



Provincial Championships Technical Manual Version 6

Updated January 9, 2019



Manual Section	Change	Version #	Effective Date
	Re formatted entire technical manual	1-4	February 1, 2018
L 4	Added a section allowing to go direct to a shootout for consolation games if sufficient ice is not available	5	November 30, 2018
	Add Table of Contents	5	November 30, 2018
F 9	Changed format for 7 team provincials	6	January 9, 2019

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A. GENERAL

1. Remuneration for officials will be in the amounts as specified in Appendix A - Rates and Fees of the Ringette Alberta Policy Manual. Officials will be reimbursed for travel, food, and accommodations as outlined on the Ringette Alberta Expense Claim.
2. Ringette Alberta will supply 18 team medallions in gold, silver, and bronze for each division.
3. Ringette Alberta will sanction separate male provincial championships when warranted.
4. All applicable Ringette Alberta policies are in full effect
5. In the event there is any ambiguity arising from these technical regulations, Ringette Alberta will have sole responsibility for interpretation and clarification.

B. WHO CAN PARTICIPATE IN PROVINCIALS

1. Only teams of Group Member Associations may participate in Provincial Championship Tournaments. Group Member Associations must be registered with Ringette Alberta by December 1st of the current playing season. ALL PLAYERS MUST BE REGISTERED WITH RINGETTE ALBERTA.
2. A double carded team may participate in Provincial Championship Tournaments.
3. The deadline for registered teams to declare, to the Ringette Alberta office, their commitment to attend the Ringette Alberta Provincial Championships, including playdowns, is December 15th of each season. Only teams who complete their commitment to attend on time and have approved Team Roster Forms (TRFs) by January 31 will be eligible to participate in Playdowns and Provincials.
4. Teams participating in Provincial Championship Tournaments are responsible for their travel, meals, and accommodation expenses.

C. PROVINCIALS DATES

1. For the purpose of Provincial Championship Tournaments, where possible the following groups will be played on the same weekend. The groups are:
 - a. U14AA, U16AA, U19AA
 - b. U19A, U16A, Open A
 - c. U14A, U12B, U16B, U14C?
 - d. U14B, U12A, U12C, Open B
 - e. Open C, U19B
2. The Provincial Championship Tournament dates for each year will be determined by Ringette Alberta for the upcoming season.
3. The Provincial Championship Tournament will be scheduled on Friday, Saturday, and Sunday of the assigned weekend, with no round robin games scheduled on Sunday.

D. PROVINCIAL CHAMPIONSHIPS SIZE

1. Provincial Championship sizes will be based on the number of teams in a given age division and level at the conclusion of the previous season (to ensure sizes are determined in advance of bid deadlines).
2. For U12 to U19
 - a. Divisions with eighteen (18) or more teams will host twelve (12) team provincial championships.
 - b. Divisions with fewer than eighteen (18) teams will host eight (8) team provincial championships.
 - c. Divisions with fewer than eight (8) teams will host the number of teams committed to attend.
 - d. All Provincials will have consolation games where scheduling allows.
3. For Open
 - a. All Provincial Championships will be maximum 8 team tournaments
 - b. There will be no consolation games

E. SELECTION OF HOST TEAM FOR PROVINCIAL CHAMPIONSHIPS

1. If a hosting association only has one team in the division being hosted, then that team automatically becomes the Host team
2. If a hosting association has more than one team in the division being hosted, then the following process will apply:
 - a. Through the Playdowns process, if only one team DOES NOT win a provincial spot, then that team will become the Host team
 - b. Through the Playdowns process, if more than one team DOES NOT win a provincial spot, then the highest finishing of those teams will become the host
 - c. Through the Playdowns process, if more than one team DOES NOT win a provincial spot, and all potential host teams are eliminated in the first round of Playdowns, then a minimum of a one game playoff will be played to decide host spot (depending on the availability of ice)

F. MINOR OFFICIALS

1. Minor officials must be provided by both teams for Round Robin and Consolation games as follows:
 - a. Two (2) minor officials from the home team shall operate the shot clock and manage the game sheet
 - b. Two (2) minor officials from the visiting team shall operate the time clock and penalty box gates
2. Minor officials must be provided for any Quarter Final, Semi Final, or Final games as follow:
 - a. Both home and visiting teams will operate a penalty box gate
 - b. The Host Association will provide a shot clock, game sheet, and time clock volunteer
 - i. At minimum, the host must provide two volunteers, if a host volunteers need assistance, either the home or visiting teams volunteers may manage the game sheet only.
3. Minor officials must be in their respective positions when the competing teams step on the ice. It is up to the on ice officials' to determine if the minor officials are in position.
4. Teams that do not provide minor officials for the game will forfeit that game and the score will be recorded as a 0-7 loss.
5. If both teams fail to provide minor officials for the game, the score will be recorded as a 0-0 tie and both teams would be awarded 0 points in the playdown standings.

F. PROVINCIAL CHAMPIONSHIP FORMATS

1. A maximum of eight (8) or twelve (12) teams, including one host association team, may participate in the applicable Provincial Championship Tournaments that are held for each of the U12, U14, U16, and U19 divisions.
2. Teams will compete for Provincial Championship spots via Provincial Playdowns. Spots will be assigned to each region (North and South) based on the number of teams registered within that region.
3. Provincial Playdowns will be executed by Ringette Alberta for U12-U19 divisions, and by the respective leagues for Open divisions.
4. Where possible, the Provincial Championship Tournaments will be played in the blocks as indicated in Section C.1 of this manual
5. Entries to these Provincial Championship Tournaments must be identified a minimum of eight (8) days prior to the commencement of the appropriate Provincial Tournament.
6. In each Division, the following series will be played to determine the two teams to participate in the championship game. In an age division or pool with:
 - a. Two (2) teams, there shall be a best of three game playoff.
 - b. Three (3) teams, a double round robin series will be played.
 - c. Four (4) or Five (5) teams, a single round robin series will be played.
 - d. Six (6) or eight (8) teams, the division will be divided into two (2) equal pools for round robin play.
 - e. Seven (7) teams, will be played in a ranked open round robin (see Hosting Guidelines)
 - f. Nine (9) teams, the division will be divided into three (3) equal pools for round robin play.
 - g. Twelve (12) teams, the division will be divided into three (3) equal pools for round robin play.
7. For Divisions with up to and including five (5) teams, the two (2) teams with the most points will play in the championship game and the third (3rd) and fourth (4th) place teams will play in the bronze medal game.
8. For Divisions with a six (6) team Provincials:
 - a. There will be two pools of three (3) teams. Each pool will compete in a round robin format.
 - b. The winner of each pool will receive a bye to the Semi Finals
 - c. 2nd in Pool A will play 3rd in Pool B, and 2nd in Pool B will play 3rd in Pool A. Winners of these games will move on to the semi-finals, (2nd Pool A/3rd Pool B vs. 1st Pool B & 2nd Pool B & 3rd Pool A vs. 1st Pool A). When consolation games are scheduled as part of the Championships defeated teams will play in a consolation game to determine 5th place
 - d. Winners of the semi-finals will advance to the gold medal game and defeated teams of semi-finals play in the bronze medal game.
9. For Divisions with seven (7) team Provincials:
 - a. Teams will be ranked based on season and tournament results and seeded prior to the event.
 - b. Each team will play in four (4) Round Robin games; Team 1 vs. 4, 5, 6 & 7, Team 2 vs. 3, 5, 6 & 7, Team 3 vs. 2, 4, 6 & 7, Team 4 vs. 1, 3, 5 & 7, Team 5 vs. 1, 2, 4 & 6, Team 6 vs. 1, 2, 3, & 5, and Team 7 vs. 1, 2, 3, & 4.
 - c. Following Round Robin, teams will be ranked 1 to 7 based on points received
 - d. Semi Finals will be 1 vs. 4 and 2 vs. 3, with the winners advancing to Gold and the losers to Bronze.
10. For Divisions with eight (8) team Provincials:
 - a. There will be two pools of four (4) teams. Each pool will play off in a round robin format.
 - b. For all divisions EXCEPT U14AA, 1st in Pool A will play 2nd in Pool B and 1st in Pool B will play 2nd in Pool A. The winner of these games will move onto the gold medal final and the losers to the bronze final.
 - c. For all divisions EXCEPT U14AA, 3rd in Pool A will play 4th in Pool B and 3rd in Pool B will play 4th in Pool A. Winners will move on to play in the 5th place consolation game and losers will play in the 7th place consolation game, if consolation games are scheduled as part of the Championship.
 - d. At the U14AA division, teams will play Quarter finals, 1st Pool A vs 4th Pool B, 2nd Pool A vs 3rd Pool B, 3rd Pool A vs 2nd Pool B, 4th Pool A vs 1st Pool B, with the winners advancing to the Semi-finals. (See Hosting Guidelines)

11. For age divisions with twelve (12) team Provincials:
 - a. There will be three (3) pools of four (4) teams. Each pool will compete in a round robin format. At the conclusion of Round Robin teams will be ranked 1st to 4th in their respective pools
 - b. Each team will have one (1) cross over game against a team from another pool (1st vs 4th, 2nd vs 3rd, higher ranked in Pool A vs. Pool B, Pool B vs. C, & C vs. A)
 - c. Following crossover games, teams are ranked 1 to 12 based on points from all games played.
 - d. Semi Finals will be 1 vs. 4 and 2 vs. 3, with the winners advancing to Gold and the losers to Bronze. Remaining teams may play in consolation ranking games; 5 vs. 6, 7 vs. 8, 9 vs. 10 and 11 vs. 12, if consolation games are scheduled as part of the Championship.

G. PROVINCIAL CHAMPIONSHIP TOURNAMENT RULES

1. All Provincial Championship Tournaments will be played according to the Ringette Canada Official Rules and Case Book, current to that season.
2. All applicable Ringette Alberta policies are in full effect. Teams should be sure to review the following policies, which are of particular importance:
 - a. Registration Policy
 - b. Player Affiliation Policy
 - c. 10.0 Team Staff Policy
 - d. 15.0 Suspension Policy (Subsequent Discipline)
3. The shot clock will be used for all Provincial Championships.
4. Ringette Alberta game sheets, supplied by Ringette Alberta, will be used. A copy of the game sheet will be distributed by a representative at the control desk following the completion of the game. Distribution will be as follows; one copy to the home team, one copy to the visiting team and one copy to the Ringette Alberta office upon completion of the Provincial Championship Tournament.
 - a. Game sheets must be completed and signed at the control desk by the coach or manager a minimum of twenty (20) minutes prior to game time. Teams will indicate the starting goaltender (G), alternate goaltender(s) (AG), affiliate players (AP), captains (C) and assistant captains (A) on the game sheet. A delay of game penalty may be assessed for noncompliance with this rule.
 - b. All uniform numbers will coincide with the game sheet. Each player shall have an individual number and there shall be no duplicating of numbers on any team.
5. When the reference is made to the home team it will be the first team listed on the schedule.
6. In case of conflict in uniform colors, the visiting team will be required to change uniforms.

ON-ICE PROCEDURES FOR ALL PROVINCIAL CHAMPIONSHIPS

1. Period Length
 - a. For all U12 and U14 divisions, periods will be eighteen (18) minutes in length.
 - b. For all divisions U16 and above (AA, A, B, and C), periods will be twenty (20) minutes in length.
2. There will be a three (3) minute warm-up and a one (1) minute break between periods.
3. Teams must be ready to go on the ice ten (10) minutes before game time. Teams not iced within two (2) minutes of the referee's whistle being blown to start the game will forfeit the game. The game will be played as exhibition. *If at the coaches meeting, the Officials Supervisor says games start on time, then teams do not need to be ready ten (10) minutes before game time.
4. Alternate goalkeepers may be warmed up between periods in the end their team will defend for the second period. They may use one (1) skater and two (2) rings for the purposes of warm-up. There will be no time outs permitted to warm up an alternate goaltender except in the case of an injury to the starting goaltender in which case the Official Rules of Ringette will be followed.
5. If a misconduct or match penalty is assessed during a game, that person will be ejected from the game. Suspensions resulting from this ejection will be handled by the Protest and Grievance Committee
 - a. Players or Team Staff that are ejected may not participate in any other tournament games until their suspension has been fully served.

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6. If any team accumulates more than 30 minutes in penalties in any one game during the Provincial Championship Tournament, the head coach or acting coach from that game shall be suspended for that team's next game.
 7. Game Score
 - a. In all cases, the maximum difference (spread), between goals for and against in each game is seven (7). This is the 'Official Score' and is the most that will be displayed on the score board.
 - b. If a team defaults a game, the team is disqualified from competition with the right of appeal to the Protest and Grievance Committee. The 'Official Score', credited to the team which has been given the win, will be recorded as 7-0.
 - c. For any forfeited game, the 'Official Score' will be recorded as a 0-7 loss for the penalized team.

H. POINTS

1. Points for the games played in the round robin series will be awarded as follows:
 - a. 2 points for a win
 - b. Overtime for (A, B, C only)
 - i. 2 points for winning team
 - ii. 1 point for losing team
 - iii. 1 point for each team if still tied after overtime
 - c. 0 points for a loss in regulation time
2. In semi-final or final games, home will be the team:
 - a. With the most points, or, if not decisive
 - b. The team that ranked the highest as per the tie breaking procedures in Section G, or, if not decisive,
 - c. From Pool A

I. TIEBREAKERS

1. These steps shall be followed in sequence until the tied teams have been ranked in order in the standings. Once one team has been ranked, the procedure reverts back to (a). The top team shall be ranked first. If all tied teams have not played an equal number of games amongst the tied teams, the tie breaker procedure will start at step d. (this may apply for seven (7) and twelve (12) team Provincial formats).
 - a. Among the tied teams, the winner of more game(s) between the tied teams during the round robin will be declared the highest position.
 - b. If still tied, the team having the greatest positive difference between goals for and against in games between the tied teams in the round robin will be declared the highest position.
 - c. If still tied, the team having the fewest total goals against in games between the tied teams during the round robin will be declared the highest position.
 - d. If still tied, the team having the greatest positive difference between goals for and against in all games during the round robin, including cross-over games in the case of a 12-team provincials, will be declared the highest position.
 - e. If still tied, the tied team with the fewest total goals against in all games during the round robin, including cross-over games in the case of a 12-team provincials, will be declared the highest position.
 - f. If still tied, the team having the fewest penalty minutes in games between tied teams will be declared the highest position.
 - g. If still tied, the team with the fewest of penalty minutes in all round robin games, including cross-over games in the case of a 12-team provincials.
 - h. If still tied, a randomly drawn team.

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2. In the event that after round robin play, two or more teams are tied for a position which would entitle fewer than the number of tied teams to participate in any of the championship games, (semi-final, bronze or gold medal games), a (or series of) shortened game(s) or mini-game(s), will be used to determine the team eligible to advance to the championship games.

The following rules will apply:

- a. Teams can only be eliminated from championship games through game play. Where two or more teams are tied for a position that would allow one of the teams to proceed to the championship round (semi-finals, gold medal game or bronze medal game) only those tied teams will proceed to mini-game(s).
- b. Once all the tied teams have been ranked, from highest to lowest, then ten (10) minute mini-game(s), starting with the two (2) lowest ranked teams, will be played. The loser of the mini-game is eliminated from championship game eligibility, while the winner advances to either play the next highest ranked team among the tied teams in another mini-game, or if all other tied teams have been eliminated in mini-game play, to the semi-finals or medal games.
- c. If three (3) or more teams are tied for one position, then the two lowest ranked teams will play in a mini-game, the winner of this mini-game will move on to play the next highest ranked team. This process repeats with each winner successively playing the higher ranked team until there is one winner from the mini-games. For example, if there are 3 tied teams, two mini-games are needed, 4 tied teams require 3 mini-games to declare a winner. The winner will advance to the semi-finals or medal game.
- d. If three (3) or more teams are tied for the two (2) positions, then the team ranked first (1st) shall automatically advance and the mini-games procedure would be applied to determine the second position. For more than two (2) positions, mini-games will be used to determine the last available slot.

J. TEAM PROTOCOL

1. Shaking Hands
 - a. At the end of each game, players and coaches should line up on their respective blue lines and then proceed to shake hands at center ice.
2. Receiving Trophies and Medallions
 - a. Only players and Team Staff members listed on the game sheet will receive medallions, to a maximum of 18. If extra medals are needed, they may be purchased from the office.

K. PROTEST AND GRIEVANCE

1. Ringette Alberta will appoint a Protest and Grievance Committee for each of the Provincial Championship Tournaments. This committee will consist of the Ringette Alberta tournament Representative (or designate) and the Officials Supervisor for the Tournament (or designate).
2. At least one member of the committee shall be present at the arena at all times. All members should be readily available to meet and decide upon any protest or grievance within thirty (30) minutes of submission.
3. The Committee will handle any suspensions resulting from misconduct or match penalties assessed during Provincial Championships.
4. The Committee will consider all appeals, protests, and grievances related to the Provincial Championship Tournament. They will not consider an appeal based upon a referee's judgment call.
5. Protests will only be entertained from a registered team staff member.
6. All protests must be submitted in writing to any member of the Protest and Grievance Committee within thirty (30) minutes of completion of round robin and semi-final games or forty-five (45) minutes of completion of medal round game leading to the protest.

7. All protests must be accompanied by a deposit in the amount as specified in Appendix A - Rates and Fees of the Ringette Alberta Policy Manual. The deposit will be refunded only if the protest is upheld.
8. The Protest and Grievance Committee's decision is final and no further appeals will be entertained.

L. 'AA' CHAMPIONSHIP TOURNAMENT

1. The Provincial 'AA' Championship Tournament will be held for all 'AA' age divisions on the same weekend whenever possible.

ON-ICE OVERTIME PROCEDURES FOR 'AA' CHAMPIONSHIP TOURNAMENTS

1. Each game will be played until a winner is declared. In the event that a game is tied after regulation time:
 - a. Sudden victory overtime will be played until the first goal is scored.
 - b. Each overtime period for U14 AA will be eighteen (18) minutes stop time. U16 AA and U19 AA will play twenty (20) minute stop time periods.
 - i. The possession of the ring for the opening free pass for the first overtime period will be decided by the referee's toss of a coin. The Home team will call the coin toss.
 - ii. The team winning the toss will get possession of the ring for the free pass and the other team will get choice of end for the first overtime period.
 - c. If more than one overtime period is required, there will be a one (1) minute break between periods, the opening free pass will alternate between the teams, and the teams will alternate ends.
 - d. The winning team will be awarded two points, and the losing team will not be awarded any points.

ON-ICE MINI-GAME PROCEDURES for 'AA' CHAMPIONSHIP TOURNAMENTS

1. Procedures for mini-games will be as follows:
 - a. There will be an interval of fifteen (15) minutes between mini-games for teams playing multiple games.
 - b. Each mini-game will be one ten (10) minute period, fully played stop time.
 - c. The higher ranked team will be designated as the home team and will be awarded the free pass and choice of ends to start the mini-game.
 - d. There will be a three (3) minute warm-up prior to each mini-game.
 - e. Ice floods are at the discretion of the tournament committee.
 - f. Each team will be permitted one (30 second) time out per mini-game.
 - g. If overtime is required, each overtime period will be ten (10) minutes stop time sudden victory. Free pass and choice of end for each overtime period will be awarded to the Home Team.

M. 'A', 'B', 'C' CHAMPIONSHIP TOURNAMENTS

ON-ICE ROUND ROBIN OVERTIME PROCEDURE 'A', 'B', AND 'C' CHAMPIONSHIP TOURNAMENTS

1. In the event that a Round Robin game is tied after regulation time:
 - a. A five (5) minute sudden victory overtime will be played.
 - i. The possession of the ring for the opening free pass for the first overtime period will be decided by the referee's toss of a coin. The home team will call the coin toss.
 - ii. The team winning the toss will get possession of the ring for the free pass and the other team will get choice of ends for the overtime period.
 - b. The winning team in overtime is awarded two points, the team that loses will be awarded one point. In the event that the teams are still tied after the overtime period, then each team will be awarded one point.

ON-ICE MINI-GAME PROCEDURE 'A', 'B', AND 'C' CHAMPIONSHIP TOURNAMENTS

1. Procedures for mini-games will be as follows:
 - a. Each mini-game will be one ten (10) minute period, fully played stop time.
 - b. The higher ranked team as per tie breakers in section G, will be designated as the home team and will be awarded the free pass and choice of ends to start the mini-game.
 - c. There will be a three (3) minute warm-up prior to each mini-game.
 - d. Ice floods are at the discretion of the tournament committee.
 - e. Each team will be permitted one (30 second) time out per mini game.
 - f. If overtime is required, one (1) overtime period will be ten (10) minutes stop time sudden victory. Free pass and choice of end for the overtime period will be awarded to the Home Team.
 - g. If still tied after the ten (10) minute mini-game and ten (10) minute overtime, there will be a shootout as outlined below in the manual, M.3.
 - h. There will be an interval of fifteen (15) minutes between mini-games for teams playing multiple mini-games.

ON-ICE CONSOLATION, SEMIFINAL & MEDAL GAMES OVERTIME & SHOOTOUT PROCEDURE FOR 'A', 'B', AND 'C' CHAMPIONSHIP TOURNAMENTS

1. In the event that a consolation, quarter final, semi-final or final game is tied at the end of regulation time,
 - a. A maximum of two (2), five (5) minute sudden victory overtime periods will be played.
 - b. There will be a one (1) minute break between overtime periods.
 - i. The possession of the ring for the opening free pass for the first overtime period will be decided by the referee's toss of a coin. The Home team will call the coin toss.
 - ii. The team winning the toss will get possession of the ring for the free pass and the other team will get choice of end for the first overtime period.
 - iii. If more than one overtime period is required, the opening free pass will alternate between the teams and the teams will alternate ends.
 - c. If still tied after two (2) overtime periods, the game will be decided by a shoot-out. The procedure for the shootout is as follows:
 - i. The selection of shooters will occur at the start of the shoot-out within the two (2) minute time limit at the end of the overtime period.
 - ii. The coaches will be required to note these shooters on the forms provided (RAB rep will have them with the minor officials).
 - d. Coaches will select five (5) shooters from all players for their team listed on the game sheet for that game. Two (2) additional shooters will be designated, to be used only in the event of an injury to any of the first 5 shooters. Ejected or suspended players are not eligible to participate in the shoot-out. Players serving a penalty at the end of the second overtime period will be eligible for the shootout.
 - e. Home team will shoot first.
 - f. The five (5) players from each team will alternate shots until each shooter has shot.
 - g. If the teams are still tied after this shootout, then a sudden victory shoot out will occur. The same five (5) players will again alternate shots and when one team scores and the other does not, the game will be deemed over.
2. In the event that a consolation game for 5th, 7th, 9th or 11th place is tied at the end of regulation time, steps 3. a. to 3.g. shall be followed when scheduled ice time allows. Should the game ice allocation not be sufficient to host two overtime periods the game shall go directly to a shootout at the conclusion of regulation time, at the discretion of the on-ice officials.