
PARTICIPANT AND TEAM REGISTRATION POLICY

Category:	Player	Date Approved:	8/16/2011
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PURPOSE

Provides guidelines on player and team registration requirements for participation in athletic leagues.

POLICY

Tracking player and team registration is an important component of league management. It provides vital records that are necessary for implementing programming and documenting various legal requirements. The following outlines those items that are required for participation in Inter Tribal Sports (ITS) athletic leagues.

Team Registration

In order to be included in a league, tribes/**tribal organizations** must submit their official team registration materials (inclusive of player roster) for each participating team by the required-deadline. **A team registration form or email will be accepted, while phone calls will not be permitted. One team manager per tribe/tribal organization** with valid contact information, must be identified in order for a registration to be official. It is recommended that teams not be registered if the level of commitment from players or coaches is in question. The decision on whether to register teams is ultimately up to the board representative(s).

Official Team Rosters

Team rosters are created online with players that are registered and age verified. If the online system is no longer operational, the board representatives and/or coaches are required to submit a team roster as a part of the team registration materials. Teams must have the minimum number of players for that sport to be eligible to participate (see individual sport rules). Teams that do not have the minimum number of players to field a team listed on their roster by the team registration deadline will automatically be removed from the league. Player additions and deletions can be made throughout the season.

Fee for Withdrawing from League

Teams that register, then withdraw from a league before or during the season, will be assessed a fee to cover the cost of forfeits and administrative efforts, including schedule revisions and correspondence with other teams. The fee for withdrawing from the date the schedule is released through the midpoint of the season is \$300. Teams withdrawing from the midpoint until the end of the season will be assessed a fee of \$150. These fees are in addition to any forfeit fees incurred during the same season. The limit on total fees assessed is \$300 per team per season. All fees will be assessed by sending an invoice to the tribe/tribal organization through their ITS board representative(s). Any **tribe/tribal organization** with an outstanding balance at the time of the team registration deadline for any following sports league will be considered ineligible and none of the teams from that **tribe/tribal organization** will be placed in the league.

Participant Registration

All participants in ITS leagues must submit a new registration form prior to participating in each sports season. Registration forms must be completed in their entirety and may be submitted online through the ITS website. All participants must also submit or have on file an official document that verifies their name and date of birth as specified by the **100.3** Age Verification and Records Management Policy. In addition, any player that is or will turn 18 years old during the season must **complete a background check (Please view policy 300.1 Background check)**. Players that wish to play in multiple divisions, must register for each qualifying division.

Participant Registration Deadline

All Player Registration Forms and age verification documents must be submitted to the ITS administrative offices 48 hours in advance of the next game. Only players on the roster with current registration forms and age verification on file will be permitted to participate. Registration or age verification paperwork will not be accepted during game days.

RELATED INFORMATION

Inter Tribal Sports Documents:

[Team Registration Form \(PDF\)](#); [Player Registration \(Online\)](#); [League Rules \(see specific league\)](#);

Inter Tribal Sports Related Policies:

[100.1 Participant Eligibility Policy](#); [100.3 Age Verification & Records Management Policy](#); [300.1 Background Check Policy](#)

Related Links:

www.intertribalsports.org → [Team Central](#) → [Coach Corner](#) → [Player Forms](#)
www.intertribalsports.org → [Team Central](#) → [Coach Corner](#) → [ITS Rules and Policies](#)