



**JUNIOR BOYS' HANDBOOK
2026-2027 SEASON**

COLUMBIA EMPIRE VOLLEYBALL ASSOCIATION

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UPDATED 9/9/2026

Note – Yellow highlighting indicates updated language, a new policy, or a policy change. Policies in this handbook are subject to change during the season, with or without notice.

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CEVA CORE VALUES

ACCOUNTABILITY

Our organization will be accountable to our customers, and our staff & Board will be accountable to each other to ensure the organization is moving in a positive and forward-thinking direction. All clubs will be held accountable for compliance with both regional and national policies.

EFFICIENCY

Our organization will strive to become more efficient in all areas of operations and will work diligently to ensure our customers are treated to the most efficient ways of working within our structure.

INCLUSIVITY

Our organization will seek to create a safe and welcoming environment for anybody to participate in our sport. We welcome members from all walks of life and believe that our sport should break down barriers and bring people closer together.

PHILANTHROPY

Our organization will seek new and creative opportunities to give back to the community. The organization will be a driver of positive change and use its platform for the betterment of all.

SAFETY

Our organization will continuously ensure the safety of all participants by demanding strict adherence to USA Volleyball, national, regional, and local guidelines.

TRANSPARENCY

Our organization will conduct business in an open, honest, and accessible manner. We will set clear goals and expectations for ourselves and our constituents.

SECTION 1 – WELCOME TO CEVA

1.1 INTRODUCTION

Welcome to USA Volleyball (USAV) and its affiliated association, the Columbia Empire Volleyball Association (CEVA). This handbook is a guide to USAV and CEVA, providing specific procedures and requirements for involvement with CEVA.

While we make every effort to ensure this handbook is as clear as possible, final interpretation of any policy in this document is delegated to the CEVA staff and, in some cases, to the CEVA Junior Boys' Committee or CEVA Board of Directors.

1.2 CEVA MISSION & PHILOSOPHY

The mission of CEVA is to promote, foster and teach life-long lessons through volleyball in Oregon and SW Washington.

CEVA is dedicated to providing quality volleyball opportunities through high caliber programs, member services and community involvement.

1.3 CEVA DIVERSITY & INCLUSION STATEMENT

The Columbia Empire Volleyball Association values the principles of diversity and inclusion and encourages all of our member clubs and participants to do the same. We will promote these values in our organizational culture and programming.

CEVA believes our membership should focus on athletes, coaches, officials and parents' skill sets, work ethic and competitive spirit, not their race, sexual orientation and/or gender identity.

CEVA strives to create an environment that is free from discrimination or exclusion based on race, sexual orientation, gender identity, religious affiliations, or other personal attributes. We also seek to end bullying, cyber-bullying, hazing, harassment, and offensive conduct in all forms. These are actions that are not consummate with our organizational philosophy, nor with the culture we will create in our region.

CEVA will seek to implement policies and programming to help educate our membership about these values, and we will encourage all participants in our programs to display these values both on and off the court.

1.4 CEVA STATEMENT OF TRANSGENDER EQUITY

The Columbia Empire Volleyball Association believes everybody should be treated with dignity and respect. CEVA maintains this statement to both facilitate and encourage the participation of transgender, gender non-binary, and intersex individuals in our events.

CEVA prohibits any form of discrimination on the basis of gender identity or gender expression.

Our organization will stand with the many who identify as transgender, gender non-binary, or intersex. While we recognize certain policies must be followed pertaining to competition in our sport, we also fundamentally oppose any regulations that invade on the privacy rights of those who identify as transgender,

gender non-binary, or intersex. We also recognize, and appreciate, that gender identity is not a simple matter for many.

Teammates, coaches, and staff should refer to transgender, gender non-binary, and intersex individuals by their preferred name. Additionally, pronoun references should reflect the person's gender or pronoun preferences.

Transgender, gender non-binary, and intersex people make up our families, our friends, our team members, our coaches, our club directors, and so many others who are the fabric of what CEVA is.

Anybody who wants to be part of our events will be welcomed. CEVA recognizes that a diverse and inclusive culture must be at the heart of who and what we are. We, as an organization, will remain at the forefront of this cause.

1.5 CEVA STRUCTURE

CEVA is comprised primarily of volunteers. The Board of Directors' (BOD) duties include establishing policy, fundraising, fiscal responsibility and responding to the membership. Standing committees are responsible for developing and maintaining policies, procedures, formats, and budgets. Suggestions and comments that improve the region and assist in meeting the needs of membership are encouraged.

There are three full-time CEVA employees: The Executive Director, Senior Director – Region Services, Manager – Region Operations. The Executive Director's primary duties include implementing policies established by the Board, acting as the principal representative of CEVA to USA Volleyball, leading short and long-term efforts as well as managing the day-to-day needs of the organization. The Manager – Region Operations coordinates all CEVA internal operations, assists with event management, and oversees Tournament Directors. The Senior Director – Region Services coordinates membership logistics, front-line customer support for members, and oversees the Officials Division.

1.6 CEVA BOARD OF DIRECTORS

Complete information about our Board of Directors (BOD), as well as minutes from past meetings, can be found on the CEVA website or obtained by written request to the CEVA office. One member must be unaffiliated with a CEVA-sanctioned club (cannot be a coach, club director, club administrator, or be a parent of a current junior player).

1.7 REPRESENTATION ON THE USAV JUNIOR ASSEMBLY

Each of the forty regions is entitled to one representative on the USA Volleyball Junior Assembly ("USAV JA" or "JA"). Representatives may not be a commissioner, Executive Director, or principal representative. The purpose of the JA is to give voice to stakeholders in the juniors' game. The JA is considered a "recommending" body, meaning results of votes taken are construed as "recommendations" to USAV, not binding directives. The intent is to have members who bring perspectives of juniors' clubs to the decision-making process. Members should be able to represent, to the best of their ability, all clubs, disciplines, and genders.

Qualifications of CEVA's representative to the JA:

- Current USAV & CEVA membership with all eligibility requirements completed.
- Ability to attend JA meetings as scheduled (either virtually or in person)
- Ability to represent CEVA clubs of all disciplines, genders, and sizes in an unbiased manner.

- Ability to solicit feedback from club directors, coaches, administrators, and players.
- Ability to regularly communicate with members of the Junior Girls Committee, Junior Boys' Committee, and the office staff.
- Current or recent experience as a club director, club administrator, or coach
- Preferred – Current or recent experience as a member of either the CEVA Junior Girls' Committee or CEVA Junior Boys' Committee.

CEVA's JA representative will be selected based on the following procedures:

- Nominations will be solicited on a timeframe determined by the Board of Directors and/or Nominating & Elections Committee. The process for submitting a nomination will be published on CEVA's website.
- Applicants will be interviewed and vetted, and once deemed qualified to serve, will be moved forward to the general election process.
- All members of the Board, Junior Girls' Committee, Junior Boys' Committee, and Diversity & Inclusion Committee will have one vote in the election. Members who serve on multiple administrative bodies will only receive one vote.
- The candidate with the greatest number of votes will be elected to serve as CEVA's representative to the JA.
- The successful candidate will serve for a four-year term and is eligible to be re-elected one time (may serve eight consecutive years, or two consecutive four-year terms).
- Terms begin on the first day of CEVA's fiscal year.
- Individuals who serve two consecutive four-year terms are not eligible to run for a third consecutive term. After one four-year term passes, the individual may run again. **The next election will be held in Spring of 2030.**

Responsibilities of the JA representative:

- Contribute in a meaningful way to the assembly.
- Represent the interests of all CEVA's junior volleyball stakeholders, regardless of club affiliation, gender, location, or other attributes.
- Report back to the region on decisions, directives, and information that may impact junior volleyball stakeholders.

1.8 JUNIOR BOYS' COMMITTEE

The Junior Boys' Committee is chaired by the Junior Boys' Representative on the BOD. This committee is responsible for developing and maintaining policies, procedures and formats within the junior boys' constituency of CEVA as defined by USAV. Minutes of previous committee meetings can be found on the CEVA website or obtained by written request to the CEVA office.

1.9 FINANCIAL INFORMATION

CEVA is an Oregon 501(c)(3) nonprofit corporation. CEVA's main sources of revenue are registration fees, tournament fees, fundraising programs, and individual & corporate sponsorships. CEVA expenses are primarily the funding of programs and services, the rental of facilities for tournaments, and employing the office staff. When possible, CEVA supports teams in post-season tournaments by assisting with payment of fees. **Financial statements are available on Candid and are publicly accessible.**

1.10 CONTACT INFORMATION

Office Address: 4915 SW Griffith Drive – Suite 101 – Beaverton, OR 97005
Office Phone: (503) 644-7468
Website: www.cevaregion.org
Email: region@cevaregion.org

1.11 MARKETING INFORMATION & DATA COLLECTION

The CEVA office staff has access to information about each member registered with the region, which is collected as part of registration. CEVA does not distribute personal information to outside entities unless legally obligated to do so. CEVA will occasionally send out marketing information on behalf of sponsors or partners. This information will come directly from CEVA and will be vetted by staff prior to distribution.

1.12 CONTAGIOUS & COMMUNICABLE DISEASE POLICY

In the event a player is suspected or confirmed to have a contagious disease, they should be suspended from participation in team activities – including but not limited to practices, games, and social events. For a player to return to sanctioned activities, they should provide the club director a letter from a physician stating they are no longer contagious and pose no medical threat to those they encounter. In case of a dispute, an independent physician should be chosen to provide a second opinion for those concerned. This policy also applies to coaches, officials, and other participants involved with sanctioned events. CEVA strongly encourages everybody to practice good hygiene and to stay home if they feel sick. CEVA cannot make a determination regarding a participant's ability to return from a contagious or communicable disease.

1.13 MEMBERSHIP REQUIREMENTS IN CEVA

Article I, Section 4 of the CEVA Bylaws outlines requirements for membership in CEVA. All members agree to these requirements upon purchase of a membership.

Membership in the Region shall be from the general populace. Membership is a privilege and shall not be interpreted as a right. An individual is qualified to be a member of the Region when:

- (A) They make an application for affiliation purposes to actively participate in the Region.
- (B) They pay the required fee and complete all requirements set forth by the Region and USA Volleyball.
- (C) They use the rules of play adopted by the Region, USA Volleyball, or variations thereof approved by the Region.
- (D) They abide by the codes of conduct and ethics, policies, procedures, rules and regulations adopted by USA Volleyball and the Region.
- (E) They support, in both word and action, the policies, goals, and programs of the Region.
- (F) They conduct themselves in a manner that brings credit and good will to the Region.

The Region reserves the right to deny, suspend, modify, or terminate membership of any person regardless of any outcome or sanction imposed by USA Volleyball, the US Center for Safesport, or any civil, criminal, or administrative investigation or proceeding.

1.14 DECLINED CHARGE ON A MEMBERSHIP PURCHASE

- 1.14.1 Memberships are purchased through SportsEngine. If a charge is declined (e.g., if an ACH payment fails), the membership in question will have an administrative suspension placed on it and the individual is not permitted to participate in sanctioned programming until the membership is fully paid for.

1.15 MANDATORY REPORTING

- 1.15.1 All adult participants in USA Volleyball are mandatory reporters of abuse. Adult participants must make themselves aware of laws specific to their state/geographic region and abide by them.

SECTION 2 – JUNIOR BOYS' PROGRAM

2.1 SEASON

- 2.1.1 The CEVA Junior Boys' Volleyball season runs from the first day of allowable tryouts through the last day of USA Volleyball Boys Junior National Championships ("BJNC")

2.2 TRYOUT POLICY

- 2.2.1 All players must be a registered and eligible member of USAV. Clubs should ask for proof of current membership (e.g., a membership card) at their tryouts. Clubs are subject to sanction if found to have ineligible or unregistered participants at their tryouts.
- 2.2.2 Club administrators, coaches and staff hosting/conducting tryouts must be current USAV members with current background screening and Safesport certifications. All administrators in the SportsEngine system must meet these same requirements. Clubs are subject to sanction if found to have ineligible participants at their tryouts.
- 2.2.3 Clubs can collect additional fees to cover facility use or other expenses. These fees must be separated from region membership fees and should be clearly delineated to participants.
- 2.2.4 Players are permitted to tryout with a "Tryout" membership. If a player accepts a position on a team, the player must upgrade their membership to a Full Junior Membership prior to participation in team/club activities (e.g., practice, tournaments, fundraising, etc.).

2.3 TRYOUT & SIGNING DATES

- 2.3.1 Tryouts & signing day for boys' clubs may begin on the second Saturday in September. Tryouts may only begin at this time for junior athletes participating on boys' teams.
- 2.3.2 Junior boys who intend to participate on a girls' team must try out during the scheduled junior girls' tryout periods.
- 2.3.3 **Clubs are not required to run tryouts.** Clubs may sign athletes to a Letter of Commitment without the athlete participating in a tryout.

- 2.3.4 Teams registered with CEVA are expected to adhere to CEVA's tryout policies. Failure to do so may subject the team/club to sanctions, up to and including denial of participation in CEVA events and/or denial of club activation.

2.4 RECRUITING POLICY & GUIDELINES

2.4.1 Recruiting policy & definitions

2.4.1.1 A "Club Representative" is defined as a club director, club administrator, or club coach.

2.4.1.2 "Recruiting" occurs when any Club Representative (as defined in 2.4.1.1) makes verbal or written contact with a player or player's parent/guardian with the intent to persuade the player to join their club.

2.4.1.3 A "complaint" may only be filed by an affected player or their parent/guardian. Complaints may be filed when the player or their parent/guardian wishes for contact from a club to cease. Complaints must be filed in writing and sent to the CEVA office. The CEVA Executive Director will notify the Club Director, which will serve as the club's only warning. Further contact with that player from any Club Representative is prohibited. It is the Club Director's responsibility to notify Club Representative(s) of a warning issued.

2.4.1.4 Violations of this policy may subject the Club Director and/or the involved Club Representative(s) to a monetary fine and/or a suspension of CEVA membership for a period of up to one year beginning on the date of the final ruling.

2.4.1.5 A parent/guardians must be included in all recruiting communication with players. Failure to include a parent/guardian may be construed as a Safesport Code or MAAPP violation.

2.4.1.6 Club Representatives must respect requests by players & guardians to stop recruiting contact.

2.4.2 Clubs are discouraged from mandating that players participate in activities as a condition of acceptance to their club prior to tryouts. CEVA strongly discourages the practice of restricting players from participating in other activities during the academic year.

Several state athletic associations, including the OSAA and WIAA, have policies stating participation in certain non-school based activities cannot be a requirement or condition of participation on a school team. CEVA supports these policies but does not enforce them or sanction members based on alleged violations.

2.5 LETTER OF COMMITMENT

2.5.1 The CEVA LOC policy applies to all CEVA-sanctioned indoor junior clubs operating in the region.

2.5.2 A "commitment" is defined as a fully executed CEVA LOC. This signifies a player and their family accepting a club's offer to participate within that club for the duration of the season.

2.5.3 CEVA will not recognize any other agreements or contracts, oral or written, between a club and a player/guardian.

2.5.4 A copy of the CEVA LOC is provided online prior to tryout/signing day. Clubs are required to use this document. Clubs may also require participants to sign club-specific contracts or agreements.

CEVA is not a party to club-specific contracts and does not have enforcement power over those documents.

- 2.5.5. Clubs may determine the timeframe for submission of the signed CEVA LOC, but it may not be submitted **or signed** prior tryout/signing day. Players/guardians should review all club specific financial obligations, policies and/or contracts prior to signing the CEVA LOC.
- 2.5.6. The first date a player and guardian may sign the CEVA LOC and/or make a financial payment is the tryout/signing day. Clubs who ask players to sign a LOC or make a payment to a club prior to tryout/signing day are subject to sanction, up to and including suspension of the club director.
- 2.5.7. A player and guardian may not sign a CEVA LOC for more than one club. A player who signs a LOC with more than one club is subject to suspension. A club who knowingly asks a player to sign a LOC after the player has signed with another club is subject to sanction.
- 2.5.8. Once a player and guardian have signed a CEVA LOC for a club, they are considered a member of that club until the completion of the season.
- 2.5.9. A LOC for a player that a club intends to age waiver is not valid until the age waiver is fully approved by the CEVA office.
- 2.5.10. By signing a LOC, a player is committing to a club, not to a specific team or coach. Clubs are not obligated to assign players to teams at tryouts.
- 2.5.11. Other specific policies not included in this handbook are outlined on the LOC document and are enforceable by the region and/or club.
- 2.5.12. The region office has the right to request a copy of a fully executed LOC from a club at any time.
- 2.5.13. The LOC applies only to CEVA/USAV sanctioned programming, clubs, teams, and rosters. It does not prevent or restrict participation with a non-CEVA club or in non-CEVA/USAV sanctioned programming, even if that participation is by a CEVA/USAV sanctioned team.

2.6 TRANSFER RULE & SHARING PLAYERS

- 2.6.1. Club directors can decide to allow players to play with another club for a single event if both club directors agree and notify CEVA with an email.
- 2.6.2. If a team shows up to an event without the requisite number of players to compete, coaches can agree to share players so the team that is lacking players can compete.
- 2.6.3. Coaches will do their best to inform all club directors, the event director, and the CEVA office. This rule is to be amended appropriately as the boys' program grows to eventually be phased out.
- 2.6.4. A player may quit their club team at any time. The Transfer Rule does not govern a family's contractual obligations to their current club. Players and guardians must be aware of all contractual obligations to their club before pursuing a transfer request. CEVA does not have enforcement power over a club-specific contract, but clubs have a right to deny a transfer due to non-fulfillment of obligations in a club-specific contract.
- 2.6.5. Process by which a player may request a transfer from one CEVA club to another, outside of an arrangement to share players for a single event:

- 2.6.5.1 A player and guardian must contact their current club director to request a transfer and release. If a club agrees to release the player, they may do so by sending a written notice of release to the CEVA office.
- 2.6.5.2 If a signed player contacts other clubs prior to receiving a release from their current contracted club, a transfer may not be granted.
- 2.6.5.3 If a club grants a full and unconditional release, the player is immediately eligible for all practices and competition with the new club.
- 2.6.5.4 A conditional written release may also be issued by a club (e.g., player is eligible for practice, but not competition with another club). A conditional release would fall under the waiting period guidelines defined below.
- 2.6.6 If a club does not release a player, or grants a conditional release, the following will apply:
 - 2.6.6.1 If a player requests to transfer on or prior to December 15, the player is not eligible to participate with another club for a period of two (2) months (official transfer request date determined by CEVA Executive Director). After the two (2) month waiting period, the player may play for any other club and would be considered unconditionally released at that time.
 - 2.6.6.2 If a player requests to transfer after December 15, the player is not eligible to participate with another club until after the CEVA Regional Championships or after a minimum two (2) month waiting period, whichever is longer (official transfer request date determined by CEVA Executive Director).
 - 2.6.6.3 Notwithstanding the above, the original Club Director may waive any or all the waiting period requirements.
- 2.6.7 If a player wishes to transfer from a CEVA club to another USA Volleyball Region, a player or guardian must submit a request to the CEVA office. The CEVA office will contact the current club and the desired new region for information before a request is granted.

2.7 APPEAL OF A DENIAL OF TRANSFER OR RELEASE

- 2.7.1 A club must be able to show justification for denying an athlete's request to transfer to a different club. Justification can include, but is not limited to, outstanding financial obligations, a violation of a club contract, a failure to return club-owned equipment, or violations of CEVA/USAV policy.
- 2.7.2 If a club does not release a player, the athlete may appeal that denial to the CEVA Executive Director. The appeal will only be considered under limited circumstances. An appeal will not be considered in any of the following situations:
 - 2.7.2.1 Athlete/family has outstanding financial obligations to the club. CEVA will not consider an appeal unless the athlete/family has no monies owed to the club. CEVA will not determine the validity of a club contract and will not interpret language in those contracts. Financial obligations and enforcement of club contracts are at the club's sole discretion.

- 2.7.2.2 Athlete/family has violated any CEVA/USAV policy, including the CEVA Letter of Commitment Policy, CEVA Recruiting Policy, or any other applicable policy, in the current season.
- 2.7.2.3 Athlete/family has been conditionally released by a club. Appeals will only be considered if a request for release/transfer has been denied by the club.
- 2.7.3 Upon denial of a release, the athlete/family has five (5) business days to file an appeal in writing by e-mail with the CEVA Executive Director. This request must include the circumstances surrounding the request and proof the stipulations in this policy are met.
- 2.7.4 Within fourteen (14) business days of receiving the appeal request, the CEVA Executive Director will render a decision. The Executive Director's decision is final.
- 2.7.5 The Executive Director may decide to deny or grant the appeal. In the case of a denial, the original waiting period guidelines (or applicable stipulations associated with the refusal to release) remain in place. In the case of an appeal being granted, the athlete will be considered unconditionally released.
- 2.7.6 The Executive Director has the authority to contact either party involved in the appeal to ask for supporting documentation or information. Parties are expected to respond within 2 business days and comply with these requests. Failure to do so is grounds for the Executive Director to immediately halt proceedings on the appeal.

2.8 MEMBERSHIP REQUIREMENTS

- 2.8.1 Participants must purchase a membership via SportsEngine prior to participation in any CEVA/USAV sanctioned event, including tryouts, practices, tournaments, fundraising activities, etc.
- 2.8.2 Each individual CEVA member must complete online registration and pay required membership fees, acknowledge & agree to all waivers, and submit a completed Medical Release Form to their Club Director.

2.9 USAV AGE DEFINITIONS

2.9.1 The following age definitions are effective for junior players:



USA VOLLEYBALL JUNIOR PLAYER AGE DEFINITION For use during the 2026-2027 Season

	18 & Under ¹	18 & Under ²	17 & Under	16 & Under	15 & Under ³	14 & Under ⁴	13 & Under ⁵	12 & Under	11 & Under	10 & Under	9 & Under	8 & Under
July	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Aug	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Sept	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Oct	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Nov	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Dec	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Jan	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Feb	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Mar	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Apr	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
May	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
June	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019

¹Players who were born on or after July 1, 2007 and a high school student in the twelfth (12th) grade or below during some part of the current academic year are eligible to compete in 18 & under.

²Players in this age range that have graduated high school are ineligible only if they have been enrolled at a university, college, community college or junior college AND have been cleared to participate by that (volleyball) program.

³Players who were born on or after July 1, 2008, (who are defined as 18 & under by the USAV Age Definition) and are in the 11th grade for the current academic year are eligible to compete in 17 & under.

⁴**Male Only** - Players who were born on or after July 1, 2012 OR players who were born on or after July 1, 2011 (15 years or younger) who shall neither have completed nor are in a grade higher than the eighth (8th) grade during the current academic year are eligible to play in the 14 & Under division. This is because of the net height difference of 7'4 1/8" to 7'11 5/8" between the 14 and Under Division to the 15 and Under Division.

⁵**Male Only** - Players who were born on or after July 1, 2012 (14 years or younger) who shall neither have completed nor are in a grade higher than the seventh grade (7th) during the current academic year are eligible for a Region approved waiver to compete in the boys 13's age group.

⁶**Male Only** - Players who were born on or after July 1, 2013 (13 years or younger) who shall neither have completed nor are in a grade higher than the sixth grade (6th) during the current academic year are eligible for a Region approved waiver to compete in the boys 12's age group.

To determine the correct age division, please find the Month of Birth in the left column and then the year of birth in the same row. The heading of the column matching the Year of Birth is the correct age bracket.

2.10 USAV INSURANCE INFORMATION

2.10.1 Named Insured: United States Volleyball Association, Inc. aka USA Volleyball: its Regional Associations & Commissioners/Executive Directors, Clubs, Coaches, Trainers, Official Sponsors, Committee Members, Officials, Volunteers, and Registered Participants in the business of United States Volleyball Association, Inc. functioning on behalf of United States Volleyball Association, Inc. or performing in a sanctioned/approved event."

2.10.2 Definition of "Sanctioned or Approved" Event: An event for which the First Named Insured or its Regional Association Commissioner/Executive Director has approved or sanctioned as an USA Volleyball event. A "sanctioned" event is one where the USAV insurance would respond in case of an incident. Events that are NOT sanctioned include open gyms, weight training, private lessons, individual training (with or without a coach), and anything else the CEVA office is not aware of. CEVA sanctions full-team events, such as practices, scrimmages, tournaments, and select fundraisers. CEVA also sanctions camps, clinics, and league play with proper documentation on file. Questions regarding sanctionable events should be directed to the CEVA office.

- 2.10.3 Definition of Participant: USAV member athletes, coaches, trainers, volunteers, committee members, officials, and any other persons who are functioning on behalf of and/or while participating in any event sanctioned or approved by USA Volleyball. Insurance coverage is only in place for events in which all participants are USAV members. Event sanctioning (and by extension, insurance coverage) can be revoked if non-members are found to be participating in an event, or if members are not properly background screened, SafeSport trained, or otherwise properly certified to participate in their defined role.
- 2.10.4 Definition of Participating: Participating includes pre-event, and post-event activities, which are officially approved or sanctioned events.
- 2.10.5 General Liability Coverage: A policy covering liability for bodily injury and property damage loss is provided with additional limits available on an excess basis. Coverage is provided for officials, volunteers, coaches, trainers, sponsors, and registered participants. The policy covers liability from pre-event setup, the event itself, and post-event activities at sanctioned events. The policy will respond to claims from spectators, participants, and the public in general. The USA Volleyball membership requirement is a condition of the liability policy and common among sports federations.
- 2.10.6 Sports Accident Insurance: The Medical insurance program provides participant coverage for loss resulting directly from members competing in an approved or sanctioned event. Coverage does not include loss from pre-existing conditions or competing in non-sanctioned events. The coverage extends from the start through the completion of the event. The policy provides coverage against loss in excess of coverage provided under other valid medical insurance and is subject to a deductible. If no other collectible medical insurance exists, the loss is subject to a higher deductible.
- 2.10.7 Additional Insured: Facilities may ask for a certificate of insurance with the facility as the additional insured. Clubs may submit a Certificate of Insurance Request from the Region office by completing the online request form. Requests should be received 3-5 days prior to use. Once the request is processed the facility will have additional insurance and those certificates will be on file at the region office.
- 2.10.8 Non-Owned Auto Coverage: USA Volleyball does not provide insurance for non-owned auto coverage. Clubs need to pay for coverage when they lease/rent vehicles or go to their local insurance company and set up a policy for the club, when traveling.
- 2.10.9 Directors and Officers Insurance (DNO Insurance): All non-profit organizations should have DNO insurance for their Board of Directors. Coverage is for all directors/officers and committees within the non-profit organization. DNO insurance is available through USA Volleyball at a reasonable rate. Please contact the region office for further information.

2.11 USAV GENDER COMPETITION POLICY

- 2.11.1 Athletes participating in CEVA and USAV-sanctioned competition generally must adhere to USAV's Gender Competition Policy as stated below, except in cases where a waiver has been granted by the region:

USAV athlete members are expected to participate or compete in all USAV sanctioned events or activities as a member of the gender assigned at the time of birth on their birth certificate.

SECTION 3 – COACHING IN CEVA

3.1 COACHING REQUIREMENTS

- 3.1.1 Coaches must be 18 years of age when the season begins.
- 3.1.2 Coaches must purchase a membership and complete all registration requirements prior to participation in any sanctioned event. This includes successfully passing a USAV background screen, completion of IMPACT, and completion of Safesport.
- 3.1.3 Clubs are responsible for ensuring their coaches complete all requirements prior to participation. Clubs utilizing an ineligible coach may be sanctioned. Additionally, the individual coach(es) may be sanctioned.
- 3.1.4 Juniors under 18 can be listed on the roster as a manager with the following provisions:
 - 3.1.4.1 The individual may not be a head coach and may not have sole responsibility for the team at any time.
 - 3.1.4.2 Once the individual turns 18, they must complete a background screening within 30 days, and immediately complete a Safesport Certification. CEVA strongly encourages completion of Safesport before the individual's 18th birthday to avoid disruption in participation.

3.2 COACHING RESTRICTIONS

- 3.2.1 High school and college coaches may have restrictions imposed by state or collegiate associations pertaining to their involvement in club sports. It is the responsibility of the coach, and their club director, to ensure these rules are not violated. CEVA has no control or interest in these rules and is not responsible for their enforcement. Potential violations should be reported to the coach's association or school.
- 3.2.2 Coaches are not restricted by CEVA from coaching in multiple clubs. Clubs have the right to restrict their coaches from participating with other clubs if they choose. Coaches should discuss arrangements with their club director.

SECTION 4 – CLUB MANAGEMENT

4.1 CLUB DIRECTOR & BUSINESS STANDARDS

- 4.1.1 Each club must be represented by a Club Director. The Club Director is the official liaison between the club, teams within the club, and the CEVA office.
- 4.1.2 CEVA treats each club as a separate, independent business. Clubs are responsible for ensuring their business meets all applicable laws and standards. CEVA is not liable for a club's adherence to these laws or standards but reserves the right to take appropriate action should a club fail to adhere to them.

- 4.1.3 CEVA provides resources to clubs pertaining to best practices for running their business. However, clubs are ultimately responsible for the operation of their business. Members are encouraged to ask clubs about their business practices prior to joining.

4.2 MEMBERSHIPS FOR ADMINISTRATORS & COACHES

- 4.2.1 All participants are required to be USAV members. Adults who directly interact with juniors, or who have policy-making roles within a club (e.g., club Board members), must have a completed USAV background screening and Safesport certification.
- 4.2.2 CEVA has the right to audit clubs' compliance with this policy at any time.

4.3 ACTIVATION OF A CLUB

- 4.3.1 Inactive clubs may not request certificates of insurance and may not register for CEVA-owned tournaments. To activate a club with CEVA, the following requirements must be met:
- 4.3.1.1 Club Director must purchase a USAV membership for the upcoming season and complete all eligibility requirements.
 - 4.3.1.2 Club Director must sign the Club Director's Handbook Acknowledgement & Agreement Form when distributed by the CEVA office and return it electronically.
 - 4.3.1.3 The club may not have any outstanding balances due to CEVA. When a club has an outstanding balance, it remains with the club regardless of who the club director is and must be paid prior to activation. Payment arrangements may be developed, in limited circumstances, by contacting the CEVA Executive Director.
 - 4.3.1.4 Any other requirements outlined in the Club Directors' Handbook must be completed.
- 4.3.2 Inactive clubs as of August 31 will be removed from the CEVA website each year. However, clubs who activate after that date will be added once all requirements are complete.
- 4.3.3 CEVA does not set a deadline by which clubs must activate for a season. However, clubs must be aware of important dates, such as tournament registration dates. It is the club's responsibility to be aware of those dates and ensure requirements are met prior to any important dates.

4.4 RESPONSIBILITIES OF THE CLUB DIRECTOR

- 4.4.1 The Club Director is responsible for all administrative and fiduciary aspects of the club. These responsibilities include, but are not limited to, the following:
- 4.4.1.1 Accountability for all participants within their club having memberships and having eligibility requirements completed prior to participation.
 - 4.4.1.2 Entry of team(s) into CEVA-owned tournaments and payment of entry fees on a timeline defined by CEVA.
 - 4.4.1.3 Eligibility of teams for CEVA and national events they may participate in.
 - 4.4.1.4 Ensuring information or documentation sent by CEVA is distributed to all club members.

- 4.4.1.5 Ensuring all necessary information, documentation, fees, and any related materials or funds are forwarded to the CEVA office in a timely manner. This includes payment of invoices to CEVA.
- 4.4.1.6 Complete rosters in SportsEngine and ensuring teams bring legal rosters to all CEVA-sanctioned events.
- 4.4.1.7 Ensuring all participants have submitted a Medical Release Form to the club and ensuring the security of the information contained in those documents. Club Directors are also responsible for ensuring proper protocols are in place to respond to emergencies within their club.
- 4.4.1.8 Compliance with guidelines detailed in this handbook, and all other CEVA/USAV policies.
- 4.4.1.9 Ensuring the club represents themselves and the region in a positive manner.

4.5 REGISTRATION & MEMBERSHIP FEES

- 4.5.1 All membership and registration fees are listed on the CEVA website. CEVA has the sole discretion to determine membership and registration fees each season.

4.6 ROSTER REQUIREMENTS

- 4.6.1 Clubs may switch an individual from one team to another if the Playing Restriction guidelines in this handbook are adhered to.
- 4.6.2 A hard copy of the team's official roster is required at the start of all CEVA sanctioned tournaments. Rosters may not be presented digitally. The tournament staff has the right to request that adults show identification (e.g., driver's license) if necessary.
- 4.6.3 Tournament staff have the right to request proof of DOB from players should an age-related eligibility question arise.

4.7 ADDITION OF PLAYERS

- 4.7.1 Clubs may add individual players to their roster at any time, once they complete membership requirements. Playing restrictions and transfer policies outlined in this Handbook must be adhered to.

4.8 MULTIPLE ROSTER SETTING

- 4.8.1 Clubs with multiple teams may move players within the club freely while adhering to the Playing Restrictions outlined in this handbook.
- 4.8.2 It is the responsibility of the club to adhere to Frozen Player rules outlined by USAV. Frozen Player rules do not apply to local CEVA programming (e.g., Power League).
- 4.8.3 Junior players may play only in their own age group or in an older age group (unless waived). Coaches may appear on multiple team rosters, but junior players may only appear on one team roster.

4.9 BACKGROUND SCREENING POLICY & APPEALS

- 4.9.1 USA Volleyball has a mandatory background screening policy for all adults associated with juniors programming. The frequency of background screens is determined by USAV policy. The full background screening policy can be found on the CEVA website.
- 4.9.2 All coaches, club board members, team representatives, club directors, managers (who are 18 or older), tournament directors, chaperones, officials, and members involved with junior players are required to submit to a USA Volleyball background check.
- 4.9.3 A background check conducted as part of membership in another organization or from another occupation is not accepted as a replacement. Costs are borne by the applicant.
- 4.9.4 In the event a background check reveals matters which restrict membership, the applicant may appeal to USAV. CEVA does not control the speed nor the process of an appeal. Appeal procedures can be found on the CEVA website.
- 4.9.5 CEVA does not control the speed at which background screens are conducted and does not have the ability to expedite them. It is the responsibility of the member to submit their screen in a timely fashion. Club directors should encourage their adult participants to complete their membership requirements early, so they are not in danger of missing participatory opportunities.

4.10 AGE WAIVER APPLICATION

- 4.10.1 CEVA can grant age waivers for players to play in a younger age group for developmental purposes, or who, because of their geographical location, have limited opportunities to participate. Age Waivers are only valid within CEVA.
- 4.10.2 Waivers must be submitted by December 31 of the current season
- 4.10.3 Waivers will be processed by the CEVA office within 3-5 business days of receipt. This means waivers must be submitted no later than Tuesday prior to a weekend event the player wishes to participate in. Waivers are not valid until explicitly approved by the CEVA office.
- 4.10.4 Teams playing in a non-CEVA tournament must notify the tournament director and seek approval for the waived player to participate.
- 4.10.5 Younger players participating in an older division do not need a waiver.
- 4.10.6 Clubs should never promise an age waiver to a player. Age waivers are not guaranteed. Players should never assume an age waiver will be approved.
- 4.10.7 It is the club's responsibility to adhere to age group classifications and to verify athletes' ages before assigning them to teams. Waiver requests due to misclassification of age groups will be declined (e.g., player was allowed to try out for the incorrect age division).
- 4.10.8 Age waiver applications are found on the CEVA website. They must be completed by the club director. Waivers are subject to approval by the region.
- 4.10.9 Teams may not have more than one waived player on the roster.

- 4.10.10 Players may not be waived to the top team in an age group for a club, unless the club has only one team in that age group.
- 4.10.11 Players receiving the waivers shall not make an impact on that team. This means they should fall in the average or below average skill level.
- 4.10.12 Age waived players may not participate in the CEVA Bid Tournament, a National Qualifier, or USAV BJNC. Some National Qualifiers have “non bid” divisions that allow waived players with approval from the tournament director.
- 4.10.13 Age waivers may be revoked due to false or misleading applications. CEVA has the right to revoke waivers based on safety concerns or other extenuating circumstances. Such a revocation would be done after consultation with the Junior Boys’ Committee. In case of revocation due to false/misleading information, the player and club director are subject to sanction, up to a season-long suspension.
- 4.10.14 Waivers will only be considered for birthdays that fall between May 15th & June 30th.
- 4.10.15 A Letter of Commitment for a player a club intends to age waiver is not valid until the age waiver is approved by the CEVA office.
- 4.10.16 Age waivers are not considered for approval prior to the age division’s tryout start date. Athletes whose USAV-defined playing age starts tryouts on a date different than the age division they wish to be waived to must try out with their USAV-defined playing age groups.
- 4.10.17 Waivers are based on the age definition of the team a player wishes to be waived onto, not their division of play.
- 4.10.18 The region may, in rare circumstances, restrict how an age waived player may participate with their team (e.g., the player is restricted to playing only back row).
- 4.10.19 A waiver request for a player to participate two age divisions down will be declined (e.g., an 18s player requesting to be waived to a 16s team will not be permitted).
- 4.10.20 Exceptional circumstances may be considered by the region.

4.11 CLUB HANDBOOKS

- 4.11.1 CEVA encourages clubs to produce a club handbook and distribute it to their members. It’s recommended this handbook include a formal grievance policy, refund policy, and a due process policy affording at least one level of appeal to an independent body.

4.12 FALSIFICATION OF AGE OR IDENTITY

- 4.12.1 Members found to be participating under a falsified name, age, or identity are subject to sanction, including a minimum one-tournament suspension. The CEVA office has the sole discretion to determine sanctions.
- 4.12.2 In all cases, the club director is also subject to sanction, which may include a suspension, monetary fine, and/or other penalties. If a junior player is found to be participating under a false name or age, their coach may also be subject to sanction.

SECTION 5 – SANCTIONED TOURNAMENTS & EVENTS

5.1 REGION SANCTIONED EVENT POLICY

- 5.1.1 CEVA reserves the right to refuse to grant a tournament sanction to any person, individual, business or organization when it is determined by CEVA, following review of a complete tournament sanction request application, the application fails to meet CEVA's tournament sanctioning criteria.
- 5.1.2 All event hosts are encouraged to apply for sanctioning no less than 60 days prior to their event start date. This allows the region to coordinate logistics and communicate the opportunity to the membership in a timely fashion. Sanctioning applications will either be granted or denied within 15 days of submission.
- 5.1.3 If multiple sanctioning requests are received for the same dates, all requests will be evaluated equally. No preference shall be given to any host, club, or organizer.
- 5.1.4 CEVA reserves the right to refuse to grant a tournament sanction to an applicant when it is determined the applicant failed to provide all required information or failed to provide truthful information.
- 5.1.5 CEVA reserves the right to refuse to grant a tournament sanction to all applicants where either the applicant and/or the application is/are determined to not be in the best interests of CEVA and its members.
- 5.1.6 If the region declines a sanctioning application, the region shall provide specific reasons for the declination to the requesting club or organization.
- 5.1.7 In cases where the region has declined a sanctioning application, the requestor may appeal the region's decision to the CEVA Board of Directors. The Board will meet to consider the appeal within seven (7) business days of the appeal's submission. Both parties in the appeal will have the opportunity to present information to the Board within the procedures laid out for a regular appeal in the region's Due Process policy. Decisions shall be made by a majority vote of the Board.

5.2 CLUB-HOSTED TOURNAMENT REGISTRATION

- 5.2.1 All sanctioned event dates are posted on the CEVA website when sanctioning is granted. Registration for club-hosted events is controlled by the host club or organization.

5.3 HOSTING A MULTI-DAY TOURNAMENT

- 5.3.1 There will be a Multi-Day Tournament Sanction Form posted on the CEVA website.
- 5.3.2 Hosts may request day officials or to have an official assigned to each match (dependent on availability). Hosts will be required to pay officials per the fee structure found on the sanctioning form.

5.4 HOSTING A SINGLE-DAY TOURNAMENT

- 5.4.1 The CEVA website lists the dates of all sanctioned events in the region and some national events during the year.
- 5.4.2 Due to the demands of the large CEVA-sanctioned tournaments on MLK and Presidents Day weekends, club-hosted events scheduled on those weekends may receive sanctioning (for insurance purposes) but may not be guaranteed a CEVA head official. CEVA will always attempt to fully staff tournaments with qualified officials – however, there may be instances where fully staffing an event is not possible.
- 5.4.3 Hosts must complete the Tournament Sanction Form found on the CEVA website and submit the form to the office. Applying for sanctioning does not guarantee sanctioning will be granted.

5.5 SANCTIONED EVENT REQUIREMENTS

- 5.5.1 Cancellation of a sanctioned tournament less than one week prior to the scheduled date will result in the loss of the entire sanction fee. Changes, such as adding/cancelling officials or facilities, made less than one week prior to the scheduled date will cause the host to incur additional costs.
- 5.5.2 All teams must be registered with CEVA or other regions of USA Volleyball. If teams from outside of CEVA or USA Volleyball register, contact the CEVA office. Accepting ineligible teams may result in a fine and nullifies event insurance.
- 5.5.3 CEVA policy limits the number of teams to four teams per court, unless approved by the CEVA office.
- 5.5.4 The host selects the tournament entry deadline, fees, and cancellation policy. Hosts should notify teams if their entries are accepted at least one week prior to the tournament.
- 5.5.5 Hosts must request facility insurance certificates if needed via the CEVA website.
- 5.5.6 All participants must be current USAV members. Adults are also required to have a completed background screen & Safesport certification. Adults, including collegiate players, are not allowed to “fill-in” as players in a juniors’ event.
- 5.5.7 Tournament directors must be USAV members with a current background screening and Safesport certification prior to the tournament and cannot participate in the tournament as a player, coach, or referee. The tournament director must be present all day.
- 5.5.8 A non-playing/non-coaching USAV-Certified official is required for every 12 teams. Additional officials are required if the event has multiple age divisions and/or is using more than one gym (even on the same campus). In the months of December and January only, CEVA may assign one additional official (above stated policy) to tournaments in the 12s and 14s divisions at no charge to the club.
- 5.5.9 Tournament hosts must do a facility walk-through to review the site and eliminate any potential safety hazards.
- 5.5.10 No alcohol is allowed at a sanctioned juniors’ event per USAV policy. This includes spectator tailgating.

- 5.5.11 All teams must submit an official USAV roster on the day of competition. All rosters and tournament results must be submitted to the CEVA office and received by 5 pm on the Monday after the tournament.
- 5.5.12 The format must contain a minimum of seven 25-point rally score sets per team. Approval is required from the CEVA Office to use a different format.
- 5.5.13 Any injuries must be properly documented on the USAV Incident Report Form and submitted to the CEVA office with results and rosters following the tournament.
- 5.5.14 Hosts are required to post the USAV/CEVA Parent & Spectator Code of Conduct in a prominent location at their facility.
- 5.5.15 Event hosts must adhere to the strictest health and safety guidelines in place at the time of the event, within the locality in which the event is being held. This includes a requirement they check with their city, county, and/or state health departments to have their plans cleared by those entities, and a requirement the event host be able to prove with written documentation their event and safety plans were cleared by a city, county, and/or state health department. Deviation from established health protocols is grounds for immediate revocation of sanctioning.
- 5.5.16 Hosts are responsible for adhering to all local, state, and Federal laws and applicable policies.

5.6 CLUB SCRIMMAGES

- 5.6.1 A scrimmage may occur at any time during the season. These are internal club events that generally take place during a team's normal practice time. For scrimmages to be sanctioned by the region, the region must be notified in writing no less than seven (7) days prior to the proposed event date, and all appropriate documentation (e.g., rosters, incident report forms), must be submitted to the region office within five (5) business days following the event.

SECTION 6 – CEVA REGION POLICIES

6.1 USA VOLLEYBALL RULES BOOK & UNIFORMS

- 6.1.1 Every club, team and player must follow the rules written in the Official USA Volleyball Rules Book. The document can be found on the USAV website and the CEVA website. USA Volleyball modifications are in gray boxes within the book.
- 6.1.2 Point of emphasis regarding libero jerseys, which must contrast with the jerseys of regular team members: “Contrast” means “strikingly different.” As such, two dark colors (or two light colors) often do not provide sufficient contrast from one another.
- 6.1.3 CEVA strongly encourages all clubs to send jersey templates and questions to the CEVA Officials’ Chair at official@ceva-region.org.

6.2 FOOD & DRINK POLICY

- 6.2.1 A team violation of the Food and Drink Policy consists of any parent, coach, club director, player or affiliated spectator who violates the individual facility’s food and drink policies.

- 6.2.2 For the second violation by the same team, there is a minimum five-point penalty on the next set played.
- 6.2.3 For the third violation, there is a minimum ten-point penalty on the next set played.
- 6.2.4 For each additional violation by the same team there is an increase of a minimum of five points to the penalty.
- 6.2.5 Facilities are empowered to enforce additional policies outside those listed here.

6.3 USE OF ELECTRONICS DURING OFFICIATING ASSIGNMENTS

- 6.3.1 Officiating teams are prohibited from using electronics during the performance of their assigned duties. This includes cell phones, headphones, etc. The use of an electronic stopwatch is permissible if used to keep time during time outs (e.g., stopwatch on a cell phone).
- 6.3.2 For the second violation by the same team, there is a minimum five-point penalty on the next set played.
- 6.3.3 For the third violation, there is a minimum ten-point penalty on the next set played.
- 6.3.4 For each additional violation by the same team there is an increase of a minimum five points to the penalty.

6.4 CLEAN-UP POLICY

- 6.4.1 Teams are responsible for cleaning their area during and upon completion of play. Teams who do not clean up their area are subject to sanction, including a monetary fine.

6.5 QUALIFIED REFEREE & SCORERS

- 6.5.1 Teams are expected to be proficient in their officiating duties. This means work crews should be able to efficiently score and facilitate a match without unnecessary delays. Work crews must be attentive to their duties. It is recommended that each roster have at least two individuals that are certified for each work crew position (e.g., scorer, assistant scorer, R1, R2, line judge).
- 6.5.2 Junior players may officiate in the R1 position in the CEVA region, upon completion of referee training through the region and with approval from the CEVA office.
- 6.5.3 For all CEVA sanctioned tournaments at the 12s level, teams are required to provide either a score-certified, rostered adult or a score-certified junior player at least 15 years of age to help the table crew. This is in addition to providing the required R1. This individual can be a coach or older player from another team and must be able to provide proof of membership and completion of eligibility requirements.
- 6.5.4 Teams who exhibit low proficiency as a work team at a CEVA-sanctioned event may be reported to the office by their head officials. This serves as the team's only warning and they may be required to engage in additional training to increase proficiency. Teams who continue to exhibit low proficiency after being reported may be subject to a \$100 fine per incident in addition to further training requirements.

- 6.5.5 Clubs are encouraged to host referee/scorers' clinics with a CEVA Head Official. These clinics offer the opportunity to practice the skills necessary to referee and score a match and are offered at no cost to the club. Contact the CEVA office to learn more about hosting a clinic.

6.6 FAILURE TO COMPLETE OFFICIATING ASSIGNMENT

- 6.6.1 Teams failing to fulfill their officiating assignments will be charged \$100 per match.
- 6.6.2 A rostered coach or adult team representative must be courtside or serve as the R2 for each match their team is the work team at a CEVA-sanctioned tournament. Failure to meet this requirement will subject the team to the sanctions outlined above.
- 6.6.3 Teams who are late to their scheduled officiating assignments may be penalized one point per minute, beginning at the start of the receiving team's warmup period in the subsequent match. Penalties are applied to a team's next played match, up to a maximum of 25 points.
- 6.6.4 For the first match on a court during a tournament day (e.g., 8:00 AM round), the work team may assume an on time start. Work teams may not be penalized based on the desire of the playing teams or the officials to begin the first match of the day early. All three teams (two playing teams and the work team) must agree to begin the first match of the day early.

6.7 CEVA BLUE RIBBON CLUB (BRC) PROGRAM

- 6.7.1 Participation in the CEVA Blue Ribbon Club Program is optional and voluntary. Clubs with both girls' and boys' teams only need to submit one application for the program at the beginning of the year, but the Blue Ribbon designation will be separated between girls and boys within the club. Example – if a girls' coach is disqualified from a match, it will not preclude the club's boys' teams from attaining Blue Ribbon status.
- 6.7.2 Blue Ribbon status is awarded at the conclusion of the season.
- 6.7.3 Criteria for attaining Blue Ribbon status:
- 6.7.3.1 Develop a Club Handbook and submit an electronic copy to the Region by January 1st of the current season. The handbook must be made available to all coaches, players, and parents within the club, either in hard copy form or on the club website. The handbook must include the text of the USAV/CEVA Spectator Code of Conduct, the USAV Junior Club Personnel Code of Ethics, a dispute resolution policy, and a fee refund policy.
 - 6.7.3.2 Develop a formal Diversity & Inclusion Statement and post it on their website by January 1st of the current season. This statement must also be e-mailed to the CEVA office by the same deadline – region@ceva-region.org
 - 6.7.3.3 Host a club-hosted officiating clinic, coordinated with CEVA.
 - 6.7.3.4 An individual team may only miss one coaches' meeting per season.
 - 6.7.3.5 Individual coaches may accumulate no more than one yellow card in a season (as reported by CEVA officials or a verified report from a non-CEVA tournament).

- 6.7.3.6 Individual coaches may be assessed zero red cards in a season (as reported by CEVA officials or a verified report from a non-CEVA tournament).
- 6.7.3.7 Clubs may have no coaches, players, or team personnel disqualified or expelled from a match.
- 6.7.3.8 Clubs may have no coach, parent, team personnel, or player ejected from an event or facility by a CEVA Head Official, tournament director, or facility host.
- 6.7.3.9 Clubs may have no personnel on probation or suspension within a two-year period and may have no personnel put on probation or suspension during the current season. A sanction of this nature levied in the current season prohibits the club from applying for BRC in the following season.
- 6.7.3.10 Clubs who host club-hosted tournaments must abide by all sanctioning guidelines, including the submission of results, rosters, and insurance requirements.
- 6.7.3.11 Individual teams may have no more than two reports/complaints about parents, spectators, or club personnel from CEVA Head Officials, Tournament Directors, facility hosts, or the CEVA office staff. Basic rule of thumb: your interactions with all CEVA-affiliated personnel should be polite and respectful.
- 6.7.3.12 Clubs may have no documented reports of club directors, administrators, or coaches demeaning, insulting, or using derogatory language toward other clubs, club directors, coaches, or players via written communication or social media.
- 6.7.3.13 Clubs may have no late or outstanding invoices during the season and must pay all region-issued bills on time.
- 6.7.3.14 Clubs may accumulate no more than one Purple Card sanction per season.
- 6.7.3.15 CEVA will respect the decisions of arbitrators, tournament directors, and staff members at non-CEVA tournaments as it pertains to a club qualifying to receive BRC status.
- 6.7.4 The CEVA Executive Director has the authority to revoke Blue Ribbon status at any time for cause, after communication with the Club Director. Blue Ribbon status may also be revoked based on verified reports of actions or issues at events outside the region.
 - 6.7.4.1 Clubs may appeal the revocation of Blue Ribbon status to the CEVA Policy & Appeals Committee.
- 6.7.5 Incentives for attaining Blue Ribbon status:
 - 6.7.5.1 Teams who accept an Open bid at the CEVA Bid Tournament or a National Qualifier are eligible to have their entry fees to BJNC fully reimbursed by the region. This includes bids reallocated later in the season.
 - 6.7.5.2 Teams who earn and accept a USA bid at a National Qualifier are eligible to have \$750 of their entry fees to BJNC reimbursed by the region. This includes bids reallocated later in the season.

- 6.7.5.3 Teams who earn and accept an American Division bid at the CEVA Bid Tournament or a National Qualifier are eligible to have \$500 of their entry fees to BJNC reimbursed by the region. This includes bids reallocated later in the season.
- 6.7.5.4 Teams who compete in the Club Division at BJNC are eligible to have \$250 of their entry fees reimbursed by the region.
- 6.7.5.5 All clubs who attain Blue Ribbon status are eligible to receive volleyball equipment from the region and/or a regional sponsor at the end of the season, if available.
- 6.7.5.6 All clubs meeting Blue Ribbon standards are eligible for publicity and marketing of their club by having the “Blue Ribbon Club” designation placed on their individual websites and/or social media, as well as the CEVA online club directory and social media.
- 6.7.6 To qualify for reimbursement of BJNC entry fees, each team must complete the tournament and submit an article to be posted on CEVA social media. Articles must be submitted to the CEVA office by August 1. Articles must be submitted in a single e-mail (region@cevaregion.org), should be 1-2 paragraphs in length, must be written by a player, and must include a picture. Failure to submit an article by the deadline disqualifies the team from receiving any reimbursement.

6.8 REIMBURSEMENT OF BJNC ENTRY FEES

- 6.8.1 Each year, the CEVA region may allot \$2,000 to provide financial assistance for teams competing in GJNC. Individual teams can receive up to \$1,000 from CEVA.
- 6.8.2 This policy does not apply to clubs who attain Blue Ribbon Club status, nor does it apply to teams who compete in the Club Division of BJNC.
- 6.8.3 Teams must submit an article to CEVA to qualify for reimbursement. Articles must be submitted by August 1. Articles must be submitted in a single e-mail (region@cevaregion.org), should be 1-2 paragraphs in length, written by a player, and include a picture. Failure to submit an article by the deadline disqualifies the team from receiving any reimbursement.
- 6.8.4 To be eligible to receive money under this policy, a club may not have any members put on probation or suspension during the current season. Additionally, clubs must have no outstanding invoices before reimbursement is processed.

6.9 COACHES MEETING

- 6.9.1 All CEVA-owned tournaments have a morning coaches’ meeting.
- 6.9.2 This meeting is mandatory, including for coaches not scheduled to play or officiate in the first round.
- 6.9.3 Rosters must be presented to the tournament director at this meeting.
- 6.9.4 Coaches’ meetings generally occur 30 minutes prior to first serve.

6.10 SOLICITATION POLICY

- 6.10.1 Promotion of third-party interests is prohibited at CEVA-owned events. This includes, but is not limited to, distribution of any promotional materials, personal solicitation, vehicle papering, selling merchandise, etc. If solicitation occurs without written permission of CEVA, violators will be sanctioned and/or prosecuted.

6.11 SAFESPORT

- 6.11.1 All affiliated adults are required to complete Safesport education each season. Adults taking the course for the first time will take the “Core” SafeSport Training. Each year thereafter, a refresher course must be completed. Every four years, the Core course must be completed.
- 6.11.2 All athletes who turn 18 during the season are required to take Core Safesport training. Athletes are not allowed to participate until they have taken this training. CEVA recommends all 17- and 18-year-old athletes take Core Safesport training prior to the season to avoid an interruption in participation. 17-year-olds must have a Parental Consent Form completed with USAV to register for the course.
- 6.11.3 More information on Safesport training, mandatory reporting laws, and MAAPP policies can be found on the CEVA website. USAV and USOC policies are subject to change without notice.

6.12 CONCUSSION TRAINING POLICY

- 6.12.1 CEVA serves both Oregon and SW Washington. Both states have passed legislation requiring members to be informed of the risks of concussion before participating in sports activities. CEVA policies will comply with both Washington and Oregon state law.
- 6.12.2 Information about concussion training is available on the CEVA website and all club directors will be educated on the appropriate administrative requirements each season. Club directors are responsible for disseminating information to their members.
- 6.12.3 Each member signs a waiver acknowledging the signs and risks of concussion. These forms are stored electronically on SportsEngine. A copy of the form is available on the CEVA website.

6.13 SUDDEN CARDIAC ARREST (SCA)

- 6.13.1 CEVA requires all participants to sign a waiver acknowledging the risks of sudden cardiac arrest (SCA). We strongly encourage participants to educate themselves on the signs of SCA and what can be done in case a participant experiences SCA.

6.14 RED CARDS & EJECTIONS

- 6.14.1 Clubs may be charged \$250 for a red card sanction or a removal from a facility. Removal may also be grounds for prohibition from attending future CEVA-sanctioned events.
- 6.14.2 Repeated occurrences by the same individual or club, by either a boys’ or girls’ team, may lead to harsher sanctions, including a \$250.00 increase to the charge (e.g., a second occurrence by the same individual or club results in a \$500.00 charge).

6.15 BILLING, INVOICING, AND PAYMENT POLICY

- 6.15.1 CEVA issues invoices to clubs monthly, generally on or about the 15th day of a month. If the 15th falls on a weekend or a holiday, invoices may be sent out before or after that specific date.
- 6.15.2 Invoices are issued with “net 30” terms, meaning payment is due 30 days from the date the invoice is issued. Invoices not paid by the due date are subject to late fees and penalties outlined below. Fees and penalties are based on the current invoice balance, including previous late fees.

Timeframe	Current Invoice Balance \$500 or Less	Current Invoice Balance More Than \$500
30 days after invoice sent	Late fee of 5%	Late fee of 5%
60 days after invoice sent	- Late fee of 5% - Teams are ineligible to advance to a higher flight in Power League. - Teams removed from CEVA-owned standalone tournaments. - Club-hosted tournament sanctioning revoked. - Club ineligible for reallocated bids to USAV Nationals.	- Late fee of 5% - Teams are ineligible to advance to a higher flight in Power League. - Teams removed from CEVA-owned standalone tournaments. - Club-hosted tournament sanctioning revoked. - Club ineligible for reallocated bids to USAV Nationals.
90 days after invoice sent	- Late fee of 5% - Teams removed from Power League until all invoices are paid. - Club director suspended until all invoices are paid. - Club referred to collections.	- Late fee of 5% - Teams removed from Power League until all invoices are paid. - Club director suspended until all invoices are paid. - Club referred to collections.

- 6.15.3 This policy does not apply to specific tournaments which require payment at registration or as a condition of acceptance.
- 6.15.4 Checks made out to CEVA that are returned due to insufficient funds will cause the club to be fined \$250.
- 6.15.5 Individual clubs have the right to enforce their own policies regarding NSF fees with their members. CEVA cannot dictate what a club charges individual members or what that money is used for.

6.16 MATCH PROTOCOL

- 6.16.1 There will be no switching sides in a match, either between sets or in the middle of a deciding set, unless the official on site, in their sole discretion, determines there to be an unfair advantage between the two sides of the court. If an advantage is determined to be present, teams will switch sides at the conclusion of each regular set, and after a team reaches 8 points in a 15-point deciding set (or 13 points in a 25-point deciding set).

- 6.16.2 If a match is being played as “3 sets guaranteed,” the 3rd set is not considered a deciding set, regardless of the outcome of the first 2 sets. The pre-match coin flip winner has choice of serve or side.

6.17 BID ALLOCATIONS TO USAV BOYS’ JUNIOR NATIONAL CHAMPIONSHIPS

- 6.17.1 CEVA bids to USAV Boys’ Junior National Championships are awarded through an independent bid tournament or at the CEVA Boys Regional Championships. Bids are not awarded at both events, and the region will make the determination at the beginning of the season which event will be used to allocate bids for that season’s USAV Boys’ Junior National Championships.
- 6.17.2 CEVA may be awarded one USA Division bid to the USAV Boys’ Junior National Championships, in the 14s through 18s divisions, each year based on the previous season’s membership numbers.
- 6.17.2.1 The region is not guaranteed to receive bids. If the region does not receive bids, the bid tournament will not happen.
- 6.17.3 All teams interested in participating in the tournament must register by the deadline posted on the CEVA website. Non-CEVA teams may not participate in this event.
- 6.17.4 Capacities for the tournament are set by the region. Teams will be seeded in the tournament based on their point accumulation from prior CEVA-owned tournament participation (see chart later in this document.)
- 6.17.5 In a standalone Bid Tournament, divisions with 4 teams or less will play a round-robin pool play tournament, with tie-breaking games as necessary (no bracket). Divisions with 5-7 teams will play a double-elimination bracket. In these brackets, if a double final is necessary, it is played as 1 set to 25. Divisions with 8 teams are split into two 4-team pools and the teams are snake-seeded into those pools based on their USAV ranking. A standard pool play schedule will be followed.
- 6.17.5.1 In the event of a 3-team tie in match record at the conclusion of the pool, the procedures in Appendix D will be followed.
- 6.17.5.2 At the conclusion of the pool play, like-finishing teams will play each other to determine final finishes in the event.
- 6.17.6 If Boys Regional Championships is used as a Bid Tournament, formats will be determined by the number of participating teams and will generally involve a pool & bracket structure. Challenge matches will be included if necessary to determine bid winners. The region reserves the right to ask teams prior to the tournament if they intend to take a bid if offered, and structure the tournament format accordingly.
- 6.17.7 Teams accepted into the Bid Tournament must pay their entry fees by the posted deadline. All teams who qualify for the Bid Tournament are required to pay the entry fee, even if they choose not to participate in the event.
- 6.17.8 Bids are awarded in order of final finish at the Bid Tournament. If Boys Regional Championships is used as a Bid Tournament, teams are not required to accept bids. In the case of a standalone Bid Tournament event, teams must accept any bid they earn or any bid that trickles down to them at the Bid Tournament (e.g., from a team who has already accepted a higher bid prior to the event). Bids may not be declined at the Bid Tournament. Declining a bid at the Bid Tournament means the

team will be subject to penalties outlined in the USAV Championship Manual and possible additional sanctions from the region.

6.17.9 Policies pertaining to reallocated bids:

- 6.17.9.1 USAV mandates the priority of bid usage for teams who earn more than one bid during the season. The priority of bid use is outlined in the USAV Championship Manual.
- 6.17.9.2 A bid previously earned at a qualifier will typically remain in the region, per USA Volleyball policies, if the team earns another bid at another qualifier.
- 6.17.9.3 Teams who have a lower bid than a bid that was vacated will be asked, in order of finish at the Bid Tournament, if they want to move up to the vacated bid. If this process occurs after the Bid Tournament, teams are not required to move up. If a team declines to move up, the offer is extended to the next team in line. Teams will have 24 hours to accept or decline the vacated bid.
- 6.17.9.4 Any vacated bids remaining, after all current bid-winning teams are offered the chance to move up, will be offered to the next-highest finishing team from the Bid Tournament who does not have a bid. If the bid trickles down to teams who finished tied in the Bid Tournament, the team ranked higher in the region at the time is the team first offered to move up.
- 6.17.9.5 Teams may earn a bid at a National Qualifier prior to participating in the CEVA Bid Tournament. In the event a team also earns a bid at the CEVA Bid Tournament, USA Volleyball policies for priority of bid use are followed.
- 6.17.9.6 If the team earns a lower bid at the CEVA Bid Tournament than they earned at the National Qualifier, the team keeps their original bid and the lower bid will “trickle down” to the next-highest finishing team at the Bid Tournament. The “trickle down” process is completed and formalized at the Bid Tournament.

6.18 PURPLE CARD SANCTION POLICY (PCSP)

- 6.18.1 The rules of volleyball allow officials to address on-court behavior from players or coaches by issuing sanctions and point penalties (yellow cards, red cards). The purpose of the Purple Card Policy is to give officials another tool to address behavior from spectators. The goal of this policy is to help preserve a respectful, positive, and fun playing environment and keep the focus on the student-athletes. This is in addition to all other tournament- and facility-specific policies in place at CEVA-sanctioned events, including the Parent/Spectator Code of Conduct. The full text of the PCSP can be found on the CEVA website.
- 6.18.2 Examples of behavior that may be addressed with a Purple Card include (but aren’t limited to) spectators contacting the officiating team or table crew and negative comments addressed to an opponent **during a match.**
- 6.18.3 The policy applies to any member of the CEVA region not participating in a match who has assumed the role of a spectator, any non-region member (such as parents or relatives of a region member), and any attendee or spectator at a CEVA-sanctioned event.

- 6.18.4 Purple Card sanctions must be issued and documented at the time of the violation and should generally be issued before the completion of the match. If a violation occurs before or after a match, sanctions should be applied per the Parent/Spectator Code of Conduct.

6.19 ARTIFICIAL NOISEMAKERS & MUSIC

- 6.19.1 Due to their disruptive nature, artificial noisemakers are prohibited at CEVA-owned tournaments.
- 6.19.2 At CEVA-owned tournaments such as Power League, Bid Tournament, and Regionals, music played on speakers or other systems (e.g., “block rockers” or Bluetooth speakers) is permitted at a reasonable volume prior to the first match of the day in a facility (generally 8:00 AM). After the first match in the facility starts, music is not permitted.

6.20 TOURNAMENT DROPS & CANCELLATIONS

- 6.20.1 All notifications to the CEVA office of tournament cancellations/drops **must be in writing**. Notifications can be sent to the CEVA staff by e-mail.

SECTION 7 – REGIONAL CHAMPIONSHIP TOURNAMENT

7.1 SEEDING

- 7.1.1 Seeding for the Regional Championship tournament is based on the most recent tournament rankings compiled through the CEVA ranking system.
- 7.1.2 Seeding for non-CEVA teams, or teams who do not participate in tournaments that have results compiled for the ranking system, are seeded based on pertinent information received from the Club Director. The staff may also seek input from the Junior Boys’ Committee if desired.

7.2 REGIONAL CHAMPIONSHIP ENTRY & FEES

- 7.2.1 The CEVA office sets a registration deadline & entry fee for the Regional Championships.
- 7.2.2 Teams are accepted into the tournament based on their ranking in the region’s ranking system and division capacity. The CEVA office determines the capacity of each division based on available court space. Teams not accepted are placed on the waiting list in the order of their ranking.
- 7.2.3 Teams who do not register by the deadline are placed at the bottom of the waiting list, behind any team who did register by the deadline, regardless of their region ranking.
- 7.2.4 Priority for entry will be given to CEVA teams. Non-CEVA teams may be accepted on a space-available basis. CEVA may consider the format of the tournament in determining acceptance of non-CEVA teams. Acceptance is not guaranteed, even if capacity isn’t met.
- 7.2.5 Clubs with invoices more than 30 days delinquent may have their teams removed from the CEVA Regional Championships and would be considered equivalent to a team not registering by the deadline. Team(s) would be placed at the bottom of the waiting list.

7.3 REGIONAL CHAMPIONSHIP CANCELLATION & REFUND POLICY

- 7.3.1 CEVA will publish a cancellation & refund policy each year on the website.
- 7.3.2 Teams who enter but are not accepted will not be required to pay the entry fee. If the entry fee has already been paid, it will be refunded in full.

SECTION 8 – SANCTION & APPEAL PROCEDURES & DUE PROCESS

8.1 APPLICABILITY

This policy applies to all members of the Columbia Empire Volleyball Association. It can also apply to previous members of the region, even if they are not members when the complaint is received, if alleged actions happened while they were a member. While this policy typically applies to actions that occur during sanctioned events, the region reserves the right to conduct inquiries into actions that happen outside CEVA's purview if deemed in the best interest of the region's members or business interests.

8.2 TYPES OF VIOLATIONS

- 8.2.1 Administrative Violations. Those that are considered minor and administrative in nature, and do not involve an immediate harm or threat to another person or party. Examples include, but are not limited to, missed officiating assignments, roster violations, or forfeited matches. **Administrative suspensions may be placed on a member's SportsEngine profile in cases of outstanding financial obligations (e.g., failed payment for a membership).** Administrative violations are adjudicated by the CEVA staff and generally not referred to the E/E Committee. **When the E/E Committee is not involved, there is no right of appeal.**
- 8.2.2 Flagrant Violations. Those that are considered violations of CEVA or USAV Codes of Conduct, or repeated administrative violations by the same individual or club. Examples include, but are not limited to, damage to a facility, physical/verbal intimidation of any individual, or conduct deemed inappropriate in comparison to normally accepted behavior. Flagrant violations may be referred to the P/A Committee at the discretion of the Executive Director.
- 8.2.3 Major Violations. Those that are considered violations of Safesport Code, MAAPP, major violations of CEVA or USAV Codes of Conduct, or legal infractions. Examples include, but are not limited to, discriminatory actions, hate crimes, bias behavior, possession and/or sale of alcohol, tobacco, or drugs at a sanctioned events, or any offense under Federal, State, or local law.
- 8.2.4 Cases Returned by the US Center for Safesport. Those reports submitted to the US Center for Safesport that the Center declines to exercise jurisdiction on. These cases are typically returned to the region for adjudication. The Executive Direction will determine the type of violation included in such a report and determine appropriate steps.

8.3 COMMITTEE MAKEUP

- 8.3.1 The Policy & Appeals (P/A) Committee is chaired by the Secretary of the CEVA Board of Directors. The Committee consists of full adult members of the region who are in good standing and selected by the Secretary of the Board.

- 8.3.2 The Ethics & Eligibility (E/E) Committee is made up of three members of the existing P/A Committee who have no conflict or bias in the matter being considered. This committee may consist of different members each time it is utilized. The Chair of the P/A Committee oversees the work of the E/E Committee but does not play a role in the E/E Committee's decisions.

8.4 REPORTING OF VIOLATIONS & ACTION BY E/E COMMITTEE

- 8.4.1 Report to Executive Director. Reports of violations of CEVA or USA Volleyball policy must be made in writing to the CEVA Executive Director. To the extent possible and appropriate, the Executive Director may treat the identity of the reporting party as confidential. However, the Executive Director may not guarantee confidentiality to any reporting party.
- 8.4.2 Inquiry by Executive Director. Upon receipt of a credible written report of a policy violation, the CEVA Executive Director shall determine the type of violation being reported, and if necessary, conduct an inquiry into the matter. To the extent possible and appropriate, the Executive Director may treat the identity and statements of witnesses as confidential. However, the Executive Director may not promise confidentiality to any witness. The Executive Director has the right to close an inquiry, prior to it reaching the E/E Committee, if witnesses are non-communicative or uncooperative, evidence is unable to be obtained, or a report is found to be false. If a matter is closed by the Executive Director, they shall provide a summary of the complaint and the reason for the case closure to the Chair of the P/A Committee. The Executive Director also is empowered to impose sanctions, temporary measures, or other safety plans if deemed in the best interest of the parties involved, the region's members, or the business, prior to the formation of an E/E Committee.
- 8.4.3 Report to US Center for Safesport. The Executive Director may report a matter to the US Center for Safesport if necessary. The Center may accept or decline jurisdiction. If the Center accepts jurisdiction, the steps in this policy will stop until the Center completes their process. If the Center declines jurisdiction, the region retains the right to continue this process as necessary and able.
- 8.4.4 Communication to E/E Committee. Upon completion of their investigation, the Executive Director shall inform the Chair of the P/A Committee of the need to convene an E/E Committee. The Executive Director shall transmit all relevant materials to the E/E Committee once it is selected by the Chair of the P/A Committee. This will include a summary of the original complaint, evidence obtained, witness statements, and other pertinent information.
- 8.4.5 Action by E/E Committee. Upon receipt of investigative information from the Executive Director, the E/E Committee will determine how to proceed. The committee may decide on one of three actions:
- A. Close the matter
 - B. Further investigate the complaint in a manner the committee agrees on.
 - C. Sanction the members involved in the complaint. The Committee may enforce such sanction immediately or suspend enforcement of all or a portion of such sanction pending completion of an appeal.

The Chair of the E/E Committee shall notify all parties of the determination and action via a dated letter sent by electronic mail, certified mail, or by FedEx/UPS to the parties' address on file with CEVA. The Chair of the E/E Committee also shall notify promptly the President of the Board and the Executive Director of any action taken under this paragraph.

8.5 NOTICE OF RIGHT TO APPEAL

The notice to the sanctioned party shall include the following information on the appeals process.

- 8.5.1. The sanctioned party may accept the E/E Committee's sanction or appeal the decision to the full P/A Committee. The sanctioned party has seven business days to deliver in writing (by electronic mail, certified mail, or by FedEx/UPS) to the Chair of the P/A Committee a request to appeal all or a portion of the E/E Committee's decision. Requests received after seven business days of the date of the E/E Committee's letter are untimely and will not initiate an appeal. The seven-business day period shall commence on the business day after the date noted on the E/E Committee's letter. The letter shall specify a deadline by which an appeal must be filed.
- 8.5.2. The Chair of the P/A Committee will select an Appeals Board from the CEVA Policy & Appeals Committee. The Appeals Board shall consist of eight CEVA members with no interest or bias in the matter under appeal. Members of the E/E Committee involved in the case under appeal are ineligible to serve on an Appeals Board.
- 8.5.3. The eight-member Appeals Board will be sent to the sanctioned party within one business day of receiving the request for appeal. Upon receipt of this information, the sanctioned party will have two business days to choose five members to hear the appeal and must send the names of those five members back to the Chair of the P/A Committee. Failure to send information back to the Chair of the P/A Committee within 48 hours voids the appeal and the original sanction stands.

These members shall be referred to as the Selected Committee. The Secretary of the Board of Directors shall chair the Selected Committee. The Chair shall preside over the hearing but shall not participate in decisions of the Selected Committee. The Chair shall not count toward the five-member limit on the Selected Committee.

- 8.5.4. Within seven business days of the date the appeals request is received, the Selected Committee will hear the appeal. The hearing process is outlined in Section 4. The sanctioned party may appear before the Selected Committee to make a statement, present information or written testimony of witnesses, or respond to questions from the Selected Committee. Counsel may accompany the sanctioned individual(s), but only the sanctioned party may make statements and responses to the Selected Committee; counsel's role is limited to advising their client. The sanctioned party may not send a representative to appear on their behalf.
- 8.5.5. The Selected Committee shall deliberate to a decision either to uphold the E/E Committee's sanction, to modify the sanction, or to apply no sanction. A modification can include an increase to the original sanction. Decisions of the Selected Committee shall be by majority vote, if necessary, to reach a decision. In case of a deadlock, the matter shall automatically be referred to the CEVA Board for its review and final action. The Chair of the Selected Committee shall prepare immediately a brief written report to the CEVA Executive Director outlining the basis of its decision and those members dissenting from the decision, if any.
- 8.5.6. The Chair of the Selected Committee shall inform the sanctioned party of the committee's decision via a dated letter sent by electronic mail, certified mail, or by FedEx/UPS to the parties' address on file with CEVA. The sanctioned party may accept the decision or appeal the decision to the CEVA Board. The sanctioned party has seven business days to deliver in writing (by electronic mail, certified mail, or by FedEx/UPS) to the Chair of the P/A Committee a request to appeal all or a portion of the Selected Committee's decision to the CEVA Board. Requests received after seven business days of the date of the certified letter are untimely and the Selected Committee's

decision shall be final. The seven-business day period shall commence on the business day after the date noted on the letter. The letter shall specify a deadline by which an appeal must be filed.

- 8.5.7. Within seven business days of the date the second appeals request is received, the CEVA Board will hear the appeal. Any CEVA Board member with a conflict of interest or bias in the matter may be excused on the member's own motion or upon a majority vote of the remaining members of the board. The sanctioned party may appear before the board to make a statement, present information or written testimony of witnesses, or respond to questions from the board. Counsel may accompany the sanctioned individual(s), but only the sanctioned party may make statements and responses to the Board; counsel's role is limited to advising their client. The sanctioned party may not send a representative to appear on their behalf.
- 8.5.8. The CEVA Board will deliberate to a decision either to uphold the decision of the Selected Committee, to modify that decision, or to apply no sanction. A modification to the sanction can include an increase to the original sanction. The decision of the CEVA Board is final and there is no further appeal.

8.6 APPEAL HEARING PROCEDURES

- 8.6.1 The body hearing the appeal (either the Selected Committee or the CEVA Board of Directors) shall determine the date and time of the hearing. While all parties will work to find a mutually agreeable date for a hearing, the final decision rests with the Chair of the Selected Committee or, in the case of an appeal to the full Board of Directors, the President of the CEVA Board.
- 8.6.2 The sanctioned party is not required to appear before the body hearing their appeal. The appeals process is voluntary, and statements, information, and testimony may be presented in writing.
- 8.6.3 Hearings are closed to the public. One notetaker (chosen by CEVA, but without a vote in the matter) is permitted to attend. The notetaker shall have no role in the hearing and may not be asked by either party to play any part in the proceedings.
- 8.6.4 The hearing shall proceed in the manner set forth below. The presiding officer shall be responsible for keeping time of the statements outlined in this section, as well as maintaining order and decorum during the hearing.
 - 8.6.4.1 Opening statements, first from the CEVA Executive Director, then from the sanctioned party. Opening statements shall be a maximum of 10 minutes per party.
 - 8.6.4.2 Rebuttals, first from the CEVA Executive Director, then from the sanctioned party. Rebuttals shall be allotted a maximum of 5 minutes per party.
 - 8.6.4.3 Closing statements, first from the CEVA Executive Director, then from the sanctioned party. Closing statements shall be allotted a maximum of 5 minutes per party.
 - 8.6.4.4 Questions from the members hearing the appeal may be directed to either party following closing statements. There shall be no time limit placed on questions and members are entitled to ask as many questions as they wish. The parties may not directly question each other at any time during the hearing.
 - 8.6.4.5 The body hearing the appeal will deliberate to a decision in a closed session, without the presence of the CEVA Executive Director, the sanctioned party, counsel, or the notetaker. All parties will be notified of the decision on the following business day by electronic mail.

8.7 APPEAL TO THE RVAA

A member who has exhausted regional due process may appeal the region's decision to the Regional Volleyball Associations Assembly ("RVAA"). The RVAA Ethics & Eligibility Committee may decide whether the sanctioned member received adequate due process.

8.8 NOTICE OF FINAL ACTION

A dated letter sent by electronic mail, certified mail, or by FedEx/UPS from the CEVA Executive Director will be sent to the sanctioned party providing notice of the CEVA Board's decision and that there is no further process of appeal within the region.

8.9 COMPLAINT AGAINST CEVA EXECUTIVE DIRECTOR OR STAFF

If a reported violation concerns the CEVA Executive Director or a CEVA employee, the matter will be immediately referred to the Board President for investigation. In these cases, the President shall assume the roles listed in Section 4 of this policy. The Board President may delegate this responsibility to another member of the Executive Committee on their own volition or by majority vote of the Executive Committee. If the complaint is against a CEVA employee other than the Executive Director, the Executive Director must recuse themselves from the investigation.

APPENDIX A – USAV COACHING CERTIFICATION REQUIREMENTS

A1 IMPACT CERTIFICATION REQUIREMENTS

- A1.1 All CEVA coaches must be IMPACT certified. Coaches that are not certified may not coach in any CEVA/USAV events, including sanctioned practices and competitions.

A2 IMPACT CERTIFICATION PROCESS

- A2.1 IMPACT can be completed through SportsEngine and USAV Academy. Coaches who need IMPACT will receive instructions on how to complete IMPACT when they purchase their membership.
- A2.2 In some instances, coaches may apply other coursework, such as the NFHS “Coaching Volleyball” course, to their IMPACT certification. E-mail proof of course completion to **education@usav.org**. Do not send this information to the CEVA office.
- A2.3 IMPACT does not replace Safesport training or concussion training as mandated by USAV policy and/or local law. IMPACT does not currently include Safesport curriculum and does not meet the requirements for concussion training.
- A2.4 The USAV CEO has the authority to waive IMPACT requirements for specific membership categories.

APPENDIX B – TIEBREAKERS

B1 DEFINITIONS & APPLICATION

- B1.1 A “tie” is defined as two or more teams having the same match record in a pool.
- B1.2 “Match record” is a team’s overall match wins and losses within their pool. In a 4-team pool, for example, a team plays 3 matches.
- B1.3 “Set percentage” is the number of sets a team wins divided by the number of sets the team plays. When examining set percentage, all their pool play matches are considered.
- B1.4 “Point percentage” is the number of points a team scores divided by the number of points a team’s opponents score against them. When examining point percentage, all their pool play matches are considered.
- B1.5 “Head-to-head” or “head-to-head result” refers to the result of the pool play match between two tied teams (who won or who lost the match).
- B1.6 Tiebreaker procedures are typically applied when determining finishes in pool play. These finishes are typically used to determine placement in a bracket, subsequent pool, or challenge round.

B2 TIEBREAKER PROCEDURES

- B2.1 A tie between two teams is resolved, without exception, using the head-to-head result of the match between the two tied teams. This situation is most often seen in a 4-team pool where two teams finish with matching 2-1 or 1-2 match records.
- B2.2 A tie between three teams with the same match record shall first be resolved using the following criteria relating to head-to-head results:
- B2.2.1 A team that beats all the other teams with which it is tied in match record will finish ahead of the other teams in the pool.
 - B2.2.2 A team that has lost to all the other teams with which it is tied in match record is placed behind the other teams in pool finish.
 - B2.2.3 After these criteria are exhausted, if only two teams remain tied, the tie is resolved using the head-to-head result of the match between the two teams.
- B2.3 If three teams remain tied after examining head-to-head results, set percentage is the next level of breaking ties. Teams with a higher set percentage finish ahead of teams with a lower set percentage.
- B2.3.1 If two teams remain tied after examining both head-to-head results and set percentages, that tie is broken using the head-to-head result of the match between those two tied teams.
- B2.4 If three teams remain tied after examining both head-to-head results and set percentages, point percentage is the next level of breaking ties. Teams with a higher point percentage finish ahead of teams with a lower point percentage.

B2.4.1 If two teams remain tied after examining head-to-head results, set percentages, and point percentages, the tie is broken using the head-to-head result between the two tied teams.

B2.5 If three teams remain tied after examining all criteria listed above, the decision reverts to a coin flip. The two lowest seeds coming into the tournament have a coin flip between each other first. The winner will then have a coin flip against the highest original seed.

B3 CEVA BID TOURNAMENT

B3.1 The criteria for breaking a two-way tie in a pool at the CEVA Bid Tournament will be the same as listed in Appendix B2.

B3.2 Three-way ties in a pool at the CEVA Bid Tournament are broken by playing tie-breaking sets. Tie-breaking sets are played as **1 set to 15**, win by two, no point cap.

B3.3 The three teams involved in the tie are reseeded based on head-to-head records against the other teams in the tie.

B3.3.1 A team that beats all other teams with which it is tied in match record will receive the first reseed. A team that has lost to all the other teams with which it is tied in match record receives the lowest reseed.

B3.3.2 After these criteria are exhausted, if only two teams remain tied, the tie is resolved using the head-to-head result between those two teams. The winner of the match receives the higher of the two remaining reseed positions.

B3.4 If three teams remain tied after examining head-to-head results, set percentage is the next level of breaking ties. The team with the highest set percentage receives the highest reseed position.

B3.4.1 If two teams remain tied after examining both head-to-head results and set percentages, the tie shall be broken using the head-to-head result of the match between those two tied teams.

B3.5 If three teams remain tied after examining both head-to-head results and set percentages, point percentage is the next level of breaking ties. The team with the highest point percentage would receive the highest reseed position.

B3.6 Regardless of the pool position being contested, after the reseed process is complete, two tiebreaking matches are played:

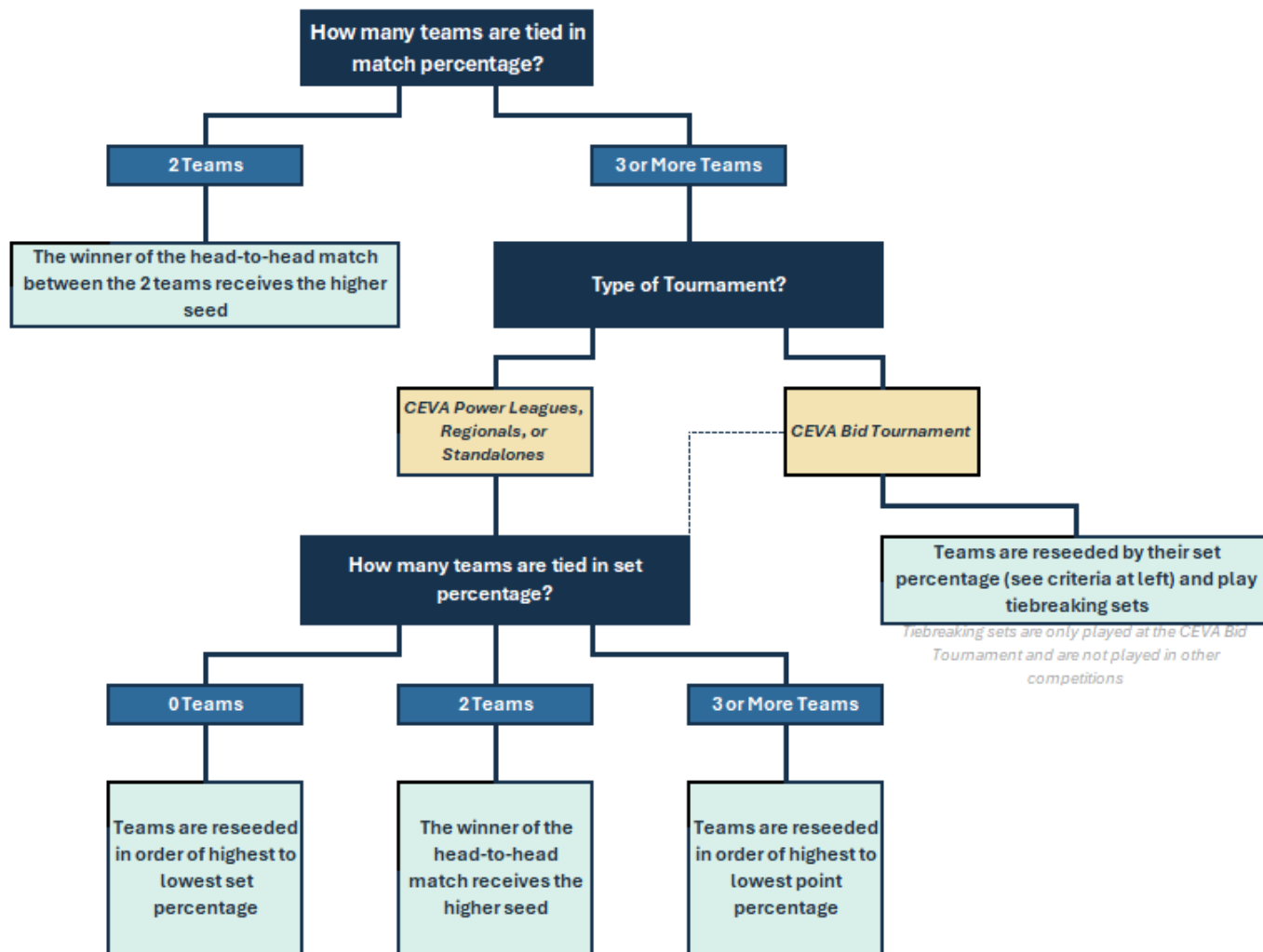
B3.6.1 2nd reseed plays 3rd reseed – 1st reseed officiates
Winner of first match plays 1st reseed – loser of first match officiates

B3.6.2 Loser of the first match receives the lowest pool play finish. Winner of the second match receives the highest pool play finish.

B4 CEVA REGIONAL CHAMPIONSHIPS (ALL AGES)

B4.1 Criteria for breaking all ties, in all levels, of the CEVA Regional Championships will be the same as listed in Appendix B2. There are no tiebreaking matches.

CEVA POOL PLAY TIEBREAKERS



APPENDIX F – FINES

It is not the goal of the CEVA region to charge teams additional fines or penalties, but at times it is necessary to protect the integrity of the region's events or the region itself. While they are listed in this document, below is a summarized chart of fines clubs may be charged in specific circumstances.

Event	Charge
Second incident of low proficiency as a work team	\$100 per incident
Failure to complete an officiating assignment	\$100 per incident
Forfeit of an individual match	\$100 per incident
Checks returned due to insufficient funds	\$250 per incident
Red card sanction (conduct)	\$250 per incident
Ejection from a facility	\$250 per incident
Subsequent ejections from a facility by same club	\$250 additional per incident
Second Purple Card issued to the same club	\$250
Third & subsequent Purple Cards issued to same club	\$500 per incident

APPENDIX F – MODEL TRAVEL POLICY

USA Volleyball Junior Clubs are now required to implement a team travel policy. The following is a model team travel policy and is provided to assist USA Volleyball member clubs with developing their own policies. If a Club chooses not to, or is unable to, create a written travel policy, the following model policy will become the default policy for that Club. Once a customized set of policies is developed and approved by the club, the default policy will no longer apply.

Each member club has the responsibility for approval and implementation of its own set of travel policies, and to provide these policies to all players, parents, coaches and other adults who will be traveling with a team. It is strongly recommended that a signature by each adult acknowledging receipt of and agreeing to the travel policy be obtained by each Club.

Some travel involves only local travel to and from local practices and events while other travel involves overnight stays. Different policies should apply to these two types of travel. The form of policy below is a sample only but may be modified by the local program to meet its specific needs and travel.

MODEL POLICY FOR JUNIOR CLUB VOLLEYBALL PROGRAMS

[Club] has some teams that travel regularly to play in tournaments, has some teams where travel is limited to a few events per season, and some teams where there is no travel other than local travel to and from our own area. [Club] prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the SafeSport Code. [Club] has established policies to guide our travel, minimize one-on-one interactions and reduce the risk of abuse or misconduct. Adherence to these travel guidelines will increase player safety and improve the player's experience while keeping travel a fun and enjoyable experience.

We distinguish between travel to training, practice and local tournaments ("local travel") and team travel involving an overnight stay ("team travel").

Local Travel

Local travel occurs when [Club] does not sponsor, coordinate or arrange for travel.

- Players and/or their parents/guardian are responsible for making all arrangements for local travel. The team and its coaches, managers or administrators should avoid responsibility for arranging or coordinating local travel. It is the responsibility of the parents/guardians to ensure the person transporting the minor player maintains the proper safety and legal requirements, including but not limited to: a valid driver's license, automobile liability insurance, a vehicle in safe working order, and compliance with applicable state laws.
- The employees, coaches and/or volunteers of [Club] or one of its teams, who are not also acting as a parent, shall not drive alone with an unrelated minor player.

Team Travel

Team travel is overnight travel that occurs when [Club] or one of its teams or designees' sponsors, coordinates or arranges for travel so that the team can compete locally, regionally or nationally. Because of the greater distances, coaches, staff, volunteers and chaperones will often travel with the players. Adult Participants, not including athletes that meet the Close-in-Age exception, traveling overnight with Minor Athletes are assumed to have Authority and must comply with the Center's Education and Training Policy.

- Written consent must be obtained annually by the Organization or the Adult Participant for all In-Program lodging. This consent can be withdrawn at any time.

- Lodging arrangements covered under this policy include, but are not limited to, hotel stays, rentals (i.e., Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites.
- When possible, [Club] will provide reasonable advance notice before team travel. Travel notice will also include designated team hotels for overnight stays as well as a contact person within [Club] or the team. This individual will be the point of contact to confirm your intention to travel and to help with travel details.
- All In-Program Contact during lodging must be observable and interruptible unless an exception exists.
- Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with a minor player (unless the coach is the parent, guardian or sibling of the player) and advance written consent is provided to the Organization or Adult Participant for each specific lodging arrangement).
- The coach or his/her designee will establish a curfew when all players must be in their hotel rooms or in a supervised location. Regular monitoring and curfew checks will be made of each room by at least two properly background screened adults. At no time will only one adult be present in a room with minor players, regardless of gender.
- Team personnel shall ask hotels to block adult pay per view channels for player-only rooms.
- Individual meetings between a coach and a player may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present, with at least one of those adults being the same gender as the player.
- Parents/Guardians who wish to stay in the team hotel are permitted and encouraged to do so.
- The team will make every effort to accommodate reasonable parental requests when a child is away from home without a parent. If any special arrangements are necessary for your child, please contact the team personnel who can either make or assist with making those arrangements.
- No coach or chaperone shall at any time be under the influence of drugs or alcohol while performing their coaching and/or chaperoning duties.
- In all cases involving travel, parents have the right to transport their minor player.
- Prior to any travel, coaches will endeavor to make players and parents aware of all expectations and rules. Coaches will also support chaperones and/or participate in the monitoring of the players for adherence to curfew restrictions and other travel rules.
- If disciplinary action against a player is required while the player is traveling without his/her parents, then except where immediate action is necessary, parents will be notified before any action is taken, or immediately after.

Transportation

- All In-Program Contact during transportation must be observable and interruptible unless an exception exists, or the Adult Participant has advance written consent from the Minor Athlete's parent/guardian. This consent can be withdrawn at any time.
- In-Program transportation requirements are met if the Adult Participant is accompanied by another Adult Participant or at least two minors who are 8 years of age or older.
- Written parent/guardian consent is required annually for all transportation authorized or funded by an NGB, LAO, or USOPC. This consent can be withdrawn at any time.

Suggested Additional Policies

The following policies are additional guidelines for developing a travel policy based on the club's preferences and needs.

- Players are expected to remain with the team at all times during the trip. Players are not to leave the competition venue, the hotel, restaurant or any other place at which the team has gathered without the permission/knowledge of the coach or chaperone.
- When visiting public places such as shopping malls, movie theatres, etc., players will stay in groups of no less than three persons. Athletes 12 and under will be accompanied by a chaperone.

Safety Policies

- Additional guidelines to be established as needed by the coaches;
- Supervised team room provided for relaxation and recreation;
- Respect the privacy of each other;
- Only use hotel rooms with interior entrances;

Behavior Policies

- Be quiet and respect the rights of teammates and others in the hotel;
- Be prompt and on time;
- Develop cell phone usage guidelines;
- Develop computer usage guidelines including social media;
- Respect travel vehicles;
- Establish travel dress code;
- Use appropriate behavior in public facilities, including language;
- Establish two different curfews – in own rooms and lights out;
- Must stay in assigned hotel room; and
- Needs and well-being of the team come first.

Financial

- No room service without permission
- Players are responsible for all incidental charges
- Players are responsible for any damages or thievery at hotel;
- Players must participate in contracted group meals; and
- Communicate travel reimbursement information and policies.

General

- Establish fair trip eligibility requirements;
- Establish age guidelines for travel trips;
- Parent(s) responsible for getting player(s) to stated departure point; and
- Requirements for families to attend “Team Travel Tournaments.”

Code of Conduct / Honor Code

USA Volleyball strongly suggests clubs to create a Code of Conduct or Honor Code as a companion document to team travel policies.

Recommended:

- Team members will display proper respect and sportsmanship toward coaches, officials, administrator, teammates, fellow competitors and the public at all times.
- Team members and staff will refrain from any illegal or inappropriate behavior that would detract from a positive image of the team or be detrimental to its performance objectives.
- The possession or use of alcohol or tobacco products by any athlete is prohibited.
- The possession, use or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.

- Team members are reminded that when competing in tournaments, traveling on trips and attending other club-related functions, they are representing both themselves and [Club]. Athlete behavior must positively reflect the high standards of the club.

For Consideration:

- Failure to comply with the Honor Code as set forth in this document may result in disciplinary action. Such discipline may include, but may not be limited to:
 - Dismissal from the trip and immediate return home at the athlete's expense;
 - Disqualification from future tournaments, either local or traveling;
 - Financial penalties;
 - Dismissal from team; and/or
 - Penalties set forth in the USA Volleyball Participant Code of Conduct, which may include a lifetime ban.
- Players are to refrain from inappropriate physical contact at team activities.
- Players are to refrain from the use of inappropriate language

APPENDIX G – TOURNAMENT RANKING SYSTEM

- G1 CEVA will calculate season rankings based on a point system that considers finishes in tournaments and division sizes. All participating teams in tournaments hosted by CEVA, or other USAV-sanctioned events (as determined by the region) will receive points that accumulate over the season.
- G2 Point values are used for seeding in tournaments through the year and may be used as acceptance criteria in specific events, such as the CEVA Bid Tournament or CEVA Boys Regional Championships.
- G3 The tournament ranking system is posted on the CEVA website and is subject to change with or without notice.