



## POLICY #7: ELIGIBILITY

### 1. ELIGIBILITY RULES

#### 1.1 U SPORTS Eligibility Rules

All Eligibility Rules of U SPORTS shall be applicable to the Association, and in addition the Association may enact, repeal or amend and enforce such other Eligibility Rules, which it deems necessary and applicable to the Association.

#### 1.2 Eligibility Review Officer

Shall provide an interpretation of any request made in writing by a Member and/or Probationary Member as stipulated in U SPORTS policies and procedures manual.

#### 1.3 Powers of Board of Directors

Should the eligibility of any competitor be questioned by any Member, the matter shall be referred to the President and, where applicable, to U SPORTS.

In matters not in the domain of U SPORTS, the Canada West President shall be empowered to adjudicate the dispute through a discussion of the Canada West Board of Directors.

#### 1.4 Eligibility Documents

Documents to be used in processing annual eligibility requirements shall be in accordance with U SPORTS By-Laws and Policies.

#### 1.5 Eligibility Certificate Submission Deadlines

The U SPORTS Eligibility Certificate, which may be unsigned, must be sent electronically to:

- Sports Information Officer or designate at each of the competing institutions for the sport in question
- Canada West Convenor, where applicable, and
- Canada West Office

by the dates stipulated annually by U SPORTS. Where this date is later than the first official Canada West contest, copies of the U SPORTS Eligibility Certificate must be circulated electronically not later than seven (7) days prior to the first official Canada West contest. In the sports of Cross Country, Track and Field, Wrestling and Swimming the U SPORTS Eligibility Certificate must be circulated electronically not later than seven (7) days prior to their first non-league competition. **In the sports of Golf and Curling, the U SPORTS Eligibility Certificate must be circulated electronically not later than seven (7)**

days prior to the CW Championship. (These dates will be revisited at the end of the 19/20 season)

The original (official) signed copy (Athletic Director and Registrar or Designate) is to be retained by the sending institution and an electronic copy must be sent to the Canada West Office and the U SPORTS Office by the deadlines outlined in U SPORTS policy 40.30.

Failure to adhere to the published timelines may result in a fine. Refer to the Association's Finance Policy for the complete list of fines.

### 1.6 Adding Student-Athletes

From time to time a Member may wish to add student athletes to the list of those eligible to participate, and may do so according to the following regulations. Failure to adhere to the published timelines may result in a fine. Refer to the Association's Finance Policy for the complete list of fines.

#### League, multi-tournament and single tournament sports

A U SPORTS Eligibility Certificate, which may be unsigned, including all names still eligible, must be circulated electronically with the addition(s) identified by asterisk and deletions crossed out by a single line drawn through the name. The U SPORTS Eligibility Certificate must be sent 72 hours (local time) prior to the start of competition.

The U SPORTS Eligibility Certificate must be sent to

- Sports Information Officer or designate at each of the competing institutions for the sport in question
- Canada West Convenor, where applicable, and
- Canada West Office.

The original (official) signed copy (Athletic Director and Registrar or Designate) is to be retained by the sending institution and an electronic copy must be sent to the Canada West Office and the U SPORTS Office as per U SPORTS Policy 40.30.1.3.5.3 – Eligibility Certificate -additions.

Exceptions:

- i) Rule 1.6 shall be waived for league and playoff competition in the case of a goaltender injury in ice hockey.
- ii) Students who have been deemed eligible by the U SPORTS Eligibility Committee (via hearing or e-disposition) after the 72 hour deadline can be added within 24 hours of receiving the verbal confirmation from the U SPORTS office on the condition that the institution must notify the next opponent in writing, 72 hours

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prior to the competition, of the pending case appeal being heard by the U SPORTS Eligibility Committee.

### 1.7 First Year Students

~~First-year students participating in Canada West competition are required to have completed grade 12, hold a high school diploma, and have obtained an average of not less than 60% on academic courses normally used for admission purposes. Students admitted without the above requirements will be eligible to compete upon the successful completion of a minimum of 18 credit hours in one academic year. This would not apply to students entering the university as a mature student.~~

### 1.8 Competition Outside of Canada West – Men’s Hockey

- a) A student competing in Canada West league sport, who signs a playing form and/or players card for an outside organization after January 1st, shall not be eligible to represent the Member in the same sport during that season.
- b) A student must obtain written permission from the Office of Canada West in order to play for an outside organization in Christmas Tournaments or at other holiday periods during the season.
- c) If the Canadian Hockey Association does not honour the U SPORTS men's ice hockey registration form, the Canada West Members in hockey must register their teams with the appropriate branch of the CHA.

### 1.9 Participation with a Second Team – Women’s Hockey

Any player participating during the fall semester, who takes part in a game with a second team after October 1st, will be deemed ineligible for the remainder of the season and the following season. Any player that has joined her respective university for the winter semester and has played for a second team following January 1st will be deemed ineligible for the remainder of the season and the following season. The CW team(s), on which a player that has not adhered to this regulation has played, shall also forfeit all the conference games played with the aforementioned player on the game sheet. Once a player’s respective CW team has completed its conference competition and has not qualified for the post-season play or has been eliminated from CW or U SPORTS post-season play, that player will be free to join another club team subject to the rules governing her provincial sport organization.

NOTE: The only exceptions to this rule would be as follows:

1. In the occurrence that the second, non-Canada West team is a national or provincial select all-star team that would only compete at a sanctioned national or international competition.

2. A CW roster player may practice/train/skate with any team (select or club) if the opportunity or necessity arises.

### 1.10 Relief of Eligibility Requirements

In cases where Canada West Eligibility requirements are more stringent than U SPORTS Regulations, members can request relief from a Canada West Eligibility Requirements to the Canada West Board of Directors.

#### a) Acceptable Requests

The Board of Directors will only review requests from Canada West eligibility regulations for compassionate reasons submitted by members or members on behalf of student-athletes will be accepted.

#### b) Procedures for Request

The request for relief shall be forwarded via e-mail by the Director of Athletics or their designate, and shall be directed to the Canada West Office, who in turn will distribute the request to the Canada West Board of Directors. The request shall set out fully the grounds upon which relief is sought, and shall include all of the following:

- i) A letter of support from the respective Athletic Director and/or coach.
- ii) A letter of request from the respective student-athlete.
- iii) Any supporting medical information or documentation
- iv) Game or event reports if appropriate.
- v) A copy of the student's academic transcript.
- vi) Other documents which support the request
- vii) If the matter has been submitted to U SPORTS as an appeal, a copy of the ruling on the case must be included.

Any documentation that cannot be provided in electronic format can be faxed to the Canada West office.

Member institutions must submit the request and all supporting documentation five (5) business days in advance of the Board of Director's conference call to deal with the request for relief. The Board of Directors usually meet on every second Thursday of each month.

#### c) Receiving the Request

Upon receiving the request, Canada West will invoice the institution for a non-refundable administration fee of \$500.00. The fee would be used to offset the costs of each conference call that would involve the Canada West Board of Directors.

d) Student-Athlete Participation

Student-athletes are encouraged to participate in the hearing of their compassionate appeal and are required to complete the Student-Athlete Notice of Hearing Form. The form will be provided to the student-athlete when his/her hearing date has been determined

e) Confidentiality

Where the facts supporting a request are of a highly confidential and sensitive nature, the written request shall be marked “Confidential” and only the Canada West Office Representative responsible for eligibility shall review its content. The Canada West Office Representative responsible for eligibility shall make a recommendation to the Board of Directors as to the disposition of the request. Canada West shall make every effort to preserve the confidentiality of a request under this sub-section.

f) Board of Directors Ruling

- i) Any decision rendered by the Board of Directors cannot be less stringent than the U SPORTS regulation or decisions made on appeal by the U SPORTS Eligibility Committee.
- ii) All decisions made by the Board of Directors are final and binding and will be distributed to the Athletic Directors of each Canada West member.

**2. PLAYER RECRUITMENT**

All U SPORTS regulations shall be applicable to the Association.

**3. ATHLETIC FINANCIAL AID**

All U SPORTS regulations shall be applicable to the Association.

**4. DOPING CONTROL**

All U SPORTS regulations shall be applicable to the Association.