



Manual of Operations

Title: Re-categorization	Number: HOP 04-03
Source: Executive Director	
Approved By: Executive Director	Date Approved: March 2026 Date Last Reviewed: March 2026

If a Waterloo Girls Hockey Association (WGHA) Rep Coach believes that the team is not playing at the appropriate level, then re-categorization (re-cat) may be considered. Rep Coaches wishing to re-categorize teams must discuss this with the parent group and the Executive Director and/or his/her delegate as soon as possible.

The Rep Coach must submit reasons in writing to the Executive Director and/or his/her delegate. The Rep Coach must meet the following requirements for the request to receive further consideration:

- The team must have played no less than 3 exhibition games, and obtained results demonstrating the team is mis-categorized;
- One or more independent evaluators appointed by the Executive Director and/or his/her delegate must be in agreement with the need to re-cat;
- The Rep Coach must detail the results of his or her discussion about the proposed re-cat with his or her parent group; and
- Where that re-cat affects a WGHA team or teams at a lower level, the Rep Coach must obtain written consent for the re-cat from the affected team's Head Coach(es).

The Executive Director and/or his/her delegate must approve all re-categorization requests prior to submission to the OWHA.

If a re-cat request is submitted to the OWHA, prior to October 1, requests will automatically be granted. Otherwise, OWHA must receive a written request including a completed Form A (listing team results to date) by late November. A formal process will then be conducted by OWHA, as set out in the OWHA rules.

When a re-cat is granted or denied, the Executive Director and/or his/her delegate will meet with the requesting team's parent group to discuss the decision and its implications, as well as the parent group of any team affected by the decision should that parent group so desire.



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If a Rep Coach believes an opposing team is overqualified to be in their present OWHA category, then a request may be made to the OWHA to review the skill level of the other registered team by completing an *Application to Request a Review of the Category of Another OWHA Team*. Rationale will be required, including scores and any other pertinent information that you feel should be considered. The Executive Director and/or his/her delegate will assist teams considering this process. The Executive Director and/or his/her delegate must approve submission of any re-categorization forms.