



Yellowknife Minor Hockey Association

Registration Policy

Approved: August 2021

Update: May 30, 2025

1.0 INTRODUCTION

All players must register with the Yellowknife Minor Hockey Association (YKMHA) before participating in any practices, games, or events. This policy outlines the registration process, expectations, and guidelines for league programs, development teams, and developmental programs. Registration is not considered complete until payment is received in full, or an approved payment plan is in place.

2.0 REGISTRATION PERIOD

- Registration for the upcoming season opens each spring (typically in late May/early June).
- Registration deadlines and season start dates will be posted on the YKMHA website and promoted via email and social media.
- The registration deadline is determined by the YKMHA Board based on factors such as evaluation schedules, team formation timelines, and overall program capacity.
- Registering early ensures a spot in the program and allows for proper planning, evaluations, and team formation.
- The term of registration covers participation in YKMHA activities from the start of preseason evaluations through the completion of the regular season and playoffs, typically running from early September to late March or early April.

3.0 FEES & PAYMENTS

- Annual fees are approved at the YKMHA Annual General Meeting and published separately each year.
- The most current fee schedule will be available on the YKMHA website as a standalone document titled **Annual Fee Schedule**.
- A **non-refundable \$100 tryout fee** will be charged for all players registering for Development Team evaluations. This fee is in addition to regular program registration fees and must be paid at the time of registration.
- The Hockey NWT Insurance Fee is separate from league fees, and is determined by Hockey Canada, not YKMHA, and will be charged separately from league fees.
- Fees vary by age division and program type (League, Development Team, Developmental Program, etc.).
- Payment is due in full at registration unless an installment plan is selected at the time of registration.

- Selecting an installment plan is considered a commitment to full payment. Missed payments will result in the cancellation of the plan, the balance becoming immediately due in full, and the player being ineligible to participate in any on-ice activities until the outstanding balance is paid.

4.0 FINANCIAL SUPPORT

Families in need of financial assistance are encouraged to apply to:

- [KidSport NWT](#)
- [Jumpstart](#)
- Contact YKMHA's Administrative Assistant if support or documentation is required to apply.

5.0 REGISTRATION AGES

Players must register in their age-appropriate division, based on their age as of **December 31st** of the calendar year. The appropriate divisions will automatically be shown during registration in the RAMP online system, based on the player's date of birth listed in their RAMP profile.

If there are any questions or issues regarding the assigned division, families are encouraged to contact the YKMHA Administrative Assistant prior to completing registration.

6.0 CODE OF CONDUCT AGREEMENT

By registering, players and parents agree to follow the YKMHA Code of Conduct and other applicable policies conduct policies.

7.0 MEDIA CONSENT

Photos and videos may be taken during YKMHA practices, games, tournaments, and events. These may be used for promotional purposes, including on our website, social media accounts, printed materials, and in media coverage.

By registering, families acknowledge and accept the possibility of their child appearing in such materials.

Families who do not wish for their child's image or name to be used must opt out by contacting the YKMHA Administrative Assistant in writing at the time of registration. YKMHA will make every reasonable effort to respect and uphold these requests.

Please note that in public spaces such as arenas, it may not be possible to guarantee full exclusion from all crowd or action shots.

8.0 UNIFORM DEPOSITS

A refundable uniform deposit will be collected by the team manager after teams are formed. The deposit must be paid by postdated cheque, dated April 30th of the applicable year, or through RAMP at the time of registration. **Cash deposits will not be accepted.**

Deposit amounts are as follows:

- U5–U9: \$100
- U11–U18 and female programs: \$150

Cheques will be returned, or RAMP deposits refunded, at the end of the season once the uniform has been returned in good condition, with no damage beyond reasonable wear and tear. Damage from the application of name bars, patches or improper care are examples outside of reasonable wear and tear. **Deposits will not be returned if uniforms are not returned or are damaged beyond reasonable use.**

9.0 LATE REGISTRATION

Late registration is defined as any registration completed more than **two months after the opening date** of registration for the current season.

- Late registration is only accepted if space is available in the requested division.
- Registrants who register after evaluations are completed will not be evaluated.
- Late registration is not permitted for development teams.
- Full payment is required at the time of late registration; installment plans are not available.
- All late registrations must be approved by the Director, League Programs.
- If a player is registered after teams have already been formed, placement will be determined based on team size and balance. The Director, League Programs will work in consultation with the Head Coaches and division Governor to determine the most appropriate team placement.

Fee discounts for late registration are as follows:

Date of Late Registration	% of Annual Fee Owed
After November 1st	90%
After December 1st	70%
After January 1st	50%

10.0 REFUNDS

Refunds are issued based on the date a written withdrawal request is submitted to the YKMHA Administrative Assistant. Requests must include the player's full name, division, and reason for withdrawal.

Refunds are processed based on the following schedule:

Date of Withdrawal	% Refund
Before October 1st	90%
Before November 1st	70%
Before December 1st	60%
Before January 1st	50%

- **No refunds will be issued after January 1st**, except under the following circumstances:
 - The player moves out of Yellowknife and cannot continue participating.
 - The player suffers a season-ending injury (a medical note is required).
- Any refunds after January 1st must be approved by the Director, League Programs or Director, Development Teams
- All refunds are subject to the following deductions:
 - The amount paid for the current season Hockey NWT Insurance Fee
 - A \$25 administrative processing fee.

Additional terms:

- Refunds will not be issued to players who are suspended or expelled by YKMHA, Hockey NWT, Hockey North, or Hockey Canada.
- Refunds may take up to 30 days to process.
- For players on an installment plan, refunds are calculated based on the total registration fee, not the amount paid to date.
- Uniform deposits are handled separately, as outlined in Section 8.0.
- Refunds will be applied to the original method of payment through the RAMP Registration system.

11.0 HOW TO REGISTER

All registrations are completed through the YKMHA website: www.ykminorhockey.ca

Payment is accepted by credit card through the RAMP registration system.

For support, email info@ykminorhockey.ca.