

Club Level Release Request

The OLA “Minor Box Release Request Form” must be used in all cases where a player wishes to be released from their current Association in order to minor box play for another Association. The player, the parent or the guardian must be registered as a women’s field player in their residence association, and then must complete all fields in Section 1 and send it to the President of the Association from which the release is requested. Only the information presented in Section 1 (or included as an appendix at the time of the submission) will be considered; new reasons for a release will not be entertained should the Association’s decision be appealed at any other level. Prior to submitting any release request, the player must be registered with their resident OLA Association for women’s field lacrosse in the current year, and may not apply for a release prior to March 1st. The final date to apply for a release is May 15, 2025.

If a release request is granted by the club (OR10.2), all parties must be invited to the hearing. Once a decision has been made, the outcome will be forwarded to the provincial registrar.

OLA Level 1 Appeals Process: Merit Review

Pending the decision of the club, a written appeal may be submitted by either party. An appeal of the club’s decision must be made within five business days of the receipt of the decision of the club to the Ontario Lacrosse Association Case Manager (casemanager@ontariolacrosse.com). A non-refundable appeal fee of \$100 must be enclosed along with all documentation completed by the hearing chairperson at the club level. A determination of merit will be made based on the written appeal request as submitted. If an appeal is granted, each party will receive an invitation to attend a scheduled hearing and given the opportunity to present their cases. If an appeal is not granted, the decision is final and no hearing will be scheduled. A written decision will be forwarded to the attendees by the OLA hearing chairperson within five business days.

If a release request is granted by the OLA (OR11.1), all parties must be invited to the hearing. Once a decision has been made, the outcome will be forwarded to the provincial registrar.

A decision of the Merit Review Committee is final. If the committee deems that there is “No Merit” to the appeal request, the player will return to their home centre. This decision is not appealable any further. If the Merit Review Committee deems that the request does have merit, the appeal process proceeds to the OLA appeal level to be heard by the panel.

OLA Level 2 Appeals Process: OLA Appeals Board, Final Level

Pending the decision of the OLA, a written appeal must be submitted within five business days of receipt of the OLA Hearing decision to the Ontario Lacrosse Association Case Manager (casemanager@ontariolacrosse.com). A non-refundable appeal fee of \$300 must be enclosed along with all documentation, completed by the hearing chairperson of the Ontario Lacrosse Association. At this appeal hearing, each party will be given the opportunity to present their cases and a written decision will be forwarded to the attendees by the OLA hearing chairperson within five business days.

Release Request Instructions:

Prior to submitting any release request, the player must be registered with their resident OLA Association for the current year. A player may not apply for a release prior to February 1st of the current year. (MR3.01)

The OLA Release Request Form must be used in all cases where a player wishes to be released from their current Association in order to sign and play for another Association. The player, the parent or the guardian must complete all fields in Section 1 (found on Page 3) and send it to the President of the Association from which the release is requested. Only the information presented in Section 1 will be considered; new reasons for a release will not be entertained should the Association's decision be appealed at any other level.

The Association must respond to the applicant within 72 hours to acknowledge receipt of the request for a release. Within a reasonable time, the Association is responsible for setting a date, time and location for when a release hearing will be held so that the applicant may be present to formally discuss the request. The fee to apply for a release hearing at the Association level cannot exceed \$100.00.

All parties, including the player and at least one parent/guardian, must be invited to attend the hearing. If a first release hearing is not necessary because the player is being released because of NO PROGRAMMING or NO SPACE, they must be informed that they will automatically return to their residential club in the following season. If a hearing is not necessary because the player is being released for any other reason, they must be informed they will be ineligible to return to their residential club in future seasons without both a release and approval from their residential club.

Following a decision, the Association must complete Section 2 (found on Page 4) of this form with written reasons for granting or denying the request and provide the applicant with the information necessary to appeal to the Merit Review Committee, should the applicant qualify to do so under the OLA Appeal's Process, which is outlined below. Acceptable reasons for submitting an appeal at any level are outlined in OLA Operating Regulation 11.3(d).

Section 1: Applicant Player (or Parent / Guardian)

On behalf of _____, I wish to request a residency release from
for the following reason(s):

No Program

No Space

Reason(s) other than programming or space:

Requested Division

My Relationship to Applicant Player:

Applicant Player's Complete Address:

Applicant Player's Birth Date:

Primary Phone:

Email Address:

Date of Request Submission:

“No Program” means that your Association does not offer this program at all, or does not offer this program in the division that is applicable to this player. Offering a house league program, when the player is looking for a rep team, means your Association does not offer the program. Correspondingly, offering a rep program when the player is looking for house league means your Association does not offer the program.

“No Space” means that your Association does offer this program in the division that is applicable for this player, but this particular player's involvement is not required to fill the team (ie. the player was “cut”). In this situation, the league/zone registrar is responsible for advising the player of the next closest center under the OLA's Rules & Regulations. The player is required to register with their next closest center upon notification, and is required to return to their original resident club in the year following this release (unless “unconditionally released” or if this is the player's second consecutive release).

Only the information presented in Section 1 will be considered; new reasons for a release will not be entertained should the Association's decision be appealed at any other level.

Section 2: Lacrosse Club

The

Lacrosse Association hereby:

Option 1: Grants

an unconditional release from our club

Option 2: Grants

a release from our club with the following conditions

Conditions:

Option 3: Denies the release request of

for the following reason(s):

Release Committee Members:

Release Hearing Date:

Name of Club President:

Section 3: Ontario Lacrosse Association

Appointed representatives of the Ontario Lacrosse Association hereby:

Option 1: Grants an unconditional release from this club

Option 2: Grants a release from this club with the following conditions

Conditions:

Option 3: Denies the release request of for the following reason(s):

Release Committee Members:

Release Hearing Date:

Name of Vice President: