

CROSS-COUNTRY SKI DE FOND CANADA RACE LICENSE POLICY

Preamble

1. Cross-Country Ski de fond Canada (CCC) is the sport governing body for cross-country skiing, Canada's optimal winter sport and recreation.
2. CCC adheres to the *Cross Country Ski Rules and Regulations* and the *FIS International Ski Competition Rules* to govern competitions in Canada. These rules impose a performance code on competitors, competition organizers and officials.

Purpose

3. The purpose of this document is to provide direction for the management of race licenses within CCC.

Definitions

4. **Event.** A number of competitions (e.g. the Canadian Championships) which occur at a particular site in a specified time period and which are hosted by a particular organization (the Organizing Committee – see definition below).
5. **Competition.** An individual race within an event, incorporating one or more age categories. For competitions below World Cup level, both genders normally compete in the same competition (within their respective categories).
6. **Organizing Committee (OC).** The organization within the hosting CCC club that is responsible for planning and executing a competition or an event. For major events such as the Canadian Championships, the OC will include both an Event Organizing Committee (EOC) and a Competition Committee (CC).
7. **CCC Race License.** A license, issued directly by CCC, that entitles the license holder to compete in CCC-sanctioned competitions and to other benefits that are associated with the CCC race license (including preferred seeding and eligibility for CPL points). The license confirms that the license holder is an individual member in good standing of a CCC registered club and identifies his/her club affiliation.
8. **CCC Development License.** A license similar in scope to the CCC Race License issued by CCC to midget and first year juvenile aged athletes, which entitle the license holder to compete in CCC-sanctioned competitions and to other benefits that are associated with the CCC Race License.
9. **CCC Supporting Member Day License (SMDL).** A license that confers upon the holder competition-day eligibility to compete in a CCC-sanctioned competition organized by a CCC club (except for competitions for which a CCC race license is mandatory – i.e. competitions at the Canadian Championships and Canada Winter Games):

- a. Skiers who are not individual members of a CCC registered club must purchase a supporting member day license in order to compete in any CCC-sanctioned competition hosted by a CCC club. This ensures that all skiers have appropriate insurance coverage and that the host club's insurance coverage is not compromised.
- b. Skiers who are individual members of a CCC registered club (including masters) but who do not hold a CCC race license must purchase a supporting member day license in order to compete in CCC-sanctioned competitions. Athletes competing in the midget age class and below are exempt from this requirement.
- c. Foreign racers who hold a current race license issued by their National Association are exempt from the requirement to purchase a supporting member day license.
- d. Skiers obtain supporting member day licenses through an OC as part of event/competition registration. The SMDL can be purchased through the events registration process on Zone4 if the OC has indicated a "Non-Category Specific Fee Option". These licenses are issued under CCC's authority.
- e. The holder of a CCC supporting member day license is eligible to compete in the CCC-sanctioned competition for which the license has been purchased, but does not enjoy the benefits such as preferred seeding and CPL points) that are implicit in a CCC race license.
- f. The supporting member day license is valid only for the competition for which it is issued.

Summary of Governing Rules and Regulations

10. Sections 103 and 104 of the *CCC Cross Country Ski Rules and Regulations* state as follows:

- 103.1 The CCC license year begins on July 1st and finishes on June 30th of the following year.
- 103.2 To be eligible for participation in the National Championships and Canada Winter Games, a competitor must have a CCC racing license. To be eligible for preferred seeding in other CCC sanctioned events, a competitor must have a CCC racing license. Foreign competitors must have a valid license issued by their National Ski Association.
- 103.4 During the CCC license year, a competitor may only participate in CCC competitions for the club through which the license was first registered in the current CCC license year.
- 103.5 A competitor whose license has been suspended may have a new license issued after he/she has proved that any sanctions imposed have been fulfilled.
- 104.1 CCC will not issue a license to any competitor who:

- has conducted him/herself in an improper or unsportsmanlike manner or
- is not in good standing with CCC, its member divisions, or their member clubs.

11. Section 200 of the *CCC Cross Country Ski Rules and Regulations* states as follows:

200.3 Competitions listed in the FIS calendar are only open to all properly licensed competitors entered by their National Ski Associations in accordance with current quotas.

General Policy

12. A CCC race license is available for purchase from the CCC National Office by completing and submitting a CCC race license application form. The CCC race license application form may be submitted electronically, by mail or fax. Note that where signatures are required on applications submitted by mail or fax, alternate procedures will be in place for on-line applications to confirm that applications have been properly signed and/or endorsed. These procedures will be explained in the on-line licensing procedure. Completion of the procedure, to include the provision of contact information and credit card details, will be interpreted as a binding agreement.

13. A CCC race license will only be issued to an individual who is a member in good standing of a cross-country ski club which is registered in a Division.

14. An athlete may have only one race license and may race only for the club registered on that race license. If an athlete changes clubs after the race license is considered valid, the athlete must still race for the club registered on the valid race license unless confirmation of license transfer is received in writing from the original club president. Once a license transfer request is received and approved the athletes' club affiliation will be transferred for the balance of the season.

15. The race license must be purchased annually for the fee prescribed, such fee to be determined and reviewed periodically by the CCC Events Committee.

16. CCC will issue a race license if a race license application meets the following criteria:

- a. Applications through mail or fax must be signed by an authorized member of the executive of the cross-country ski club of which the applicant is a member, in order to confirm that the applicant is a member in good standing. On-line applicants must identify the club executive member who has endorsed their application. Clubs will subsequently be asked to validate a list of club members who have been issued with licenses.
- b. Applications through mail or fax must be signed by the applicant or his/her legal guardian if the applicant is under the age of majority. The provision of credit card particulars will serve as "signature" for on-line applicants over the age of majority. Applicants under the age of majority will be required to identify their legal guardian and the guardian's contact information. Submission of an on-line application will signify that the legal guardian has endorsed the application.

c. The prescribed fee is paid.

17. A CCC race license is considered valid on the date that the CCC race license application is received at the CCC National Office and when all of the criteria in paragraph 16 are met, whichever is later.

18. In order to enter a CCC-sanctioned race, skiers must have one of:

a. a valid CCC race license;

b. a valid CCC supporting member day license (exceptions are specified in paragraph 19 and 20 below); or

c. for foreign skiers, a valid race license issued by their national association.

19. A supporting member day license cannot be used to gain entry to competitions in the Canadian Championships, the Canada Winter Games, Masters World Cups or FIS World Cup races, for which competitions a competitor must hold a CCC race license.

20. In Tier 2 and Division sanctioned competitions athletes competing in the midget age category or below of a CCC sanctioned competition and are members in good standing of a CCC club do not require a CCC race license or a CCC supporting member day license

21. Whenever CCC-sanctioned competitions hosted by CCC registered member clubs are eligible for entry with a CCC supporting member day license, skiers may purchase this license by completing and submitting a CCC supporting member license application form, and the fee prescribed, to the Organizing Committee. The supporting member day license is valid for one race day only.

22. If the midget category of a Tier 2 CCC-sanctioned competition is specified in the race notice as a Canada Points race then all competitors in the midget category must have either a CCC Development License or purchase a CCC supporting member day license.

23. Competitors who compete under a supporting member day license are not eligible for preferred seeding and will not receive points for the Canada Points List based on race results.

24. Organizing Committees of CCC-sanctioned races must forward to their parent division office within 30 days of the race all CCC supporting member day license applications completed by participants in the competition. Detailed administrative instructions for the management of supporting member day licenses, including the associated fee structure, are incorporated in CCC Document 2.2.1 *Competition Registration and Sanctioning Policy*.

25. A CCC race license is not needed to enter competitions below CCC-sanctioned level that are hosted by CCC clubs. CCC Divisions or their member clubs will determine eligibility criteria for entering competitions below CCC-sanctioned level. For CCC's insurance policy to be in force, competitors must be members in good standing of CCC

or must satisfy the specified requirements of the Division or club for temporary membership for the duration of the competition.

Privacy

26. CCC is subject to the *Personal Information Protection and Electronic Documents Act*, which sets out principles of fair information practices that in turn form ground rules for the collection, use and disclosure of personal information. CCC adheres to the principles set out in document 1.13 *CCC Privacy Policy*.

27. Information collected on the CCC race license application form or CCC supporting member day license application form is used to properly identify individuals who participate in races hosted by CCC clubs.

28. Information collected on the CCC race license application form may be made available to OC staff and/or to third parties as required to fulfill benefits conferred by the CCC race license.

29. CCC limits the disclosure of any information to that which is required to fulfill the purpose for which it is required.

30. The athlete's completion of the CCC race license application form or the supporting member day license application form indicates his/her consent to the collection, use and disclosure of this information at the discretion of CCC. For an athlete who is a minor, the endorsement of the application by a legal guardian or person having power of attorney will signify consent.