

Good afternoon

As you prepare for the East Regionals, I wanted to share a few important reminders and updates. Please refer to the attached document for key information regarding the East Regional competition. [EAST Regionals 2025](#)

Note on Paperwork and Upcoming Deadlines :

Please be aware that the deadlines for OFSAA HUB uploads will follow shortly after the event.

- Your HUB roster must be signed and uploaded by **WEDNESDAY May 28th at midnight.**
- This is a very short deadline for **ATHLETIC DIRECTOR** -please see:

Online OFSAA Track Regionals Registration Deadline:

All registrations are **due 48 hours prior to the start of your Regional Meet.**

Athletic Directors must start the registration process by completing & uploading the following mandatory forms through the [OFSAA HUB](#):

- [Printed & Signed HUB Eligibility Roster \(example\)](#)
- [Student – Waiver of understanding](#) (One form per student. All forms should be scanned into one file)
- [Coach – Confirmation and Release](#) (One form per coach. All forms should be scanned into one file)

*** If you have multiple age categories attending OFSAA – You can create a “Senior/Varsity” / Gender: “All-Gender” Team on the Hub.**

Creating one coed team versus male and female teams will not affect race entry, but will cut down on your scanning and uploading

Important OFSAA Procedures

SUPERVISION Form:

- 1) **MANDATORY SUPERVISION Form – PAPER COPY REQUIRED - in order to receive your package at EAST Regionals.** Here is the form : [Supervision Form](#)

[OFSAA Forms](#)

Before leaving Ottawa, once all your athletes have completed their events, you must go to the timing area (white tower) to pick up a printout of your results.

Afterward, you are required to check in with me to register your OFSAA qualifiers. Please ensure you have the names ready for any relay teams at this time.

If you have an athlete who will be scratching from OFSAA, you must complete the scratch process before leaving. A form will be provided for this purpose, and the sooner you complete it, the better—this allows us to notify the 5th place finisher promptly.

- ♦ Top 4 finishers in each event qualify for OFSAA.

Schedule Update – PARA Sprint Events

If you have PARA athletes competing in sprint events, please note a slight change to the schedule: **PARA sprint events will now run first.**

Make sure your athletes and coaches are aware of this adjustment so they are ready on time.

As per our current playing regulations, any semi final heat that has 8 or less runners will be run as a final instead of a semi final. This will be run during the scheduled semi final heats.

See : [Schedule : EAST Regionals](#).

Performance list : [EAST REGIONALS List](#)

Souvenir Clothing

Please encourage your athletes to purchase souvenir clothing at the event. A portion of the proceeds supports the meet, helping to offset tournament costs and keep the event affordable in the future.

[Clothing EAST Regionals](#)

Wishing you a beautiful week, safe drive and see you on Thursday or Friday!