

KGHA REGISTRATION POLICY

MARCH 2025



Statement of Purpose

This policy supports the objectives of the Kanata Girls Hockey Association (KGHA), as outlined in the KGHA Constitution.

General

1. All KGHA players, team officials, and executives must be registered with the Ontario Women's Hockey Association (OWHA) through the KGHA registration system.
 2. All registered KGHA members are covered by Hockey Canada insurance.
 3. "Registered team officials" refers to individuals listed on an OWHA-approved team roster form.
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Registration

1. All players and team officials must adhere to the registration process outlined by the KGHA.
 2. Required documentation for registration will be specified by the Registrars or through the registration system.
 3. Registration may be denied if:
 - o The registrant or a family member is in financial arrears to the KGHA or a KGHA team.
 - o KGHA equipment has not been returned.
 - o Harassment, abuse, bullying, or misconduct (as defined in the [OWHA Harassment, Abuse, Bullying and Misconduct Policy](#)) has occurred. In such cases, corrective actions identified by the KGHA Executive must be taken before registration is allowed.
 4. Incomplete registration may result in placement on a waitlist or removal from a team, as determined by the KGHA Finance and Administration Committee.
 5. A player released from the KGHA may not return until the following hockey season.
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Fees

1. Fees are determined by the Finance and Administration Committee and assigned to registration packages in the KGHA RAMP Registration system.

2. Separate registration packages will be available for tryouts and the season, with fees assigned to each.
 3. Registration fees are set equitably according to the program in which players participate, as guided by the Constitution.
 4. Payment options will be outlined in the KGHA RAMP registration system.
 5. Failure to make a payment, including failed credit card payments, may incur a \$50 penalty.
 6. Goalie discounts:
 - o Full-time house league goalies on an OWHA-approved roster are eligible for a 75% discount on registration fees, processed at the end of the season.
 - o Part-time goalies who play at least nine games (league, tournament, or exhibition) as a goalie are eligible for a 50% discount, processed at the end of the season.
 - o Requests for goalie discounts must be approved by the VP, House League, and submitted to the Registrar.
 7. Bereavement financial assistance will cover the current year's registration fees for members who lose an immediate family member (defined as a child, sibling, parent, legal guardian, or spouse residing in the same household).
 8. A player who makes a competitive team and subsequently requests a release will be assessed a \$500 fine.
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Refunds

1. The refund schedule is set annually by the Finance and Administration Committee and included in the KGHA registration system. Refer to the KGHA Refund Policy.
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Tryouts and Competitive League

1. Players must register for a tryout package in the KGHA registration system to participate in tryouts.
2. Tryout fees cover a minimum of two hours of ice time, a tryout jersey, and associated costs.
3. Tryout fees must be paid in full to participate.
4. A player may not participate in tryouts or register for the competitive season if:
 - o The player or a family member is in financial arrears to the KGHA or a KGHA team.
 - o KGHA equipment has not been returned.

5. Players from other OWHA associations must either obtain a Release or provide Permission to Tryout form to the KGHA Registrars.
6. Tier 1 teams have open tryouts for eligible players, provided they are the correct birth year and have the required documentation.
7. Competitive teams must adhere to import player restrictions outlined in the Import Policy.

House League

1. Players must be fully registered to participate in house team sort outs.
2. A player may not be eligible to register for the season if:
 - o The player or a family member is in financial arrears to the KGHA or a KGHA team.
 - o KGHA equipment has not been returned.
3. A waitlist may be used to manage registration numbers. Efforts will be made to place all players on teams, but waitlisted players are not considered fully registered.

Permission to Skate (PTS)

Refer to the KGHA Permission to Skate and Player Release Policy.

Release

Refer to the KGHA Permission to Skate and Player Release Policy.

Version History:

Revision Number	Date	Description	Approved by
1	13 July 2022	Update to plain language	Board of Directors
2	17 July 2022	Adjustment to goalie discount	Registrars
3	9 May 2023	Update the date for sibling discount	Registrars
4	1 March 2024	Update to subsection 3.7 and sections 8 and 9	Finance and Administration Committee
5	9 May 2024	Update to discounts	Finance and

			Administration Committee
6	23 March 2025	Update to fees	Finance and Administration Committee