



Date: March 15, 2023

Revised Date: April 23, 2025

Policy: Registration and Refunds

Purpose: Outline registration requirements and refunds for WMHA

REGISTRATION

1. All Fees and payment schedules will be set and approved by the Whitecourt Minor Hockey Executive prior to registration dates.
 - All player registration fees are due by **October 1st** of the current season. Registration is not considered complete until full payment has been received, including post dated payments (if applicable). Registration includes providing an accurate physical land location for all players on an annual basis as well as providing proof of birth date.
 - Accommodations for extended payment plans can be made with the approval of the Whitecourt Minor Hockey President and Treasurer.
 - Unpaid fees and incomplete registrations (including missing addresses or insufficient proof of birth date) may result in the immediate removal of the player. Exceptions to be made on a case by case basis with Executive approval.
 - Any arrears and **unactioned disciplinary matters** from previous season(s) will result in no registration for the current season being accepted and/or no player release being issued to play in another organization.
2. Registration fees may be prorated for any player that has a sustained injury at the beginning of the season if the injury prevents them from playing for a time period greater than 60 consecutive days. The reduction in fees will be prorated based on the number of days that the player has missed from the beginning of the season until they return.
 - U11, U13, U15, U18 and TRAC: Season start will be calculated from September 15 and season end calculated as March 15th.
 - U5, U7 and U9: Season start will be calculated from the first ice time date and season end calculated as February 28th.

Fundraising and administration fees will not be prorated. Registration of injured players will be subject to availability on the appropriate team(s).

3. If a large number of players register, and cannot be placed on a team, the Whitecourt Hockey Association will make the players aware and may assist in finding another team for them.
4. Players who plan to try out for a Hockey Alberta recognized Elite stream **MUST** have completed registration with Whitecourt Minor Hockey in order to be considered for Whitecourt Minor Hockey Association teams should they not be successful in making the Elite stream program.

- Payment of any Whitecourt Minor Hockey Association evaluation fee will be required in order for players to be considered for the “top” teams within Whitecourt Minor Hockey.
- 5. Players who move into the Whitecourt Minor Hockey boundaries after registration will be permitted to register, subject to availability. Registration fees may be prorated if the player moves into the boundaries after November 1st. Administration and fundraising fees will not be prorated.
- 6. Players who register after the final (“on-time”) registration date will be registered subject to availability or put on a waiting list (with the possibility of making additional teams).

REFUNDS

1. Registration fees will only be refunded until October 1st of the current hockey season (October 15 for U5, U7, U9) on receipt of a written request to a member of the Whitecourt Minor Hockey Executive. Any refund will be subject to a \$100 non-refundable administration fee. Any fundraising tickets must be returned before the refund will be issued.
2. After October 1st (October 15th for U5, U7, U9), registration fees will only be refunded for the following reasons:
 - a. A sustained injury or illness – injured or ill players will be considered for a refund if the injury or illness prevents them from playing for a time period greater than 60 consecutive days. If such an injury does occur then the player/parent may apply for a refund. The refund will be prorated based on the number of days played before the application to the end of the season.
 - b. A player moves out of Whitecourt Minor Hockey boundaries subsequent to October 1st, but prior to January 10th. The refund will be prorated based on the number of days played before the application for a refund to the end of the season (using the season length as defined above).
 - c. A player is released by Whitecourt Minor Hockey because the team is full. (Note: this refund will not be subject to the \$100 non-refundable fee).
 - d. A player has been chosen for a Hockey Alberta recognized Elite stream and has not skated with Whitecourt Minor Hockey (excluding conditioning camps and evaluations). For players that are successful in making the TRAC team in their respective Division, the “refund” will be the application of the registration portion of fees paid toward TRAC registration. Note: that these refunds will not be subject to the \$100 non-refundable administration fee.

Any refund as listed above must be requested within 90 days of the move, injury or illness and must be supported by appropriate documentation (such as a signed doctor’s note or proof of new address) at the time of request.

All other refunds will be by exception only and are subject to WMH Executive approval.