAN APPEAL**

**WRESTLER ABOVE 7% or 12% BODY FAT**

**TO THE PHYSICIAN:**

The Georgia High School Association (GHSA) has instituted a Wrestling Weight Management Program to encourage healthy weight management by interscholastic wrestlers. As part of this program, a minimum weight is established for each wrestler prior to their competitive season. Each wrestler's body fat and lean body mass is measured by a body composition analysis. A standard error factor of minus 2% has been calculated into the athlete's "lowest allowable weight", as per GHSA policy.

The athlete is requesting that he/she be allowed to wrestle at one (1) weight class lower than noted by the initial assessment. GHSA guidelines require evaluation and permission from the athlete's personal physician for this appeal.

Please evaluate your patient for normal growth and development, paying particular attention to weight fluctuations and his/her growth curve. Based on the patient's history and your examination, determine if his/her present weight is compatible with normal growth and development and good health and indicate your assessment on the next page.

Thank you,

The Georgia High School Association

**\*\*GHSA COACHES: Both pages of this appeal are to be presented to the attending physician as a part of the weight class appeal.**

**Form 6**

**GEORGIA HIGH SCHOOL ASSOCIATION**

**PHYSICIAN APPEAL**  
**WRESTLER ABOVE 7% OR 12% BODY FAT**

**\*\*Fill in top section prior to physician appointment\*\***

WRESTLER'S NAME \_\_\_\_\_ GRADE 8 9 10 11 12

SCHOOL \_\_\_\_\_ AREA \_\_\_\_\_

**\*\*A \$50.00 appeal fee (money order, school/booster club check ONLY) must accompany this form when submitted to the GHSA office.**

**Mail to GHSA, Attention: Denis Tallini, P.O. Box 271, Thomaston, GA 30286.**

DATA REVIEW (from OPC): Date of initial assessment \_\_\_\_/\_\_\_\_/\_\_\_\_ % Body Fat \_\_\_\_\_

Initial assessment weight \_\_\_\_\_ lbs. Weight Class (From OPC) \_\_\_\_\_

**EXAMINING PHYSICIAN – ENTER DATA BELOW AT TIME OF ATHLETE'S EVALUATION**

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Weight \_\_\_\_\_ lbs.

**Circle A or B**

- A. After an in-office evaluation, the wrestler named has received clearance to engage in a weight loss plan to reach the GHSA weight class circled below. The athlete is given approval to compete in a weight class that is one (1) weight class below their initial assessment.
- B. The wrestler named is advised to wrestle at a weight class at or above the initial assessment. The wrestler is **not approved** to participate in a weight class lower than that determined by the initial assessment.

**\*\*\*INDICATE APPROVED WEIGHT CLASS FOR THE OPTION SELECTED\*\*\***

**106 – 113 – 120 – 126 – 132 – 138 – 145 – 152 – 160 – 170 – 182 – 195 – 220 - 285**

PHYSICIAN'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PARENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTARY SIGNATURE & STAMP \_\_\_\_\_ DATE: \_\_\_\_\_

## NWCA Membership Information / Notes

- Your school must join the National Wrestling Coaches Association. The membership application is available on Attachment 6B.
- The accompanying form is for schools paying by **check**. The fee is \$30.00 for the school year. Checks should be **made payable to the NWCA** and mailed to the address on the application.
- If registering as an individual be sure you indicate the GHSA school where you coach. Your school and /or personal membership will be credited to the school in compliance with the rules.
- If you have questions, you may call the GHSA office (706-647-7473, x 34).

### REGISTRATION:

1. **By mail**
  - a. Complete form 7B
  - b. Submit payment **by check only**
2. **Online**
  - a. Go to <http://www.nwcaonline.com/register/beginopcschoolreg.cfm>
  - b. Payment must be by credit card

2013-2014  
Georgia Management Membership Application  
"CHECKS ONLY"

School Name: \_\_\_\_\_

Athletic Director Name: \_\_\_\_\_

School Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

School Phone: \_\_\_\_\_ AD Email: \_\_\_\_\_

Head Coach Name: \_\_\_\_\_

Coach Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Head Coach Email: \_\_\_\_\_

Email Address to be used to Receive OPC Access Code: \_\_\_\_\_

Address to mail receipt (please circle):                      Home                      School

Please note: The NWCA will not provide access codes to a coach over the phone.

---

**Payment Method**

OPC Access Cost: \$30 per school (includes a free NWCA Membership)

Payment Method                      Check

Check #                      \_\_\_\_\_

\*\*\*Mail Checks to: NWCA, 1976 Auction Road, PO Box 254, Manheim, PA 17545

Payment Questions Email: Amy DiCato [adicato@nwca.cc](mailto:adicato@nwca.cc)

NWCA Phone Number: 717-653-8009

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**NWCA Use Only**

OPC Access Code Number: \_\_\_\_\_

Dates Codes were sent: \_\_\_\_\_ Method Sent: \_\_\_\_\_

## GEORGIA HIGH SCHOOL ASSOCIATION WRESTLING WEIGHT MANAGEMENT PROGRAM

### Hydration Tip Sheet

Athletes need to be properly hydrated in order to get the best results when they do their body composition testing. Make sure you are working with the coaches, athletes and parents to educate them about how the testing works and what the results will mean as the season gets underway. Dehydrating prior to testing will cause the athlete to fail the urine specific gravity test and will result in additional costs.

#### In the days Leading Up to Testing

- Continue drinking fluids at the recommended rate for sports participation
- Urine should be clear when athlete is adequately hydrated
- Limit high fat food intake
- Avoid foods high in sodium (salt)

#### Two days prior to test day:

- Drink plenty of fluids throughout the day (water has no calories). Athletes should be drinking at least 8-10 glasses of water during the day.
- Increase intake of foods high in fiber – this will help with removal of excess waste from the body (salad, cereal with skim milk, vegetables, fruits, etc. are examples of foods high in fiber).
- Eat smaller, more frequent meals.
- AVOID foods high in fat (fried foods, meat, French fries, pizza, nuts, salad dressings, etc.).
- AVOID salty foods (potato chips, pretzels, pizza, tuna, crackers, soft drinks and sports drinks).
- Be sure that you eat and drink, do not dehydrate!

#### One day before test:

- Continue drinking fluids, you should be urinating on a frequent basis. Urine should be clear if you are fully hydrated. Drink 12 to 20 ounces of a sport drink along with water.
- Eat smaller, but more frequent meals. Continue eating fibrous foods to eliminate excessive waste from the body.
- Fatty foods / snacks will stay in your body – STAY AWAY!!!

#### **The day of the assessment – for best results – the following factors should be controlled:**

- No caffeine, no diuretics in past 12 hours
- No food or drink within past two hours
- No exercise within past four hours
- No alcohol within past 24 hours
- No thick heel calluses
- Eat small portions and eat a very light lunch if afternoon testing.
- Eat lighter foods such as fruit, grains, etc.
- Continue to drink water.

- DO NOT drink salty drinks such as sodas, Gatorade or PowerAde, etc... which will cause you to retain fluids.
- Urinate as frequently as possible throughout the day until one-two hours prior to test time.
- Use the bathroom (bowel movement) before the test.
- Please be ready to urinate when you arrive.

Eating immediately prior to testing can give a false result – lower than it really is because they have an increase in total body water from consuming the meal.

It is suggested that testing later in the day (late afternoon is given as the ideal time) prevents the likelihood of an athlete showing up moderately dehydrated.

### **Conditions that might cause skewed results or give an “ERROR” reading**

- A very full bladder
- Severe calluses on heels or soles of feet (Tanita says 1 out of 400 people tested)
- Unclean footpads on the machine
- Subject wearing nylons (if it is absolutely necessary to wear nylons, add a drop of isopropyl (rubbing) alcohol to the metal plates to improve conduction.
- Pre-menstruation phase

**2013-14 Optimal Performance Calculator Instructions for Coaches in State Mandated Programs - GA**

**How to log into the program**

1. Go to the NWCA home page at [www.nwcaonline.com](http://www.nwcaonline.com)
2. On NWCA home page, go to top menu bar under Weight Certification click on the Optimal Performance Calculator.
3. You will now be directed to the Optimal Performance Calculator Program ([www.nwcaonline.com/nwcaonline/default.aspx](http://www.nwcaonline.com/nwcaonline/default.aspx)).
4. Once at the OPC home page click on the Login tab on the menu bar.
5. On the login page, the coach will enter his/her NWCA Login ID and Password. (The password is the coach's assigned password for the initial login; the coach will be prompted to update contact information and change his/her password only to a permanent password) Please keep the original Login ID and the New Password you chose on file for future reference.
6. You will now be logged into the program at the scholastic homepage of the Optimal Performance Calculator
7. Program ([www.nwcaonline.com/nwcaonline/performance/scholastic/default.aspx](http://www.nwcaonline.com/nwcaonline/performance/scholastic/default.aspx))
8. To view the Coaches Dashboard, click on 'Coaches' from the menu bar.

**How to Update your Roster Prior to the Official Assessment**

1. On the Scholastic OPC home page, a new dashboard will appear, click on Wrestlers and then Show Entire Roster to update your roster.
2. A grid will appear with a list of all wrestlers who were on your institutional roster last year.
3. If a wrestler was on the squad list last year and is no longer enrolled at the school or is not on the team, click Remove from the drop down menu under the column heading Edit Grade or Remove next to the wrestler's name. This will remove the wrestler off your roster once you click Save Roster Information.
4. For returning wrestlers, simply update their information including Year in School, Prior Year Weight....etc to reflect the current 2011-12 year.
5. After updating all information for each wrestler, click the Save Roster Information button to save the changes/updates made to the entire roster.

**How to Add New Wrestlers to the Roster**

1. Click on the Add New Wrestler link from the dashboard and complete all of the text fields located under the General Info tab.

2. After completing all field boxes click on the Save Wrestler Information button to add the wrestler to your roster.
3. Click on the Past Achievements tab if your state association requires the entry of this information regarding Prior Year Wt. Class, Placement, and Career Record (optional by state). To save click on the General Info tab and click Save Wrestler Information
4. Repeat this process until your entire roster is entered into the system.
5. You may edit any of this information at any time during the season by clicking on the (+) plus sign beside Rostered Wrestlers to expand your list of wrestlers. Then simply click on the wrestler's name and the General Info tab will appear and you may edit the wrestler's information and click Save Wrestler Information to save the changes.

#### **How to Reinstate a wrestler that was removed from your Roster:**

1. On the Scholastic OPC home page, click on Wrestlers and then Reinstate Removed Wrestlers to reinstate a previously removed wrestler.
2. Then select the wrestler's current Grade using the drop down menu under the column heading Select Grade to Reinstate and click Save Roster Information to reinstate the wrestlers. The reinstated wrestlers will now appear on the Show Entire Roster page.

#### **How to Add Your Institution's Competition/Team Schedule**

1. On the OPC home page dashboard, you will see **My Schedule/Results**
2. Click the link reading "Click Here to Enter Schedule/Results"
3. This will take you to the Trackwrestling.com portal. All schedule/result data will be entered here.
4. All Schedule/Results data will also appear on the NWCA OPC side for you to print Season Record Forms and other important information, but all data entry is done on the Trackwrestling.com portal

#### **Adding Dual Meets**

1. Once you get to the Trackwrestling.com portal, click on "**Add Event**"
2. Select the type of event "**Dual Meet**"
3. Select the date using the **CAL** button
4. Select whether or not it is a conference meet
5. Select the level of competition
6. Click **Continue**
7. Select the parent event if the dual meet falls under a dual meet event such as a dual tournament, tri, quad, etc.
8. Select the Home/Away location
9. Type the **Opponent Team Name** and **Opponent State** and click **ADD**

### Adding Multiple Duals Events

1. Once you get to the Trackwrestling.com portal, click on “**Add Event**”
2. Select the type of event “**Tournament**”
3. Select the date using the **CAL** button
4. Select whether or not it is a conference meet
5. Select the level of competition
6. Click **Continue**
7. Select a Trackwrestling Event if the event is run by Trackwrestling. This will allow you to import results, submit rosters, among other things.
8. Select **Dual Tournament** as the Tournament Type
9. Enter the **Event Name**
10. Select **Start Date** and **End Date** using the **CAL** buttons
11. Enter an Event URL if there is one, and any Event Comments if you wish (OPTIONAL)
12. Click **ADD** button

### Adding Individual Tournaments

1. Once you get to the Trackwrestling.com portal, click on “**Add Event**”
2. Select the type of event “**Tournament**”
3. Select the date using the **CAL** button
4. Select whether or not it is a conference meet
5. Select the level of competition
6. Click **Continue**
7. Select a Trackwrestling Event if the event is run by Trackwrestling. This will allow you to import results, submit rosters, among other things.
8. Select **Individual Tournament** as the Tournament Type
9. Enter the **Event Name (Tournament Name)**
10. Select **Start Date** and **End Date** using the **CAL** buttons
11. Enter an Event URL if there is one, and any Event Comments if you wish (OPTIONAL)
12. Click **ADD** button

### **Edit Competitions**

1. Once you get to the Trackwrestling.com portal, click on the event name you wish to edit
2. You will now see a list of matches. Click on the weight class to edit the match
3. Make any necessary changes and click **Save**

### **Delete Competitions**

1. Once you get to the Trackwrestling.com portal, find the event you wish to delete and click the red “x” to the right of the event name.
2. A window will appear. Type “delete” and click **OK** to remove the competition

### **How to view and print the Alpha Master Report (optional by state)**

1. On the Scholastic OPC homepage, click on “Team Reports” and then click on the submenu item “Alpha Master Report” to view the Alpha Master Report using the dashboard menu. (optional by state)
2. The “Alpha Master Report” is a summary of your team’s assessment data
3. Print this form by scrolling to the bottom of the page and clicking the “Print Form” button. The report will open up in a new window. Print and then close that window to return to the dashboard.

### **How to View a Wrestler’s Official Assessment**

1. On the Scholastic OPC home page dashboard, click on Wrestlers, then click the (+) plus sign beside Rostered Wrestlers to expand the view to see all your wrestler’s names.
2. Wrestlers with “official” confirmed assessments will display their minimum weight class beside their name
3. To view a wrestler’s official assessment, click the (+) plus sign beside their name. Then click on the Assessment Form selection under the wrestler’s name to view his/her assessment.
4. The page will populate with the individual wrestler’s assessment. To print the assessment form, scroll to the bottom and click on the Print button.
5. To view another wrestler’s assessment, simply repeat the process by clicking on the (+) plus sign beside their name under Rostered Wrestlers and select Assessment Form.

### **How to view an Individual Weight Loss Plan**

1. On the Scholastic OPC homepage, select “Wrestlers” from the dashboard menu to expand. Then click the plus sign (+) beside submenu item “Rostered Wrestlers” to view wrestlers.
2. Then click on the plus sign (+) beside wrestlers name to view that wrestler’s individual weight loss plan by selecting the “Wt. Loss Plan” link under his/her name.

3. Print the Weight Loss Plan by scrolling to the bottom of the page and clicking the “Print Form” button. The report will open up in a new window. Print and then close that window to return to the dashboard.

**How to retrieve login and password information for student-athletes so they can view their individual assessment data as well as access the integrated nutrition program (please note, the wrestlers can design their own customized diet that honors their weight loss/gain plan by using these codes).**

1. On the Scholastic OPC homepage, click on “Team Reports” and then click on the submenu item “Wrestlers on File” using the dashboard menu.
2. The program will automatically assign each wrestler a unique Login ID and Password.
3. At the top of the page, click on the “Export Wrestlers Username and Passwords to Excel.” This will export the names of the wrestlers and their codes only to an excel document which you may save to your computer and then print.
4. By clicking the “Export Wrestler’s on File to Excel” all the data you see on the Wrestlers on File page will export to an excel document which you may save to your computer.
5. The assessor and/or coach should give each individual wrestler their unique Login ID and Password. The wrestler and his/her parents will have access to their individual assessment data and the nutrition program.

***Please remember to log off once you are finished on the OPC.***

**Optimal Performance Calculator Instructions for creating a pre-match weigh-in form & Recording actual weigh in weights**

**Creating a Pre-Match Weigh-In Form:**

1. On the OPC home page dashboard, you will see **My Schedule/Results**
2. Click the link reading “Click Here to Enter Schedule/Results”. This will take you to the Trackwrestling.com portal. All schedule/result data will be entered here.
3. To the right of the events you created, you will see a small **scale** icon
4. Click the **scale** icon to open the NWCA Weigh In Form
5. Click the Next button if everything is correct on the first step of the “Weigh In” tab. The Date and Opponent/Event Name fields are pre populated based on the competition details you entered.
6. After clicking Next, the team’s entire roster will appear. All wrestlers will appear in their eligible weight class for that date of competition.
7. On the far right hand side, uncheck the names of any wrestlers you do not want to appear on the weigh-in form
8. After unchecking the names any wrestlers you do not want to appear, click on the Next button at the top of the page

9. You will now be taken to a grid page with all of your wrestlers' names who will be weighing – in.
10. Click on the Print Weigh-in Form button at the bottom of the page
11. Your page will be created into a PDF document which allows you to print in the proper format.
12. Take this form(s) with you to weigh-ins to ensure all wrestlers are at their eligible weight class and to record the actual weight of all your student-athletes on the form(s).

#### **Record Actual Weigh-In Weights Post-Match:**

1. At the conclusion of the competition, log back into the Coaches Dashboard, and go to your Trackwrestling portal to see your schedule.
2. To the right of the events you created, you will see a small **scale** icon
3. Click the **scale** icon to open the NWCA Weigh In Form
4. Enter the actual weights in the text box for all wrestlers. You do not need to click on the edit button to enter the actual weight for each of your wrestlers. After entering the actual weight for all wrestlers click on the Save Weigh-In Information at the top of the page.
5. If you had a wrestler who had an actual weight higher than his/her "weight loss plan weight," the wrestler's weight loss plan will now re-calculate going forward from the new weigh-in value. It is important to check the wrestler's weight loss plan to ensure the wrestler competes at the proper weight for the next competition. (GA Wt. Loss Plan will recalculate if the wrestler weighs in above(heavy) his projected weight)
6. Please retain a copy of this form from all competitions throughout the year.

#### **Instructions for Viewing Weigh-in Reports**

1. Log into the OPC and click on the Coaches menu to proceed to the Coaches Dashboard
2. Click on Team Reports and click on State Results
3. In the text boxes, select the name or school you want to view and then click on the button Filter Wrestlers
4. A list of your selected wrestlers will appear
5. To view the weigh-in report, click on the Select icon under the heading Weigh in Report

#### **OPTIONAL IN GA - Instructions for Entering Dual Meet and Tournament Results**

##### **How to enter dual meet results**

1. On the OPC home page dashboard, you will see My Schedule/Results
2. Click the link reading "Click Here to Enter Schedule/Results". This will take you to the Trackwrestling.com portal. All schedule/result data will be entered here.
3. Click on the Dual meet name you want to enter results for

4. A window will appear with the weight classes. Click a weight class to enter a result.
5. Select your wrestler from the drop down list.
6. Select from the drop down box your opponent's name. If your opponent's name does not appear, manually type the wrestler's name.
7. Select the winner
8. Select a win type (Dec, SV, Fall, DQ, DE, etc.).
9. You will now enter the score or time of the match - see below for description.

#### **How to enter a DEC, SV, TB**

1. In the first score box, enter your wrestler's score.
2. In the opponent's score column, enter the opponent's score.
3. After the score is entered into both score boxes, click Save

#### **How to enter a DQ, DE or Pin**

1. Do not enter any score information in the score boxes.
2. Make sure DQ, DE or Fall was selected in the win/loss type.
3. Enter the time of the DQ, DE or Fall in the time box.
4. After the time is entered into the time field, click Save.

#### **How to enter a TF (TF4 and TF 5 are for colleges only)**

1. Enter any score information in the score boxes.
2. Make sure Technical Fall was selected in the win/loss type.
3. Enter the time of the tech fall in the time box.
4. After the time is entered into the time field, click Save.

#### **How to enter a forfeit**

1. Select Forfeit as the win type.
2. After the above steps are performed, click Save.

#### **How to enter tournament results:**

1. On the OPC home page dashboard, you will see My Schedule/Results
2. Click the link reading "Click Here to Enter Schedule/Results". This will take you to the Trackwrestling.com portal. All schedule/result data will be entered here.
3. Click on the tournament name you want to enter results for
4. A window will appear. Click on **Add Match**.
5. Select your wrestler and weight class from the drop down lists.

6. Click **Save**
7. Enter the opponent and win type. See below for win types.

#### **How to enter a DEC, SV, TB**

1. In the first score box, enter your wrestler's score.
2. In the opponent's score column, enter the opponent's score.
3. After the score is entered into both score boxes, click Save

#### **How to enter a DQ, DE or Pin**

1. Do not enter any score information in the score boxes.
2. Make sure DQ, DE or Fall was selected in the win/loss type.
3. Enter the time of the DQ, DE or Fall in the time box.
4. After the time is entered into the time field, click Save.

#### **How to enter a TF (TF4 and TF 5 are for colleges only)**

1. Enter any score information in the score boxes.
2. Make sure Technical Fall was selected in the win/loss type.
3. Enter the time of the tech fall in the time box.
4. After the time is entered into the time field, click Save.

#### **How to enter a forfeit**

1. Select Forfeit as the win type.
2. After the above steps are performed, click Save.

#### **Manage and Email Results to Newspapers:**

1. On the OPC home page dashboard, you will see My Schedule/Results
2. Click the link reading "Click Here to Enter Schedule/Results". This will take you to the Trackwrestling.com portal. All schedule/result data will be entered here.
3. Click on **Media Contacts** at the top
4. Click the **Add Media Contact** button to add a new media contact.
5. The system will automatically submit the results to the media contacts.

#### **How to access the Individual Season Wrestling Record Form**

1. Once logged into the OPC Coaches Dashboard, click on "My Schedule/Results"
2. Select the link inside this menu reading "Team Season Record Forms"
3. A list of wrestlers for your institution will appear.

4. Click select next to the wrestler's season record form you would like to view.
5. After clicking on the wrestler, you will be taken to a grid page of all the wrestler's matches entered for the year.
6. You can view the data and ensure what should appear on the season record form and be submitted to your qualifying tournaments.
7. Unclick any match that does not meet the criteria to appear on your state's season record form.
8. Click "Save Match Selections" to keep the matches selected, saved for future use.
9. After unclicking all wrestler's that should not appear on the season record form, click on the "show me season record form" button.
10. All matches that should not appear on the season record are filtered out.
11. You can keep all boxes clicked and click on "show me season record form" if you want a comprehensive report of all your wrestler's matches.

***Please remember to log off once you are finished on the OPC.***

#### **NWCA Contact**

For more information, please visit the NWCA Optimal Performance Website at [www.nwcaonline.com](http://www.nwcaonline.com)  
For problems or questions please contact [Scott Crowell](mailto:scrowell@nwca.cc) at the NWCA office; 717-653-8009 or  
[scrowell@nwca.cc](mailto:scrowell@nwca.cc)

**Trackwrestling.com: [www.trackwrestling.com/tickets](http://www.trackwrestling.com/tickets)**