

CAHA Youth Hockey Registration & Refund Policy

Registration Period

Opening of Registration: Registration for the upcoming hockey season shall open on a date established annually by the Board of Directors and communicated through the Association's official communication channels.

Travel Registration Window: Registration for players seeking consideration for travel-team placement shall remain open for forty-five (45) calendar days from the official opening date.

Closing of Travel Registration: Travel registration shall close at 11:59 PM local time on the forty-fifth (45th) day following the opening of registration. To be considered registered for travel-team consideration, all applications, forms, and payment arrangements must be completed before the deadline. This includes being in good standing with the organization and the absence of any past-due balances.

House Registration

House registration shall remain open throughout the hockey season and shall not be subject to the forty-five (45) day travel-registration deadline, provided roster space, coaching resources, ice availability, safety considerations, and applicable league or USA Hockey requirements permit participation. The Board may temporarily suspend or close house registration only when reasonably necessary because of those limitations.

A player who registers for the house program after the travel-registration deadline does not receive automatic eligibility or placement on a travel roster. Any request for travel-team placement after the travel-registration deadline shall be handled under the Late Registration provisions of this policy.

House Registration Fee Proration: For new house registrations received after the season has begun, the CAHA registration fee shall be prorated by quarter based on the portion of the season remaining: first quarter - 100%; second quarter - 75%; third quarter - 50%; fourth quarter - 25%. USA Hockey fees, payment-processing fees, uniforms, and other fixed or third-party costs may remain payable in full. The Board shall establish the dates used to determine each quarter of the season.

Late Registration

Definition: Any registration submitted after the official travel-registration deadline by a player seeking travel-team placement shall be considered a late registration.

Acceptance: Acceptance is not guaranteed and is dependent upon roster space, coaching resources, ice availability, roster balance, safety considerations, and league requirements.

A clear exception shall be available for players who relocate into the area mid-season or who are displaced because another hockey program closes, is unable to field a team at the player's age level, or experiences another significant extenuating circumstance beyond the player's control. This exception is not intended to apply simply because a player did not make, was released from, or is dissatisfied with placement on a team in another program.

Late registration does not guarantee placement on a travel roster and shall not automatically displace a player who timely registered and was properly placed on a roster after the season has started.

Late Fee: A late registration fee may be assessed as established by the Board.

Administrative Approval of Late Registrations

Registrar Authority: The Registrar may be directed to open a late travel-registration period following the initial travel-registration period. The late registration period may be opened for no longer than fourteen (14) days. Registrations received during the Late Registration period can be accepted when roster space exists; team assignments are not adversely impacted; and all registration requirements are met.

Board Review of Late Registrations

Board Review Required: Board review may be required when registrations are submitted after the deadline. Board review may be required if roster limits are affected; team formation has previously been finalized; or an exception is requested. The Board may approve, deny, or place conditions on any request. These reviews will be conducted as regular business as a part of the next scheduled board meeting.

Time-sensitive late-registration matters may be considered and acted upon at a properly called special Board meeting rather than waiting until the next regularly scheduled Board meeting.

Waiting List

Waiting List: When registrations exceed available capacity, players will be placed on a waiting list based on the date and time a completed registration was received, unless the Board approves an exception. This may include the restriction of available placement to a lower level (house vs. travel) or other accommodations that are required.

Refund Policy

Full Refunds: A participant is eligible for a 100% refund of registration fees paid if a written refund request is received prior to the close of the initial registration window.

Refunds After Registration Closes: After the initial registration window closes, no refund greater than fifty percent (50%) of the player's registration fee may be granted.

The Board may approve prorated registration fees for players accepted after the season has begun and may consider reasonable exceptions in extraordinary circumstances, while retaining final authority over registration and refund decisions.

No Guaranteed Refund: After registration closes, refunds are not guaranteed and require Board review.

Medical Withdrawals

Medical Withdrawals: A player unable to participate due to injury, illness, or another medical condition may submit a Medical Withdrawal Request supported by documentation from a licensed medical provider.

Board Review Requirement for Medical Withdrawals: All Medical Withdrawal Requests shall be reviewed by the Board of Directors. The Board may consider the timing of the injury, the portion of the season completed, costs already incurred, and roster commitments.

Medical Withdrawal Refund Limitation: A full refund may only be granted if the medical withdrawal request is received before the close of the initial registration window. Any medical withdrawal approved after the close of registration shall be limited to a maximum refund of fifty percent (50%) of the registration fee.

Non-Refundable Fees: USA Hockey fees, payment-processing fees, late registration fees, and other third-party fees already remitted by the Association are generally non-refundable.

Board Authority

Final Authority: The Board of Directors retains final authority regarding registration deadlines, late registration requests, refund requests, waitlists, and interpretation of this policy. All Board decisions are final.