

## 2023-2024 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 31.
- 2) Outdoor – Begins after the indoor season of play ends until August 31.

### Process

- [Tryout & Signing Process](#)
  - i) Clubs do not need to utilize re-signing or early signing periods; they can wait until the Winter Tryout Period starting November 26, 2023 (After ASAA Provincials).
  - ii) ALL athletes must sign a letter of intent. Athletes are only eligible to sign one LOI.
  - iii) Athletes must have the minimum membership requirement to sign an LOI (Youth Development Player – Tryout role) and complete the Volleyball Alberta membership consent package.
  - iv) Only current clubs in good standing (from the 2022-23 season), can utilize the re-signing and early signing periods. New clubs for the 2023-24 season must complete the club approval process in September and will only be eligible to utilize the Winter Tryout Period starting Sunday, November 26.
- Letters of intent MUST contain the following signatures:
  - i) Club President (or representative)
  - ii) Athlete and Parent/Guardian

- Clubs and families are responsible for maintaining copies of all signed letters of intent.
- 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.
- Volleyball Alberta will post an updated LOI registry on our website:

**Re-Signing Period, May 29 – June 5, 2023:** June 9 club submission deadline of re-signed athlete rosters (name & position) to VA. Re-signed rosters posted on VA website and Club websites for June 14.

**Early Signing/Tryout Period, June 17-30, 2023:** July 7 club submission deadline of signed athlete rosters (name & position) to VA. Signed rosters posted on VA website and Club websites for July 12.

**Re-Signing Period, November 1 – November 6, 2023:** November 9 club submission deadline of re-signed athlete rosters (name & position) to VA. Signed rosters will be posted on VA website and Club websites for November 15.

### 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) Letters of Intent expire at the end of the VA Indoor Club Season (May 31). No communication or recruiting of signed club athletes can occur until after the season.
- 2) 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.
- 3) During the Re-Signing Period, May 29 – June 5, 2023: clubs are NOT permitted to run any on-court activity from June 1-5, 2023. Athletes have just finished a long season and should be given an opportunity to recover physically, mentally, and emotionally. Athletes and clubs can communicate during this period. Open Houses are an option at this time (information sessions where clubs can share details about their coaches and program plans).
- 4) During the Re-Signing Period, November 1 – November 6, 2023: clubs are NOT permitted to run any on-court activity from November 1-6, 2023. Athletes are currently in their school season and should be given an opportunity to recover physically, mentally, and emotionally. Athletes and clubs can communicate during this period. Open Houses are an option at this time (information sessions where clubs can share details about their coaches and program plans).
- 5) 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 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.
- 6) LOI's can NOT be offered to club athletes from July 1 until the start of the Winter Tryout Period which begins Sunday, November 26, 2023 (after ASAA Provincial Championship). The exception is the Re-Signing Period, November 1 – November 6, 2023, with the 13U-15U age groups for the 2023-2024 season. Clubs are strongly encouraged NOT to facilitate any programs during July and August and the school season to prevent athlete burnout, overtraining, and/or overuse injuries.

#### Release Request Form - Athletes

- 1) An athlete signing is a shared agreement between the club and athlete. The signing does not provide ownership over a player, but the player/family must meet the financial commitment outlined in the agreement and the club's refund policy should they seek a release. Prior to signing, athletes and families are responsible for reviewing Club policies such as: refunds, playing time, travel, coaching code of conducts, ethics, expectations, concussion management, conflict resolution, athlete code of conduct, media sharing, etc.
- 2) 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.
- 3) 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.
- 4) 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.
- 5) 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 initial response to the Request for Release. VA will confirm with the athlete/family should a release review be required.
- 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:
    - A re-signed athlete did not play for the Club in the 2022-2023
    - Opposing VA Club signed LOI prior.
    - Assigned to a different team than stated on the LOI form.
    - Club fees are more than the stated range.
  - ii) Athletes and families must still request a release and submit the form to their LOI Club.

## OVERVIEW - 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 Indoor Club Season.
- Letters of intent expire at the end of the VA Indoor Club Season (May 31).
- Letters of intent must be signed by Club Presidents (or designate), and Athlete/Parents/Guardians.
- Copies of Letters of intent must be maintained by clubs and families.
- 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 to sign an LOI.
- Athletes must be registered with the Youth Development Player-Tryout role, 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 an athlete has signed a Letter of Intent (LOI), there are no restrictions except during the school season (please see below).
- LOI's are only eligible to be offered during the re-signing, early tryout/signing period, and winter tryout period, outlined in the [2023-2024 Signing & Tryout Process](#).
- 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?

- Clubs are strongly encouraged NOT to facilitate training or programs during July and August and the school season to prevent athlete burnout, overtraining, and/or overuse injuries. Athlete physical and mental wellness best practices should be applied outside the indoor club season.

Are there any recruiting black-out periods?

- LOI's are only eligible to offered during the re-signing, early tryout/signing period, and winter tryout period, outlined in the [2023-2024 Signing & Tryout Process](#).

## CLUB ELIGIBILITY

What are the eligibility requirements for clubs?

- Current clubs in good standing (from the 2022-23 season) can utilize the re-signing periods (16U-18U age groups), May 29 – June 5, 2023, early signing/tryout period (16U-18U age groups), June 17-30, 2023, and re-signing period (13U-15U age groups) November 1 – November 6, 2023.
- Clubs must be registered and complete club approval prior to utilizing any of the signing/tryout periods, club approval opens in September 2023 for the 2023-2024 season.
- New Clubs are ineligible to utilize the re-signing and early signing/tryout period.