

## **Policy on USTA South Carolina Junior Tournament Sanction and Scheduling**

**Purpose:** This policy outlines the guidelines used by the Sanction and Scheduling Committee to schedule tournaments in South Carolina and establishes the minimum requirements tournament directors and member organizations must meet to have junior tournaments sanctioned by USTA SC.

**Policy:**

1. USTA SC tournament sanctions are held by the member organizations. The tournament director is the authorized agent for the member organization and, as such, is responsible for meeting all sanctioning requirements.
2. Applications for tournament sanctions must be submitted using the Tennislink online application. Failure to submit a complete application within established timelines may result in denial of sanction.
3. If an event will include both junior and adult competition, a separate sanction request must be made for each competition.
4. Tournament levels are determined by the Junior Competition Committee and are reviewed each year. Individual tournaments are not guaranteed the same level for the next year.
5. All sanctioned tournaments must meet the requirements listed in this policy. If a tournament director, acting individually or as agent for the member organization, violates any sanctioning requirement, the tournament director and/or the member organization may be ruled ineligible for a sanctioned tournament the following year.
6. All junior tournaments sanctioned by USTA SC will be charged a sanction fee, with the exception of Level 5 and Level 6 tournaments for which the sanction fee is waived.
7. Tournament Requirements:
  - a. USTA Membership
    - i. The host member organization and tournament director must be current members of the USTA. These memberships must be valid through the last day of the sanctioned tournament.
    - ii. All players allowed into sanctioned tournaments must be current USTA members.
  - b. Tournament Data Manager System (TDM)

- i. Tournament Data Manager System (TDM) must be used for all USTA SC sanctioned tournaments. Results must be entered daily during the tournament.
  - ii. Final results must be published within 24 hours of the last day of the sanction in order to meet the weekly standings update schedule. Any delays must be approved by the USTA SC Tournaments Manager.
  - iii. TDM default codes must have a reason listed. Codes are available in Friend at Court (FAC).
  - iv. Corrections to published tournament results must be entered into TDM by the tournament director or referee. If the tournament results have already been calculated into the published standings, corrections will not be reflected in player records or standings lists until the next scheduled update.
  - v. All tournaments must offer online registration.
- c. Entry Deadlines
- i. Entries may not be closed prior to the deadline.
  - ii. Tournament directors may extend entry deadlines only one day. Any further extension must be approved by the Tournaments Manager.
- d. Additional Requirements
- i. Changes in Sanctioned Divisions must be approved in advance by the Junior Competition Coordinator or the Tournaments Manager.
  - ii. Tournaments must be held within the sanctioned dates.
  - iii. Tournaments must have a specified tournament director, a specified USTA-certified referee AND a specified tournament committee.
  - iv. The tournament director must have attended a USTA SC Tournament Directors Workshop within the past twelve months.
  - v. A tournament committee of at least three (3) persons must be appointed. The tournament director and referee must be members of this committee.
  - vi. The tournament committee must appoint a tournament appeals committee of at least two members to decide player appeals of the referee's disqualification or unilateral default of a player. The referee, deputy referee and umpires may not be members of this committee.
  - vii. Awards must be awarded to first and second place players, in the main draw only, if four or more players are in the draw.
  - viii. First match times must be published on the website/tournament home page at least two days before the first day of play.
  - ix. The Point Penalty System must be utilized.
  - x. Head taxes must be paid according to USTA SC Policy.
  - xi. New USTA-approved balls, suitable to the playing surface, must be used at the beginning of all matches, except in 10 and under divisions and 12s Green, where low compression balls are used.
  - xii. In junior tournaments, 10s and 12s singles divisions must offer consolation rounds.

- xiii. Junior players can only play in one age division per event.
  - xiv. Information on the tournament homepage and brochures or entry forms must be in compliance with the requirements listed in FAC.
  - xv. FAC will govern all sanctioned tournament play.
  - xvi. All Junior tournaments must offer all levels of Youth Progression: Green Level 1, Orange Level 1.
  - xvii. Beginning with the 2019 sanction period, all Tournament Directors must be Net Generation approved providers, including Safe Play and background screened. Sanctions will not be approved for tournament directors who do not comply with this standard.
  - xviii. All singles draws with four or less players must be Round Robin. All doubles draws with four or less teams must be Round Robin.
  - xix. South Carolina Level 3 Tournaments must offer doubles for all age divisions.
- e. Level 4 Specific Requirements:
- i. Every Tournament will offer both **Singles (with consolation)** and **Doubles** for all players.
  - ii. A minimum of three (3) matches is mandatory if players enter singles (FMLC) & doubles (SE) (at least 2 singles matches and 1 doubles match)
  - iii. Match play in Singles will be sets with a match (ten-point) tiebreaker used for the 3<sup>rd</sup> set if necessary.
  - iv. Doubles draws can be 8-game pro sets. We are trying to encourage doubles for this circuit, so please make the extra effort to ensure the doubles draws make.
  - v. There will be one 12 & Under division: 12U yellow ball
  - vi. All levels of Youth Progression will be offered (Green Level 1 & Orange Level 1).
  - vii. Eligibility: Any player currently ranked in the SC standings in the top 10 in the 12's – 16's age divisions must play up.
  - viii. MISCELLANEOUS INFORMATION FOR TOURNAMENT DIRECTORS:  
You must review the players' current standings list before the entry deadline. You must notify an ineligible player before the draws are posted, if they have registered for your tournament. You must refund any entry fees for any ineligible players. If you have them withdraw online before the registration close date, they will not be charged the entry fee, but will be charged the processing fee.
- f. Level 5 Specific Requirements:
- i. Every tournament will be a **One Day Event**.
  - ii. Singles format will be Round Robin.
  - iii. 10 and Under Tennis format will be utilized for 10U divisions and the 12U division will be played on a 78' court with the green ball.
  - iv. Play in the 10 & Under division will be on a 60' court with orange balls and all players will have appropriate racquets (19"-25"). The scoring format for the 10's will be the best of 3 sets, first to win 4-games with no-ad scoring wins the set; 7-point tiebreaker is used for the 3<sup>rd</sup> set.
  - v. Players are not allowed to play up.

- vi. All tournaments will offer age groups 10s through 18s – Boys and Girls. All levels of Youth Progression must be offered (Green Level 1, Orange Level 1).
  - vii. Eligibility: Players must not have accumulated more than 200 points (12s-18s) from any state in the Current Standings of any division. 10U players must play the division that they are currently in for Youth Tennis Progression. Players must be able to serve and keep score.
- g. Level 6 Requirements:
- i. Every tournament will be a **One Day Event**.
  - ii. Singles format will be Round Robin.
  - iii. 10 and Under Tennis format will be utilized for 10U divisions and the 12U division will be played on a 78' court with the green ball.
  - iv. Play in the 10 & Under divisions will be on a 60' court with orange balls and all players will have appropriate racquets (19"-25"). The scoring format for the 10's will be the best of 3 sets, first to win 4-games with no-ad scoring wins the set. 7-point tiebreaker is used for the 3<sup>rd</sup> set.
  - v. Players are not allowed to play up.
  - vi. All tournaments must offer all levels of Youth Progression (Green Level 1, Orange Level 1).
  - vii. Eligibility: Players must have not accumulated more than 50 points (12s-18s) from any state in the Current Standings of any division. 10U players must play the division that they are currently in for Youth Tennis Progression. Players must be able to serve. Players should be able to keep score however court monitors may be provided to assist beginner players with score.
- h. Officials
- i. Referees
    1. The referee must be confirmed before the tournament is submitted for sanction approval.
    2. Any change in referee after a tournament is sanctioned must be approved in advance by the USTA SC Tournaments Manager.
    3. Contact information for the referee must be listed on the tournament home page.
    4. The referee and the tournament director **may not** be the same person.
    5. The referee or the tournament committee shall appoint a USTA certified deputy referee to act as the referee whenever the referee is not present. The referee or deputy referee must be present at all times when play is in progress.
    6. The referee or deputy referee and at least one other tournament committee member will make the draw using TDM.
    7. Seedings must be established in accordance with the guidelines in FAC, as adjusted by the latest national, sectional, and state standings lists with particular attention to head-to-head results.

8. In case of inclement weather, the referee must follow the USTA South Carolina Policy on Inclement Weather when modifying scoring or canceling specific events within the tournament.
  9. Officials must be dressed in either the approved USTA officials' uniform or a tournament specific uniform so that they can be readily identified by the players.
- i. Umpires and Monitors
    1. At least one USTA certified official must be present at each site.
    2. Requirements in FAC and those established by the Officials Committee and approved by the USTA SC Board of Directors must be followed.
  - j. Facility Requirements
    - i. Courts and lighting must comply with USTA regulations.
    - ii. Courts must be clean and free of debris.
    - iii. Water removal devices must be available at all sites.
    - iv. Clean restroom facilities must be available at all sites.
    - v. Drinking water and ice must be available at all sites.
    - vi. Chairs or benches must be provided on court for players.
    - vii. Adequate first aid supplies must be available at each site. Provision of an athletic trainer is highly desirable.
8. Tournament Scheduling. The Junior Sanction and Schedule Working Group shall use the criteria listed below to determine the junior tournament schedule for any given calendar year.
    - a. Member organizations are limited to two junior level 1 through level 3 tournaments and two Level 4 tournaments per calendar year. National and Southern Championships, Level 5 tournaments and Level 6 tournaments do not count towards the allotted number of tournaments.
    - b. A maximum of two junior level 1 through level 3 tournaments and two Level 4 tournaments shall be allowed on any given weekend within South Carolina. National and Southern Championships, Level 5 events and Level 6 tournaments do not count towards this number of tournaments.
    - c. New Level 4 tournaments added in the late sanctioning period shall not be scheduled within two weeks of another Level 4 tournament in the same general area (nominally 100 miles).
    - d. All tournaments to be held on the same dates, except Level 5 tournaments and Level 6 tournaments must be separated by at least 100 miles. As an exception, a junior and an adult tournament may be scheduled within the 100-mile limit. Level 5 tournaments and Level 6 tournaments are not required to avoid dates and divisions of sanctioned junior tournaments.

- e. When two or more tournaments within 100 miles request overlapping dates, the tournament in good standing that has a history on those dates shall be given priority.
  - f. Junior state closed tournaments shall have priority on available dates. There shall be no other USTA SC sanctioned tournaments offering the same divisions as a state closed tournament on the same date. Level 5 tournaments and Level 6 tournaments are exempted from this requirement.
  - g. The cancellation of a sanctioned tournament must be approved by the Junior Competition Coordinator. Requests for cancellation must be submitted with as much advance notice as possible. Cancelled events will not receive priority for the same dates the following year.
9. Enforcement:
- The USTA SC Tournaments Manager will keep the Chair of the Junior Competition Committee informed of any violations of tournament regulations and/or sanction requirements.

The Tournaments Manager or the Chair of the Junior Competition Committee may initiate a letter to the tournament director of the affected tournament outlining the regulation and/or sanction violations and requesting a written response to include an explanation and a description of corrective action taken or in progress.

The Junior Competition Committee shall review the response from the tournament director and determine what if any action is to be taken against the affected tournament and/or tournament director.

Penalties the committee may impose range from admonition to loss of sanction for that particular tournament in the subsequent year or loss of all sanctions, including any tournaments still to be played in the current year.

**Board Approval Date:** September 26, 2010, December 10, 2017, December 9, 2018