# Migrating Teams from last seasonal year

1. To avoid having to create all new teams for your Member Organization each year, and to help the competition committee with alignment, Affinity has created a feature that will allow you to migrate empty team shells from last seasonal year to the new seasonal year.
   a. Only migrate the team shell, never migrate any players or administrators. They have to register themselves to sign the ELA's, pay fees, etc.
2. **Before migrating teams from the old seasonal year, make sure the same levels of play are set up in the new upcoming seasonal year.**
3. **Be sure you are in the previous seasonal year.**
4. At the League level click on the Teams tab.
5. Click the grey Search button in order to pull up all teams that you want to migrate over to the new seasonal year



6. Check the boxes on the left hand side of each team(s) to migrate
7. Select the season from the drop down menu you want to migrate to
8. Be sure to only select the TM column
9. Click "Save Migrate Request" Button
10. Verify that data has been migrated to the new season by performing a search in Team Look-up. It can take up to 10 minutes to process
11. **Migrating teams to a new season automatically advances the age group of the Team.**