

CHANGES MADE AFTER APPROVAL:

Certification is granted based on the information reported on the application. As a condition of NCAA certification, activity operators attest that the information provided in their application is complete and accurate to the best of their knowledge and belief. Additionally, when an activity operator submits an application and enters their initials on the signature page of the application, the operator agrees to the following:

"If any information supplied on this application changes, including the cancellation of the event/league, I will notify the basketball certification staff (ECAG) immediately. I understand that the failure to provide such notice at least 48 hours in advance of the start of the event/league will result in the denial or withdrawal of certification."

If **ANY** of the information in the application changes (location, dates, times of games, number of educational sessions, etc.) or if the event/league is cancelled, that information must be reported to ECAG no later than 48 hours prior to the scheduled start of the event/league to avoid penalties.

**All changes must be communicated in writing to ECAG
48 hours prior the event/league to avoid penalties.**

Information submitted online will be time and date stamped by the online system. All information submitted to ECAG that cannot be submitted via the online process must be submitted in writing and NOT verbally by phone. It is recommended that all documents be sent to ECAG via some type of traceable delivery (i.e., FedEx, DHL, UPS, certified mail, etc.) as it is the operator's responsibility to verify and produce proof of a timely submission. It is advisable

- If documents are sent via e-mail, mark them for a read and delivery receipt and keep that verification as proof of successfully submitting the information.
- If the documents are sent via facsimile, keep verification of the transmission.

Again, all deadlines are strictly enforced. See: [Deadline](#).

Failure to report changes or cancellations at least 48 hours in advance will render the event/league ineligible for certification the following year.

Cancellation policy for an activity that is both a league and an event

If an activity receives both event and league certification and the operator notifies ECAG that the activity has been cancelled after the beginning of the league, but prior to the first certified event date, the activity will be rendered ineligible for league certification the following year but remain eligible for event certification.