

Policy Revision	Section(s) revised	Change Description	Effective Date
0		New	Sept 2019
1	In red	Update dates	Sept 2021

## Appendix 5 League Request Procedure (Overage, Advance, Retreat)

Procedure for Advance/Retreat and Overage Player Zone 123 League Requests

### Preamble:

All league requests must comply with current Ringette Alberta Policies.

### Section 1.0 Definitions:

Overage Player Submission Deadline ..... **see Critical Dates**  
 Self Advance or Retreat Deadline..... **see Critical Dates**  
 Advance or Retreat Request (by Others) ..... **see Critical Dates**  
 Notification of League, or Request by Others to  
 Advance or Retreat (not by Self) ..... **see Critical Dates**  
 Response to Advance or Retreat Request by Others .....  
**due 1 day prior to Z123 League Request Committee Meeting**  
 Zone 123 League Request Committee Meeting\* ..... **see Critical Dates**  
 Notification to Associations and League Scheduler\* .....  
**1 day after Z123 League Request Committee Meeting**

\*These dates are to be held as soon as practicable after the Self Advance/Retreat Deadline and Responses to Advance or Retreat Requests by Others.

### Section 2.0 Overage Players

Home association shall:

1. Fill out all the required information in the Overage Player Form.
2. Fill out a Team Profile Form.
3. Submit Form to rleaguedirector@gmail.com and admin@ringettecalgary.ca by the Submission Deadline noted in Section 1.0

### Section 3.0 Self Advance or Retreat

Home association shall:

1. Fill out all the required information in the Self Advance or Retreat Form.
4. Be prepared to offer supporting evidence such as exhibition game results in divisions they are applying for a team to avoid or join. The amount of satisfactory supporting evidence is at the discretion of the League Request Committee.
5. Be able to supply the retreating or advancing team with resources with which to establish exhibition games in such demonstration.
6. Submit a formal Retreat Request if a team has been designated by Ringette Alberta Universal Athlete Assessment (UAA) at a level that is higher than the level the association declares to the league for league play.

Notes: Teams seeking Advance or Retreat consideration may not be guaranteed any tournament acceptance in either of the affected divisions.

The league has authority to impose conditions on teams seeking retreat for developmental reasons, such as prohibiting participation in post-season competition at the lower level

Self Advancements are automatically endorsed.

#### **Section 4.0 Advance or Retreat Request (by Others)**

Lead Requesting Association shall:

1. Submit a non-refundable fee of \$200, paid to the league accompanying the request by the date specified for the Advance or Retreat Request (by Others).
2. Fill out all required information in the Advance or Retreat Request (by Others) Form.

#### **Section 5.0 League Actions**

League Directors shall:

1. Notify all teams they are being considered for Advancement or Retreat either through Nomination of others, misalignment with provincial designation, or league evaluation.
2. Request supporting evidence such as tournament or exhibition games from teams under consideration.
3. Provide timely and documented decisions on the advance/retreat process in accordance with the above.
4. Chair the League Request Committee process.

Decisions by the League Request Committee are final, and not subject to appeal.