

## 2019 USPA I/I Tournament Conditions

### **A. General Program Information**

- 1) The USPA Intercollegiate/Interscholastic (I/I) Committee shall appoint a National Host Tournament Committee (NHTC), which will include the following persons: CEO of the USPA, the I/I Committee Chair(s) and others as they may designate, to total five members, subject to the approval of the USPA Chairman. The NHTC shall conduct each I/I event/tournament. A Regional Host Tournament Committee (RHTC) shall be formed to assist the NHTC in Preliminary/Regional Tournaments and will consist of 3 members; the I/I Regional Chair (an NHTC member) and two other people to total three members. A coach of a participating team may not serve on the NHTC or RHTC. All NHTC and RHTC members shall serve one year terms with no limit to number of years served.
- 2) Any exceptions or clarifications to the I/I Tournament Conditions will be handled and ruled upon by the NHTC. The decision of the NHTC shall be final.
- 3) In the event of any circumstances that may not be covered by these conditions, the decision of the NHTC shall be final.
- 4) The USPA I/I Committee will have a Coaches' Sub-committee as outlined in the I/I Information Packet.
- 5) The USPA I/I Chairman will appoint a Hardship Waiver Sub-Committee which will include the following persons: one member from each of the four Regional Host Tournament Committees, one at-large member and the two Coaches' Representatives as ex-officio (non-voting) members, to total seven members.
- 6) I/I Communication
  - a. The primary method of communication for the I/I Program shall be through email and the USPA website.
  - b. For the purpose of reminding teams of approaching deadlines, communication shall occur in the following order: 1. website 2. email 3. telephone
  - c. All teams must supply current contact information to the USPA I/I Program Director and advise the Program Director of any changes. Teams are responsible for maintaining current contact information with the USPA.

### **B. Games/Events**

- 1) All games, **events, and tournaments** shall be played under the USPA Arena Rules, utilizing the Optional Tournament Conditions for Arena Rules 6, 9, and 10 (not including the Defended Penalty 3 option), as outlined in the current year official USPA Rule Book, subject to such modifications as the I/I Committee may impose. Any modifications shall be published prior to the event.

Current year modifications:

- a. All I/I Tournaments and Qualified Games will be played using a "Split String" as outlined in the I/I Information Packet. Procedures for using a split string as well as the procedure for utilizing a spare if needed shall be followed as outlined on the split string sheet.
- b. Teams are required to play four chukker games.
  - i. Prior NHTC approval is required for the following exceptions:
    - a. To hold a shortened game on the following terms:

- i. In the case of insufficient horses, teams may agree to play abbreviated games of no less than two chukkers.
    - b. Cases of last minute scheduling will not be considered an acceptable term to host a game of less than 4 chukkers.
    - c. If shortened games are granted, a total of eight chukkers must be played by a team to meet the minimum tournament qualifications
  - ii. NHTC approval may be granted after a game has been completed for the following exceptions:
    - a. If officials call a game due to inclement weather or darkness and it cannot be rescheduled, the score at the time the game was called shall stand and the game shall be considered complete.
    - b. In extreme weather conditions, chukkers may be shortened to no less than five minutes.
    - c. In the case of fatigued horses, chukkers may be shortened or a break can be taken half way through the chukker to allow horses to recover.
  - iii. In the case of inclement weather during a tournament game, if the tournament game is to be canceled and not able to be re-scheduled, at least two chukkers must have been played to determine a winner.**
- c. All I/I games shall be played without handicap. In the event of a Penalty 7, if a player is disabled by a foul to the extent the Umpire permits or orders the player's retirement from the game, the Captain of the team fouled may:
- i. Have the option of providing a qualified substitute.
  - ii. Request a player from the fouling team whose ability is closest to that of the disabled player, as determined by the HTC, with the advice of the umpires, be removed. The HTC shall have not more than 20 minutes from the time the foul occurred to make a determination. The Captain must decide how to proceed immediately following the HTC's determination.
- d. The umpire may remove a player from a game if in the opinion of the umpire, that player is creating an unsafe situation. Actions deemed unsafe include but are not limited to endangerment to other participants and/or mounts and repeated fouls caused by these actions. Eligible substitutes shall be allowed within the chukker the unsafe player has been removed. If no eligible substitute is available, then the game will continue two on three unless the opposing team opts to remove one of its players, in which case the game will continue two on two.
- e. All I/I teams participating in post season tournaments will be assigned work duties as outlined in the General Work Routine Guidelines included in the I/I Information Packet.
- f. All participants in any USPA I/I Tournament or any Qualified Game shall wear face and/or eye protection during competition.
- g. Participants in any USPA I/I Tournament or Qualified Game shall only use artificial aids that adhere to the following standards:
- i. Spurs
    - (1). A participant shall not wear spurs with a sharp, square, or rough end.
    - (2). Traditional type polo spurs; spurs must have a smooth, round, rolling rowel. The length of the spur's shank including the rowel, shall not exceed 1.5", and the diameter of the rowel shall be between .75" – 1" (*figure a*).

Figure a.



(3). A Prince of Wales type spur with a rounded shank that shall not exceed .5" in length (*figure b*).

Figure b.



ii. Whip

(1). The length of the whip's popper may not exceed 3".

h. Unnecessary use of whip and/or spurs will not be tolerated at any USPA I/I event.

i. Whip and spurs may not be used unnecessarily or excessively, such as:

a. Slash use of whip - loud and/or repeated strokes.

b. Over use of whip – To include but not limited to:

(1). In excess of two strokes behind the saddle

(2). When mount is laboring

(3). Following a missed play or shot

(4). On the way back to the lineup

(5). During a dead ball.

d. Over use of spurs – To include but not limited to:

(1). Excessive force

(2). Unnecessary use of spurs

i. Umpires shall not appear in any I/I event in other than proper uniform including a suitable riding or polo helmet with chin strap in place.

j. All participants in any USPA I/I Tournament/Event shall wear suitable shoes when working around horses. All shoes must be closed toed and closed heeled.

k. Teams will be allowed one (1), ninety (90) second timeout per half. Unused first half timeouts will not transfer to the second half. Timeouts will not transfer, or be awarded during an overtime shootout. A timeout may be used at any dead ball opportunity or after a goal is scored. A team member must ride to the umpires and indicate that he/she would like to use their timeout, or a coach may get an official's attention from the sideline in order to call the timeout. Coaches may elect to enter the arena or have their team stand near the coaching area. If a coach elects to enter the arena, they must enter immediately after a timeout is requested. Once teams have converged on their coach, or around their captain if no coach is available, the timer shall begin the count down. Substitutions may only be made during the timeout. The substitute(s) must be ready to play when the timeout ends. No warm up time shall be given to the substitute(s). The end of a time out shall be indicated by a horn or the official's whistle. In the event teams do not return to the area where play shall be resumed in a timely manner or coaches do not leave the

arena within 15 seconds of the horn, the umpires shall blow the whistle to indicate improper play and determine the appropriate penalty assessment.

- i. A timeout will not be charged if team members need to switch horses within their string.
- ii. A timeout will not be charged if a player needs to fix a part of their tack.
- iii. A timeout will not be charged if a player must take an injury timeout. A substitution will not be charged if a player must be brought in to take the place of an injured player.

**l. All games must end in a win/loss situation. All ties at the end of regulation play shall be broken by a shootout. Shootout procedures can be found in USPA Arena Rule 5. c. 2. The following modifications can also be made:**

- i. Coaches shall be allowed into the arena during the shootout but must remain behind the 25-yard line opposite of where the penalty shots are taking place.**
- ii. If the shootout is still tied after two rounds at a Preliminary tournament and no shot has scored or touched the end wall, the Host Tournament Committee may elect to move the shootout to the 15-yard line.**

**k. The 2019 National Intercollegiate Tournament will be played using a six, five-minute chukker format, using three strings for each game.**

2) All games played by teams to determine rankings in tournaments shall be under the jurisdiction of the I/I Committee.

- a. In order for the NHTC to accurately seed regional tournaments, all I/I teams are required to play a mandatory minimum of two Qualified games by **January 8, 2019** for Interscholastic (IS) teams and **February 1, 2019** for Intercollegiate (IC) teams.
- b. A Qualified Game is competition between two teams in the same division (IS Girls, IS Open, IC Women, IC Men) which meet the requirements of individual and team eligibility as defined in the USPA I/I Tournament Conditions. Games played against teams not meeting the standard qualification requirements will be sent to the NHTC for review and approval. Qualified games must start with three players per team. Games may only be qualified by the NHTC. All regular season qualified games must end in a win/loss situation. All ties at the end of regulation play shall be broken by a shoot-out.
  - i. IC teams must play one of their Qualified games against a team in their assigned region (**see below**). The second Qualified game may be against a team from a different region.
  - ii. IS teams must play one of their Qualified games against a team in their assigned region (**see below**). The second Qualified game may be against another I/I team from a different region or division.
    1. If no other in-division team resides within 600 miles of a club, a team may play any other IS team for their Qualified games. If no other IS team resides within 600 miles of the club, the team may play an IC team for their qualified games. The team's coach must alert I/I staff if they believe there is no other in-division team within 600 miles of their club. Staff can verify, and then aid in finding opponents if necessary.
    2. IS teams may be granted permission by the NHTC to play the required two games against any IS team, regardless of region, or against an IC team if

necessary. The NHTC may ask that additional games be played for seeding preliminary/regional tournaments.

<b>Intercollegiate Regions</b>			
<b>Central</b>	<b>Northeastern</b>	<b>Southeastern</b>	<b>Western</b>
Arkansas	Connecticut	Alabama	Alaska
Colorado	Maine	Delaware	Arizona
Iowa	Massachusetts	Florida	California
Kansas	New Hampshire	Georgia	Hawaii
Louisiana	New Jersey	Illinois	Idaho
Minnesota	New York	Indiana	Montana
Missouri	Pennsylvania	Kentucky	Nevada
Nebraska	Rhode Island	Maryland	Oregon
New Mexico	Vermont	Michigan	Utah
North Dakota	Ontario, Canada	Mississippi	Washington
Oklahoma		North Carolina	British Columbia, Canada
South Dakota		Ohio	
Texas		South Carolina	
Wyoming		Tennessee	
		Virginia	
		West Virginia	
		Wisconsin	

<b>Interscholastic Regions</b>			
<b>Central</b>	<b>Northeastern</b>	<b>Southeastern</b>	<b>Western</b>
Arkansas	Connecticut	Alabama	Alaska
Colorado	Maine	Delaware	Arizona
Iowa	Massachusetts	Florida	California
Illinois	New Hampshire	Georgia	Hawaii
Indiana	New Jersey	Maryland	Idaho
Kansas	New York	Mississippi	Montana
Kentucky	Rhode Island	North Carolina	Nevada
Louisiana	Vermont	Pennsylvania	Oregon
Michigan	Ontario, Canada	South Carolina	Utah
Minnesota		Tennessee	Washington
Missouri		Virginia	British Columbia, Canada
Nebraska		West Virginia	
New Mexico			
North Dakota			
Ohio			
Oklahoma			
South Dakota			
Texas			
Wisconsin			
Wyoming			
Guatemala			

c. The official roster of an I/I team shall be the qualified players listed on the official eligibility paperwork submitted to the USPA, with all eligibility requirements signed off on and verified. Only qualified players appearing on the USPA I/I official roster will be eligible to participate in USPA I/I official regular season games. Clubs allowing players to play in regular season games who are not listed on the official USPA I/I roster, will be subject to penalties by the USPA, and potential disqualification from the tournament season.

d. A Qualified Player is a current USPA member that meets all I/I eligibility requirements as defined in the USPA I/I Tournament Conditions.

e. Scrimmages do not count towards a player's use of eligibility.

f. The NHTC reserves the right to review all games played (Qualified and Nonqualified) when necessary for seeding purposes.

g. Carbonless, triplicate score sheets shall be used at all regular season and tournament games. Score sheets can be obtained from the USPA.

h. Score sheets must be legible and include team names, official team rosters (player's full names), umpire's full names and game date. To be valid, a score sheet must be signed by both coaches and/or captains. Each team's coach/captain shall be given a copy of the score sheet.

i. The signed score sheet for each Qualified Game must be submitted to the USPA within seven days from the day the game is played. Score sheets may be either faxed or emailed (scanned copies or legible photos) to the USPA (see information below).

3) The official I/I season starts September 1st of the current year and ends at the conclusion of the National Tournament for that academic year.

4) Regular Season Regional Champions shall be determined based on win/loss record of in region/in division qualified games. To qualify for a regular season championship, teams must play at least four (4) regular season qualified games as outlined above (section B.

Games/Events) against three (3) different opponents. Any ties will be broken based on strength of season. All regular season regional champions will be reviewed and approved by the RHTC. Awards will be provided to each regional and divisional champion at the end of the I/I tournament season.

### **C. Tournaments**

1) All I/I Tournament games will follow the Tournament Conditions as written in **the I/I Section** of the current year USPA Rule Book.

**a. The National Intercollegiate Championships will be played utilizing a six, five-minute chukker format, on a split string.**

2) All I/I teams, provided they have complied with all rules and regulations outlined in the USPA Rule Book and Tournament Conditions, will be given an opportunity to compete in post-season play. Teams will be seeded into either a preliminary tournament or receive a bye into a regional tournament based on the results of regular season play and other information available to the NHTC. All I/I regional winners will advance to their National Tournament. Regions and team assignments will be defined prior to the start of the I/I tournament season.

a. All I/I tournaments will be seeded by the NHTC and played by Single Elimination unless otherwise designated by the NHTC and/or the RHTC prior to the event. Seeding will be based on win-loss records and other information available to the Committee. This information may include but is not limited to:

- i. The addition or loss of a player(s) to a team's roster due to that player(s)' eligibility or availability.
- ii. Strength of playing schedule.
- iii. Other circumstances with regard to a team's win-loss record.

b. The NHTC reserves the right to select one or more "wild card" teams to compete in Regional/National Tournaments. Selection is based on the observation of teams, primarily at the preliminary and/or regional tournaments and during the regular season, by the RHTC, I/I Program Director, the I/I Tournament Coordinator, I/I umpires, and I/I Tournament Managers.

- i. Team strength, win/loss record, regular season strength of schedule, and ability to advance in the Regional/National Tournament shall be taken into consideration. Priority shall be given as follows: 1. to invite teams which can potentially win the Regional/National Tournament, 2. to assemble the strongest teams in the region/country.
- ii. Availability of horses, both physically and financially, shall be taken into account.
- iii. Wild card consideration shall first be given to regional second place teams.
- iv. Lower placed regional teams may also be considered provided that the regional second place team has been selected.
- v. In the event of limited horses and space at the National Tournament, the NHTC has the authority to organize a play-off between potential wild card teams, including: a lower placed team with a second place team, with the winner advancing to the National Tournament. Teams offered a play-off do not have to be from the same region. At least one USPA certified umpire will be provided for the play-off.
- vi. In the event of disciplinary issues, the NHTC may bypass a team no matter what place they finished at the Regional Tournament.

c. Tournaments with three teams may be played under the American System, the Single Elimination System or as a round robin depending on availability of horses, weather or other factors.

**i. If a round robin is played, all games must end in a win/loss situation. All ties at the end of regulation play shall be broken with a shoot-out. In the event of a three-way tie at the end of the tournament, net goals shall be used to determine a winner (goals score for – goals scored by opponents = net goals). If a tie remains, gross goals shall be used (goals scored). If a tie remains after gross goals, a shoot-out between teams will take place to determine a winner.**

d. Consolation chukkers will be provided at the interscholastic preliminary and regional tournaments if sufficient horses are available.

e. The I/I committee, NHTC, RHTC, I/I Program Director or their representative reserves the right to alter the number or length of chukkers played in any USPA I/I Tournament to accommodate all participating teams, availability of horses, and/or condition of horses.

f. If sufficient horses are not available and all possible solutions have been exhausted, the following options may be exercised:

- (1) Playing priority shall be given to teams supplying or sourcing horses for the tournament. The remaining teams without an assigned string will not compete in

the tournament. Teams outside of the 600 mile shipping limit will be aided by the USPA in sourcing a string.

g. There shall be no practice, game play, or stick and balling:

(1) Of any horses scheduled to be used in the tournament, at any location, by any individual, during the dates the tournament is being held.

(2) By any individuals or teams participating in the tournament from the date the tournament begins until after the finals have been played or a player's team plays their final game in the tournament. (This does not preclude pre-game warm-up.)

3) The I/I Committee shall establish a tournament entry fee schedule in addition to providing reimbursement of appropriate costs for participants of specific tournaments.

a. Any monies received to defray tournament expenses from USPA, member schools and clubs or any sponsor shall be allocated by the USPA I/I Committee in such a way that no individual or team is favored. Primary consideration in allocating such funds will be towards the expense of shall be final.

b. Grounds fees may be charged in addition to tournament entry fees if necessary to provide adequate facilities for the event.

4) All teams entering an I/I Tournament shall be subject to the following fees:

a. \$100 I/I Magazine Fee (due December 1st). Magazine fee waived for teams which submit an advertisement for the I/I Magazine.

b. All teams shall submit a non-refundable \$800 tournament entry fee, payable to the USPA (due December 1).

c. Teams entering a second I/I Tournament (Regional or National) shall be charged an additional \$800.00 entry fee (payable to the USPA) prior to the first game of the tournament.

5) After a consecutive three (3) year grace period, beginning the first year of tournament competition, USPA member schools and clubs are required, when asked by the I/I Committee, NHTC, Program Director, or RHTC, to supply horses to preliminary, regional and/or national tournaments that they are attending, if their club resides within 600 miles of the tournament host site.

a. Individuals/Programs supplying horses to a preliminary, regional or national tournament, shall be reimbursed shipping rates and game rates as published in the yearly I/I Information pack. Less than a full string will be reimbursed on a prorated basis.

b. Horses shipped that are determined by the Tournament Veterinarian and/or Host Tournament Committee to be unsuitable for play due to a failed Body Condition Score, jog test, or other factors will not be eligible for reimbursement.

c. Reasonable veterinary expenses will be reimbursed for injuries that occur during a tournament. This does not include injuries sustained in transit either to or from the tournament. This reimbursement is only for care given at the tournament site.

d. Reimbursements shall be made upon receipt and approval of an official Tournament Invoice (available from the I/I Tournament Coordinator). The invoice must be signed by the Tournament Coordinator or the Program Director with all required information and receipts included. Completed invoices shall be submitted to the USPA (see address below) no later than May 15<sup>th</sup> of the current year or returned to the I/I Tournament Coordinator. Event name, location and date must be included on the invoice.

e. All published host site and horse provider reimbursement rates apply, unless a negotiated amount is agreed on in advance.



- f. Unless injured, horses scheduled to play in a tournament must remain available as scheduled in order to receive tournament reimbursement.
  - g. A horse owner providing horses to play or umpire in an I/I tournament will be required to provide a negative Equine Infectious Anemia (EIA or Coggins) test result dated within twelve (12) months of the tournament end date, and a certificate of veterinary inspection (health certificate) and/or the I/I Horse Health Document dated within thirty (30) days of the tournament end date, to the I/I staff no later than one (1) week before the scheduled tournament start date. Horse providers will be advised of any additional host site vaccination requirements by January 1 **of the tournament year**.
  - h. All playing and umpiring horses must appear in proper fitting tack, to include, but not be limited to: saddles with over-girths and appropriately sized stirrups; bridles including a standing martingale, breast plate, two (2) sets of reins (straight or draw reins) for Intercollegiate and Interscholastic (recommended but not required for Middle School); wraps and/or protective boots for all four (4) legs and tape to secure the wraps; and grooming supplies. Saddle pads are highly recommended.
- 6) The I/I Committee, NHTC, RHTC, Program Director, the USPA or any of their employees or representatives shall not be held responsible for any personal and/or team equipment at the tournament site.
- 7) The I/I Committee, NHTC, RHTC, Program Director, the USPA or any of their employees or representatives do not assume any responsibility for the value of horses loaned to the tournament, or for the value of equipment broken, lost or stolen at the tournament.
- 8) The USPA I/I Committee shall ensure that the following will be at each tournament:
- a. Suitable arena for tournament polo
  - b. Tournament Manager
  - c. Host Tournament Committee to include the following persons:
    - Tournament Manager, Tournament Umpires, any RHTC (of the particular region) and NHTC members present and select USPA members as named by the referenced individuals
  - d. Umpires and referee
  - e. Equine Welfare Representative
  - f. Tournament balls, split string sheets, score sheets
  - g. Team Packets for all participating teams
  - h. Awards for tournament winners
  - i. Certificates for tournament all stars and sportsmanship recipients
  - j. Best Playing Pony and Best Playing String certificate/award
  - k. Hay and water for tournament horses during the event
- 9) Tournament Voting Procedures
- a. All Star and Sportsmanship
    - i. Each team playing in a tournament will receive an All Star and Sportsmanship ballot. Each team shall vote for four All Star candidates and each team member will vote for one Sportsmanship candidate (up to four sportsmanship votes per team) as instructed on the official ballot, based on the listed criteria.
    - ii. All Star and Sportsmanship Award candidates are for the present tournament only and candidates must be on a participating team's roster that is playing in the tournament.
    - iii. Teams may not vote for players on their own team.

- iv. A player that has received a red flag during the Tournament is not eligible for the Sportsmanship Award. Nominees that have received yellow flag(s) are subject to review by the Host Tournament Committee.
  - v. Collegiate: men's teams will vote for men recipients, women's teams will vote for women recipients. There shall be one male and one female sportsmanship recipient per IC tournament and four male All Stars and four female All Stars per IC tournament.
  - vi. Scholastic: players vote for any participating player (male or female). There shall be one sportsmanship recipient per IS tournament and four All Stars per IS tournament.
  - vii. The Host Tournament committee shall also submit a collective vote for all star and sportsmanship candidates with advice from the tournament manager and tournament officials.
  - viii. The Host Tournament Committee shall have the ability to break any ties. With a unanimous vote, the HTC may change the recipients of tournament awards if they feel that a deserving individual was omitted from the team's ballots. The HTC may disqualify individuals for conduct exhibited at the tournament.
- b. Best Playing Pony and Best Playing String
- i. The Tournament Manager or designated individual shall collect horse scores from teams playing at the conclusion of each game. Horses shall be scored 1 – 10, 10 being the best score. The tournament manager/RHTC reserves the right to request more accurate horse scores if, in their opinion, a player or team is manipulating the scoring in any way.
  - ii. The horse receiving the highest average score shall be named Best Playing Pony (BPP) of the tournament. Horses must have played at least two games in the tournament to be eligible for BPP. IC tournaments will award a men's and women's BPP. **Any ties for BPP will be broken by random draw.**
  - iii. All total scores of horses within a string, including spares, shall be added and divided by the number of horses played in that string. The string with the highest average shall be named Best Playing String (BPS) of the tournament. Strings must have played at least two games in the tournament to be eligible for BPS. IC tournaments will award a men's and women's BPS. All tied strings will be recognized.
- c. All Star and Sportsmanship ballots and horse scores shall be turned in to the tournament manager or RHTC representative, promptly at the time designated.

#### **D. Intercollegiate Eligibility**

##### 1) Individual Eligibility

- a. An individual must be a current Lifetime, Registered or Affiliate Player, or Student member of the USPA to be eligible for participation in any IC Tournament or Qualified Game(s). Non-members are not covered by USPA excess liability insurance. New students must join in the fall and renew membership in the spring. Students may join online at [www.uspolo.org](http://www.uspolo.org).
- b. A student must be enrolled as a full time student in good standing, making progress toward a degree on the main campus which the college/university polo team represents.

- c. A student must be an undergraduate or first year non-transfer graduate student of the college that he/she represents, as verified through the college/university's Registrar's office. First year non-transfer graduate students must meet all other eligibility requirements and have participated in his/her college polo program for a minimum of one year as an undergraduate and USPA member.
- d. A student may not have reached his/her 26th birthday prior to September 1st preceding the date of the intercollegiate season for which eligibility is sought.
- e. A student may have five consecutive years from the time of first matriculation (as a full-time student), at any college or university regardless if the student has transferred to its current institution, in which to complete four years of eligibility.
- f. A student who enters active duty military service immediately following high school and/or a student entering active duty military service after being enrolled at a college or university will have the five-year period extended for the length of that military service. The five-year period will commence beginning the first academic school year after discharge. The upper age limit will be waived.
- g. The Registrar of the institution at which the student is enrolled must verify the following:
  - i. Student is enrolled as a full-time student (undergraduate or first year non-transfer graduate student) on the main campus which the college polo team represents.
  - ii. Student's first year of matriculation (full time).
  - iii. If the Student has transferred any credits from another institution.
  - iv. If student is in his/her final semester/quarter, the student may carry less than a full-time academic load. The registrar must verify that this is the student's final semester/quarter. This allowance is only permitted once and only if the player is a graduating senior and a letter from the Registrar confirming such status is obtained.
- h. An Official Representative from the institution's governing body of the polo program (i.e. Recreation Sports Dept., Student Government, Athletic Dept., etc.) which the student is enrolled must verify the following:
  - i. Student maintains a passing average, is in good standing, making progress toward a degree on the main campus which the college polo team represents.
  - ii. Student is scholastically eligible to participate in sports at his/her college/university.
  - iii. If the Student was enrolled in active military service.
- i. Students must complete the Full Time Student Verification Form, completed by their academic advisor or school registrar, and submit to the USPA by the dates of **December 1<sup>st</sup>** for those students competing during the fall season and **one week before NIC** for those students who advance to the national tournament.
- j. A student, including one who has misrepresented his or her Individual Eligibility, who has played in any intercollegiate qualified game in any region during the I/I season (September 1st through the National Tournament), is considered to have used a year of eligibility whether or not the student plays in a USPA intercollegiate tournament.
- k. A student may request a waiver to the Tournament Conditions as written in section 3 following the guidelines and procedure as outlined in the I/I Information Packet.

## 2) Team Eligibility

- a. An Official Representative from the institution's governing body of the polo program (i.e. Recreation Sports Dept., Student Government, Athletic Dept.) which the students are enrolled must verify that the team is recognized by the Institution and is authorized to represent the college/university at local, regional and national events.
- b. A team in the Intercollegiate Program must be a USPA member club as defined in the USPA By-Laws with dues paid for the current calendar year of intercollegiate competition.
- 3) Gender - As intercollegiate tournaments are available for both men and women, no man may play in a women's intercollegiate event/tournament, and no woman may play in a men's intercollegiate event/tournament.
- 4) COACHES - COMMENCING SEPTEMBER 1, 2017, ALL INTERCOLLEGIATE TEAMS ARE REQUIRED TO HAVE A DESIGNATED COACH WHO MEETS THE REQUIREMENTS CONTAINED IN H. COACHES' ELIGIBILITY. ON AND AFTER SEPTEMBER 1, 2017, AN INTERCOLLEGIATE TEAM THAT DOES NOT HAVE A DESIGNATED COACH MEETING EACH OF THE REQUIREMENTS OF SECTION H. COACHES' ELIGIBILITY, SHALL BE INELIGIBLE TO PARTICIPATE IN, AND MAY BE DISQUALIFIED FROM PARTICIPATING IN, A USPA-SANCTIONED EVENT.

## **E. Interscholastic Eligibility**

### **1) Individual Eligibility**

- a. An individual must be a current Lifetime, Registered or Affiliate Player, or Student member of the USPA to be eligible for participation in any IS Tournament or Qualified Game(s). Non-members are not covered by USPA excess liability insurance. New students must join in the fall and renew membership in the spring. Students may join online at [www.uspolo.org](http://www.uspolo.org).
- b. A student must not have reached his/her 19th birthday prior to September 1st preceding the date of the interscholastic season for which eligibility is sought.
- c. An official school representative must verify the following:
  - i. Student must be enrolled at a public, private or parochial school or an approved home school program, grade 7 through 12, and be making progress toward graduation.
  - ii. Student must maintain a passing grade average and be scholastically eligible for other interscholastic sports at the school.
- d. A student may request a waiver to the Tournament Conditions as written in section 3 as per the guidelines and procedure as outlined in the I/I Information Packet.

### **2) Team Eligibility**

- a. All interscholastic teams must have a designated coach WHO MEETS THE REQUIREMENTS CONTAINED IN H. COACHES' ELIGIBILITY. AN INTERSCHOLASTIC TEAM THAT DOES NOT HAVE A COACH MEETING EACH OF THE REQUIREMENTS OF SECTION H. COACHES' ELIGIBILITY, SHALL BE INELIGIBLE TO PARTICIPATE IN, AND MAY BE DISQUALIFIED FROM PARTICIPATING IN, A USPA-SANCTIONED EVENT.
- b. The coach of each team shall verify the team's collective eligibility.

- c. A member school team in the Interscholastic Program must be composed of individually eligible students enrolled at the member school. The school must recognize polo as an organized school activity at the varsity or club level.
- d. A member school or youth organization must be a USPA member club as defined in the USPA By-Laws with dues paid for the current calendar year of interscholastic competition.
- e. A team representing a member club or youth organization of the USPA shall be composed of individually eligible students associated with the member club or youth organization. Team members must reside or attend secondary school within a 100 mile radius of the club.
  - i. The member club's physical address shall be the fixed point of measure for determining distance.
  - ii. The student's address will be determined as the residence closest to the school the student is attending. A home school student's address will be determined as the residence at time of verification. Students attending boarding school shall use the boarding school address as his/her residence.
  - iii. Students that do not have a club within a 100 mile radius shall have the opportunity to participate with the nearest club with an interscholastic program that will accept him/her.
  - iv. The nearest club must be approved by the NHTC and acceptance/denial by the club shall require documentation to the NHTC. Potential accepting clubs must respond to the I/I staff within five (5) business days to accept or waive a student. If no communication is received in the time limit, the student will be considered waived by the club.
  - v. Nearest clubs shall be determined by measuring from the student's address out in concentric circles. If denied by the first club, the student shall move to the next nearest club, until a club is located that will accept the student.
  - vi. Once the student has the approval of the NHTC and the acceptance of the club, they will be allowed to continue playing for the club until their graduation from high school. If the student decides to leave the club for any reason and join another club, the process must begin again unless the new club's address is located within a 100-mile radius of the student's address.
- f. Players may be added or deleted from an official IS roster up until the IS eligibility deadline as stated in the Required Forms section of the USPA I/I Tournament Conditions.
- g. No player may play for more than one member school or club within the same I/I season. From the time the score sheet of a Qualified Game is submitted to the USPA to the time an official roster is submitted to the USPA, the players whose names appear on that score sheet may transfer to other teams within a member school or club but may not transfer to a different member school or club. The NHTC may waive this limitation in the event a documented medical injury to one team member will leave the team without a sufficient number of players to participate in the tournament. In such an event, a written request must be presented to the USPA within 7 days of the injury/incident, and no less than 2 weeks prior to the start of the first tournament of the proposed new team.

### 3) Gender

- a. An all Girls' Interscholastic team representing a USPA member school or club may enter either the Girls' Interscholastic Tournament or the Open Interscholastic Tournament, but not both.

#### **F. National Alumni Tournament**

- 1) Player must have participated in an interscholastic or intercollegiate program at his or her school/club.
- 2) Player must be a current registered member of the USPA. A handicap is not required.
- 3) To be eligible for the National tournament, a Player must have participated in at least one of the following:
  - a. An alumni event at his or her school/club within the last year
  - b. An active coach of an I/I team.
  - c. Umpired at least 3 USPA I/I Regular season games or tournament games
  - d. Tournament managed at a USPA I/I tournament
  - e. Made a donation in the form of a horse, tack, equipment, or monetary to an I/I program
  - f. Beginning in 2017, a Player must participate in an alumni tournament hosted by an I/I club to be eligible to participate in the National Tournament.
- 4) An entry fee of \$100. per player will be collected prior to the start the event. Check to be made to the I/I program of player's choice. The USPA will supply the following: Arena rental, USPA Certified Umpires, trophies, EMT and tournament manager.

#### **G. Middle School Tournament**

- 1) Player must be enrolled in an academic program in which they are currently in the 5<sup>th</sup> through 8<sup>th</sup> grades.
  - a. Players that meet both the eligibility requirements for the Middle School and Interscholastic Tournaments will be allowed to play in both sets of tournaments.
- 2) Player must be a current registered member if the USPA. A handicap is not required, but Player needs to be ready for tournament play.
- 3) **A registration fee of \$50 per Player will be collected before a player may register for any Middle School Tournament.**
- 4) If space allows, player will be allowed to play in more than one middle school tournament.
- 5) Game setup
  - a. Games will be played in a 4 chukker format. Players will have the option to play either 2 or 4 chukkers based on the number of horses they bring to play.
  - b. Taking into consideration the safety of the players in the Middle School Tournaments, games will not be played in the split string format for this tournament only. Players will be responsible for using their own horse(s) or leasing appropriate horses for the Tournament.
    - i. The Player is responsible for the shipping and housing of their horse(s). The Host site will provide housing options to Players and Coaches before the Tournament.
    - ii. If the Tournament Manager and Equine Welfare Representative determine that a player's horse is unfit to play for the number of chukkers it has been assigned, the horse will be pulled from the game and a replacement found, if possible.
  - c. Shootouts for Middle School Tournament Games will take place at the 15-yard line. If the shootout moves into multiple rounds, the Host Tournament Committee may move the shootout to the 25-yard line.

- 6) Tournament setup
  - a. Tournaments will be played in an “open” format. Boys and girls will be allowed on the same teams
  - b. Players will be placed in a pool for coaches and the Tournament HTC to create appropriate teams from, keeping in mind each Player’s ability and horse availability.
  - c. Work guidelines
    - i. Players will be required to follow the assigned work guidelines of the tournament. These guidelines may include, but are not limited to: walking horses, lining the arena, and goal judging.
  - d. Voting Procedures
    - i. Best Playing Pony – The Umpires will choose the BPP. Other RHTC members in attendance may have a vote as well.
- 7) Paperwork
  - a. The following paperwork is due to the USPA **ten (10) days before the tournament start date**:
    - i. **Registration** Fee
    - ii. Player Application
    - iii. Current USPA membership
- 8) There will be no requirement for qualifying games to be eligible to play in the Middle School Tournaments.
- 9) USPA will supply trophies and awards.

## **H. Coaches’ Eligibility**

- 1) All designated I/I coaches must meet the following requirements:
  - a. Must be a current Lifetime, Registered Player, Affiliate Player, Social-Non Playing, or Collegiate Member of the USPA to be eligible to coach any I/I team. USPA members are subject to the USPA’s Code of Conduct. New coaches must be current at the beginning of the I/I season and must maintain membership through the conclusion of I/I season. Coaches may join online at [www.uspolo.org](http://www.uspolo.org).
  - b.) Coaches must submit to and pass a yearly criminal background check at the beginning of the I/I season.
  - c.) Coaches are required to take the CDC Heads Up Online Concussion training and the USOC Safe Sport Online Training and to take any training updates offered in the future as designated by the I/I staff.
  - d.) Coaches are required to sign the USPA’s I/I Coaches Code of Conduct.
  - e.) Coaches are required to complete the USPA CPI Safety Training Modules: Rider, Equine, and Facility Safety.
- 2) It is recommended that all coaches be CPI Certified with the I/I Coaches endorsement.

AN INDIVIDUAL THAT DOES NOT SATISFY EACH OF THE REQUIREMENTS SET FORTH ABOVE IN THIS SECTION H., SHALL BE INELIGIBLE TO ACT AS A DESIGNATED COACH FOR AN I/I TEAM, AND MAY JEOPARDIZE THE I/I TEAM’S ABILITY TO PARTICIPATE IN A USPA-SANCTIONED EVENT.

## **I. Required Forms**

1) All Tournament Conditions, Individual Eligibility and Team Eligibility requirements must be met by the following deadlines:

**a. October 1 – IS and IC Team deadlines**

**i. Intent to Compete Forms** - Used for the purpose of planning preliminary/regional tournaments. Teams which do not submit an Intent to Compete Form by **October 1<sup>st</sup>** will not be allowed to compete in an I/I Tournament.

**ii. Coaches Forms**

**iii. Tentative Rosters**

**b. December 1, 2018 – IS and IC team deadlines**

i. Tournament entry fee of **\$800**

ii. I/I Magazine Fee of \$100

iii. Advertising deadline for the annual I/I Magazine. Teams submitting ads to the magazine will receive a waiver to the \$100 Magazine Fee plus additional published program reimbursements if applicable.

**iv. Intercollegiate Full Time Student Check form**

**c. December 13, 2018 – Interscholastic team deadlines**

i. General Release, Code of Conduct, Helmet/Facemask Acknowledgement Form - one per player

ii. Interscholastic Individual Eligibility Form (IS players) – one per player

iii. Interscholastic Team Eligibility Form (IS players) – one per team

iv. I/I Rules Test – tests shall be taken individually or as a team and is intended to be taken open book. The I/I rules test can be obtained on the USPA website and taken online.

v. Final Roster – one per team

**d. January 1st**

i. USPA Club dues

ii. USPA Individual Membership

**e. January 8, 2019 – Interscholastic team deadline**

**i. Scoresheets for two Qualified Games**

**f. February 1, 2019 – Intercollegiate team deadlines**

i. General Release, Code of Conduct, Helmet/Facemask Acknowledgement Form - one per player

ii. Intercollegiate Registrar Verification Form – one per team

v. Intercollegiate Team Eligibility Form – one per team

vi. I/I Rules Test – tests shall be taken individually or as a team and is intended to be taken open book. The I/I rules test can be obtained on the USPA website and taken online.

vii. Final Roster – one per team

**viii. Scoresheets for two Qualified Games**

**g. March 22, 2019 - Intercollegiate team deadline (if advancing to NIC)**

**i. Full Time Student Check form**

**h.** All required forms are included in the I/I Information Packet and on the USPA website's I/I pages, [www.uspolo.org](http://www.uspolo.org).

**i.** Completed forms, score sheets, and payments shall be directed to the USPA (see address below).



United States Polo Association  
Attention: I/I Program  
**9011 Lake Worth Road**  
**Lake Worth, FL 33467**  
Phone: 1-800-232-8772  
Email: [adavidge@uspolo.org](mailto:adavidge@uspolo.org)

- 2) All forms will remain in effect for the entire academic year, providing the student does not subsequently become ineligible. It is the responsibility of the player and the team coach/advisor to report changes in eligibility status to the USPA immediately. Failure to report changes in eligibility could result in:
  - a. Suspension of the player or team for future games, for the entire season or for future seasons.
  - b. Forfeit of all games played while player was ineligible.
  - c. Additional penalties that may be imposed by the I/I Committee.

#### **J. Violations and Penalties**

- 1) Violations and Penalties for not complying with USPA I/I Tournament Conditions shall be determined by the NHTC per the following guidelines:
  - a. Failure to meet paperwork deadlines shall result in a loss of opportunity to compete in I/I Tournaments and Qualified Games.
  - b. Failure to meet eligibility requirements shall result in an individual's or a team's loss of opportunity to compete in I/I Tournaments and Qualified Games.
  - c. Failure to meet code of conduct or tournament work requirements shall result in a penalty to be determined by the NHTC, which may include a loss of opportunity to compete in both present and future I/I Tournaments and Qualified Games.
  - d. Failure to meet any other Tournament Condition shall result in a penalty to be determined by the NHTC.
- 2) The USPA I/I Chair(s) may convene a select committee to review violations of or conduct detrimental to I/I polo and the Committee's decision shall be final.
- 3) All protests are governed by USPA By-Laws Section 12, Protest Procedures.