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## **MDRA Policy on Player Registration, Fees and Refunds (April 2008)**

The Metcalfe and District Ringette Association (MDRA) strives to provide quality Ringette programs for as many players as possible while balancing the needs of individual players against the needs for effective teams and a positive coaching environment. This policy will guide the process of registering players into the association each year. The MDRA Executive may, at its discretion, over-ride the policy with a majority vote. Any decisions to over-ride this policy must be documented in the minutes of the MDRA Executive meeting.

### Definitions

“Divisions” refers to the age categories as recognized by Ringette Canada (e.g. Novice, Petite, etc.).

“Levels” refers to the level of play within a division (e.g. C1, B, A, etc.).

“NCRRL” refers to the National Capital Region Ringette League, the league that MDRA is a member of.

“ERRA” refers to the Eastern Region Ringette Association, the provincial region that MDRA and the NCRRL are members of.

“ORA” refers to the Ontario Ringette Association.

The following guides the registration process:

1. MDRA is committed to respecting the boundaries of other Ringette associations. If a player lives within the boundaries of another association, she must register with that association, unless the other association agrees to a player release. The MDRA area includes the former Township of Osgoode and the Township of Russell. Areas south, east and west are not part of an association and MDRA will accept players from these areas. Players will be considered for releases to play in other associations according to MDRA, NCRRL, ERRA and ORA policy. Bunny players may register out-of-association, however, they will be required to register with their home association when playing Novice and above.
2. Registration into the MDRA is on a season-by-season basis; all players must register each season.

3. The MDRA registration deadline is June 30<sup>th</sup> each year. After this date, all registrations are placed on a waiting list. MDRA will notify players that they have been placed on a team as these decisions are made. This may be as late as mid-September.
4. Registration is on a first come, first serve basis. Any MDRA representative accepting registrations must note the date and time a registration is received. Players who were registered in the previous season will be placed on teams before new players, when registered before the deadline.
5. A registration is not complete until all the necessary forms are properly completed and submitted, and payment is received. Post-dated cheques are acceptable if made out according to the MDRA's payment schedule.
6. The maximum number of registrations for the Bunny program is 40, however the MDRA Executive reserves the right to modify this depending on the circumstances of the program in a particular year.
7. With the exception of the Bunny Program, registrations for a particular division are placed on a waiting list until 11 registrations have been received for that division. With the 11<sup>th</sup> registration, all the players registered are placed on to a team at that division. The maximum number of players for a team is 14. The 15<sup>th</sup> player at a division is placed on a waiting list. When there are 10 players on the waiting list, and an 11<sup>th</sup> registers, then a second team is recognized and all the players on the waiting list are accepted onto a team. Exactly which players play on which team may depend on seeding sessions as determined by the MDRA Executive.
8. MDRA cannot guarantee a particular division or level of Ringette will be offered. The divisions and levels offered in a particular season depend on the registrations received and the abilities of the players who have registered.
9. MDRA reserves the right to offer players to play in a higher division than their age dictates.
10. MDRA reserves the right to refuse the registration of a player for reasons that include, but are not limited to: insufficient monies at a level or monies owed to the MDRA by the family of the player, or past player behaviour.
11. If a registering player intends to try out for a team with another association because a particular division or level of play is not offered at MDRA, the player must register with MDRA to reserve their place on the waiting list or on a MDRA team in the event the player does not make the team with the other association. In this case, the player's family may request that the payment not be cashed until it is known that the player will

play for MDRA. If the player will not play for MDRA, the administrative fee (see below) will not apply.

12. If a registration payment cheque is returned as non-sufficient funds (NSF) before October 1<sup>st</sup> of the season, that player will not be entitled to “go on the ice” until payment is received, including the NSF administration fee of \$25.00. On or after October 1<sup>st</sup>, the player will have fifteen days to remit payment and the NSF administration fee. If the fees are not received, the player will not be allowed to participate in MDRA activities, including practices and games.
13. MDRA will issue receipts for income tax purposes in January of the registration year.

MDRA will provide refunds of registrations as follows:

- a) All registrations include a non-refundable \$40.00 administrative fee that will not be refunded regardless of whether a player has received any ice time.
- b) If a player withdraws before, during or after try-outs, but before any ice time with the team the player is placed on, a full refund, minus the administrative fee, will be made.
- c) If a player withdraws after the team has been formed, but before November 15<sup>th</sup>, the administrative fee and one-third of the remaining registration fee will be deducted from the refund.
- d) If a player withdraws after the team has been formed, on or after November 15<sup>th</sup> but before or on December 31<sup>st</sup>, the administrative fee and one-half of the remaining registration fee will be deducted from the refund.
- e) A refund will not be provided for a player withdrawing after December 31<sup>st</sup>.
- f) The MDRA reserves the right to deal with refunds on a case by case basis for players who withdraw from medical reasons or for extenuating circumstances.

End of policy

## Policy Revision

This policy may be revised according to the terms in the MDRA constitution, as follows:

### **ARTICLE 1: REGULATIONS**

- 1.1 Regulations may be created, amended or repealed with two thirds (2/3) the approval of a quorum of an Executive meeting. The regulations

shall govern the structure and operation of the MDRA and its programs. Regulations may add to but shall not conflict with the Constitution and By-Laws of the Metcalfe and District Ringette Association and those rules and regulations enacted by affiliate associations.

- 1.2 Amendments to Regulations of the MDRA may be recommended at any time. All amendments shall require approval at a meeting of the Executive prior to implementation.