

GOLD COAST CONFERENCE INTERCOLLEGIATE RUGBY

BEST PRACTICES for a BETTER RUGBY EXPERIENCE

GCCIR Game Day Eligibility Verification Procedure and Match reporting for 2017 to 2018:

- 1: 45 to 30 minutes prior to kick off the referee will call both team captains to the middle of the field for his or her talk.
- 2: The referee after his or her talk with the team captains, will allow the team captains to assemble team players on opposing 10 meter lines. Players and reserves will line up by position, as shown on the Match Roster, when the referee has done the boot check then the teams will do the player verification.
- 3: The referrer will facilitate **ONLY**. Any objections will be noted on the **back** of the match roster and signed on the back by the Referee. The referee will only be used to clarify any objections.
- 4: Player Verification Process:
 - A. Each team will give the opposing team the Match Roster (Make sure you complete Team Name, Date, All players, Head coach and sign before giving to opposing team) and a copy of the Player Eligibility Verification Form ("PEV" If Available prior to Feb 15th).
 - B. Either Head Coach or a team representative will do the initial and post verification check (Must be same person for initial and post check) on the opposing team.
 - C. The Person verifying must put their **Initial** in the verified column to verify that player, or write **Protest**. Any protest must be noted on the Match Roster at the time of verification. Also, if you approve a player before the match you cannot protest that player after the match.
 - D. Each player identified on the Match Roster must present a valid and current school photo ID from that School, or a player that is approved by GCCIR to be a part of that club's membership. If a player does not have the actual ID, then a legible color copy is acceptable. **NO SCHOOL ID NO PLAY.**
 - E. Each team must be current with USA rugby you can prove this by having your admin log in to <https://webpoint.usarugby.org/wp15/IntraLock/Login.wp?TargetPath=/Welcome.wp> and printing your certificate.
 - F. Prior to Feb 14th 2018 if a Team does not have a complete original Player Eligibility Verification Form ("PEV" Keep in Match Folder) then it is highly recommended you protest the players if the player does not have a school ID or you suspect the player is not eligible (Gentlemen's agreement at your own risk) should the players be protested, then GCCIR upon receipt of the PEV will verify players with the match roster and PEV form. Should an ineligible player on the match roster not appear on the PEV then a forfeit will be awarded to the offending team. Should GCCIR discipline committee find this was intentional then further sanctions may be awarded.

- a USA PEV Form. <http://gccir.com/Files/player-eligibility-form.pdf>
- b NSCRO PEV Form. <http://gccir.com/Files/2017-18 NSCRO 15 s Player Eligibility Verification Form.xlsx>

- G. On or before Feb 14th 2018 all teams must have emailed their respective PEV form to **pevform@gccir.com**. failure to do so may result in forfeiture of the season.
- H. After Feb 14th 2018 both teams must present a current and complete original Player Eligibility Verification Form (PEV Keep in Match Binder) listing all players on the Match Roster. Teams will provide opposing team a copy of the complete PEV. The completed PEV Form must be valid for the semester in which the match is being played.

5: Within 15 minutes of the end of the match. The person that did the initial roster verification of both teams must meet with the referee to:

Verify players that were on the match roster but were late (No Players may be added or changed after the initial Verification) each player's name should have an "**initial**" or "**Protest**" or in the case of no show just put "**NS**".

Finalize Match Roster sign and give to the team that won.

Finalize Running Score. Pick the best score sheet then Home, Visiting teams and Referee must sign and give to the team that won.

The team that won is responsible to email to, **gamedocs@gccir.com** within 48 hours, all paper work (Both teams match roster and the running Score). Should the team that won, not be able to email, then please mail it (26500 Agoura Rd Ste 102-722 Calabasas. CA 91302).

6: Within 24 hours the winning team must report the score into CMS System at www.usarugbystats.com If you have a mobile device this can be as the match is being played very simple. If you make a mistake this can be edited at any time. Once GCCIR has locked the score then only GCCIR can edit it.

7: Head Coach or Team Representative will have a binder (Match Binder) containing:

- A. Copies of directions to the local medical emergency facility.
- B. The original validated PEV Form from February 15th onwards.
- C. Copy of club certificate showing "Current"
- D. Copies of player identification cards, Printed from USA Rugby site with their picture.
- E. Copies of student ID cards.

Revised 1/19/18