



# DVCHC Women's Bylaws & Game Policies Manual

## I. DVCHC OBJECTIVES & OPERATIONS

- A. The name of this organization is the Delaware Valley Collegiate Hockey Conference, and may be referred to as the "DVCHC".
- B. The purpose of the Women's DVCHC, a nonprofit, is to offer a competitive and structured league of college hockey teams that operates with shared values, respect for the game, and a focus on the personal development of its participants on and off the ice. The DVCHC encourages teams to welcome players brand new to hockey to their teams.
- C. The Women's DVCHC shall be governed by the Commissioner, who will be supported by A) volunteer leadership positions that shall be appointed by the Commissioner on an as needed basis, such as Director of Media; and 2) the Men's DVCHC Executive Board, as needed.
  - a. The Commissioner shall:
    - a. Manage the routine affairs of the league, including the development of each season's schedule, collecting dues, updating the website and resolving issues;
    - b. Set a budget of fees and expenditures;
    - c. Oversee the execution of all league events, including playoffs and meetings;
    - d. Rule on matters which are not set forth in these by-laws or in league policies.
- D. Appeals Committee
  - a. An Appeals Committee exists to handle any disputes between teams during the season.
    - i. The Appeals Committee will consist of three members of the Men's DVCHC executive board, in addition to the Women's DVCHC Commissioner, who are not direct parties to a dispute.
  - b. The Appeals Committee will sit in judgment of rules violations and protests which must be submitted to the Women's Commissioner in writing / email. All protests must be acted upon within two weeks of submission, in writing to the Women's DVCHC Commissioner, and all protests must be submitted no later than three (3) calendar days after the actual incident occurs.
  - c. All incidents that affect post-season play will have a submission requirement of forty-eight (48) hours after the incident occurs. The Appeals Committee will then have seventy-two (72) hours to resolve. All post-season resolutions must occur by the Wednesday two (2) days prior to that year's Championship Weekend.
  - d. Any issue in need of an Appeals Committee can be submitted to the Women's DVCHC Commissioner for review. If the Commissioner deems that said issue needs immediate response, an Appeals Committee can be summoned for action and review.
- E. Women's DVCHC Finances
  - a. Every team is required to pay dues for each season, the amount of which will be determined by June 30 of each year for the upcoming season.
  - b. The Women's DVCHC budget shall be set for each season by the Commissioner, and overseen by the DVCHC Treasurer. League dues paid by all teams will cover the following costs:
    - i. Women's DVCHC playoff expenses, such as ice, referees, trainers, scorekeepers, etc.



- ii. Women's DVCHC All Star events, such as facility rental, staff, player awards, etc.
- iii. General league operations, such as website maintenance, treasurer stipend, player support, league development and staff travel expenses as needed, etc.

## **II. TEAM MEMBERSHIP REQUIREMENTS**

### **A. DVCHC Membership Requirements**

Members of the Women's DVCHC shall be ice hockey teams representing a university or college with a 2 or 4 year academic program. Teams should be composed of eligible players, which is outlined in Section 3 of the Women's Division 2 Policies.

1. Returning member teams of the DVCHC must declare their renewal status by May 15 annually.
  - a. Annual payment of season dues must be paid by November 1. There will be a \$50 late fee per month for teams owing dues to the DVCHC after this date.
2. New teams wishing to join the Women's DVCHC must be able to meet the requirements outlined for all members below. In addition, new teams must:
  - a. Request a new membership application in writing from the Commissioner by April 15 of the calendar year in which they wish to begin membership, which will be reviewed and approved by the Commissioner.
  - b. The DVCHC will seek to render a decision on acceptance or denial of the application within fifteen (15) business days. The Commissioner will review applications, and receive feedback from other existing teams to be taken into account before making a decision.
  - c. A one-time \$150 new membership fee shall be charged to all new teams upon acceptance into the DVCHC, on top of their first season of dues.
  - d. Once an applicant has been approved, the Member Program must give their written acceptance within five (5) business days.
3. All teams must appoint one main point of contact to serve as the team's admin for the league. This may be a coach, team president or team manager. All communication pertaining to individual players or team matters must be directed through this team representative; players and team family members or fans should not reach out to the league with issues.
4. All teams are required to play the same number of league games in a season as all other teams in their division. Any games played beyond the set number of games for a season is allowed, but will be deemed non-league games and will not be added to the DVCHC website and will not count towards the DVCHC standings.
  - a. The number of games required per season will be determined at the beginning of each season, and will depend on the number of teams. For example, in the 2016-2017 season, D2 had 6 teams and every team played 10 games; in 2017-2018, D2 had 7 teams and every team played 12 games.
5. All teams are required to review, understand, and enforce the rules outlined in this manual. Any teams found out of compliance, such as using ineligible players, will be subject to forfeits and fines as outlined in this doc.
  - a. Any games played with ineligible players will be forfeited by the offending team



6. A USA Hockey certified head coach must be on the bench during every game. If a coach does not have a USA Hockey coaching level certification, they can prove to the league that they are enrolled or in the process of moving towards a level 3 certification (minimum).
7. All DVCHC teams participating at the D2 level must also register as members of the American Collegiate Hockey Association (ACHA), and must meet and adhere to all ACHA member requirements.
8. All DVCHC teams and players are required to have USA Hockey Coverage.
  - a. Division 2 players will be covered through their team's registration with the ACHA (there is no direct action required for individual players to obtain USA Hockey coverage other than the team admin registering the team with the ACHA, and the player registering themselves for the team through the ACHA).
  - b. Division 3 teams must sign up with the USA Hockey affiliate organization in their region, and then every player and coach must register with USA Hockey to be associated with one team for coverage. The DVCHC will serve as each D3 team's registrar for USA Hockey.

## **B. Operational Standards**

1. Women's teams that do not submit the required registration materials prior to their first scheduled game (such as final schedules; team rosters; etc.) shall be deemed "not in good standing" until the paperwork or registrations are completed. Any games played out of good standing will be subject to forfeit.
2. Honoring scheduled game commitments is a requirement. Any team that fails to honor a confirmed scheduling commitment (confirmed meaning: scheduled at the beginning of the season as a league game; or a non-league game agreed upon between both teams with a signed game contract or other verification, including e-mail; etc.) except under an Act of God or circumstances outside their control, is responsible to pay for all costs associated with the game, including, but not limited to, ice rental fees and referees.
  - a. If a team forfeits more than two (2) games in a season, regardless of whether these games were scheduled in the same weekend or different weekends, they are no longer eligible for DVCHC playoffs in that year.
  - b. A team will be fined \$150 for their third forfeit and every forfeit after that in a given season.
  - c. Any fines not paid by the Women's All Star game will result in a team being not in good standing with the DVCHC.
3. All players must wear the same jerseys and socks during all games. Players are encouraged, but not required, to wear the same color helmets, gloves and hockey pants.
4. Reporting Scores
  - a. All game information must be entered into the DVCHC website (and also the ACHA website for D2 teams) by the HOME team within 24 hours after games played Friday or Saturday, and by midnight for games played Sunday
  - b. Scores must be texted to the Commissioner by the HOME team immediately after a game, using this format:



- i. Full Home Team Name [goals], Full Away Team Name [goals] - [Regulation or OT]
    - ii. Text score example: Navy 2, University of Maryland 5 - Regulation
  - c. Include notice of any Game Disqualifications and major penalties with your texted score, and follow up with an email. The email must include teams, DQ player, reason, and a copy of the scoresheet
5. Notify the Commissioner of any injuries, major penalties, or other issues immediately after the game.

### III. PLAYER ELIGIBILITY REQUIREMENTS

#### A. General Player Eligibility

1. Female student-athletes who have played or been rostered on teams in these professional leagues for any period of time, shall not be eligible to participate in the DVCHC:
  - a. NWHL (US)
  - b. CWHL (Canada)
  - c. WHL (Russia)
2. Student-athletes who have rostered on teams in the following organizations shall be eligible to participate in the DVCHC, however will utilize one year of eligibility for each year the student-athlete was rostered:
  - a. NCAA (US)
  - b. CHL (QMJHL, OHL, WHL) (Canada)
  - c. Any Tier 2 Team (Europe)
3. Student-athletes who have participated on teams in the following organizations shall be eligible to participate in the DVCHC, however will utilize a year of eligibility for each year the student-athlete participated in the following organizations (One year of competition for these student-athletes is defined as participating in more than 20% of the scheduled games that season):
  - a. ACHA (US)
  - b. CIS (Canada)
4. Student-athletes who have exhausted their NCAA eligibility (in any division) shall **not** be eligible to participate in the DVCHC.
5. A student-athlete has a total of five seasons of eligibility in the DVCHC. These do not have to be used consecutively (for example, if a player takes a year off of school).
  - a. If a player is rostered in even one game, that counts as a full season of eligibility. Eligibility is not tracked or broken down by semester - one game is one season.
  - b. If a player transfers teams in the middle of a season and joins a new team, their eligibility clock jumps ahead - so a player who plays on two different teams in one season effectively uses two seasons of eligibility in one year.
6. No player may be added to a team roster after January 31 in any given season.



7. The DVCHC will apply all policies set forth by the NCAA for transgender athletes in “NCAA Inclusion of Transgender Student-Athletes” published August 2011 by the NCAA Office of Inclusion (and any amendments thereto).
8. For Division 3 Only: the DVCHC will allow you to utilize players enrolled at other universities that do not have a women’s club ice hockey team, with the following restrictions:
  - a. You may only have 3 players from other schools on your roster during the same season. Players enrolled at a university other than yours are expected to meet the same eligibility requirements as all other DVCHC players, and must be registered with the DVCHC and prove their academic status via an eligibility form signed by their school’s registrar.
    - i. If a D3 team moves up to D2 and the ACHA level, any players rostered from outside universities will no longer be eligible to play.
    - ii. D3 teams are responsible for ensuring that their university is aware of outside students participating in the club team.

## **B. Academic Requirements**

1. It is the responsibility of each team leader to know the academic standing of each player, and to make sure their players understand what the league’s academic requirements are for them.
2. Women’s DVCHC student athletes must be enrolled in a minimum of six (6) credit hours at their university, regardless of academic level, at all times. An equivalent standard shall be applied to institutions utilizing a quarter system. For guidance, an average full time student typically enrolls in 5 courses worth 3 credits each (15 credits).
  - a. Women’s DVCHC student athletes in the last semester or quarter prior to completing their degree may be enrolled in (3) credit hours. Teams must submit notice to the Commissioner if a player is entering their final semester and will only be enrolled in 3 credits.
3. Women’s DVCHC student athletes must maintain a 2.0 GPA out of a 4.0 scale, and successfully complete (i.e., pass) a minimum six (6) credits per semester to be eligible for play in the following semester or year. An equivalent standard shall be applied to institutions utilizing a quarter system. This requirement shall be signed off on by a school registrar via the DVCHC eligibility form.
  - a. Players will have two semesters to earn a 2.0 GPA - after two semesters, if the player has not earned a 2.0 GPA, they will not be eligible to play until they have a 2.0.
  - b. In the event that a student athlete is enrolled in a program that does not rank students or provide GPA’s, they must provide the Commissioner with a copy of their transcript that shows their letter grades earned for the semester in question. These letter grades will be converted into a GPA by the Commissioner using a 4.0 scale to confirm and approve the player’s academic standing.
4. Every team must submit two (2) eligibility forms to the Commissioner, signed off by the school’s registrar, per season to prove the academic standing of their players. The first (the ‘Fall eligibility form’) is due at the beginning of the season, before any games are played; and the second (the ‘Spring eligibility form’) is due before a team’s first game of their second semester.



- a. Fall eligibility will be based on final grades and credits from January to June. Spring eligibility is based on grades and credits from July to December.

### **C. Appeals to Player Eligibility**

1. The Women's DVCHC Commissioner is responsible for enforcing player eligibility requirements. Any team wishing to appeal a player deemed ineligible shall submit their appeal, in writing, to the Commissioner. The Commissioner shall share this information with the Appeals Committee for review within 3 business days of receiving the documentation.
2. Any team challenging the eligibility of any player shall do so in writing to the Commissioner. If a player's eligibility is challenged by another team, the DVCHC reserves the right to petition the registrar of the player's university to verify the eligibility of a player.

## **IV. RULES OF PLAY & GAME DAY PROTOCOLS**

### **A. Women's DVCHC teams must comply with NCAA game rules except:**

1. Women's DVCHC teams do not need to comply with the two (2) goaltender minimum rule, but can dress no more than nineteen (19) skaters if they dress only one (1) goaltender.
  - i. Team maximum dress requirements are 19 skaters and 2 goaltenders; or 18 skaters and 3 goaltenders.
2. Women's DVCHC teams must start a game with 6 eligible players in uniform excluding goaltenders. Failure to meet this requirement shall result in a forfeit to the offending team.
  - a. If a game is about to begin, or it is within two days of the game scheduled to be played, and a team's players are running late or a team runs into a situation where their players cannot make the game at the last minute but would prefer to play the game with only 4 skaters and a goalie, the team should immediately call the Commissioner and this can be discussed.
  - b. The DVCHC would rather see a game played with adjustments, than to have teams cancel. Do not cancel on teams at the last minute because you are low on players. Call the Commissioner.

### **B. Women's DVCHC Provisions**

1. Game protocols, outlined below, must be used for all DVCHC league games. Any exceptions to game protocol must be approved by the DVCHC league commissioner.
2. All DVCHC regulation pre-game on-ice warm-ups must be at least five minutes (5:00) long, running-time. The maximum regulation warmup time shall be ten minutes (10:00) long, running time. The length of on-ice warm-ups, falling between 5 and 10 minutes, shall be determined by the home team and communicated before the game.
3. Game Day Requirements
  - a. Locker rooms standards: Private rooms must be provided by home teams for all visiting teams



- b. Division 2 must use official ACHA scoresheets, and D3 must use official DVCHC scoresheets (all available on their respective websites) and must be correctly filled out
- c. All players must wear mouthguards
- d. Teams are strongly encouraged but not required to provide trainers or EMT's for all home games.

4. **PERIOD LENGTH / ICE CUTS / OVERTIMES (note that D2 and D3 have different requirements):**

**Division 2 / ACHA W2**

- a. All regulation periods in Division 2 games shall be twenty minutes (20:00) long, stop-time. The home team shall provide notice of what time visiting teams and referees shall step onto the ice either by way of clock rundown or verbal notice to team. To avoid confusion, the "game time" listed on the website should be the time everyone takes the ice to begin warmups.
- b. Home teams must plan the warm up time accordingly. Any game length that is less than three twenty-minute (20:00) stop-time periods shall be deemed a forfeit for the home team, with the following exception: A game that is curfewed by rink management (after the allotted 2 hours), or otherwise suspended for a reason out of control of the participating teams, after the game is halfway through the third period would count as a regular game.
- c. Ice cuts will be determined according to available ice; at least one resurfacing is recommended but not required. As referenced above, a game that is played until there are 10 minutes remaining in the third period will count as a regular game if rink management curfews the game. Any game ended before this point will be a forfeit for the home team.
- d. **All D2 teams must play one mandatory 4-v-4 five-minute stop-time sudden victory overtime in the event of a tie after regulation play in all regular season games.** The only exception to this regulation is if rink management curfews the game and teams must leave the ice - the game will then end in a tie. At the conclusion of an OT period, if there is still no winner, the game will be recorded as a tie. A tie in OT is split points; losing in OT gets your team 1 point in the DVCHC standings, the winner gets the standard 2 points.

**Division 3**

- a. All regulation periods in Division 3 games shall be seventeen minutes (17:00) long, stop-time. The home team shall provide notice of what time visiting teams and referees shall step onto the ice either by way of clock rundown or verbal notice to team. To avoid confusion, the "game time" listed on the website should be the time everyone takes the ice to begin warmups.
- b. Home teams must plan the warm up time accordingly. A game that is curfewed by rink management (after the allotted 1 hour, 30 minutes), or otherwise suspended for a reason out of control of the participating teams, after the game is halfway through the third period, would count as a regular game.
- c. Ice cuts are not required. If there is time available, as determined by the home team and rink management, both teams may agree to one ice cut.
- d. **In the event of a tie, if there is time left in the game and both teams agree to play, a D3 game may play an optional 5-minute, stop-time, 4-v-4 overtime.** At the conclusion of this OT period, if there is still no clear winner, the game will be recorded as a tie. A tie



after one period of OT is the same points value as a tie in regulation. Losing in OT gets your team 1 point in the standings, the winner gets the standard 2 points.

5. Overtime notes:
  - a. The overtime period will be commenced immediately following a two (2) minute rest period during which the players will remain on the ice. The teams will not change ends or cut the ice for the overtime period.
  - b. When regulation time ends and there are penalty minutes remaining for a 5 on 3, teams will start overtime 5 on 3.
  - c. Once player strength reaches 5 on 4, or 5 on 5, at the next stoppage of play, player strength is adjusted to 4 on 3 or 4 on 4, as appropriate.
  - d. When regulation ends and teams are 4 on 4 due to penalties, teams will start overtime 3 on 3.
  - e. At no time will a team have less than three players on the ice. This may require a fifth skater to be added if a two-man advantage occurs. Once player strength reaches 5 on 4 or 5 on 5, at the next stoppage of play, player strength is adjusted to 4 on 3 or 4 on 4, as appropriate.
6. Mercy Rule: Any game in which there is ten goal differential (or more):
  - a. A running clock may be instituted by mutual agreement of the teams at any time after the ten goal differential occurs and as long as a minimum ten goal differential remains in place or;
  - b. The game may be called by mutual agreement of the teams at any time after the ten goal differential occurs and as long as a minimum ten goal differential remains in place.
  - c. See Section V Part 3 below for the DVCHC Sportsmanship Rule - In short, do not exceed a goal differential of 10 during any game.
7. All Women's DVCHC games require certified on-ice officials by USA Hockey (Level 3 or Higher) or nationally recognized and sanctioned officials' organization.
8. During the regular season, teams should employ a two (2) person officiating system with two referees.
9. Games between a Division 2 team and a Division 3 team shall be played in the format of the home team. If a D3 team is visiting a D2 team, the game will be played with 20 minute periods. If a D2 team is visiting a D3 team, the game will be played with 17 minute periods. Games across divisions will not affect standings.
10. The Commissioner may not lessen or overrule a penalty given by the on-ice officials during a game but may supplement the penalty with additional disciplinary action for either players, coaches or teams.

## **V. LEAGUE RULES & EXPECTATIONS**

1. Student-athletes shall be required to complete the DVCHC registration process, which includes electronic submission of player information and acknowledgement of the DVCHC player agreement at the beginning of each season or whenever added to the player roster prior to





playing a game.

2. All teams are asked to be good guests, cleaning up after themselves and dealing with rink staff in a professional and courteous manner. Damage to hotel rooms or rink property will result in swift punishment from the league and possible expulsion.
3. SPORTSMANSHIP RULE: If a team beats another team by OVER 10 goals (in other words, if the goal differential exceeds 10, such as an 11-0 game) the coach and team captain of the winning team will both be suspended for one game.
  - a. This suspension must be served during their next DVCHC league game.
  - b. If a game is headed towards a blow out, do your best to do what you can to avoid racking up points. This is not sportsmanlike, and will not be tolerated in the DVCHC. The max goal differential counted in ACHA rankings is 7, there is no need to exceed 10.
4. The DVCHC, including the Commissioner or any other staff member, has the right to warn, suspend and remove players and teams who do not adhere to our culture of safety, respect and sportsmanship. This includes off-ice and social media conduct -- please use discretion and be aware that poor sportsmanship via social media will not be tolerated.

#### **VI. DVCHC EVENTS**

- A. Annually, the DVCHC shall sponsor a Championship Playoff Tournament. This cost is built into league dues, so there will be no additional cost for participating teams other than their travel and accommodations.
  - a. The playoff tournament will include the top 6 teams from D2, and the top 4 teams from D3 - based on the DVCHC standings.
  - b. Tie breakers for regular season standings
    - i. In the event that we end up with any ties in the standings after all league games, they must be broken to determine playoff seeding. These tie breakers are only applied to DVCHC games that contributed to the regular season standings. If any changes are needed for tie breakers, this will be communicated to teams as far in advance as possible.
      1. Head to head competition;
      2. Number of wins;
      3. Fewest goals against in all DVCHC games;
      4. Goal differential in all DVCHC games (max 10 per game);
      5. Fewest penalty minutes in all DVCHC games; and
      6. Coin flip by the Commissioner, called in the air by higher seeded team
- B. Annually, the DVCHC shall sponsor an All Star game following the end of the regular season. This cost is built into league dues, so there will be no cost for participating teams other than their travel and accommodations.