



SLMHA

SYLVAN LAKE MINOR HOCKEY ASSOCIATION

SLMHA AFFILIATION POLICY & PROCEDURES

Teams interested in adding Affiliated Players (AP) to their Team Roster must follow the below procedures.

1. SELECTING AFFILIATE TEAM

- Requesting Team must first pull an affiliate from the next team below them within their age division before pulling an affiliate from the age division below.
 - i. EX: U13 C would pull from U13 D1 before pulling from U11.
- If your team is the bottom team within your age division, then the team would need to pull an affiliate from the next eligible team in the age division below.
 - i. EX: U13 D2 would pull from U11 B

2. AFFILIATION CANDIDATES:

The Head Coach of each Minor Division team (U11 & Up) will be required to submit a list of 3-6 players within their team that would be suitable candidates to affiliate up.

- Group 1 – one to three players
- Group 2 – one to three players

In an effort to provide affiliation opportunities to as many players as possible, SLMHA will be affiliating players to one team per season. If a player is requested for an additional team, it may be granted, pending a review from the SLMHA Executive, with goalies being an exception.

Once all players from the team's Group 1 candidates are affiliated with a team, the requesting team would need to pull from Group 2 candidates for affiliates.

The purpose of setting these guidelines is to ensure players with the most suitable skill set are selected for affiliation. Affiliations should not be used as an opportunity for family or friends to play on a team together.

3. REQUESTING AFFILIATES:

The Head Coach that is requesting an affiliate needs to first approach the Head Coach of the potential affiliate's team to inquire which players would be suitable to affiliate with their team and should NOT be approaching the parents of a potential affiliate without first getting permission for their registered team's Head Coach.

4. PRACTICES WITH AFFILIATED TEAM

- Permitted one introductory practice with an affiliated team
- One practice before a game as an affiliate. (1 Practice to 1 Game ratio)
- Affiliates must play in a game following that practice as an affiliate.
- **MAXIMUM OF 5 practices with the affiliated team PER SEASON**
- Affiliation is meant to assist a team when the roster is shortened. Affiliation is NOT to be used for individual player development purposes.



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5. SUBMITTING AFFILIATION REQUEST FORM

- *Affiliation requests to rosters must be submitted to Admin/ Registrar no later than the Tuesday prior to a weekend game to allow enough time for processing to the Hockey Canada Registry and league.*
- Affiliation requests will not be accepted at the last minute on a Friday or on weekends.
- Complete the **SLMHA Player Affiliation Request Form**, found on the SLMHA website under the “Forms” tab, then “Managers”.
- All signatures must be filled out on the Affiliation Request Form
- Submit by email to SLMHA Admin/ Registrar by email: general@slmha.hockey

6. ROSTERING AN AFFILIATE

- Submitted affiliation forms are a “request” that will be reviewed prior to being approved and processed.
- Admin will roster the affiliate to the team’s roster on the Hockey Canada Registry & with league.
- Admin will provide an updated HCR Roster with affiliates listed once approved.
- Prior to an affiliate being played in a game, the Team Manager must confirm with the league Governor that the affiliate is rostered to the league Roster.
- League must be notified in advance, any time an affiliate is used.
- If you are unsure of the status of your affiliate requests, please contact admin by email.



Player Affiliation Request Form

Please follow the Affiliation Policy & Procedures found on SLMHA website under “Forms> Managers> Affiliation Policy & Procedures” prior to selecting affiliates.

1. Head Coach requesting an affiliate, must reach out to Head Coach of the appropriate affiliate candidate team as per Affiliation Policy & Procedures prior to reaching out to parents of affiliate player
2. **Head Coach must have permission from the affiliate player’s Head Coach, prior to using the affiliate each time**
3. There are limits to the number of practices and games an affiliate can participate in. Please refer to the Affiliation Policy & Procedures.

Player Name: _____

Parent/Guardian Name: _____

Team Requesting Affiliation: _____

Registered Team: _____

Player Position: _____

As an affiliate, I acknowledge the following:

- I acknowledge that once affiliated with a team, my registered team is priority, and that I am obliged to play for my registered team.
- I must have permission from my Head Coach to play as an affiliate on an affiliated team prior to playing each game as an affiliate.
- The maximum games played as an affiliate will be 10 games.
- **Affiliates may only practice once before a game as an affiliate, up to a maximum of 5 practices in a season total.**
- All affiliations terminate at the end of the current season.

Registered Team Head Coach Sign Off: _____

Requesting Team Head Coach Sign Off: _____

Player Sign Off: _____

Parent/Guardian Sign Off: _____

Division Director Sign Off: _____