

Meetmaker- Athlete Upload

1) Go to <http://meetmaker.com/> . Create an account and then log in.

2) Using the CSV File (attached) input your athlete information into the required columns. The required columns have text in them. Before you delete the sample text, take a look at how the information is inputted. Especially pay attention to how they name each level. You need to make sure it matches the way they have it in their system. Skip the columns with no text, but don't delete them.

3) You must save the file as a **CSV file in excel**. Change the name so you can find it later.



My Gym

Maintain your gym account profile, roster, and meet registrations.

[My Account](#) - Manage your account, gym's sanction organizations, and authorized users

[My Roster](#) - Manage your gym's roster ←

[My Events](#) - Manage your event registrations

4) Return to Meetmaker.
Log back in and Click on "My Roster"



5) Click on "AAU Import"

Roster Import

You can import your USA Gymnastics or AAU roster by clicking the appropriate button below.

[USA Gymnastics Import](#)

[AAU Import](#) ←

6) Click on "Choose File"
Locate the file you just created and saved.

7) Click on "Import"



AAU Roster Import

Roster Import Instructions

Please carefully follow the instructions listed below to ensure the process works smoothly. It is suggested that you have any problems importing your roster data.

Some important notes about importing data

1. You must have filled out an AAU roster in
2. The file must be saved in the CSV file for

Step 1

Click the Browse button below to select the

[Choose File](#) No file chosen ←

Step 2

Now click the Import button below to import

[Import](#)

8) Go to "My Gym" at the top of the webpage and then "My Roster". You should see your athletes listed.

If not, email for support:

contact@meetmaker.com