

2022-2023 Letter of Intent (LOI)

IMPORTANT - READ CAREFULLY

It is important to read this entire document as it applies to the letter of intent process.

Primary Objectives

- 1) Reduce recruiting pressure on athletes.
- 2) Reduce recruiting workload on coaches and clubs.
- 3) LOI registry in a central location – Volleyball Alberta website.

Rationale

- Create transparency throughout the signing and tryout process.
- Once an athlete signs a letter of intent, they are no longer subject to further recruiting contacts and calls, reducing recruiting pressure.
- Once an athlete signs a letter of intent, coaches no longer need to expend additional time and effort in recruiting the athlete, reducing their workload.
- Clubs can confidently promote the signed commitment of an athlete.

Seasons of Play

- 1) Indoor – Begins on the Sunday after ASAA Provincial Championships until May 31st.
- 2) Outdoor – Begins after the indoor season of play ends until August 31st.

Process

- 1) Timelines for Athletes and Clubs:
 - i) Athletes are eligible to receive letter of intents: 15U to 18U teams – July 1st until August 31st
 - ii) Athletes are eligible to sign a letter of intent: 15U to 18U teams – August 1st until August 31st
 - iii) 13U to 14U teams and unsigned 15U to 18U teams/athletes – Tryout Period (After ASAA Provincials)
 - iv) ALL athletes must sign a letter of intent. Athletes are only eligible to sign one LOI.
- 2) Letters of intent MUST contain the following signatures:
 - i) Club President (or representative)
 - ii) Head Coach
 - iii) Athlete and Parent/Guardian

- 3) Clubs are responsible for submitting signed letters of intent to Volleyball Alberta throughout the month of August through the **Letter of Intent Submission Form**. The Club President, Head Coach, and Athlete/Family will receive a confirmation email once the letter of intent has been successfully submitted.

***LOI's signed during the Tryout Period will not be submitted to Volleyball Alberta and are the responsibility of the club. The submission form will not be required during the Tryout Period.**

- 4) Letters of intent throughout August are only considered official when received by Volleyball Alberta.
- 5) Athletes sign the LOI with their LOI club and not with a particular individual. They agree to remain bound to the terms except due to extenuating circumstances.
- 6) Volleyball Alberta will post an updated LOI registry list every Monday by 10am during August.

Penalty for Breach

- 1) This LOI is subject to Volleyball Alberta regulations and failure to abide by its terms could result in a review by Volleyball Alberta.

Recruiting and Contact by Representatives of Volleyball Alberta Clubs

- 1) In the event a representative of another VA Club contacts an athlete regarding the opportunity to sign with them, the athlete will immediately notify that individual that they have already signed with another club. The athlete will notify their LOI Club President (or designate) should there be any subsequent recruitment or contact by the same club representative.
- 2) Volleyball Alberta strongly encourages the volleyball community to work cooperatively to ensure all volleyball participants have a positive experience by following these principles and rules.
 - i) Athletes, parents/guardians, club, and team representatives are free to communicate after an LOI has been signed. A parent/guardian should be included during any information exchange between a club and athlete.
 - ii) Volleyball Alberta club or team representatives may not contact an athlete during school hours, practices, tournaments, or league/exhibition games. They may do so after these activities but must have the permission of the athlete's coach and/or parent(s) first before approaching the athlete.
 - iii) Occasionally a player may initiate contact with a club coach. If this is done during school hours, practices, tournaments, or league/exhibition games; then it is the club coach's responsibility to inform the athlete they can have a conversation after the activity and once they have received the coach and/or parents' permission.
 - iv) Recruiting for the upcoming VA Club Season can begin in July and August.
 - No LOI's can be offered to club athletes from the end of Nationals until the start of the LOI process.

- Athletes and families can communicate and seek information from clubs during the athlete wellness period in June.
 - LOI's are eligible to be distributed to athlete's beginning July 1. LOI's are ONLY eligible to be signed in August.
- 3) Clubs are strongly encouraged NOT to facilitate any programs during the school season to prevent athlete burnout, overtraining, and/or overuse injuries.

Release Request Form - Athletes

- 1) To obtain a release from an LOI obligation, the athlete must file a LOI Release Request Form with their LOI club. The **LOI Request for Release Form** and its requirements is available from the Volleyball Alberta website.
- 2) Even if athletes have submitted a Release Request Form, they are prohibited from initiating or responding to contact from another club (for the purpose of attending that club) until their LOI Release Request Form is approved.
- 3) LOI clubs have 5 clear days to provide their response to the Request for Release. If no response is received within that time, or in the alternative, the response is negative. Athletes can directly apply for a Volleyball Alberta review as outlined below.
- 4) The LOI Club's refund policy is in effect if a deposit was required at the time of signing.

Letter of Intent Release Request Form

- 1) Volleyball Alberta will consider petitions for a complete release from a LOI when extenuating circumstances are determined to exist, and the decision of Volleyball Alberta's Review Council is final and binding.
- 2) The Volleyball Alberta **LOI Request for Release Form** and its requirements is available from the Volleyball Alberta website.

Release Request Form - Clubs

- 1) To obtain a release from an LOI obligation, the club must file a LOI Release Request Form with Volleyball Alberta. The **LOI Request for Release Form** and its requirements is available from the Volleyball Alberta website.
- 2) Even if clubs have submitted a Release Request Form, they are prohibited from initiating or responding to contact from another player (for the purpose of adding to their club) until their LOI Release Request Form is approved.
- 3) Volleyball Alberta has 5 clear days to provide their response to the Request for Release. If no response is received within that time, or in the alternative, the response is negative. Athletes can directly apply for a Volleyball Alberta review as outlined below.
- 4) The LOI Club's refund policy is in effect if a deposit was required at the time of signing.

LOI Becomes Null and Void

- 1) This LOI shall be declared null and void if:
 - i) My LOI club (or a representative) violates Volleyball Alberta rules while recruiting me as found through the recruiting process or acknowledged by the club:
 - Opposing VA Club submitted signed LOI prior.
 - Assigned to a different team than stated on the LOI form.
 - Club fees are more than the stated range.
 - ii) The LOI Club's refund policy is in effect if a deposit was required at the time of signing.
 - iii) Athletes and families must still request a release and submit the form to their LOI Club.

Club Signatures Required Prior to Submission

- 1) Before submission to the athlete and their family, this LOI must be signed and dated by:
 - i) Club President (or his/her authorized representative)
 - ii) Head Coach

Athlete Signature Required

- 1) The athlete is required to sign the LOI.

Parent/Guardian Signature Required

- 2) A parent or legal guardian is required to sign the LOI if the athlete is less than 18 years of age at the time of signing.



OVERVIEW FOR PROSPECTIVE ATHLETES

IMPORTANT – READ CAREFULLY

LETTER OF INTENT (LOI)

What is a Letter of Intent?

- A letter of intent is the formal recruitment process utilized by Volleyball Alberta clubs.
- Letters of intent are valid for the upcoming, or current, VA Club Season.
- Letters of intent expire at the end of the VA Club Season (May 31).
- Letters of intent must be signed by Club Presidents (or designate), Head Coaches, and Athlete/Parents/Guardians.
- Letters of intent must be submitted to Volleyball Alberta and are only valid once they have been submitted properly.
- Once a letter of intent is signed, athletes are committed to that club for the upcoming, or current, Club Season. A request for release may be submitted to their LOI Club for consideration due to extenuating circumstances.

ATHLETE ELIGIBILITY

What are the eligibility requirements for athletes?

- Athletes must be a registered Volleyball Alberta member from the previous season prior to signing an LOI.
- Athletes must be registered as a Recreational Player, at minimum, prior to signing an LOI.
- Athletes must be eligible in the age class they are signing the LOI for.
- Athletes must complete the Volleyball Alberta Membership Consent Package.

ATHLETE RECRUITING

Are there any restrictions to who I can contact?

- Unless you have signed a Letter of Intent (LOI), there are no restrictions to who you can contact except during the school season (please see below).
- LOI's are only eligible to be offered in July, August, and the Tryout Period.
- Contact with club coaches should not be done during school hours, practices, tournaments, or league/exhibition games. It is the club coach's responsibility to inform the athlete they can have a conversation after the activity and once they have received the coach and/or parents' permission.

Are there any restrictions to who can contact me?

- Unless you have signed a LOI, there are no restrictions to who can contact you.
- If you have signed an LOI, you are ineligible to receive additional LOI's and are required to inform another VA Club's representative if approached. Upon any subsequent contact by the same VA Club for the same purpose, you should notify the Club President (or designate) of your LOI club within 48 hours.
- Volleyball Alberta club or team representatives may not contact an athlete during school hours, practices, tournaments, or league/exhibition games. They may do so after these activities but must have the permission of the athlete's coach and/or parent(s) first before approaching the athlete.

Can I practice with my prospective VA Club team?

- The athlete wellness periods recommend that you do not practice with a VA Club team until the VA Club Season begins.

Are there any recruiting black-out periods?

- LOI's are only eligible to be signed during August, and after the tryout period has commenced.



- Volleyball Alberta uses athlete wellness periods with recommendations for athletes. To view a complete list of these recommendations, please visit the Volleyball Alberta website.



OVERVIEW FOR CLUBS

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- Letters of intent must be submitted to Volleyball Alberta and are only valid once they have been submitted properly.
- Once a letter of intent is signed, athletes are committed to that club for the upcoming, or current, Club Season. A request for release may be submitted to Volleyball Alberta for consideration due to extenuating circumstances.

CLUB ELIGIBILITY

What are the eligibility requirements for clubs?

- Club President must be a registered Volleyball Alberta member from the previous VA Club Season prior to offering an LOI to athletes.
- Club President must have completed the screening process from the previous VA Club Season prior to offering an LOI to athletes.
- Clubs must be registered and approved by Volleyball Alberta from the previous VA Club Season prior to offering an LOI to athletes.
- New Clubs are ineligible to offer and sign athletes to LOI's in July and August.

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What are the eligibility requirements for athletes?

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