



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, or team that falls within the eligible tiering bracket.
 - i. EX: U13 D2 would pull from U11 B
- Should two teams within a division request the same affiliate, the higher tiered team may potentially be given priority in order to best match tiering grid and skillset.

2. AFFILIATION CANDIDATES:

- 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.
- 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.

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.
- **The Head Coach of the affiliating team will submit a request for an affiliate by submitting an Affiliation Agreement Form to the SLMHA Admin by Dec. 15th of each season.**

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.



SLMHA

SYLVAN LAKE MINOR HOCKEY ASSOCIATION

5. PLAYING AN AFFILIATE

- Head Coach of the affiliating team must have permission from the affiliate's Primary Team Head Coach, prior to using affiliate each time.
- Affiliate's primary team takes priority over the affiliating team.
- Primary Team Head Coach is expected to be reasonable with regards to their player being utilized as an affiliate and not deny the player the opportunity to affiliate without just cause.
- 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.

6. SUBMITTING AFFILIATION REQUEST FORM

- ***Affiliation requests to rosters must be submitted to Admin/ Registrar by Jan. 14th @ 11:59pm***
- **Affiliations will be reviewed by a committee to ensure all Hockey Alberta & League requirements are met & selected affiliates are suitable to affiliate.**
- 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
- When submitting forms, **please attach each form INDIVIDUALLY in ONE email. DO NOT merge all forms into one document** as they will be attached to player's individual HCR profiles. If they are submitted as one document, your submission will be returned.

7. 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.
- If you are unsure of the status of your affiliate requests, please contact admin by email.