



High School and Elementary Governing Rules

June 2014

Note: In the event of a divergence between the different linguistic versions of these regulations, the French version shall prevail.

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1. HIGH SCHOOL AND ELEMENTARY GOVERNING RULES – OBJECTIVES

- 1.1 To ensure sports activities are properly conducted at all school levels.
- 1.2 To facilitate organization of the various activities in RSEQ sports events programs and to declare a champion.
- 1.3 To define the governing rules of the various activities in RSEQ sports events programs.
- 1.4 To encourage the gathering, participation and cooperation of member institutions and thus contribute to the development of competitive interscholastic sporting activities.
- 1.5 These regulations shall supersede the applicable sport-specific regulations, except where the latter are more restrictive.
 - 1.5.1 In each sport, the rules of the game are those recognized by the relevant sports federation.
 - 1.5.2 In certain cases, the RSEQ may produce specific regulations which are dealt with in the chapter on specific regulations.
 - 1.5.3 Where a specific regulation has been passed and ratified, it will always have precedence over the rules of the game recognized by the relevant sports federations.
- 1.6 The organizational policy has precedence over the high school and elementary governing rules, except where the latter are more restrictive.

2. CODE OF CONDUCT

- 2.1 All members, including support staff, coaches and student athletes, must abide by the RSEQ Code of Conduct.
- 2.2 Any student athlete, coach or member of the support staff who fails to fulfill their obligations under the sports code of conduct is subject to sanctions.

***2.3 Sanctions**

- 2.3.1 Provincial sanctions
Any sanction issued by an association recognized by each sector will automatically apply in all the other sectors.
- 2.3.2 Regional sanctions
Any sanction issued by recognized regional associations will apply across the entire network.
- 2.3.3 School sanctions
Any sanction issued by the head of a school's sports department may be applied in the same sector or to other sectors. The sports director may, if they so choose, request the application of such a sanction to the same sector or another sector of another institution. In that case, the details of the sanction must be transmitted to the provincial authority for the sector concerned.

- 2.3.4 Unisport Federation sanctions
Any sanction issued by sports federations also apply throughout the RSEQ. The methods for administering and implementing these sanctions are stipulated in agreements between the RSEQ and the sports federation.
- 2.3.5 Transfer of sanctions
Any sanction that has an effect on another sector is communicated to the Director of Programs who will oversee the application of these sanctions and distribution of information between sectors.
- 2.3.6 Targeted individuals
Any person (student athlete, coach, chaperone, sports director, etc.) involved with a sports department at the school, college or university level is affected by this regulation.
- 2.3.7 Jurisdiction of sanctions
Any implementation of a Provincial RSEQ sanction must comply with laws and regulations in force in Québec and Canada.
- 2.3.8 Applicability between sectors
In order for a sanction to be lawfully applicable in other sectors, the disciplinary board of the sector responsible for the decision must inform the person affected that the sanction applies throughout the RSEQ network as stipulated in each sector's high school and elementary governing rules.

2.4 Participant's Code of Conduct

As an RSEQ participant, my conduct has a major influence on my sport, teammates, opponents, coach, supporters and myself.

**AN RSEQ PARTICIPANT RESPECTS THESE SPORTS ETHICS:
FAIR PLAY
RESPECT
DIGNITY
ENJOYMENT
PRIDE**

THE RSEQ CODE OF CONDUCT:

"...promotes common sense values..."

FAIR PLAY...

I BELIEVE IN IT !!!

- I respect the rules of the game.
- I accept all of the referee's rulings and never question his or her integrity.
- I practise team spirit by cooperating openly with teammates and coaches.
- I help teammates who have more difficulty than others.
- I see my opponents as my equals. I rely on my talent and skills in my efforts to attain victory.
- I refuse to win by illegal means or cheating.
- I accept my teammates' errors.

RESPECT . . .

I BELIEVE IN IT !!!

- I view my sports opponent as indispensable to the game, and not as a rival.
- I am courteous at all times with coaches, officials, teammates, opponents and spectators.
- I use language that is appropriate and inoffensive.
- I remain committed to my teammates, coach and team to the very end.

DIGNITY . . .

I BELIEVE IN IT !!!

- I maintain my composure at all times and control myself when dealing with other participants.
- I accept victory with humility and without ridiculing the opponent.
- I accept defeat and am satisfied with the goals I achieve within the scope of my abilities.
- I accept defeat while also acknowledging my opponent's successes.

ENJOYMENT . . .

I BELIEVE IN IT !!!

- I play for the sake of the game.
- I consider victory and defeat as consequences of the joy of playing.
- I consider personal achievements to be more important than winning a medal or trophy.

PRIDE . . .

I BELIEVE IN IT !!!

- I represent myself, first and foremost.
- I am also a representative of my team, my school and my Regional RSEQ.
- I convey the values of my sport through each of my actions.
- I am a proud ambassador of RSEQ values.

It is everyone's responsibility to ensure
the RSEQ's Code of Conduct is observed:

**PARTICIPANTS
FACILITATORS
PHYSICAL EDUCATORS
SCHOOL COUNSELORS
STUDENT PROGRAM DIRECTORS
SCHOOL PRINCIPAL
DIRECTORS OF THE RSEQ AND
EMPLOYEES OF THE PROVINCIAL AND REGIONAL RSEQs**

2.5 Coach's Code of Conduct

The RSEQ promotes its code of conduct to participants in its activities across all its regions.

Not only must coaches ensure that student athletes respect the Participant's Code of Conduct, they must also promote the Coach's Code of Conduct and view it as a daily source of inspiration.

The RSEQ recommends participation in a "3Rs" program or any sports ethics workshop endorsed by regional bodies for anyone directly or indirectly related to RSEQ sports programs.

THE PRINCIPLES OF ANY GOOD RSEQ COACH START WITH

**RESPECT FOR STUDENT ATHLETES
FAIR PLAY
INTEGRITY
RESPONSIBILITY FOR YOUR ACTIONS
PERSONAL CONDUCT**

RESPECT FOR STUDENT ATHLETES MEANS:

- Treating every student athlete with respect and fairness in the context of sports events, regardless of their gender, race, country of origin, physical potential, socio-economic status or any other condition.
- Acting in the best interests of student athletes from the perspective of their all-round development.
- Taking into account that personal growth is more important than developing the sport.
- Encouraging student athletes' academic success in your pursuit of fitness goals.
- Making rational decisions about a student athlete's participation when they are injured, or in any other situation where their participation might hinder their progress.
- Being aware of the constant pressures that weigh on student athletes (sports, school, family...).

FAIR PLAY MEANS:

- Knowing and respecting the written and unwritten rules of your sport.
- Respecting all of a referee's rulings without ever questioning their integrity.
- Viewing victory and defeat as consequences of the fun of playing.
- Respecting student athletes, coaches and supporters of other teams and expecting the same behavior from your student athletes.
- Acknowledging with dignity an opponent's performance in defeat.
- Accepting victory with humility and without ridiculing the opponent.

INTEGRITY MEANS:

- Being honest with student athletes, the sport, other members of your profession and the public.
- Honoring your written and verbal commitments with student athletes and the school.
- Refusing to win by illegal means or cheating.
- Avoiding misrepresentation of the level of your competencies.
- Encouraging your student athletes to foster and maintain honesty in their relationships with others.

RESPONSIBILITY MEANS:

- Contributing to the profession's growth by sharing your knowledge and experience with colleagues and student athletes.
- Being courteous, sincere and respectful with your colleagues.
- Ensuring that equipment and sports facilities respect the level of student athletes' development and safety policies.
- Informing student athletes about the risks inherent to their sport.
- Enlightening student athletes about the inherent dangers of drug or alcohol consumption.

PERSONAL CONDUCT MEANS:

- Using appropriate language that is neither abusive nor vulgar in nature.
- Recognizing the coach's ability to be conscious of the physical and mental potential of student athletes in all respects.
- Communicating the importance of being physically fit by encouraging student athletes to stay in top shape all year round.
- Projecting an image that reflects the positive values of your sport and of the coach.

2.6 Spectator's Code of Conduct

- I believe that student athletes participate in sports for their enjoyment and not for my entertainment.
- I do not have unrealistic expectations. I realize that student athletes are not professional athletes and should not be judged by professional athletes' standards.
- I treat all student athletes with respect.
- I respect all rulings made by the referees and encourage other supporters to do the same.
- I never ridicule a student athlete who has made a mistake during a game. In fact, I will make positive comments to motivate and encourage players to go on.
- I see victories and defeats as consequences of the fun of playing.
- I am respectful towards student athletes, coaches and supporters of opposing teams.

- I graciously acknowledge an opponent's performance following a defeat.
- I accept victory with modesty and do not ridicule the opponent.
- I condemn violent acts of any nature and appropriately inform coaches and league authorities of such occurrences.
- I avoid using improper language or harassing student athletes, coaches, officials or other spectators.
- I support all participants in a civilized manner.
- I AM A PROUD FOLLOWER OF RSEQ VALUES!

3. SCOPE OF ACTIVITY AND OPERATING PROCEDURES

3.1 Provisions for Interpretation

The high school and elementary governing rules apply to provincial school championships (regular and invitational), Division 1 school leagues and all other activities directly administered by the RSEQ. Elementary and high schools that participate in an activity under RSEQ supervision must respect the organizational policy and high school and elementary governing rules, as well as sport-specific regulations.

3.2 'Commission Sectorielle Scolaire (CSS)' Administrative Procedures

3.2.1 Composition

- In addition to the presiding Vice-President, the 'commission sectorielle scolaire (CSS)' is composed of two (2) representatives for each of the fourteen (14) recognized Regional RSEQs, namely one (1) political representative and one (1) permanent representative.
- One (1) representative per associate member at the "non-voting" school level.
- One (1) non-voting member per sport with a "non-voting" Division 1 level.

3.2.2 Eligibility

The Regional RSEQ is responsible for delegating to this commission.

3.2.3 Travel expenses

Expenses for travel and accommodations are borne by the associations that send the representatives. The Vice-President's expenses for travel and accommodations are borne by the 'commission sectorielle scolaire (CSS)', in accordance with the RSEQ policy in force.

3.3 'Comité de Direction Scolaire' Procedures

3.3.1 Composition

The 'comité de direction scolaire' is composed of five (5) individuals: three (3) political representatives who are appointed by the political members of the CSS, the Vice-President, and two (2) permanent regional members who are appointed by the permanent members of the CSS. The Vice-President must be a political representative.

The three (3) political delegates must come from three different zones (as specified below). The two (2) permanent regional members must also come from different Regional RSEQs independently of the political representatives. In both cases, replacements must be one (1) political member and one (1) permanent member.

If a zone cannot appoint a representative, this person will be replaced by someone from another zone.

Distribution of Regional RSEQs by zone:

- Zone A: Montréal, Greater Montréal, Lac Saint-Louis and Laval;
- Zone B: Cantons-de-l'Est, Montérégie, Mauricie, Laurentides-Lanaudière and Québec-Chaudière-Appalaches;
- Zone C: Saguenay-Lac-Saint-Jean, Est-du-Québec, Côte-Nord, Abitibi-Témiscamingue and Outaouais

3.3.2 Travel expenses

In accordance with the RSEQ policy, travel expenses are assumed by the Regions.

3.4 Eligibility of a Regional RSEQ or School

3.4.1 Any Regional RSEQ that is officially recognized by the RSEQ and respects its regulations is admissible to the sports events program.

3.4.2 Any school entity officially recognized as a Regional RSEQ member is admissible to the sports events program.

4. DISTINCTIONS WITHIN PROVINCIAL EVENTS

4.1 Types of provincial events and sports

Type of event	Sport
Provincial championship:	Outdoor track and field Badminton Basketball Cross-country Running Football Indoor soccer Volleyball
Provincial invitational championship:	Indoor track and field Flag football Golf Weightlifting Ice hockey Swimming
Events involving multiple sectors (University, College, High School, Elementary):	Cheerleading Bol d'or
Division 1 provincial school league:	Basketball Football Hockey Soccer

4.2 Differences between provincial championships and provincial invitational championships.

Provincial championships and provincial invitational championships differ in the following ways:

- Accommodations
- Meals
- Transportation between sites

- Seeding
- Management of Officials (Referees)
- Socio-cultural activities
- Team selection and qualification criteria

The CSS is the body that determines the type of championship for each sport.

4.3 Payment methods

The accepted methods of payment to register for provincial school championships and provincial school invitational championships are as follows:

The RSEQ invoices Regional RSEQs who then in turn invoice the registered schools. Note, however, that all applications for provincial events are processed by Regional RSEQs.

4.4 Program levels

Division 1: Best playing level in a provincial league school sector that is administered by the Provincial RSEQ.

Division 2: Best playing level in school sectors at the regional level, whose leagues and regional events are administered by Regional RSEQs. Division 2 provincial events are administered by the Provincial RSEQ in conjunction with a Regional RSEQ and an organizing committee.

5. ELIGIBILITY OF STUDENT ATHLETES

*5.1 Age Categories

Applicable age categories are those stated in the sport-specific regulations. If there are no specific regulations for a particular sport, the standard age categories apply:

Categories	Age in the 2014 – 2015 season	
Elementary	Mosquito	From October 1, 2002 to September 30, 2004
Sec. 1-2	Benjamin	From October 1, 2000 to September 30, 2002
Sec. 3-4	Midget	From October 1, 1998 to September 30, 2000
Sec. 5	Juvenile	From July 1, 1996 to September 30, 1998

5.2 Playing up

If the rule regarding a player playing up in a higher category is not specified in the applicable sport-specific regulations, then this regulation and its application rests with each Regional RSEQ.

5.3 A student athlete may not be registered in more than one category in the same sport.

5.4 Eligibility of Student Athletes

*5.4.1 Student athletes who have not obtained their Sec. V diploma, and are registered in the youth and/or adult education sector and respect the full-time attendance criteria of the school board concerned at one elementary and/or secondary Regional RSEQ member institution only are admissible. Nevertheless, a student athlete must have been attending that school for at least two (2) months before the provincial event is held. For events that

must take place in the fall, however, a student athlete must be registered and attending the school one (1) month before the event.

- 5.4.2 In exceptional cases, the Provincial RSEQ may accept a student athlete registered at a school but who studies at home for medical reasons, religious beliefs or any other reason that is deemed pertinent. These exceptions must be approved by the Regional RSEQ.
- 5.4.3 Student athletes who return to school, are in a Sec. V supplementary program, or any student athlete in an alternate program, vocational training or adult education may change from their school of origin, unless there is a program in the school he/she attends.

Note: The school of origin is the school where the student athlete was registered at and/or studied at during the previous year.

N.B.: In football, only those student athletes registered in a one-year program ending in May/June are admissible.

- 5.4.4 Any student athlete who has obtained their Sec. V diploma, is registered in a full-time vocational center and who meets the other conditions described in Article 5 is admissible.

This student may, with approval from their school of origin, register for a team with that school.

N.B.: This rule applies to winter and spring events (autumn events are excluded).

- *5.4.5 **Sanction:**
Any ineligible student athlete or team inadmissible under the terms of Article 5, is automatically excluded and the Regional RSEQ will receive a fine pursuant to Article 7.5 herein. If an award is won, it will be reclaimed and given to the student athlete or team that has earned it.

5.5 Identification and Accreditation

5.5.1 Division 2 Championship accreditation session

The organizing committee for a provincial championship may, at its discretion, determine the timetable for the accreditation session(s). It must, however, submit these details to the Provincial RSEQ for approval.

As regards regular provincial championships, the accreditation session will take place on the Friday of the championship. An additional accreditation session may be held on the Saturday morning for exemption request cases accepted by the Provincial RSEQ.

For provincial invitational championships and events involving multiple sectors, depending on the specifics of the championship, one or more timetables can be provided daily for accreditation.

All of a region's representatives (student athletes, coaches and chaperones) must agree to the accreditation process to be eligible to take part in the championship. Any breach of this rule will lead to disqualification of the athlete/team.

If a Regional RSEQ does not, without valid reason, conform to the organizing committee's requests regarding accreditation, the Provincial RSEQ may deny it the right to participate in that event.

The organizing committee must apply the procedure set forth by the Provincial RSEQ

An exemption request during the accreditation process may be made by the school's administrators to the relevant Regional RSEQ who will forward the request to the Provincial RSEQ for approval. This type of request is limited to participation in one school event only.

5.5.2 Proof of Identity at Championships

With the exception of student athletes in the "Mosquito" category, for whom proof of identity without a photo will be accepted, all of a region's representatives (student athletes, coaches and chaperones) must show a legitimate photo ID (Medicare card, student ID, driver's license, passport, etc.) at the time of accreditation. Until such time as the participant has shown proof of identity, they may not take part in the championship.

Non-compliance with this rule will lead to disqualification of the student athlete at fault.

5.5.3 Identity verification – Division 1 LEAGUE

Upon arrival at a scheduled event, all student athletes will be obliged to identify themselves upon request by a representative of the opposing team, in the presence of a minor or adult official. If they fail to produce an ID card (photo ID), they must identify themselves by entering, on the back of the game sheet, their name, date of birth and signature. If pursuant to this request the student athlete identifies him or herself and is proven to be admissible, the person who made the request will be fined twenty-five dollars (\$25.00).

All identity verification requests must be made before the beginning of the event or during rest periods according to the rules of the game in progress or after the game (excluding time-outs) or at the latest before the game sheets are signed by the head referee.

Any student athlete who refuses to identify him or herself will be considered ineligible to participate.

Any assessment of ineligibility determined during an event must be brought to the commissioner's attention without further notice.

5.6 Assessment of Ineligibility

5.6.1 Any assessment of ineligibility of a student athlete must be made in writing by the commissioner/coordinator.

5.6.2 The commissioner/coordinator must verify eligibility within two (2) business days of receipt of the letter (Division 1 league) or within one hour after receipt if the request is made for the purpose of a championship.

NOTE: Eligibility may not be contested for incidents that occurred during the regular season (Division 1 league) or during a championship game once these have ended (game sheet is signed by the head referee). Contestations are taken into account for the game in progress or games to be played only.

6. TEAM ELIGIBILITY

6.1 Eligibility of teams between Regional RSEQs

In order to be able to play in a region other than one's Regional RSEQ, a team must obtain their region's written permission before registering with the other Regional RSEQ. However, at a provincial event, each team must represent the Regional RSEQ that it belongs to.

In football, the team must represent the Regional RSEQ it plays for and waive its rights to representation of the Regional RSEQ of origin in the category for which it has already been accepted.

6.2 Any Regional RSEQ that accepts a team and does not comply with the preceding article will be subject to a fine in accordance with Article 7.1.4 herein.

6.3 In team sports, participating teams must respect the school entity principle (see Article 6.5).

6.4 New League – Division 1

6.4.1 No new Division 1 league will be accepted in the RSEQ-sanctioned program (regardless of playing level) unless at least five (5) schools also join the program.

New: Every Division 1 draft league must be endorsed and adopted by the CSS.

6.4.2 If the required minimum cannot be met, the director of school programs may arrange to have the program continued if it is deemed necessary and there is a demand for it.

6.5 School Entity Principle and School Consolidations

The school entity principle is the foundation of the RSEQ. Thus, an athlete may not represent a school other than the one he or she attends.

Any exemption to this principle (school consolidation) requires RSEQ authorization. Any breach of this regulation will result in the athlete's disqualification.

6.5.1 Principles and conditions

6.5.1.1 Consolidating schools must meet a global need by the consolidated schools' members and be organized so as to stimulate the involvement of a greater number of RSEQ institutions. These requests should not aim to integrate only a few skilled student athletes from another school or to promote the development of any sport in particular.

6.5.1.2 School consolidations must be done between schools at the same level (e.g., high schools).

6.5.1.3 Requests for a school consolidation must be made by the applicant school that meets the criteria set out in Article 6.5.2 and it must be deemed necessary to group with a host school so that its members can participate in RSEQ events. The host school is not obliged to meet the requirements of Article 6.5.2.

6.5.1.4 A host school may be grouped with more than one applicant school provided that the total number of student athletes from those schools respects the terms of Article 6.5.2.

6.5.1.5 Student athletes who attend schools with only grades 7 and 8 may, without having to make the request, consolidate with a school that accepts grade 9 students in their home territory, i.e., where they are studying or such services are available.

6.5.1.6 Consolidations of girls' and boys' schools are accepted for mixed doubles badminton events.

6.5.2 Exemption to the school entity principle

6.5.2.1 To obtain an exemption from the school entity principle, a high school must have an average of 60 or fewer same-sex student athletes per grade level in each category.

6.5.2.1 An elementary school must have an average of 45 or fewer same-sex student athletes per grade level offered.

6.5.3 Making an application and managing school consolidations

6.5.3.1 To be eligible for provincial championships, applications for school consolidations that have been accepted by Regional RSEQs must be submitted to the Provincial RSEQ for study, by the following deadlines:

For all sports (except football): November 1st
Football: April 1st

6.5.3.2 The 'comité de direction scolaire' examines and renders a decision on all new applications regarding school consolidations.

Right to appeal

Any Regional RSEQ that wishes to appeal a decision by the 'comité de direction scolaire' may do so by addressing the CSS. This must be done within thirty (30) days of the decision being announced.

6.5.4 Renewal

The list of consolidated schools is updated annually. Upon request by the Provincial RSEQ, Regional RSEQ administrations must confirm, once a year, their long-term list of consolidated schools, based on the deadlines stipulated at Article 6.5.3.1.

All renewal requests will be evaluated and approved by the Provincial RSEQ

6.6 Notice of Participation in Provincial Championships

6.6.1 The Provincial RSEQ sends out a "Notice of Participation" form to Regional RSEQs at least forty-five (45) days before the following cut-off dates: September 1st, October 1st, February 1st and May 1st.

6.6.2 Regional RSEQs return the "Notice of Participation" forms to the Provincial RSEQ before the deadlines specified below:

No later than **September 1st** for the following sport:
GOLF

No later than **October 1st** for the following sport:
CROSS-COUNTRY RUNNING

No later than **February 1st** for the following sports:
INDOOR TRACK AND FIELD
BADMINTON
BASKETBALL
CHEERLEADING
WEIGHTLIFTING
ICE HOCKEY

SWIMMING
INDOOR SOCCER
VOLLEYBALL

No later than **May 1st** for the following sports:
OUTDOOR TRACK AND FIELD
FLAG FOOTBALL

- 6.6.3 With respect to team sports in provincial events (basketball, non-contact hockey, football, flag football, indoor soccer and volleyball), Regional RSEQs are required to specify the number of teams wishing to play in the event.

The Provincial RSEQ guarantees each Regional RSEQ a place for each category/gender, in addition to a place for the host team. Subsequently, vacancies are given to Regional RSEQs based on the previous year's ranking.

In football, places are allocated in accordance with Article 5 of the specific regulations for football.

6.6.4 Allocation of Teams

Following receipt of the notices of participation, teams are allocated in the following order of priority until the number of teams accepted for the championship is filled:

- One team per Regional RSEQ will be assigned to each Regional RSEQ taking part in the championship;
- A team will be assigned by default to the Regional RSEQ championship host (host team). This team is not counted in the number of teams allocated to that Regional RSEQ;
- An additional team will be assigned to Regional RSEQs that have requested more than one team, taking into account the final ranking of the previous edition of the championship;
- An additional team will be assigned to Regional RSEQs that have requested more than two teams, taking in to account the final ranking of the previous edition of the championship.

- 6.6.5 The Provincial RSEQ announces the number of participating teams per Regional RSEQ. Those Regional RSEQs have five (5) business days to confirm the participation proposal. After this period, the proposal becomes official.

6.6.6 Sanctions – Regular Championships

- 6.6.6.1 Any Regional RSEQ that does not respect the cut-off dates for submitting a "Notice of Participation" is fined a \$25.00 per day late fee and the Provincial RSEQ may revoke their right to participate in a provincial event.
- 6.6.6.2 For a withdrawal in team sports after the proposed number of participating teams has been finalized, a \$100.00 fine will be imposed.
- 6.6.6.3 For a withdrawal in team sports, ten (10) to six (6) business days before the competition begins, a \$250 fine will be imposed, in addition to retention of the registration fee if the team is not replaced by the registration deadline.

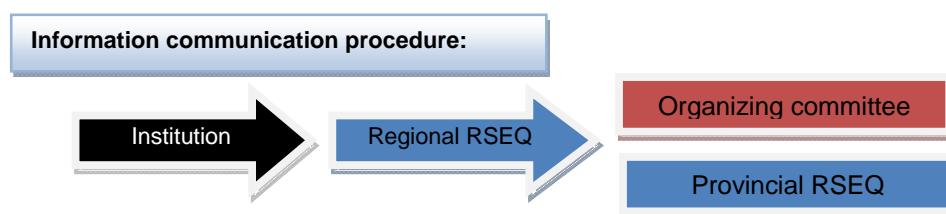
6.6.6.4 For a withdrawal in team sports, five (5) business days or less, or for a team that does not present itself when the competition begins, a fine of \$250.00 will be imposed plus retention of the registration fee.

6.6.6.5 Regarding fines for team withdrawals 10 business days or less for all championships and 14 days or less in the case of non-contact hockey, the fines will be shared between the organizing committee (50%) and the Provincial RSEQ (50%). Furthermore, if the team is not replaced, the organizing committee will recover that portion of the registration fee provided for in the memorandum of understanding.

6.6.7 Sanctions – Invitational championships, events involving multiple sectors and Bol d’or events.

For invitational type championships, events involving multiple sectors and Bol d’or events, the fines imposed for withdrawals as cited in Article 6.6.6 will be doubled.

6.7 Delegation Registration for Provincial Championships



6.7.1 The Provincial RSEQ transmits the registration forms to Regional RSEQs at least thirty (30) days before the event date.

6.7.2 The event organizing committee and the Provincial RSEQ receive the registration forms from the Regional RSEQ via email.

Registration forms received from Regional RSEQs only will be accepted.

Regional RSEQs are responsible for ensuring their registrations comply with the regulations specific to the event.

Depending on the event, the organizing committee and Provincial RSEQ must be in receipt of the registration forms (list of student athletes, coaches and chaperones, number of accommodation spaces and meals) by no later than:

6.7.2.1 4 pm on the Monday, ten business days before the event for:

- Non-contact hockey

6.7.2.2 4 pm on the Friday, five business days before the event for:

- Outdoor track and field
- Indoor track and field
- Cheerleading (Music – ten business days)
- Golf
- Swimming

6.7.2.3 4 pm on the Monday four business days before the event for:

- Badminton
- Basketball

- Cross-country Running
- Flag football
- Football
- Indoor soccer
- Volleyball

6.7.3 Modifications to a registration after the cut-off date

6.7.3.1 Any requests for changes to the registration must be made in writing by the Regional RSEQ to the Provincial RSEQ by no later than 4 pm on the Thursday before the championship.

6.7.3.2 No additional student athletes may be entered after the registration deadline has passed.

6.7.3.3 Any additions of coaches or chaperones will be accepted until 4 pm on the Thursday preceding the championship. However, meal service at the championship will not be available for any coach or chaperone added after the registration deadline.

*6.7.3.4 Substitutions (athletes, coaches, chaperones) will be permitted up until 4 pm Thursday, except for the ice hockey provincial invitational championship, for which substitutions will be allowed until 4 pm on the day before the start of the championship.

6.7.3.5 For cheerleading, outdoor, and indoor track and field championships, any modifications made to the registration form at the time of accreditation must comply with the sport-specific regulations.

6.7.4 Registration fee reimbursements

Registration fees will not be reimbursed after the registration deadline has passed.

6.7.5 Sanctions

A Regional RSEQ that does not respect Article 6.7 will be charged a \$100.00 per day late fee and the Provincial RSEQ may deny it the right to participate in the event.

Registration forms are sent at the sender's risk.

6.8 Support Personnel for Athletes

6.8.1 Coach/Chaperone eligibility

The delegation of coaches/chaperones is the sole responsibility of the Regional RSEQ.

6.8.2 Coach/chaperone personnel must be 16 years or older for Sec II levels and lower, and 18 years or older for midget and juvenile categories. Furthermore, the coach/chaperone may not be an athlete in the delegation.

*6.8.3 Coaches must hold an NCCP Level 1 certification or a Bachelor's Degree in PhysEd. These credentials are checked by the Regional RSEQ.

When such certification is lacking, the school's administration must sign a form to guarantee their coach's qualifications for a provincial championship. Additionally, failure to have either a coach with the required certification or the delegation form signed by the school's administration will result in a \$100.00 fine to the Regional RSEQ.

However, for sports where agreements relating to coach certification exist in memorandums of understanding between the RSEQ and the sports federation, these must be respected.

These conditions are verified by the Regional RSEQ.

- 6.8.4 There must at all times be an adult in charge of each delegation or team to accompany the student athletes during championships.
- 6.8.5 If, pursuant to an ejection, there is no coach or chaperone named on the registration form (behind the student athletes' bench), the game will be immediately terminated and the team loses by forfeit.
- 6.8.6 Should a Regional RSEQ enter two (2) teams from the same school, but with only one coach, the Regional RSEQ must appoint a person to be in charge of each team. That person will accompany the team at all times.

6.9 Registration Procedures – Division 1 Leagues

6.9.1 Cut-off dates

A school must register by no later than the following dates if it wishes to participate in a league:

League	Renewal	New admission
Basketball	March 1st	March 1st
Football	November 15	Letter of Intent: September 1st Submission of nomination form: December 1
Hockey	March 1st	November 15
Soccer	March 1st	March 1st

6.9.2 Late registrations

Any school that renews its application after the registration deadline but before the schedule is put together will be eligible but subject to a fine of one hundred dollars (\$100.00).

Any new application submitted by a school after the deadline will not be retained.

6.9.3 The Provincial RSEQ will forward the registration forms for teams (student athletes, coaches) to the schools by no later than June 30th for football and September 15th for the other sports.

This form must be signed by the school principal as well as the coach.

6.9.4 Financial provisions – Division 1 leagues

Membership

As security for the fulfillment of the obligations that any school wishing to be part of the Division 1 league undertakes with the RSEQ, it must forward a deposit for each team it wishes to include in the league, for the respective sport:

- Basketball, football and soccer : \$300

- Hockey \$1000

This deposit is required for the two (2) first years from every school seeking membership to Division 1 leagues. After a team's second season, the deposit is refunded to the school.

Registration cost

The Provincial RSEQ – School sector will, annually, establish the registration cost for each team, taking into account the following elements:

- Officials/Referees costs
- Statistics and compilation (statistician)
- Stationery, mail, phone services
- Awards (championship)
- Miscellaneous

Accounts due

Every school is entitled to:

- Verify the purpose and content of an invoice and the justifications for amounts shown.
- Correct the amounts on an invoice that are caused by an accounting or administrative error.
- Revise invoices that it believes are incorrect due to a misinterpretation and/or erroneous application of the regulations by referring the issue to the commissioner who has the skills to interpret the regulations.

Any invoice that remains unpaid sixty (60) days from the date of issue will be subject to interest charges.

7. OFFENCES AND SANCTIONS

7.1 General

*7.1.1 Any breach of a by-law will be subject to a twenty-five dollar (\$25) per day late fee and fifty dollars (\$50) for Division 1 leagues.

*7.1.2 With regard to regulations where a stipulated fine exceeds twenty-five dollars (\$25), and fifty dollars (\$50) for Division 1 leagues, the higher fine will be imposed.

7.1.3 In all cases where a regulation can be applied automatically, the sanction must be imposed without prior notice. For any other situations, the incident is referred to the commissioner who must apply a temporary sanction and take up the case for review.

7.1.4 Any Regional RSEQ that accepts a team and does not respect the terms of Article 6.1 hereof will be fined one thousand dollars (\$1000.00).

7.2 Drugs and Alcohol

7.2.1 Student athletes, coaches, chaperones or any person in charge of a delegation caught with or under the influence of alcohol and/or drugs at their place of accommodations or on the competition site will be excluded from the event and may be permanently suspended. The organizing committee submits the case to the Provincial RSEQ.

- 7.2.2 A team whose student athletes, coach, chaperone or delegation leader is caught with or under the influence of alcohol and/or drugs at their place of accommodations or on the competition site may be excluded from an event. The team may be subject to permanent suspension. The organizing committee submits the case to the Provincial RSEQ.
- 7.2.3 Celebrations of any kind involving alcoholic beverages are not tolerated on the competition sites.

7.3 Ejections for Improper Conduct and Behaviour

- 7.3.1 **Sporting conduct**
Any student athlete, coach or other person directly connected to a team who is guilty of unsportsmanlike conduct will be subject to an ejection and to any other sanctions deemed necessary following the commissioner's review of the referee's written report.

- 7.3.2 A student athlete or coach who is ejected from a game for improper conduct is automatically suspended from the following game. In the event of a repeat offence, that person is eliminated from the event and the case is submitted to the 'comité de vigilance'.

Note: A coach who receives an ejection or suspension from a game is not permitted near the competition site or the stands such that they may not have verbal or visual contact with their team. This rule applies for the duration of the game.

- 7.3.3 Any student athlete, coach, chaperone or other person associated with the team, who fails to serve out a suspension shall serve an extra two (2) game suspension in addition to the one being served and lose all points scored in that game. Furthermore, the team at fault forfeits that game if it was won.

- 7.3.4 **Ejection of a coach**
Any coach who is ejected from a game and refuses to leave the competition site further to the referee's request is subject to a three (3) game suspension and a one-hundred-dollar (\$100.00) fine.

Note: A coach who is ejected is not permitted near the competition site or the stands such that they may not have verbal or visual contact with their team. This rule applies for the duration of the game.

- 7.3.5 Any student athlete, coach, chaperone or other person associated with the team who has received three (3) suspensions in the same season, including playoffs, will be banned from the league for remainder of their teams' games, including the playoffs.

In Division 1 hockey, suspensions resulting from minor infractions are not taken into consideration.

- 7.3.6 Any person or Regional RSEQ who, through their actions or statements, damages the reputation of the RSEQ, will be subject to sanctions by the 'comité de direction scolaire'.

- 7.3.7 With respect to individual sports, a student athlete or coach who is ejected from an event for misconduct is excluded from the event and their case is referred to the 'comité de discipline scolaire'.

- 7.3.8 Any delegation member who does not respect the principles and educational values illustrated by "Sporting Conduct in Schools" will have their case submitted to the 'comité de discipline scolaire'.

- 7.3.9 Refusal to play; withdrawal from a game or event
A team that withdraws from a game in progress or that refuses to play will face forfeiture and is subject to the following sanctions:
- A three-hundred-dollar fine (\$300.00);
 - Any suspension that the commissioner deems appropriate.

7.4 Vandalism

- 7.4.1 A Regional RSEQ whose student athletes have committed acts of vandalism must reimburse all costs for repair or replacement.
- 7.4.2 Upon learning of such an act, the organizing committee informs the Provincial RSEQ in the days following the incident. The committee has the repairs carried out and sends an invoice to the Provincial RSEQ.
- 7.4.3 The Provincial RSEQ transmits details of the damages and a bill is then sent to the Regional RSEQ.
- 7.4.4 Any person caught in an act of vandalism may be suspended from the event and the case is submitted to the Provincial RSEQ 'comité de discipline scolaire'.

7.5 Student Athlete Ineligibility for Provincial School Championships

Any Regional RSEQ found guilty of entering a student athlete who has not met the eligibility criteria is subject to the following sanctions:

- Payment of a minimum fifty-dollar (\$50.00) fine
- Loss of games for which the ineligible student was listed on the score sheet
- Any other sanction based on the RSEQ Provincial 'comité de vigilance' analysis of the file

7.6 Absence of and /or Forfeiture by a Team

A team that does not check in at a game at the official, unmodified and scheduled start time is subject to the following sanctions:

- 7.6.1 Visiting team
- Payment of a \$250.00 fine
 - Payment of the referee's expenses
 - Loss of the game
 - Payment of the host team's rental expenses, if applicable
- 7.6.2 Host team
- Payment of a \$250.00 fine
 - Payment of the referee's expenses
 - Payment of expenses incurred by the visiting team
 - Loss of the game

A person or people in charge (student athlete, coaches or representatives) can be expelled from all Provincial RSEQ associations for a maximum of three (3) years.

Exceptions, however, may be made for unforeseeable circumstances, such as accidents, storms, fire or other extenuating causes as determined by the commissioner.

7.7 Schedules

Priorities in schedule preparation

The Provincial RSEQ school sector program takes precedence with regard to all Division 1 league teams. If a team claims it has prior commitments or is participating in events (pre-season games, other leagues, tournaments, travel, etc.) other than that of the Provincial RSEQ school sector, resulting conflicts will not be considered when preparing the program, nor for any subsequent amendments to the final schedule.

7.8 Modifications to Schedules – Division 1 Leagues

7.8.1 Modifications to the schedule may only be made for valid cause.

7.8.2 A request for modification must be made using the applicable form, and respect the following procedures:

- Submit the request at least 72 hours before the event
- Obtain the commissioner's authorization
- Contact the head of the other team and ensure agreement on the new details
- The commissioner will confirm the new details agreed upon between the teams and notify the agent of the officials concerned

*7.8.3 A fifty-dollar (\$50) fee will be imposed on any school that has changes made to the schedule. This fee will not apply if the commissioner deems the modification is beyond the school's control.

7.8.4 Official confirmations must arrive at least forty-eight (48) hours before the game is scheduled to begin and contain the following information:

- Number, day, date, time and place of the game to be changed
- Number, day, date, time and place of the rescheduled game

7.8.5 In the event of an unforeseen emergency, the decision to change the schedule will be made by the commissioner. There will be no penalty for this type of change.

The commissioner may require any team to play a rescheduled game upon forty-eight (48) hours' notice before the event, stating the rescheduled place, date and time.

7.9 Withdrawal, Forfeiture, Cancellation – Division 1 Leagues

7.9.1 Rescheduled or cancelled game

If a game is cancelled for extraordinary reasons (storm, absent referees), the two teams must confirm the date of the rescheduled game within five (5) business days after the originally scheduled game. The host organization must take the necessary steps and confirm the new date to the league. Members will receive a memo to that effect.

7.9.2 Game cancellation

The commissioner may decide to cancel one or several scheduled games for valid reason. This decision may not be appealed.

7.9.3 Forfeiture

A game is forfeited when it is lost by default, i.e. if a team is absent or incomplete.

If a team does not show up on the playing field, in uniform and/or with the required number of players within 15 minutes after the scheduled start time, the Provincial RSEQ may declare the game forfeited or the team as having abandoned.

If a game is won by forfeit, the student athletes listed on the score sheet will be deemed to have played the game and this information will be recorded in each student athlete's personal file for the purpose of completing eligibility records for end-of-season playoffs and championships. The game that is won by forfeit should not affect individual statistical averages.

The forfeiting team does not receive any points in the ranking.

7.9.4 Withdrawal and resignation by a Division 1 league

Any school that withdraws a team from a Division 1 league will be subject to the following sanctions:

7.9.4.1 After registration:

- * A fine of one hundred dollars (\$100.00) plus the loss of their deposit, if applicable.

7.9.4.2 After registration and after the schedule has been finalized:

- * A five-hundred-dollar (\$500.00) fine plus the loss of deposit, if applicable;
- * Suspension for the following year in this event.

** 7.9.4.3 Withdrawal, forfeit, cancellation in Division 1 leagues

Any school that withdraws a team during the season will be subject to the following sanctions:

- A five-hundred-dollar (\$500.00) fine plus the loss of deposit, if applicable;
- Ejection of the team from this event for the following year, and the team must undergo the team accreditation and evaluation process;
- The school will be denied any reimbursement of registration fees.

7.9.4.4 Failure to show up at more than two (2) games is considered outright abandonment by the team from the league, except for in the event of an unforeseen emergency. The case will be directed to the commissioner for decision.

7.9.5 Withdrawal from a Division 1 championship

Any school that withdraws from a championship or does not turn up after having been granted access is liable for the following sanctions:

- * Payment of a \$250.00 fine
- * Suspension of the team for the following season

A person or the people in charge (student athletes, coaches or representatives) can be expelled from all Provincial RSEQ organizations for a maximum of three (3) years.

8. PROTEST

8.1 Notices

A complaint may be lodged when one or several teams or student athletes believe they have been victims of a prejudice during a sporting competition. This prejudice must stem from an infraction of league or competition regulations or the playing rules, incorrect enforcement of the regulations or some irregularity in the competition's procedures.

A coach or other person in charge must notify the organization or official, during the game or event, that it will end under protest. They must ensure that the intention to file a complaint and the exact time the irregularity occurred are recorded on the game sheet.

During provincial championships, the abovementioned procedures apply and the complaint must be filed with the event coordinator within the hour after the game or event, accompanied by a cheque for \$50.00. This amount is reimbursed if the dispute is won.

For regularly scheduled games (league), the complaint must be filed with the Provincial RSEQ before 4 pm on the next business day after the game. A \$50.00 fee will be billed to the school that files the complaint. This amount is reimbursed if the dispute is won.

A protest may not be filed following a judgment or ruling by a referee.

8.2 Procedures and Content

The protest must specify the regulation articles that have been breached.

The protest must be filed with the commissioner or event coordinator, as well as with the representatives of the teams in the case.

Copies must be signed by the official delegate of the school that is filing the protest.

A decision is rendered in writing as quickly as possible and the commissioner transmits it directly to the parties concerned and to all of the teams involved in the sport.

8.3 Protest Committee at a Championship

8.3.1 During a championship, a ruling on a complaint must be rendered immediately by the Protest Committee.

8.3.2 The Protest Committee is made up of a head referee, the event coordinator and the commissioner or his/her representative. It is the committee's duty to evaluate all protests regarding how the incident occurred and evolved. The committee may consult anyone who is able to assist in reaching a fair and unbiased decision.

8.3.3 The ruling must be included in the event coordinator's report.

The Protest Committee may disqualify a student athlete or a team at any time.

8.3.4 **Ruling**
The ruling, which must be rendered within the hour of it being filed, is final and cannot be appealed.

8.3.5 **Sanctions**
The Protest Committee will impose the sanctions it deems appropriate and fair for the parties involved.

9. DUTIES OF THE ORGANIZING COMMITTEE AND/OR HOST SCHOOL

9.1 The grounds and equipment used in the competition meet official standards and/or are recognized by the sports federations concerned or by the Provincial RSEQ.

9.2 Once a Regional RSEQ has received an application form from a school board or school, a Provincial RSEQ representative will, if necessary, visit the proposed site for the event and make recommendations that might require action from the school board, the applicant school and the Regional RSEQ.

9.3 A clean and appropriate playing field for the sport in question is mandatory.

- 9.4 Suitable locker rooms, which can be locked, with showers in close proximity must be provided.
- 9.5 Official score sheets and statistics sheets, a suitable timer and scoreboard that is visible to all must be provided.
- 9.6 Relevant score sheets and game statistics provided by the Provincial RSEQ must be readily available.
- 9.7 The organizing committee and/or host school are not responsible for lost, stolen or forgotten articles.
- 9.8 The coach or person responsible for the team must personally ensure that their team's student athletes' names and/or numbers are listed on the score sheets.
- 9.9 The organizing committee and/or host school responsible for organizing an event must ensure that a coordinator for the event is named, other than the team coach that is participating at the event.
- 9.10 In order to properly follow up on a visiting team's written complaint about a breach of duties by the organizing committee or the host school, the commissioner must have received such complaint within seventy-two (72) hours after the event.
- 9.11 Results and match summary
 - 9.11.1 Depending on each sport's particularities, the match/event results must be posted on the Provincial RSEQ website in a timely manner.

For Division 1 leagues, the results of a match must be posted on the Provincial RSEQ website within a maximum of one hour after the end of the match. Schools that do not comply with this article are subject to a \$25.00 fine per game for the first offense, \$125.00 for the second offense and \$250.00 for subsequent offenses.
 - *9.11.2 For regular division leagues, as applicable, statistics reports, team rosters and game sheets must be transmitted by fax directly to the commissioner before noon of the day following the game. For weekend games, this must be done before noon on the next business day. Schools that do not comply with this article are subject to a \$50.00 fine per game for the first offense, \$125.00 for the second offense and \$250.00 for subsequent offenses.
 - 9.11.3 If a referee's report or any other comments have been written on the reverse side of a game sheet, it must be sent to the commissioner before noon the day following a Division 1 league game and immediately after a game during a championship.
- 9.12 The organizing committee and/or host school are responsible for the safety of officials as well as crowd control.
- 9.13 The organizing committee and/or host school must provide the necessary areas for spectators that are clearly separate from the student athletes and scorekeeper.
- 9.14 The organizing committee and/or host school must provide a private room for the referees, preferably with showers.

10. RESPONSIBILITIES OF THE VISITING SCHOOL AND/OR DELEGATION

- 10.1 The visiting school and/or delegation will ensure that the facilities loaned to them are kept clean and they will respect the internal rules of the host school or the regulations of the competition site.

- 10.2 The coach or person responsible for the team must personally ensure that the student athletes' names and/or numbers are listed on the score sheets and team rosters.
- 10.3 For a Division 1 league team that is at fault and merits reprimand, the commissioner must receive a written complaint within seventy-two (72) hours from the host team that believes it has been wronged on these issues.

11. ADMINISTRATIVE PROCEDURES

11.1 Referees and Officials

- 11.1.1 Referee policy for provincial championships
Together with the organizing committee, the Provincial RSEQ establishes what officials are required, which is then submitted to the UniSport Federation to fill the positions, completely or partially. All of the adult officials who work in a provincial school event must be accredited by the UniSport Federation and/or the Provincial RSEQ.
- 11.1.2 In Division 1 leagues, the Referee Association chosen for each sport, as well as payment of fees and transportation costs, are stipulated in agreements between the Referee Association and the Provincial RSEQ for the regular schedule and playoffs. Costs are shared equally among the teams in the league.
- 11.1.3 Minor officials
The host team or organizing committee must provide experienced minor officials to ensure the competitions are run smoothly, in accordance with the rules and practices of the various sports.
- 11.1.3.1 In Division 1 leagues (except for Division 1 soccer), the visiting team must have a monitor at the scorekeepers' table to be able to contest work done by the minor officials provided by the host team.
- 11.1.3.2 Game scorekeepers
Game scorekeepers must verify the players listed on the score sheet and the number of uniformed players throughout the entire match.
- 11.1.3.3 Statistician
In Division 1 leagues, the host team must provide the staff necessary to collect statistical data.
- 11.1.4 Absent referees
- 11.1.4.1 If there is at least one referee present, the game must be played.
- 11.1.4.2 Should there be no referees present at all or an insufficient number, the game must be played with referees chosen on site. However, if the responsible parties from both teams decide that the referee resources are inadequate, they may agree to reschedule the game.
- 11.1.4.3 No referee, adult or minor official may combine their functions with those of a coach or team leader.

11.2 Uniforms

- 11.2.1 Uniforms for Division 1 leagues
Each team must have one dark- and one light-coloured uniform.

Each of the team's colours will be inspected when the schedules for each league are being put together.

If the colours of the two teams cause confusion for the student athletes, the team at fault must change uniforms.

If it is the visiting team that is at fault, it must use the uniforms that the host team lends to it.

11.2.2 Uniforms for championship matches

For provincial championships, participating teams must bring two (2) sets of jerseys, one dark- and one light-coloured set.

For Division 2 championships, if two teams arrive on the field with uniforms that cause confusion, a random draw will determine which team has to change uniforms.

11.3 Accommodations for Student Athletes at Championships

11.3.1 Lodging must be provided for all student athletes during provincial championships. They are not mandatory during provincial invitational championships and events involving multiple sectors but are offered freely with the same conditions.

At all championships where lodging is provided, the related costs apply only to the student athletes.

Accommodation costs are paid by the Regional RSEQ directly to the regional body of the RSEQ hosting the championship.

The cheque covering the total cost of accommodations must be made out to the Regional RSEQ hosting the championship.

11.3.2 A \$100 per day late fee is charged if the Regional RSEQ has not paid the amount in full within thirty (30) days after the event.

*11.3.3 Each Regional RSEQ must ensure that a responsible adult of the same sex accompanies the student athletes at their place of accommodations. The responsible adults must stay with the student athletes to ensure better supervision. A chaperone of the opposite sex at the accommodations is prohibited. Furthermore, the Provincial RSEQ will levy a \$200.00 fine to the Regional RSEQ at fault if there is no responsible adult at the accommodations after curfew or during the night.

11.3.4 In team sports and individual sports, the adult in charge must be at least 18 years of age. This person must be designated by the Regional RSEQ.

11.3.5 A team that is not accompanied by a chaperone (adult in charge) may not participate in a provincial event. Any team that violates this rule may be denied entry to the competition site.

11.3.6 Any participant who disrupts the sleep of other student athletes and does not respect the curfew may be excluded from the event by the organizing committee and the Provincial RSEQ, and their case is referred to the school disciplinary committee.

11.3.7 Any delegation member who uses the accommodations provided and does not comply with Article 11.4 is excluded from the event and their case is referred to the 'comité de discipline scolaire'.

11.3.8 Costs for accommodations will not be reimbursed after the registration deadline date.

11.4 Meals for Student Athletes, Coaches and Chaperones

11.4.1 During Provincial Championships, all student athletes and at least one coach/chaperone per team must purchase meals on the Friday night (1), Saturday (3) and Sunday (2). Meals do not have to be provided during provincial invitational championships or during events involving multiple sectors.

The costs for meals are paid by each Regional RSEQ directly to the Regional RSEQ that is hosting the championship.

The cheque covering the total amount of meal costs must be made out to the Regional RSEQ hosting the championship.

All meals specified on the meal reservation form are delivered to the relevant delegation.

11.4.2 A \$100 per day late fee is charged if the Regional RSEQ has not paid the amount in full within thirty (30) days after the event.

11.4.3 An athlete with food allergies is exempted from Article 11.4.1. However, a special dietary request must be transmitted by the Regional RSEQ to the Provincial RSEQ and the organizing committee before the registration deadline.

11.4.4 No reimbursement requests for meal expenses will be accepted after the registration deadline.

11.5 Recognition of Sports Events and Homologation of Performances

11.5.1 The Provincial RSEQ recognizes results from Regional RSEQ sports events, insofar as their regulations are respected.

11.5.2 For any other sports event involving two (2) Regional RSEQs or more, homologation must be requested one (1) month prior to the event.

11.5.3 In order for a record to be homologated:

- a) The event must be endorsed by the Provincial RSEQ;
- b) The event coordinator must submit a request to homologate a record;
- c) The event coordinator must transmit the records of compiled results to the Provincial RSEQ in the week that follows the event.


12. CHANGES TO THE REGULATIONS

12.1 Any person or organization that wishes to have a regulation studied or have revisions made must submit it or them to their Regional RSEQ. The latter will send such requests or revisions to the Provincial RSEQ and all the other Regional RSEQs, using the form attached as an Appendix to this document, by no later than **May 1st** of the school year.

Any request received after this date will not be accepted.

12.2 Any changes to the regulations under the 'commission sectorielle scolaire (CSS)' require the approval of 50% plus one (1) of the members present.

APPENDIX

<p style="font-size: small; color: blue; margin: 0;">SPORT. ÉDUCATION. FIERTÉ.</p> 	<p>CHANGE or AMENDMENT</p> <p>PROVINCIAL SCHOOL EVENTS SECTOR AND SPORT-SPECIFIC REGULATIONS</p> <p style="color: red; font-weight: bold;">Deadline:</p>
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Region		Date	
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Sector regulations:

Article no.	Existing Article	Proposed Article	Justification

Sport-specific regulations

Sport Article no.	Existing Article	Proposed Article	Justification

SEND TO RSEQ – DEADLINE: