

A Guide to Change of Club Eligibility & Exemption

Athlete's Responsibility

1. Resign from your current club in writing, keeping a dated copy.
2. If you hold and club assets such as trophies or equipment, then they are quite within their right to request payment and not accept your resignation until your debt has been cleared or discharged.
3. When changing clubs you will need to complete a current Change of First Claim Club and Exemption Application form, obtainable from the England Athletics website www.englandathletics.org under Clubs and Club Affiliation. Or you can email eligibility@uka.org.uk.
4. Make sure that an officer from the club you are leaving sign section 4A unless you are able to provide alternative acceptance of your resignation. For Example: A confirmation email from a club officer.
5. You must join your new club within 28 days of leaving your previous club. You cannot apply for a change in eligibility until you have joined your new club.
6. Send your completed application to Membership Services enclosing a cheque for £10.00 made payable to England Athletics.
7. All applications received by the 10th of the month will be granted clearance on the first of the following month subject to satisfactory completion of checks.
8. Should an athlete apply for a second change of club with a 12 month period, the 4 month suspension from team competition will apply. An application for exemption may be submitted.
9. Once your application has been received it will be checked and you will receive an acknowledgement email.
10. If there are any problems with your application they will be specified in your acknowledgment email or letter.
11. Subject to satisfactory completion of checks you will receive a final email or letter informing you that you are cleared from the first of the following month.

Please note:

- Athletes in the U15 or U13 age groups may change clubs once in each age group and be exempt from the suspension period but all changes must be reported on the Change of First Claim Club Exemption Application form in order to benefit from this exemption. The £10.00 fee is not payable for these notifications.
- Regional Eligibility Committee decisions cannot be determined by age or ability factors. All are treated equally and fairly.
- You're new and former clubs may both support your application for exemption and the Regional Eligibility Committee will receive this support positively but this should not be accepted as a guarantee that the committee will approve your application. Similarly an

objection should not be interpreted as a final decision that you will have to serve the full 4 month suspension.

- Athletes who compete in team competition for their new club before receiving a notice of exemption may be subject to disciplinary action.

Rule 5

Change of First Claim Club:

- 7 Athletes desiring to change their First Claim Club must complete the form approved by UKA in every detail and submit it to the Home Country Eligibility Committee in which the headquarters of Club they now wish to represent is located. This application must be accompanied by an administration fee of £10. (This fee is waived for athletes who are in the Under 13 and Under 15 age group at the time of receipt of the application, although the necessary form needs to be completed and submitted to the relevant Eligibility Committee to register the change of first claim status)

Provided that the applicant has not made a successful application for change of first claim status within a twelve month period and the completed application form and administration fee are received by the appropriate Eligibility Committee by the 10th day of the month, the change of first claim status will be operative from the 1st day of the following month. Applications received after the 10th of the month will not be reviewed until the following month and the change of first claim status will be operative from the first day of the month following acceptance.

Any athlete making a false declaration in support of such an application will be subject to at least a waiting period as outlined in 8 below and may be subject to more severe penalties.

- 8 If an athlete makes a second or subsequent application to change their first claim status within a twelve month period then the process of applying is as outlined in 7 above. If the application is in order, the change in status will be approved by the 10th of the month and will become operative on the first day of the fourth month following that acceptance.
- 9 An athlete wishing to claim partial or complete exemption from the imposition of the four month waiting period may make application to the National Eligibility Committee in the manner identified in Rule 6 (2) below.