

PLAYING REGULATIONS - WOMEN'S RUGBY

A. CHAMPIONSHIP ROSTER

The championship roster shall consist of 25 players.

A.1 GAME ROSTER

A team can dress all 25 players for any one game (continuing to maintain the standard maximum seven substitutions per game).

B. TEAM BENCH

All 25 players are allowed on the team bench (technical area).

C. PARTICIPANTS

C.1 TEAMS

The participating teams shall be as follows:

- Atlantic University Sport Representative
- QSSF Representative
- OUA Representative
- Canada West Representative
- Host (**University of British Columbia**)
- Assigned berth – OUA

(Refer to Policy 20.20.4.8 for more details.)

Note: In the event that the Host university wins its' Sport Conference Championship, the second place team from that Sport Conference shall assume the Host seed.

C.2 IDENTIFICATION

The Head Official will designate home and away uniforms at the Technical Meeting prior to the championship.

C.3 INDIVIDUAL ELIGIBILITY

C.4 INDIVIDUAL ENTRY

C.5 INDIVIDUAL RANKINGS

C.6 TEAM ENTRIES

C.7 TEAM RANKINGS

D. COMPETITION

D.1 TYPE OF EVENT AND EVENT ADMINISTRATION

The championship will be a 6-team championship of 2 pools with the top 4 teams advancing to semi-finals. Play shall be conducted over three (3) days.

D.2 DRAWS, POOLS, SEEDINGS, TRIALS AND HEATS

Teams ranked 1, 4 and 5 are in Pool A and teams ranked 2, 3 and 6 are in Pool B.

GROUP A	GROUP B
A. CWUAA Champion	D. AUS Champion
B. QSSF Champion	E. OUA Champion
C. OUA #2	F. Host

The designation of which teams shall be in which pools is as follows:

- a) Teams 1 through 4 are the Sport Conference Champions.
- b) Seeding of the top four teams will be based on the results of the previous year's championship results. The winning conference will assume the # 1 spot, with the next higher finishers taking the #2 to #4 spots according to their finish in the previous year (if a conference champion(s) finished in 5 and/or 6th place – they will be seeded in 3 and 4th according to their finish).
- c) The assigned berth shall be in the #5 spot.
- d) The host will be in the #6 spot.
- e) In the event the host is also the Sport Conference Champion they will take the Sport Conference Championship spot and the second place team in that conference will assume the host spot.
- f) In the event the conference with the assigned berth should also host and the host should be the conference champion, the conference champion will take the #1 spot, the assigned berth shall be given to the second place team and the third place team will assume the host position. If the host should be the second place team, then they will be given the assigned berth and the third place team will assume the host position.
- g) Seeding for the following year's championship will be confirmed at the current year's coaches association meeting.
- h) Only the CIS office can release the final seeding and schedule to the media.
- i) Any member institution who releases this information prior to the embargo established by the CIS office will be fined \$500.00.

D.3 FORMULA AND FORMAT

D.4 PROCEDURES AND PROTESTS

If a team wishes to lodge a protest at the end of the game, its team representative must do so in writing and submit the protest to the Discipline Committee within fifteen (15) minutes of the end of the game, having declared her/his intention to do so above her/his signature on the game sheet.

The team representative shall then have a further fifteen (15) minutes to remit to the same Discipline Committee a deposit of \$40.00. If she/he fails to do so, the protest shall be considered void. This protest deposit shall be refunded unless the protest is deemed a futile one by the Discipline Committee. Any moneys received from protests are kept by the Host institution.

The Discipline Committee shall normally make its decision within one hour of the end of the final game of the day. The decision shall be final.

D.5 SCHEDULE OR ORDER OF EVENTS

Day I	<u>Preliminary Round</u>	Group A	Group B
	10:00 am	A vs. C	D vs. F
	12:30 am	B vs. C	E vs. F
	3:00 pm	A vs. B	D vs. E
Day II	<u>Championship Round</u>		
Semi #1	11:00 am	#1 from pool A vs. #2 from pool B	
Semi #2	1:00 pm	#2 from pool A vs. #1 from pool B	
Day III	<u>Championship Finals</u>		
5th place	10:00 am	#3 from pool A vs. #3 from pool B	
Bronze	12:00 pm	Loser SF #1 vs. Loser SF # 2	
Gold	2:00 pm	Winner SF # 1 vs. Winner SF #2	

D.6 GAME TIMES

Preliminary Round = 2 x 25 minute halves

Semi-finals = 2 x 35 minute halves

Finals (Fifth, Bronze, Gold) = 2 x 40 minute halves

D.7 PRACTICE TIMES / WARM-UPS

Setting up practice times is at the Hosts discretion. Generally times are booked on a first come first serve basis while trying to accommodate teams arrival times.

D.8 OVERTIME AND TIME-OUTS

See D.9.2.

D.9 TIE-BREAKING

D.9.1 DETERMINATION OF STANDINGS

- a) The standings at the completion of the preliminary round will be determined by the ranking of the teams according to points awarded as stated in D.10.
- b) If, at the conclusion of the preliminary round, there is a tie between teams based on points awarded; the team shall be placed higher(est) that had the better win/loss record against the team(s) with which they are tied.

- c) If there is still a tie, the team shall be designated a higher place that has the highest points differential (points for divided by points against) against each other.
- d) If there is still a tie, the team shall be designated a higher place that has the highest points differential (points for divided by points against) in all games.
- e) If there is still a tie, the team will be designated a higher place that has scored the most tries in games against each other.
- f) If there is still a tie, the team will be designated a higher place that has scored the most goals (converted tries) in games against each other.
- g) If there is still a tie, the team will be designated a higher place that has scored the most drop goals in games against each other.
- h) If there is still a tie, the team will be designated a higher place that has scored the most penalty goals in games against each other.
- i) In the event that more than two teams are tied and the above process reduces the tied teams by one or more; then, in order to break further ties, the process shall commence again, from the beginning.
- j) Coin toss (if two teams are tied) or drawing of lots (if more than two teams are tied).

NOTE: It is the responsibility of the Hosts' Technical Delegate to supply information re final pool standings.

D.9.2 CHAMPIONSHIP ROUND AND FINALS

Should a tie exist at the conclusion of full time play, two 10-minute sudden death overtime periods will be played. If still tied, the tie breaking procedures below will be used.

- a) The team scoring the higher number of tries shall be deemed the winner.
- b) If a tie still exists, the team scoring the higher number of goals (converted tries) shall be deemed the winner.
- c) If a tie still exists, the team scoring the higher number of drop goals shall be deemed the winner.
- d) If a tie still exists, the team scoring the higher number of penalty goals shall be deemed the winner.
- e) If there is still a tie, each team shall nominate five kickers to kick at goal from the 22 meter line. The kickers from each team will alternate. All kickers will kick. The team that scores the higher(est) number of successful kicks out of five, will be designated a higher(est) place.
- f) If there is still a tie, kicks will be taken from a position, a further ten meters from the posts. The competition shall continue until one kicker in the series succeeds where his/her opposition misses. The team whose kicker has recorded the successful kick out of this pair shall be designated the higher(est) place.
- g) This shall be repeated until a winner is declared.

D.10 SCORING AND STANDARDS

D.10.1 PRELIMINARY ROUND

Any tied scores at the end of regulation play will stand. There will be no overtime during the preliminary round. Points will be awarded for play on the following basis:

Win	4 points
Tie	2 points
Loss by 7 points or less	1 point
Loss	0 point
Scoring 4 tries or more	1 (bonus) point, (win, lose or draw)

D.10.2 CHAMPIONSHIP ROUND PLAY AND FINALS

The team scoring the greatest number of points shall be declared the winner of the match.

D.11 RECORDS AND STATISTICS

E. EQUIPMENT AND FACILITY

E.1 BALL

The official ball of the championship shall be a size 5 ball.

E.2 VIDEO

E.2.1 FIRST ROUND OPPONENT

E.2.2 VIDEO TAPING - HOST REQUIREMENT

E.3 NUMBERED UNIFORMS

E.4 BIBS, SOCKS, SHIRT COLOR, TIGHTS AND TOWELS

E.5 HEAD GEAR AND HELMETS

E.6 CAPTAIN'S IDENTIFICATION

E.7 DEPTH CHARTS

E.8 SPOTTER PHONES

E.9 FACILITY AND MEET REQUIREMENTS

F. RULES

The CIS Championship shall be governed by the IRB Senior Laws as published by Rugby Canada, unless otherwise amended by CIS.

- a) The use of IRB sanctioned surfaces (includes artificial turf) are recognized as approved playing surfaces for CIS competition.
- b) Times served for penalties shall be:
 - 80 minute games = 10 minutes
 - 70 minute games = 7 minutes
 - 50 minute games = 5 minutes

G. MEETINGS

G.1 COACHES TECHNICAL MEETING

A participating coaches Technical meeting will be held prior to the first game at the Championship. Date and time of the meeting is at the discretion of the Host Organizing Committee.

G.2 COACHES ASSOCIATION MEETING

G.3 COACHES CLINIC

G.4 PRESS CONFERENCE

H. OFFICIALS

H.1 FUNDED OFFICIALS

Rugby Canada will appoint six (6) officials to the CIS Championship. A non-funded head official will also be appointed and this person will not be one of the six funded officials. The head official will function as the Appointer and Assessor of officials at the national championship.

CIS will be responsible for all transportation costs to the host venue city for the six funded officials.

H.2 ASSIGNMENT

Assignments will include where possible:

- Atlantic University Sport - one official
- QSSF - one official
- OUA - one official
- Canada West- one official

The remaining 2 officials shall be assigned from the province of the Host Sport Conference. The local Rugby Union shall provide the 4th official.

H.3 NEUTRALITY

H.4 QUALIFICATIONS

Referees will be at a minimum Grade B Certified, to be selected to the CIS Championship. Preference will be given to referees officiating regular season CIS matches.

H.5 HOST RESPONSIBILITIES

The Host Organizing Committee shall work with the local Rugby Union to ensure a 4th official is provided.

On-site ground transportation, meals, accommodation (double occupancy) and fees.

H.6 NSO'S RESPONSIBILITIES

Rugby Canada will be responsible for all expenses relating to the addition of the Head Official.

H.7 FEES

Referee: \$40.00
Touch judge: \$20.00

H.8 STAND BY OFFICIAL

H.9 SELECTION PROCESS

Rugby Canada in consultation with the CIS Office will assign 6 referees to the championship. Final selections must be forwarded to the CIS Office no later than 30 days prior to the start of the event.

H.10 ON-SITE ASSIGNMENT

I. AWARDS AND TROPHIES

**PLEASE REFER TO POLICY 60.20 FOR MORE DETAILS RE STANDARD CHAMPIONSHIP AWARDS.*

I.1 CIS PENNANT AND CHAMPIONSHIP TROPHY

Awarded to the CIS Champion.

I.2 CIS MEDALS

Awarded to first, second and third place teams.

I.3 ALL-CANADIANS

- a) Selected, no later than 10 days prior to the start of the CIS Championship, by an Awards Committee composed of one representative from each Sport Conference.
- b) 15 players will be selected to the All-Canadian team. See Appendix 1 for formula.
- c) Each Sport Conference will be asked to put forth nominations for their best players. The number of nominations is based on the formula in Appendix I.
- d) To win the national award the athlete must have been named to the All-Star team in their sport conference, if such a team is named.

I.4 OUTSTANDING PLAYER OF THE YEAR

- a) Selected, no later than 10 days prior to the CIS Championship, by the Awards Committee composed of one representative from each Sport Conference.
- b) Selected from the four (4) Sport Conference nominees for Player of the Year.
- c) Athletes nominated for Player of the Year shall automatically qualify for All-Canadian status.
- d) Player of the Year shall be a member of the All-Canadian team.

I.5 ROOKIE OF THE YEAR

- a) Selection similar to the Outstanding Player of the Year.
- b) Sport Conference nominates one player.
- c) Athlete must be in their first year of eligibility as of September 1st and be a maximum of 21 years of age.
- d) The athlete receiving the most votes shall be named Rookie of the Year.
- e) To win the national award the athlete must have won the rookie of the year award in their sport conference, if such an award exists.

I.6 COACH OF THE YEAR

- a) Same as above.
Note: If the Awards Committee Chair is nominated for the Coach of the Year the Director of Athletics of that institution will serve as alternate for voting purposes for the Coach of the Year award.

I.7 STUDENT-ATHLETE COMMUNITY SERVICE AWARD

- a) Selected by the Coaches Association, following same timelines as the All-Canadian selection process.
- b) Recipient who best exhibits outstanding achievements in three (3) areas: rugby, academics and community involvement.
- c) Each Sport Conference must include with their nomination a bio outlining the three areas listed above.
- d) To win the national award the athlete must have won the award in their Sport Conference, if such an award exists.
- e) An athlete may only win the award once.
- f) The award recipient will be selected during the CIS All-Canadian Conference call and will be announced at the CIS All-Canadian Awards Ceremony.

I.8 CHAMPIONSHIP MVP

- a) Selected by an Awards Committee established by the Host Organizing Committee and composed of non-participating coaches attending the championship.
- b) Selection based on the athletes' performance at the Championship.
- c) Must be a member of the Tournament All-Star team.

I.9 TOURNAMENT ALL-STAR TEAM

- a) Selected by an Awards Committee established by the Host Organizing Committee.
- b) 15 players will be selected to the All-Star Team (one at each position).

I.10 COACHES ASSOCIATION MERIT AWARD

I.11 OTHER AWARDS

I.11.1 R.W. PUGH FAIR PLAY AWARD

The officials will vote on the team that exhibits the standards of fair play throughout the championship. The selection shall be made by the officials in conjunction with the Host Organizing Committee on the evening prior to the final day of the championship.

I.12.2 PLAYERS OF THE GAME

- a) One player from each team will be picked as the player of the game.
- b) In games that are televised, the primary lead broadcaster will make the selection of the players of the game.
- c) In games that are not televised, the Host will work with the Coaches Association to determine the make-up of the selection committee.

J. COMMITTEES

J.1 CHAMPIONSHIP MANAGEMENT COMMITTEE

The Management Committee shall rule on all matters necessary for the championship to proceed. The Management Committee shall apply CIS Rules. The Management Committee may not, nor may any member, make an exception to any CIS Rule or to a sanction imposed by CIS. The Management Committee has no jurisdiction to consider or interpret CIS Eligibility Regulations.

Composition of the Management Committee shall be:

- i) Convener of Championship - non-voting chair;
- ii) CIS Delegate;
- iii) Director of Rugby, Rugby Canada (self-funded) or designate;
- iv) President of the Coaches Association, or designate.

A quorum shall require all of the four members, or their replacement.

If a member of the Management Committee was involved, directly or indirectly, in a decision or an interpretation of a CIS Rule that is being appealed/protested to the Management Committee that member shall be excused from the Management Committee. In this event, the remaining members of the Management Committee have the authority to appoint as a replacement for the excused member an individual who is independent, unbiased and uninvolved in the matter in dispute. The decision regarding whether a member of the Management Committee should be excused and replaced lies solely with the Management Committee.

Notwithstanding the procedures described in CIS policy 90.70.4.1.1 (see below), the CIS Championship Management Committee shall have the power and jurisdiction to take interim on-the-spot measures to address minor code of conduct issues (inappropriate or unsportsmanlike conduct that is not criminal in nature) that arise at CIS Championships, in a timely fashion. The record of the incident, including the interim measures taken to address it shall be copied to the Athletic Director(s) of the affected school(s), and the CIS office and Discipline Committee.

It is the expectation of CIS that persons representing Member institutions, and/or CIS, at CIS Championships will behave responsibly, and with propriety, and in accordance with the laws of the land.

90.70.4.1.1 Procedures Regarding Misconduct

Where misconduct occurs at a CIS Championship (including traveling to and from the event, practice days and competition days), the Chief Executive Officer, assisted by the event Convenor, shall:

- a) Investigate the particulars of the incident that gave rise to the misconduct;
- b) Determine the amount and type of damage to property or injury to persons;
- c) Identify the persons and institutions responsible for the incident; and
- d) Summarize this information in a written report.

The Chief Executive Officer shall provide a copy of the written report to the President, who may bring a complaint in accordance with CIS Policy 90.40 - Discipline. A copy of the written report shall be provided to the Directors of Athletics of the institutions involved.

J.2 DISCIPLINE COMMITTEE

The purpose of the Discipline Committee shall be to hear any technical or disciplinary protests/appeals that may arise during the championship. The committee shall apply the CIS rules as written. The committee may not, nor may any member, make any exception to any of the rules or sanctions of CIS. The committee may not interpret CIS eligibility regulations. Composition of the committee shall be:

- i) Head Official – non-voting chair
- ii) One technically knowledgeable, impartial individual
- iii) One member of the management committee
- iv) An alternate for any of the above positions as required.

Note: The members of the Discipline Committee will be selected at the time of the Technical meeting.

J.3 DELEGATES

K. APPENDICES

APPENDIX 1 ALL-CANADIAN SELECTION FORMULA

Formula = [(# of teams in conference/total # of teams in CIS) X 7.5 (Half the number of total awards)] + {[4 (if Gold medallist from conference) + 3 (Silver) + 2 (Bronze) + 1 (4th place) / 10] x 7.5 (half the number of total awards)] }

The intent of this formula is to give equal weight to the following two factors:

1) A Sport Conference's percentage of total number of teams participating in CIS Women's Rugby in the previous year.

2) A Sport Conference's performance at last year's championship.

The weighting of 7.5 for both factors is obtained by dividing the total number of All-Canadian awards by two. If the number of All-Canadian awards changes, then the weighting will change accordingly.

The number of points awarded for medals should not be changed without approval from the Coaches Association.

Total # of teams registered with CIS in 2008 = 24

OUA = 10 teams

$$10/24 \times 7.5 \quad + \quad 2/10 \times 7.5 \quad (3.125 + 1.5) \quad = 4.625 \quad = 5$$

CW = 4 teams

$$4/24 \times 7.5 \quad + \quad 4/10 \times 7.5 \quad (1.25 + 3) \quad = 4.25 \quad = 4$$

QSSF = 6 teams (includes U. of O.)

$$6/24 \times 7.5 \quad + \quad 1/10 \times 7.5 \quad (1.875 + 0.75) \quad = 2.625 \quad = 3$$

AUS = 4 teams

$$4/24 \times 7.5 \quad + \quad 3/10 \times 7.5 \quad (1.25 + 2.25) \quad = 3.5 \quad = 3$$

NOTE: In the event that the formula results in one Sport Conference having less than 2 All-Canadians spots, the Sport Conference with the highest number of All-Canadian spots will give one up to this Sport Conference.

See Rule I.3 for nomination and selection procedures.