

LETTER OF INTENT PROCEDURES

THE FOLLOWING PROCEDURE REGARDING LETTERS OF INTENT FOR SECTIONAL COMPETITION WAS APPROVED BY THE SECTION II ATHLETIC COUNCIL ON JUNE 8, 1988, AND WILL GO INTO EFFECT ON JULY 1, 1988.

A. LETTER OF INTENT

1. SHALL BE A STANDARD LETTER FOR ALL SPORTS.
2. THE STANDARD LETTER OF INTENT SHALL BE INCLUDED ANNUALLY IN THE SECTION II DIRECTORY. IT SHALL BE THE RESPONSIBILITY OF EACH SCHOOL'S ATHLETIC DIRECTOR TO MAKE COPIES OF THIS FORM AND SEND TO THE APPROPRIATE SPORT CHAIRPERSONS BY THE DESIGNATED DUE DATES. A LIST OF ALL SPORTS CHAIRPERSONS, ADDRESSES, AND DUE DATES FOR EACH SPORT SHALL BE INCLUDED IN THE DIRECTORY.
3. IT WILL BE REQUIRED THAT ALL SCHOOLS SEND THE LETTER OF INTENT BY THE REQUIRED DUE DATE IN ORDER TO BE ELIGIBLE TO PARTICIPATE IN THE SECTIONAL TOURNAMENT.
4. THE REQUIRED DUE DATE FOR EACH SPORT SHOULD BE NO EARLIER THAN THREE (3) WEEKS PRIOR TO THE BEGINNING OF THE SECTIONALS IN THAT SPORT. THE SPORT CHAIRPERSON SHALL SET THE DUE DATE. A FIVE-DAY GRACE PERIOD SHOULD BE BUILT IN FOR FOLLOW-UP BY LEAGUE SPORTS CHAIRPERSONS.
5. A SCHOOL WHICH HAS SUBMITTED A LETTER OF INTENT MAY CHOOSE TO WITHDRAW FROM THE SECTIONAL TOURNAMENT:
 - a. FOR SPORTS FOR WHICH PAIRINGS ARE ESTABLISHED: UPON NOTIFICATION OF THE SPORTS CHAIRPERSON OR LEAGUE REPRESENTATIVE BY THE PRINCIPAL OR ATHLETIC DIRECTOR PRIOR TO THE SEEDING MEETING FOR THAT SPORT.
 - b. FOR SPORTS WHICH NO PAIRINGS ARE ESTABLISHED: UPON NOTIFICATION OF THE SPORTS CHAIRPERSON OR LEAGUE REPRESENTATIVE BY THE PRINCIPAL OR ATHLETIC DIRECTOR AT LEAST 48 HOURS PRIOR TO THE START OF SECTIONAL COMPETITION IN THAT SPORT.
 - c. IF A SCHOOL ATTEMPTS TO WITHDRAW FROM THE SECTIONAL TOURNAMENT SUBSEQUENT TO THESE DEADLINES, THE SPORTS CHAIRPERSON OR HIS REPRESENTATIVE SHALL NOTIFY THE PRINCIPAL OF THE OFFENDING SCHOOL AND WARN OF PROBABLE SANCTION.
 - d. PENALTIES FOR WITHDRAWAL FROM A TOURNAMENT SUBSEQUENT TO THE SEEDING MEETING OR 48 HOUR DEADLINE, UNLESS EXTREME EXTENUATING CIRCUMSTANCE CAN BE DEMONSTRATED, SUCH AS TEAM TRAINING RULE VIOLATIONS, TEAM SICKNESS, ACT OF GOD, OR OTHER EMERGENCY:

FIRST OFFENCE IN A SPORT: \$250.00 FINE LEVIED AGAINST THE SCHOOL, PAYABLE TO SECTION 2.

SECOND OFFENCE IN A SPORT (OR FAILURE TO PAY FINE): INELIGIBLE TO PARTICIPATE IN THE SECTIONALS FOR THAT SPORT FOR THE FOLLOWING YEAR.

6. INTENT TO CONTINUE IN THE TOURNAMENT

- a. ANY SCHOOL THAT COMMITS ITSELF TO THE SECTIONAL TOURNAMENT IMPLIES THAT IT WILL CONTINUE IN THE TOURNAMENT UNTIL THE SCHOOL IS ELIMINATED. THIS INCLUDES THE REGIONALS AND STATE TOURNAMENT TO CONCLUSION.
- b. FAILURE TO ABIDE BY THE ABOVE WILL RESULT IN THAT SCHOOL FORFEITING ITS RIGHT TO PARTICIPATE IN THE SECTION II TOURNAMENT IN THAT ACTIVITY FOR THE FOLLOWING YEAR AND A \$250.00 FINE PAYABLE TO SECTION II.

B. ENFORCEMENT

UPON THE RECOMMENDATION OF THE SPORTS CHAIRPERSON, THE PRESIDENT OF SECTION II SHALL NOTIFY THE OFFICIALS OF THE OFFENDING SCHOOL OF THE SANCTIONS IMPOSED IN ACCORDANCE WITH THESE REGULATIONS.

C. BOARD OF INQUIRY

ANY SCHOOL WISHING TO QUESTION ANY PENALTIES ASSESSED ACCORDING TO THESE REGULATIONS SHOULD ADDRESS A LETTER TO THE PRESIDENT OF SECTION II. A BOARD OF INQUIRY WILL BE APPOINTED BY THE PRESIDENT CONSISTING OF:

- a. THE SECTION II PRESIDENT
- b. SPORT CHAIRPERSON INVOLVED
- c. LEAGUE PRESIDENT OF THE SCHOOL INVOLVED (UNLESS CONNECTED WITH THE PROTESTING SCHOOL, THEN ALTERNATE SHOULD BE APPOINTED)
- d. TWO AT-LARGE MEMBERS FROM THE ATHLETIC COUNCIL.

THE BOARD OF INQUIRY MAY UPHOLD THE PENALTY AS ASSESSED OR OVERTURN THE PENALTY.

THE RULING OF THE BOARD OF INQUIRY MAY BE APPEALED TO THE SECTION II ATHLETIC COUNCIL AND MAY BE REVERSED BY A TWO-THIRDS VOTE OF THE COUNCIL.