

## **STBA Registration Policy:**

**STBA Committee:** The management Committee of the STBA as elected per the STBA Constitution.

**STBA Management:** The umbrella term for the STBA Committee, STBA Staff or any individual or group to which the STBA Committee has delegated authority to manage the specific matter in question.

**STBA Staff:** An individual who is employed by the STBA.

**STBA Program:** Any STBA offering where registrations has been required for participation, this may include (but is not limited to) Pennant Rosters, Lightning Rosters, Super Smash Rosters and Coaching Programs.

### **Eligibility to Enter STBA Programs**

- 1) To enter an STBA program, the entrant must be a registered member of the Association (for the purpose of the STBA By-Laws, any contrary regulations for any programs supersede this policy).
  - a. If an individual has not registered for entry to the program prior to the second week of the program, they may be removed from the program.
  - b. In a situation where (a) applies, their removal will be at the discretion of STBA Management.
  - c. There will be no refunds of program entry where an individual has been removed subject to 1(a) and 1(b).

***Payment for Membership Registration, see Section 31 of the STBA Constitution.***

***Resignation from Membership of the Association, see Section 5 of the STBA Constitution.***

### **Payment for Entry to STBA Programs**

- 2) Payments are required prior to the commencement of an STBA program.
  - a. Payment may occur through several methods, including (but not limited to):
    - i. PayPal via the online form gateway upon initial form submission.
    - ii. At the centre, via cash or card payment.
    - iii. Bank transfer, where organised prior to your payment.
- 3) The deadline for payments to be received is the first session of play.
  - a. Failure to pay by this date may result in an individual's removal from a program, subject to the discretion of STBA Management.
  - b. In some circumstances, at the discretion of STBA Management, individuals may be granted the option to pay in instalments, after contacting STBA Management prior to the first session of play.

### **Withdrawal from STBA Programs**

- 4) A registered participant may withdraw from the STBA Program for any reason that they choose until the closing date of registrations.
  - a. In this situation, if a participant has paid, they will be entitled to a full refund.

- 5) Once registrations have closed, players will no longer be entitled to a refund unless granted due to extenuating circumstances as deemed so by STBA Management.
  - a. STBA Management also have the capacity to determine to what extent any individual will be refunded in this situation.