

OPERATING POLICY OF  
WOMEN'S COLLEGIATE LACROSSE ORGANIZATION,  
INC.

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**ARTICLE I**  
**Leagues - Membership Requirements**

- a) WCLO sanctioned play shall be divided into leagues. Each league shall have a minimum of 6 teams, which may be divided into separate "I" and "II" divisions. 4 teams per division are required for an AQ bid to the National Tournament. Teams in each league may elect which Division in which they want to participate; provided, that such election must be approved by the league and is binding for three (3) Playing Seasons before the team may request a different Division.
- b) Each league will remain autonomous in its management, except that no league may adopt or maintain any policy or procedure which conflicts with the Bylaws, Operating Policies or other rules and regulations of the WCLO. Each league shall adopt bylaws and operating policies (or similar documents) and provide a copy of the League Documents to the Secretary to be kept on file with the WCLO.
- c) Leagues shall be responsible for: (1) selecting and maintaining a Director to represent the league at meetings of the Board of Directors and other WCLO meetings and to serve as a communication link between the league and the Executive Committee and Board of Directors; (2) ensuring that the teams within such league comply with the eligibility and scheduling requirements set forth herein (and such other policies as the leagues may establish); (3) establishing general policies to govern the teams within such league; (4) establishing policies with respect to assigning officials to league games; (5) paying in a timely manner the fees of the officials for which a league team is responsible; (6) following all WCLO policies, including payment of fees; (7) reimbursing Directors for expenses to attend required meetings; (8) notifying the Executive Committee, through its league Director, of compliance issues among its team; and (9) managing league awards and league champions.

**ARTICLE II**  
**Teams - Membership Requirements**

- a) **Team Membership** All WCLO member teams shall complete an application, submit a Team Roster Eligibility Verification Form, and pay membership dues. All WCLO members must either be affiliated with a league or be an approved Independent Team.
- b) The WCLO shall determine all membership fees, requirements, and deadline dates. This information shall be provided to all member teams by their fall League meetings.
- c) Dues and the WCLO Team Application shall be paid and submitted by the deadline date or a late fee will be assessed to the team or league, whichever party is at fault.
- d) A Provisional membership at a reduced fee is available for up to 1 year to those lacrosse clubs, teams, or organizations affiliated with a college, university or similar institution that are a newly established club team.
  - i) They may not be ranked.
  - ii) They may not qualify for:

- 1) The WCLO National Tournament
  - 2) A team found to be giving lacrosse athletic scholarships shall not be eligible to be a member of the WCLO.
- e) Any team that desires WCLO membership and has declared an intent to move to NCAA status must certify to the WCLO Chair and Eligibility Committee Chair by December 1<sup>st</sup> each year to the WCLO that:
- i) No players are receiving lacrosse scholarships
  - ii) Team coaches are not paid through the institution's Athletic Department.
    - 1) WCLO coaches in place prior to the announcement of a move to NCAA status shall be exempt from this rule.
    - 2) This certification shall be required until the NCAA team is established and competing.

*Any university that has declared intent to move to NCAA status will be further reviewed by the WCLO Executive Committee prior to participation in the National Tournament.*

### **ARTICLE III Player Eligibility**

- a) To be eligible to participate in WCLO sanctioned play, each player must:
- i) at all times during the term(s) in which a Playing Season is played, be enrolled (in each case in accordance with the institution's registrar) at their team's institution as either (1) an undergraduate student with a minimum of 12 credit hours; provided, a player in their final term of their degree program may carry fewer than 12 credit hours so long as the credit hours taken will complete their graduation requirements in that term or (2) an enrolled fee paying graduate student;
  - ii) not play more than 4 seasons of college lacrosse at any level;
  - iii) not have been paid to play lacrosse (field or box) (whether currently or in the past), except for scholarships for tuition or other school costs;
  - iv) be in compliance with any additional eligibility requirements adopted by the conference to which team they belong.
- b) A player may not play for more than 1 intercollegiate team during any Playing Season.
- c) The WCLO allows players to participate in up to 4 seasons of college lacrosse.
- i) A player who has been rostered on a team competing in NCAA sanctioned play shall be deemed to have participated in a season of college lacrosse for each season they played in, or was on the roster for such NCAA team for, at least 1 game.
  - ii) With respect to WCLO seasons, a player participating (suited up and on the active roster) in 2 games during any Playing Season shall be deemed to have participated in that Playing Season. A player is considered to have participated in a WCLO game if they play in such game, is on the game as a player, is in uniform dressed and able to participate in such game and/or if he is indicated as an active player on the team roster on the WCLO Website. Notwithstanding the foregoing, a player who participates in up to 4 games, but not in the 5th, in his

team's Playing Season and who is thereafter unable to participate in the remainder of the season due to circumstances beyond their control (such as, due to injury) can appeal to the Executive Committee for an additional season of eligibility; provided, that the foregoing exception shall not apply to any Player who is not eligible for play as a result of dropping below the minimum credit requirement set forth herein or other academic reasons. Any such appeals should be provided to the National Eligibility Coordinator prior to the commencement of the Summer Meeting immediately preceding the Playing Season to be appealed for the extra year of eligibility.

- iii) Players may apply to gain back eligibility from a season if their season was cut short due to unforeseen circumstances.
- d) If a Player drops below the minimum credit requirements, their team must immediately change their status from active to inactive by contacting both the conference Director and the National Eligibility Coordinator via email and phone. *IT IS EACH TEAM'S RESPONSIBILITY TO ENSURE ALL PLAYERS ARE ENROLLED IN THE REQUISITE CREDIT HOURS AT ALL TIMES DURING A PLAYING SEASON, EXCEPT AS PERMITTED HEREIN.*
- e) The WCLO reserves the right to verify eligibility and academic standing at any time during the WCLO season. Eligibility will be verified before a team's first game and before conference tournaments.
- f) Students in bridge programs, sister schools, consortiums, or other such affiliated programs shall not be eligible to participate. If the team member has specific credit requirements that must be taken off campus, that member may put in an appeal to the Vice President of Eligibility.
- g) A player that has played in any NCAA/NJCAA/NAIA regular season regulation lacrosse game may not play in any WCLO level game in the same spring season.
- h) Any player currently receiving a lacrosse scholarship from her institution and/or is practicing/participating with the NCAA team is ineligible for WCLO play.
- i) After March 1<sup>st</sup> or by your first game, whichever is earlier, rostered players of a WCLO member team cannot practice with, scrimmage with or play with any organized or affiliated college level lacrosse team. This includes but is not limited to NCAA varsity level programs and programs with B/C/JV teams or other. Rostered WCLO players should be participating with the WCLO member ONLY during the regular season. (Exception: See Rule 3.g.1 for programs with A/B/C/JV teams).
- j) To be eligible to play in any WCLO game, players must appear on their team's WCLO Team Roster Eligibility Verification Form.
  - i) The school registrar shall certify that all roster members are full time students at that school.
  - ii) If a player's name does not appear on this form, they are not eligible to play in any WCLO game, including WCLO Nationals.
    - 1) Consequences for use of an ineligible player will be determined by the WCLO Executive Committee and may result in game forfeits or other penalties.

- k) A player may play for only one member team during the year in games that are taken into account for national rankings or league standings. This rule is not intended to prevent a player from playing for another team during "fall ball" or other off-season events.

#### **ARTICLE IV Playing Rules**

- a) All contests between WCLO member teams shall be played under the NCAA Official Rules for Women's Lacrosse excluding some timing parameters. Those parameters can be found on the WCLO game guide, which is updated and posted to the website each year.
- b) All contests between WCLO member teams shall be officiated by umpires certified by USA Lacrosse or CWLOA and assigned by the assignor for the home team, league, or WCLO.

#### **ARTICLE V Game Management**

- a) It shall be the home team's responsibility to:
  - a) Timely and appropriately notify the assignor to ensure that assigned officials are available to officiate all games.
  - b) Pay all of the agreed fees and costs of the officials unless other arrangements are made.
  - c) Provide and continue to provide visiting teams with adequate playing facilities and endeavor to provide appropriate dressing and shower facilities.
- b) In the event a member team is unable to appear and play a scheduled contest, it shall notify the other team as soon as possible.
  - a) Each member team must play each scheduled contest and the failure to do so or the failure to appropriately notify the opposing team of cancellation shall be referred to the members' leagues authorities for play within one league or the WCLO Sub-Committee for inter-league play.
    - i) The involved league shall review and determine appropriate action for intra-league play.
    - ii) Review an appropriate action for inter-league play includes, but is not limited to, declaring a forfeit by the WCLO.
  - b) If possible, notify the assignor and the assigned officials at least twenty-four hours prior to the scheduled time of the contest.
    - i) In the event any home team fails to give proper information to the appointing authority and/or fails to appropriately notify the assigned officials of the time, location or cancellation of a game with sufficient time to avoid travel by the officials, the officials shall be paid for the contest by the home team.

- (1) In the event the problem is due to an offending team's failure to appear and/or appropriately notify the home team, the visiting team shall be responsible for such costs in addition to any other action deemed appropriate by the WCLO.
- (2) For games that are canceled or postponed due to inclement weather, as long as the umpires are properly notified with sufficient time to avoid travel, there shall be no penalties.
- ii) Forfeits, suspensions, and no contests shall be determined as necessary by the WCLO Executive Committee.
- iii) In the event any player, team or person associated with a member organization shall commit any act considered excessively unsportsmanlike or otherwise detrimental to the purposes of the WCLO, such may be reported by any member team or official to the WCLO Executive Committee for investigation and appropriate action.

## **ARTICLE VI**

### **Administrative Deadlines**

- 1) League Deadlines. Each league must have completed, or caused the teams within such league to complete, the following items each year on or before the dates set forth below. If these deadlines are not met, late fees may apply.
  - a) Hold fall meeting for teams in conference: before December 1st
  - b) Complete game schedules for upcoming Regular Season: February 1st
  - c) Pay WCLO dues to WCLO for teams in conference: Postmarked by December 10th
    - i) \$100 for every week late
  - d) Determine conference champion: no later than 2 Sundays prior to the start of the National Championship Tournament.
- 2) Team Deadlines. Each team must have completed the following items each year on or before the dates set forth below
  - a) Submit team roster and Roster Verification for upcoming season to the Vice President of Eligibility: One week prior to team's first scheduled WCLO game and also submit a second eligibility check within two weeks of their conference tournament
  - b) Submit Rules Acknowledgement and Consent Form to Conference Vice President of Eligibility: One week prior to the team's first scheduled WCLO game
  - c) Post photograph of each player and roster on the WCLO Website: One week prior to the team's first scheduled WCLO game
  - d) Post team and coaches photographs on the WCLO Website: Prior to the team's first scheduled WCLO game
  - e) Submit 2nd eligibility check to the Vice President of Eligibility 48 hours prior to the start of the league championship.

- f) Each team must have completed the following for each WCLO game within the following timeframes. If these deadlines are not met, late fees may apply.
  - i) Post the game Score or game status (postponed, forfeit, canceled) on the WCLO Website within 24 hours of the end of the game. A late fee of \$50.
  - ii) Post the player statistics on the WCLO Website within 72 hours of the end of the game.
- 3) Extensions and Appeals. Upon petition by a league, the Executive Committee may extend any or all deadlines listed above for a period of up to 30 days. Eligibility appeals, including those for injuries and other medical conditions.

## **ARTICLE VII**

### **National Championship**

A National Championship will be held at the end of each season. Each division will compete for a National title (DI & DII).

- a) Date/Location: The dates for each National Championship will be determined by the Executive Committee at the Summer Meeting preceding such tournament. Site selection is determined by written proposals or personal presentations to the Executive Committee.
- b) Fields/Seeding: Will be determined each year when it is officially known how many leagues will be members of the Organization and how many Automatic Qualifier bids will be awarded. The tournament field shall consist of Automatic qualifiers and At-Large teams.
- c) Qualifying:
  - i) An eligible WCLO League, as approved by the WCLO Board of Directors shall receive Automatic Qualification bid(s) (DI & DII) to the WCLO National Championship. An Independent Team will not receive an Automatic Qualification bid. Each league shall designate their representative(s) provided that they meet the Automatic Qualification requirements below:
    - 1) Each of the institutions must play a minimum of 8 games against WCLA teams. Teams are allowed to count two (2) cross-divisional (D1 vs. D2) games towards the 8 game minimum.
    - 2) No more than two games against the same opponent shall count towards this minimum game total.
    - 3) Any game(s) against previously scheduled teams canceled due to weather, field conditions, or natural disasters, may be rescheduled and count towards Automatic Qualification bid requirements. These games should remain on the WCLO Website with appropriate notation for eligibility purposes.
    - 4) **Emergency Game Schedule Clause** – If it is a major tournament or travel event, and games are canceled due to inclement



weather, teams may play games that were not initially scheduled. Games must be submitted to the Vice President on Competition.

- 5) No game played before January 1st or after the submission of the Automatic Qualifiers shall count towards this total.
  - 6) A WCLO Division I League must have a minimum of four DI teams and hold a Championship Tournament with a minimum of four teams.
  - 7) A WCLO Division II League must have a minimum of four DII teams and hold a Championship Tournament with a minimum of four teams.
  - 8) Each member team shall have their applications, Team Roster Eligibility Verification Form, and dues/late fees paid by March 1<sup>st</sup>.
  - 9) Any games canceled after the first scheduled game or by the schedule deadline shall be a forfeit and will not be removed from the WCLO Website.
- ii) The remainder of the Championship field(s) shall be populated with At-Large Bids by the WCLO Rankings Committee.
    - 1) Teams must meet all the same requirements stated above to be eligible for an At-Large bid.
  - iii) These policies shall be reviewed annually.

## **ARTICLE VIII**

### **Ranking and Recognition Committee**

1. Each league is responsible for having at least one representative to be a part of the Rankings committee.
2. Each league is responsible for having at least one representative to be a part of the Recognition committee.
3. It is required that the representative be present on each call set up by the committee chair.
4. Failure to have representation on the calls could result in the loss of the league's Automatic Qualification bid to the National Championship.

## **ARTICLE IX**

### **Executive Committee, Board of Directors & Officers**

- a) Executive Committee: (4 year term, no limit on how many terms can be served)
  - i) President - Jen Kramer
  - ii) Secretary - Emily Ward
  - iii) Vice President of Competition - Ashley Nelson
  - iv) Vice President of Marketing - Towbey Kassa
  - v) Vice President of Eligibility - Kim Barber

- b) Board of Directors: (May not be a member of the Executive Committee & no term limit)
  - i) One representative appointed by each league
- c) Officers: These positions may be held by a current Executive Committee Member or Board of Director. These positions have the possibility of receiving payment. 2 year term, no limit on how many terms can be served.
  - i) 1. Treasurer - Mike Annala
  - ii) 2. Operation Officers: Any position needed to run the corporation efficiently and effectively may be put in place by the executive committee.
    - 1) Social Media Officer - Dom Stankiewicz
    - 2) Rankings - Towbey Kassa & Ashley Nelson
    - 3) Recognition - Jen Kramer