

	Title	Waitlist Policy
	Policy #	Registration – 7.6
	Draft Date	April 25, 2023
	Approved Date	May 24 2023
	Revised Date	
	Owned By	Executive Committee

1.0 OVERVIEW

With the growth of our Airdrie Minor Hockey Association (AMHA) membership over the years and the limited ice available in Airdrie we have no alternative but to put some caps on our registration numbers to ensure that we have enough ice for all of our teams to practice and play games.

This policy will govern the procedure of who goes on a waitlist, when and how they will be placed on a team, if room becomes available.

2.0 POLICY

Each year the Executive Committee (EC) will do an analysis of our available ice and past registration numbers to determine the maximum number of teams we will be able to accommodate in the upcoming season. They will then set a cap of maximum registrants per division and once reached a waitlist will be created for that division.

3.0 PROCESS

The Admin team will monitor incoming registrations for all divisions and determine when a waitlist will be started based on the cap set by the EC prior to registration opening.

If the division that your player wants to register for is now in a waitlist situation, you will still be able to register for the waitlist by paying an Administration Fee and AMHA will contact you when space is available in your division based on the date and time of your registration. The earliest registration on the waitlist gets the first chance at an available spot.

If there is a waitlist in place and you are a new to Airdrie player, you will be placed on a waitlist until an opening becomes available.

If an import player does not make the AAA or AA team they will need to return to their home association to play at the lower level of hockey.

Waitlist players will be allowed to filter into AAA, AA, CAHL or RHL tryouts or evaluations based on when a player in one of those streams quits or a spot becomes available.

For Example:

On July 15th, AMHA starts a waitlist in the U13 division, and over the next few days more people register for the U13 division and 5 players are now on the waitlist. On July 20th, a player decides to quit in U13 so AMHA will go to the first person on the waitlist and give them the opportunity to register for whatever stream they want as no tryouts or evaluations have started.

Then once our AAA and/or AA tryouts start we will add players from the waitlist as we determine how many Airdrie players are selected on those teams. If we are able to add more players from the waitlist before AA tryouts start and a player wants to register for AA they will be added, however, if AA Tryouts are in progress or complete then the highest stream a waitlist player can try out for is CAHL.

After CAHL evaluations if spots become available and we move people off the waitlist they will only be able to evaluate or join an RHL team.

Available spots will be offered via email with a 48 hour window to respond and then pay all outstanding fees owed to date, including late fee, if applicable. If these requirements are not met AMHA will be moving onto the next available person on the waitlist.

4.0 EXCEPTIONS

If you are late registering for AAA or AA, as an Airdrie member or a member from within the AMHA Hockey Alberta Elite Draw Zone, you may still be able to register, based on the Head Coach recommendations.

i.e. Players dropping down from Junior teams, etc.

Note: AAA and AA second Tryout players from outside of our drawzone will not be put on a waitlist.