



Manual of Operations

Title: Import Players	Number: HOP 01-06
Source: Executive Director	
Approved By: Executive Director	Date Approved: March 2026 Date Last Reviewed: March 2026

WGHA 's primary focus is to offer female residents of the City of Waterloo the opportunity to learn, develop and compete at the level of hockey appropriate for their age and skill. The inclusion of non-Waterloo residents on representative (rep) teams as "Imports" provides a small set of players from other associations an opportunity to compete at elite levels on WGHA teams if those players have the required skill, attitude, and commitment for this level of hockey. There is no obligation that WGHA elite level teams will select all possible, or any, Import Players. Please refer to HOP-01-07 for the Definition of Imports and Non-Imports.

The purpose of this policy is to provide direction for and outline expectations of, Head Coaches in the event that they are considering selecting Import Players for the respective teams.

SELECTION OF IMPORT PLAYERS FOR TIER 1 AND TIER 2 TEAMS

If a Head Coach is considering taking import players, the WGHA Executive Director and/or his/her delegate must be made aware of the consideration as early as possible in the tryout process.

For an Import Player to be recommended for selection, the player, in the opinion of the Head Coach, with the input from the evaluators, & Executive Director and/or his/her delegate must be at a higher skill level than Non-Import players trying out for the team, subject to the limitations listed below and number of import players allowed for the age division and tier.

Tier 1 Import Selection Limitations

For U13, U15 and U18 Tier 1 (High Performance) teams,

- Any "forward" import players recommended for selection must be ranked within the top seven forward players by the Head Coach and conceded as reasonable by the WGHA Executive Director and/or his/her delegate and independent evaluator(s).
- Any "defence" import players recommended for selection must be ranked within the top five defence players by the Head Coach and conceded as reasonable by the WGHA Executive Director and/or his/her delegate and independent evaluator(s).
- Any "goalie" import players recommended for selection must be ranked as one of the top two available by the Head Coach and conceded as reasonable by the WGHA Executive Director and/or his/her delegate and independent evaluator(s).



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- In the event that a second import goaltender is recommended for selection, the WGHA Executive Director and/or his/her delegate must determine that no Waterloo goalie is available that can reasonably compete at the level in question.

Tier 2 Selection Limitations

For U13, U15, and U18 Tier 2 (High Performance) teams,

- Any “forward” import players recommended for selection must be ranked within the top five forward players by the Head Coach and conceded as reasonable by the WGHA Executive Director and/or his/her delegate and independent evaluator(s).
- Any “defence” import players recommended for selection must be ranked within the top three defence players by the Head Coach and conceded as reasonable by the WGHA Executive Director and/or his/her delegate and independent evaluator(s).
- Any “goalie” import player exceptions recommended for selection must comply with “Consideration for Goaltenders” restrictions listed below.

The Head Coach must make import player selection recommendations to the WGHA Executive Director and/or his/her delegate for final approval before any player can be formally selected. A dispute for whatever reason between the WGHA Executive Director and/or his/her delegate and the Head Coach will be decided by the HOC with input from the independent evaluator(s).

NUMBER OF IMPORT PLAYERS

The maximum number of Import Players permitted on each WGHA team is governed by the team’s division level within WGHA and the team’s divisional (age group) classification.

With priority emphasis on Non-Imports, the standard maximum number of Import Players allowed per team is as follows:

Divisional Classification (0)	Number of Import Players (inclusive of all positions – defence, forward and goalie)
U13 - Tier 1	Up to 3
U15 - Tier 1	Up to 4



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U18 - Tier 1	Up to 5
U22 - AA	No limit. Head Coach discretion.
U22 - A, BB, B	No limit. Priority given to Non-Imports.
Senior all levels	No limit. Priority given to Non-Imports.
All Tier 2 Rep Teams at other levels	Up to 2, PLUS one (1) Import position if UNUSED at Tier 1 in the same division may be used at Tier 2 but for minor (and mid-year if U18) year players only.
All Tier 3 or 4 Rep Teams	1 + additional if insufficient numbers.

Under special circumstances, a Head Coach may request additional Import players above the number allocated for the respective age group. All requests must be in writing, supported by the Head Coach and the player, and reviewed by the WGHA Executive Director and/or his/her delegate.

The WGHA Executive Director and/or his/her delegate can approve up to 1 additional import at any Tier 1 or Tier 2 team.

Any additional incremental requests (beyond 1) need to be recommended by the WGHA Executive Director and/or his/her delegate to the Board and approved by the Board.

Players being considered as Import selections must meet the criteria for the respective age category in the “Selection of Import” section above.

The decision of the Board is final with respect to Import approval and is not subject to appeal.

Considerations for Goaltenders

1. For U13 Tier 2 and lower, U15 Tier 2 and lower, and U18 Tier 3 and lower. Exceptions can be made only with the approval of the WGHA Executive Director and/or his/her delegate.
 - a. No team in these categories shall select import goaltenders when WGHA



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goaltenders are available. One (1) exception to this rule can only occur when recommended in writing to the WGHA Executive Director and/or his/her delegate by the Head Coach, approved by the WGHA Executive Director and/or his/her delegate with input from independent evaluators.

2. For U13 Tier 1, U15 Tier 1, U18 Tier 1, and U18 Tier 2 have no WGHA restrictions on goaltender selection other than normal import restrictions listed above and on number by division.

If an Import goaltender is selected for any team in these categories, any Import goaltenders count as Import Player(s) allowed for the team – except where the number of goalies in the division is less than is required for 2 per team – in which case the goaltender in question will not count against the team's Import Player allotment.

Any changes to this policy require WGHA board approval.