ATHLETE ASSISTANCE PROGRAM

AAP CARDING CRITERIA

2019/2020

1. Introduction-

1.1. The "Athlete Assistance Program" (AAP) is a national financial support program for designated elite national and international level athletes. The main goal of the AAP is to contribute to improved Canadian performances at major international sporting events such as the Olympic Games, Paralympic Games, Commonwealth Games, Parapan Am Games and World Championships. To this end, the AAP identifies and supports athletes already at or having the potential to be in the top-16 in the world.

The program is federally funded through Sport Canada, with Badminton Canada providing sport-specific guidelines based upon the program's overall objectives and funding limitations. Badminton Canada and Sport Canada meet annually to review athlete applications for funding assistance through AAP, and to update the guidelines as required. Badminton Canada provides the technical assistance to Sport Canada for the carding approval process by providing nominations that are in accordance with the approved carding criteria. Sport Canada determines final approval for athletes to be supported under the AAP.

2. Minimum Eligibility-

2.1. For an athlete to qualify for AAP funding, the following minimum eligibility criteria must be met (see Annex 1 - Exemption Request and Procedures for any exceptional circumstances)-

2.1.1. To be considered for AAP carding support at any level the athlete must have competed in the 2019 National Championships, unless granted an exceptional circumstances exemption by the Badminton Canada High Performance Committee.

2.1.2. The athlete must be a member of the 2019-20 Badminton Canada National Team

2.1.3. Athletes must have competed in at least 2 Canadian Senior Elite Series tournaments (provided at least 3 are held) and 1 BWF sanctioned International tournament (provided at least 1 is held) held in Canada between May 1st, 2018 and April 30th, 2019 (the “carding qualification period”) and maintained their National Team Agreement Commitments for the previous cycle (as applicable) (see Annex 1 - Exemption Request and Procedures)
2.1.4. The athlete, under the eligibility requirements of the Badminton World Federation, must currently be eligible to represent Canada at all major international BWF events. Major international BWF events refer to all World Championships events, the Pan American Championships, Thomas Cup, Uber Cup, Sudirman Cup, Pan Am Games and Olympic Games.

2.1.5. The athlete is required to be a Canadian passport holder

2.1.6. The athlete must meet the carding criteria as a representative of Badminton Canada at international events or in a domestic event or events sanctioned by Badminton Canada for such purposes

2.1.7. The athlete must demonstrate, in their training and competitive plans, a commitment toward improved international performances for the upcoming year

2.1.8. There are instances in Senior international card funding based upon Olympic and World Championships results whereby an athlete may receive AAP support for a two year period; in this scenario, an athlete must be nominated for AAP support each year of the two year period

3. Program Benefits-

3.1. Athletes approved by Sport Canada for the AAP are eligible for a living and training allowance, tuition support (in a Sport Canada approved University or College program or NCCP coaching program), deferred tuition support, and special needs assistance. Athletes funded by AAP receive a monthly financial stipend as follows-

- Senior International Card (SR1/SR2) $1,765/month
- Senior National Card (SR) $1,765/month
- First Time Senior National Card (C-1) $1,060/month
- Development Card (D) $1,060/month

3.2. Sport Canada provides tuition support to athletes eligible for post-secondary school and meeting high performance training and competition requirements. This support is available during the period the athlete is carded. Tuition support also takes the form of deferred tuition support. This AAP option provides tuition credits to carded athletes for each year they are carded and eligible and allows them to use these credits for a defined number of years. Note: AAP tuition support applies only to post-secondary schooling in Canada and Coaching Association of Canada approved NCCP coaching courses.

Further information on the AAP can be obtained through Badminton Canada (www.badminton.ca) or by visiting the Sport Canada website (http://canada.pch.gc.ca/eng/1413910841375)
4. **Carding Criteria Details**

4.1. Under the agreement with Sport Canada, Badminton Canada is limited to the equivalent of 6 SR cards ($127,080). A maximum of 4 Senior cards (C1, SR, SRinj, SR1, SR2) will be allocated for the 2019/20 carding cycle. The rest of the card quota will be available to nominated eligible athletes for Development (D) cards. A minimum of four months of AAP funding must be available for AAP funding to be allocated.

From time to time, changes in limits occur based upon Sport Canada funding and priorities, these changes will be communicated to Badminton Canada Member Associations on a timely basis.

4.2. The badminton carding cycle runs from June 1st to May 31st.

4.3. Senior International cards (SR1/SR2) are awarded to athletes who have achieved the required performances at Olympic Games (in Olympic years) or World Championships (in non-Olympic years). Senior (SR/C1) and Development (D) cards are awarded to athletes based upon national and international performances, and who show the potential to progress to the Senior International card level. The first year of a Senior Card is referred to as a C1 card and is valued at a Development card level. A restriction on maximum number of years carded at the Senior (SR/C1) and Development (D) levels is in effect - this is not in effect for the Senior International cards.

4.4. Carded athletes retiring from the National team should indicate their intention to Badminton Canada before the beginning of the next carding cycle – June 1st. Athletes retiring after the start of the carding cycle (June 1st, 2019), or who do not meet the training and competition obligations outlined in the Badminton Canada National Team Agreements may be required to return all of some of the AAP funding already received for the current year. In this instance, the procedure for withdrawal of carding status will be applied.

5. **Doubles-Specific Carding Criteria**

5.1. Athlete previously carded changing partner prior to the carding nomination

5.1.1. An athlete, in Men’s, Women’s or Mixed Doubles, who was carded (at any level) in the previous carding cycle who separates for whatever reason and is continuing to play and search for a partner while following a training program approved by Badminton Canada, shall be included in the qualifying process as outlined in this document. In all such cases, eligibility and ranking shall be determined according to their results with their previous partner. For an athlete carded at (or eligible for) the Senior International Card level any change in partners would result in forfeit of the potential for a "second year Senior card" (i.e., the athlete is not eligible for nomination at SR1).

5.1.2. In the case that the athlete(s) in question split more than four (4) months prior to the nomination then the nomination can only be considered if a new partnership has been established and a successful evaluation has been conducted by Badminton Canada.
5.1.3. Badminton Canada shall provide a maximum of four months from the date of the split (considered to be the date of the last tournament the pair played together) for the athlete to secure a new partner and undergo an evaluation conducted by Badminton Canada. Carding will be put on hold until a new partnership is established and successful evaluation is confirmed by Badminton Canada.

5.1.4. If the evaluation is positive, the originally carded athlete will be carded retroactive to the beginning of the carding cycle. The new partner will not be carded unless they otherwise qualified for carding independent of this new partnership.

5.1.5. If the athlete does not establish a new partnership in the same discipline or the evaluation is not considered positive by Badminton Canada, the athlete shall forfeit carding. This carding position shall, in turn, be re-directed to another qualified athlete using the applicable qualifying process described in this document and be retroactive to the beginning of the carding cycle.

5.2. Athlete not previously carded changing partner prior to the carding nomination

5.2.1. An athlete in Men’s, Women’s or Mixed Doubles who was not carded in the previous carding cycle, who is applying for carding in this cycle will only be considered for carding if they are continuing to play with the partner with whom they have met the criteria. An exemption will only be considered if the new partnership the athlete establishes is with an athlete carded in the previous cycle. An evaluation of the new partnership will be conducted by Badminton Canada. The evaluation must be requested by the applicant by March 31st, 2019 at the latest.

5.3. Following the approval of carding nominations

5.3.1. When an athlete in Men’s, Women’s or Mixed Doubles, separates for whatever reason before the end of the competitive season after having been carded for the particular year, and is continuing to play and search for a partner while following a training program approved by Badminton Canada, carding will be immediately put on hold. Badminton Canada shall provide a maximum of four months from the date of the split, but no later than April 1st, 2018 for the athlete to secure a new partner and undergo an evaluation conducted by Badminton Canada.

5.3.1.1. If the evaluation is positive, the originally carded athlete will be carded retroactive to when carding had been suspended. The new partner will not be carded unless they otherwise qualified for carding independent of this new partnership. For an athlete carded at the Senior International level this change in partners would result in forfeit of the potential for a "second year Senior card (SR2)".

5.3.1.2. If, by April 1st, 2019, the athlete does not establish a new partnership in the same discipline or the evaluation is not considered positive by Badminton Canada, carding will be terminated.

6. Carding Application Timeline & Procedures-

6.1. By March 31st, 2019- Athletes in Men’s Women’s and Mixed Doubles who were not carded in the previous cycle and are establishing a new partnership must request an evaluation from Badminton Canada
Email request- Email request will be accepted if all relevant material is included. Email should be sent to jordan@badminton.ca. It is recommended that the athlete follow-up with a hard copy to the above address.

6.2. By end of May 2019- Badminton Canada will confirm the list of athlete names to be forwarded to Sport Canada for AAP consideration.

6.3. May or June 2019- Carding review meeting with Sport Canada.

6.4. By the end of July 2019- Final confirmation of athlete support based upon athlete training/competitive plan and receipt of the signed AAP Application form and National Team Agreement.

7. AAP Review Process & Prioritization-

7.1. Badminton Canada will review all athletes to confirm eligibility, to verify all competition results and to approve the athlete training and competitive plan. Applications that do not include a yearly training plan, schedule of competitions for the upcoming year The Badminton Canada High Performance Committee will determine a priority ranking of all AAP eligible athletes based on the carding criteria and order of priority indicated in this document. Sport Canada approves the nominations in accordance with the AAP policies and procedures.

7.2. All disciplines (MS, WS, MD, WD, XD) will be prioritized into one list and nominated for carding based on this combined prioritization. As such, a Doubles pair will be treated as one team, but each athlete within that team would receive the level of allocated funding based on this overall prioritization list. Doubles pairs will be referred to as “teams” and/or “pairs”. Cards will be allocated to eligible athletes in the following order of priority, with a limit of 2 athletes or teams per discipline per level of carding. In the case when there is only one card remaining and the next allocation is to a doubles or mixed doubles team, this last card will be allocated as 6 month cards to the two team members. (i.e., each receiving 6 months of carding support). This would apply for both the SR and D card levels.

7.3. Athletes eligible for “SR1/SR2” cards
   7.3.1. Athletes carded the previous year at the SR1/SR2 levels that meet the Injury Card Criteria;
   7.3.2. Athletes eligible for “SR” or “C1” cards priority 1
   7.3.3. Athletes eligible for “SR” or “C1” cards priority 2
   7.3.4. Athletes carded the previous year at the SR/C1 levels and that meet the Injury Card Criteria
   7.3.5. Athletes eligible for “D” cards;
   7.3.6. Athletes carded the previous year at the D level and that meet the Injury Card Criteria.

8. SR1/SR2 Qualifying Criteria-

8.1. Senior International (SR1/SR2) Cards will be sought for athletes who meet or exceed the requirements in the following disciplines:
8.1.1. Men’s Singles
8.1.2. Women’s Singles
8.1.3. Men’s Doubles
8.1.4. Women’s Doubles
8.1.5. Mixed Doubles

8.2. Based upon results achieved at the 2018 World Championships, the following standard must be obtained for consideration:

8.2.1. Finish in the top 8 counting a maximum of 3 entries per country
8.2.2. Finish in the top half of the field

8.3. Byes, walkovers and placements will not be recognized as eligible results for Senior International Cards. First round walkovers, byes or placement will not count in any event. An athlete must win a match for results consideration

8.4. Athletes who meet the SR1/SR2 criteria are eligible to be nominated by Badminton Canada for two consecutive years, with the card for the first year referred to as SR1 and the card for the second year referred to as SR2. The second year of carding is contingent on the athlete being re-nominated by the Badminton Canada and a training and competitive program approved by Badminton Canada and Sport Canada being maintained. The athlete must also sign an Athlete/NSO Agreement and complete an AAP Application Form for the year in question

9. SR1/SR2 Prioritization-

9.1. If two or more athletes make top eight at the World Championships, priority will be given to the athlete(s) with the higher finish at the World Championships

9.2. If athletes are still tied based on their finish at the World Championships, the athletes with the highest (1 being the highest) numerical BWF ranking as of the May 1st, 2019 BWF ranking in the event (and with the partner they qualified for support in), will be ranked higher.

9.3. If two or more athletes have the same numerical BWF rank, the athletes with the highest BWF ranking points total (as of the May 1st, 2019 BWF ranking list) in the event (and with the partner) they qualified for support in, will be ranked higher.

9.4. If two or more athletes have the same BWF points totals, the players will be ranked based on how far the athletes made it at the 2019 Canadian Senior National Championships.

9.5. If two or more athletes made the same round at the Canadian Senior National Championships, the athletes will be ranked based on who is higher on the Canadian National Ranking list as of May 1\textsuperscript{st}, 2019.

9.6. If there is still a tie, the funds are split evenly between the disciplines that are tied.
10. **Senior (SR/C1) and Development (D) Criteria** -

10.1. BCAn will nominate the number of athletes that brings us to a maximum of 4 cards for Senior cards (C1, SR, SRinj, SR1, SR2) to be distributed for the 2019/2020 carding cycle.

10.2. The remaining card quota will be available to nominated athletes eligible for Development (D) cards. A minimum of four (4) months of card support must be available to nominate an athlete for the AAP.

10.3. Senior (SR/C1) and Development (D) cards will be sought for athletes who meet or exceed the requirements in the following disciplines-

   10.3.1. Men’s Singles
   10.3.2. Women’s Singles
   10.3.3. Men’s Doubles
   10.3.4. Women’s Doubles
   10.3.5. Mixed Doubles

10.4. Results must be achieved with the same partners for women’s, men’s and mixed doubles

10.5. An athlete can only be considered for carding in any discipline based on his/her results in that discipline

10.6. Senior and Development Cards will be valid for a one (1) year period subject to the athlete remaining an active competitor and continuing to meet or exceed the standards as listed in the BCAn National Team Agreements and the Yearly Training Plan (YTP) approved by Badminton Canada

10.7. In general, athletes previously carded at the Senior International level (SR1/SR2) or carded more than two years at the Senior card level (SR/C1) are not eligible for a D card. Years carded at the SR/C1 level while the athlete was eligible to compete in the junior age category do not count toward the total number of years.

10.8. To be eligible for nomination for a D card, the athlete must meet the following-

   10.8.1. Participated in the 2019 Canadian Senior National Championships
   10.8.2. Be age eligible to compete in the 2019 U23 National Championships except for
      
      10.8.2.1. An athlete who was carded at a senior level the previous year changes to a new partner with whom they have not been carded before
      
      10.8.2.2. An athlete not carded in the previous year changes to a new partner who was carded in the previous year and is being nominated for carding this year.
11. **Senior (SR/C1) Prioritization**

11.1. **SR/C1 Priority #1** - If there is a World Championships during the qualification period, athletes that placed in the 9th to 16th place at the World Championships. Athletes meeting priority 1 standard will be prioritised based on their position at the Worlds.

11.1.1. If athletes are still tied based on their finish at the World Championships, the athletes with the highest (1 being the highest) numerical BWF ranking as of May 1st, 2019 in the event (and with the partner they qualified for support in), will be ranked higher.

11.1.2. If two or more athletes have the same numerical BWF rank, the athletes with the highest BWF ranking points total (as of the BWF ranking list on May 1st, 2019) in the event (and with the partner they qualified for support in), will be ranked higher.

11.1.3. If two or more athletes have the same BWF points totals, the players will be ranked based on how far the athletes made it at the 2019 Canadian Senior National Championships.

11.1.4. If two or more athletes made the same round at the Canadian Senior National Championships, the athletes will be ranked based on who is higher on the Canadian National Ranking List as of May 1st, 2019.

11.2. **SR/C1 Priority #2** - The second priority is for athletes/pairs with the highest BWF rank as of the BWF ranking list on May 1st, 2019 in the event they qualified for support. Athletes will be selected based on their overall ranking, taking the highest ranking athletes/pairs across all disciplines until all slots are filled.

11.2.1. If two or more athletes have the same numerical BWF rank, the athletes with the highest BWF ranking points total (as of the BWF ranking list on May 1st, 2019) in the event (and with their partner) they qualified for support in, will be ranked higher.

11.2.2. If two or more athletes have the same BWF points totals, the players will be ranked based on how far the athletes made it at the 2019 Canadian Senior National Championships.

11.2.3. If two or more athletes made the same round at the Canadian Senior National Championships, the athletes will be ranked based on who is higher on the Canadian National Ranking List as of May 1st, 2019.

**NOTE:** Athletes/pairs must have competed in at least 6 BWF sanctioned tournaments between May 1st, 2018 and April 30th, 2019 in order to be considered for SR/C1 Priority #2.

11.3. Athletes meeting Priority #2 will also have to meet the minimum requirements as per the chart below. These criteria apply once the athlete has reached the BWF post-junior age category.
Minimum BWF Ranking Required. Ranking must be achieved between May 1st, 2018 and April 30th, 2019

<table>
<thead>
<tr>
<th>Years of SR/C1 or SR1/SR2 Carding (post-Junior age)</th>
<th>MS Ranking</th>
<th>WS Ranking</th>
<th>MD Ranking</th>
<th>WD Ranking</th>
<th>XD Ranking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 8+</td>
<td>Top 20</td>
<td>Top 20</td>
<td>Top 20</td>
<td>Top 20</td>
<td>Top 20</td>
</tr>
<tr>
<td>Year 6-7</td>
<td>Top 30</td>
<td>Top 30</td>
<td>Top 30</td>
<td>Top 30</td>
<td>Top 30</td>
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<tr>
<td>Year 5</td>
<td>Top 45</td>
<td>Top 45</td>
<td>Top 40</td>
<td>Top 40</td>
<td>Top 40</td>
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<tr>
<td>Year 4</td>
<td>Top 65</td>
<td>Top 65</td>
<td>Top 55</td>
<td>Top 45</td>
<td>Top 50</td>
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<tr>
<td>Year 3</td>
<td>Top 95</td>
<td>Top 95</td>
<td>Top 70</td>
<td>Top 60</td>
<td>Top 65</td>
</tr>
<tr>
<td>Year 2</td>
<td>Top 175</td>
<td>Top 175</td>
<td>Top 155</td>
<td>Top 135</td>
<td>Top 145</td>
</tr>
<tr>
<td>Year 1 (to be eligible for C1 Carding)</td>
<td>Top 250</td>
<td>Top 250</td>
<td>Top 200</td>
<td>Top 200</td>
<td>Top 200</td>
</tr>
</tbody>
</table>

Example- Athlete X was carded at D in 2012-13, C1 in 2014-15 and SR in 2015-16. To be eligible for SR card in 2018-19 he/she must meet Year 3 minimum BWF ranking.

12. Development (D) Prioritization-

12.1. **Priority #1**- The first priority is for athletes/pairs that win a discipline at the 2019 Canadian Senior National Championships.
   12.1.1. If there are more athletes or pairs that achieve this standard than available cards, the athletes/pairs will be ranked based on their numerical ranking in the Badminton Canada Senior National Rankings as of May 1st, 2019 in the discipline for which they qualify for support. If a doubles pair is allocated the final D card, they will split the card.

12.2. **Priority #2**- Should there still be cards available, priority will then be given to athletes who made the quarterfinals of the 2019 World Junior Championships in any discipline. If there are more athletes or pairs that achieve this standard than available cards, the athletes or pairs will be ranked based on the following criteria in priority order-
   12.2.1. Athletes will be selected based on their overall BWF ranking as of May 1st, 2019, taking the highest ranking athletes/pairs across all disciplines until all slots are filled.
   12.2.2. If two or more athletes have the same numerical BWF rank, the athletes with the highest BWF ranking points total (BWF ranking list as of May 1st, 2019) in the event (and with the partner) they qualified for support in, will be ranked higher.
   12.2.3. If two or more athletes have the same BWF points totals, the players will be ranked based on how far the athletes made it at the 2019 Canadian Senior National Championships
   12.2.4. The athletes with the highest placing at the 2019 U23 National Championships in the discipline they qualified for support will be ranked higher.
   12.2.5. If there is still a tie, the athletes will split the D card
   12.2.6. If a doubles pair is allocated the final D card, they will split the card

12.3. **Priority #3**- Should there still be cards available, priority will then be given to the athlete with the highest points total in the Badminton Canada Senior Ranking as of May 1st, 2019 in the event they qualified for support. If there are more athletes or pairs that achieve this standard
than available cards, the athletes or pairs will be ranked based on the following criteria in priority order:

12.3.1. How far the athletes made it at the 2019 Canadian Senior National Championships in the discipline they qualified for support

12.3.2. The athletes with the highest placing at the 2019 U23 National Championships in the discipline they qualified for support will be ranked higher.

12.3.3. If there is still a tie, the athletes will split the D Card

12.3.4. If a doubles pair is allocated the final D card, they will split the card

13. **Injury Card Criteria**

13.1. Athletes who were carded the previous year and were unable to meet the carding criteria strictly due to health-related reasons may be considered for re-nomination by Badminton Canada High Performance Committee (HPC) at the HPC’s discretion for the upcoming carding period. In order to be considered, athletes must fulfill the following criteria:

13.1.1. Apply for consideration, as per section “Method of Application for Carding”. The application must include the anticipated rehabilitation schedule and their anticipated training and competitive schedule (national and international) upon return from the injury.

13.1.2. Meet the conditions outlined in AAP “Health Related Curtailment of Activities Policy” and

13.1.3. Pending review of the athlete’s performances, based upon the following:

13.1.3.1. The severity of the injury and the expectation of recovery of the athlete to international competition within the upcoming carding cycle

13.1.3.2. The most recent national and international results of the athlete prior to the injury, and the potential that the athlete has to improve their international performances upon return from injury. Performance standards are based upon those indicated to athletes by Badminton Canada in the AAP criteria of each year

13.2. An athlete will receive an injury card at the same level as the previous year except in the case of C1 card, which will be awarded at the SR level.

13.3. If more athletes meet the injury clause than the number of cards remaining, the BCan HPC will prioritize athletes based on the highest BWF ranking in the event for which they qualified for support, during 12 months previous to their injury. If two or more athletes have the same numerical BWF rank, the athletes with the highest BWF ranking points total (as of the May 1st, 2019 BWF ranking list) in the event (and with the partner) they qualified for support in, will be ranked higher.

14. **Withdrawal of AAP Status Protocol**

14.1. Badminton Canada will conduct ongoing and mid-season reviews of individual athlete plans to confirm commitment to the originally approved training and competition plan.

14.2. If, at any time during the AAP carding cycle, an athlete does not meet the minimum training, monitoring and competition expectations as described in the athlete agreement, the following measures will be followed by Badminton Canada:

14.2.1. **First breach of commitment – Verbal warning**

This warning will be issued by the BCAN Executive Director, the BCAN High Performance Director or the High Performance Committee Chair. The warning will explain to the athlete/pair: what is wrong, how to rectify the situation and the timelines to do so.

14.2.2. **Second breach of commitment or non-compliance to the 1st warning – Written warning**

The written warning will include what is wrong, how to rectify the situation, the timelines to do so and will indicate the implication for non-compliance with the first warning.

14.2.3. **Third breach of commitment or non-compliance to the previous warning – Last written warning**

This last written warning will indicate that if within 2 weeks the athlete/pair does not comply with the warning Badminton Canada will recommended to Sport Canada the withdrawal of the athlete/pair carding status.

14.2.4. All warnings, including verbal, will be documented in the athlete file at Badminton Canada.

14.3. Players accepting the invitation understand that all costs associated with any event will be the responsibility of the athlete unless otherwise indicated in writing via email. Badminton Canada will not provide any travel, accommodations or per diem financial support.

14.4. In case of any wording discrepancies between the English and French versions of the selection criteria, the English wording takes precedence.

15. **Badminton Canada National Team Member Responsibilities**

15.1. Athletes seeking nomination for AAP support must have completed an AAP application form and signed the current Badminton Canada National Team Member Agreement. This agreement includes the approved athlete/pair individual training and competition plan. Such agreements shall be valid for the period of the requested carding and shall be confirmed to Sport Canada prior to the initiation of AAP support in the appropriate year.

15.2. Failure to meet any of the requirements of the National Team Member Agreement will result in automatic removal of carded status.

16. **Appeal Procedure**

16.1. Appeals of Badminton Canada AAP nomination/re-nomination decision or of a Badminton Canada’s recommendation to withdraw carding may be pursued only through the
Badminton Canada’s review process, which includes an application to the Sport Dispute Resolution Centre of Canada (SDRCC). Appeals of AAP Decision made under Section 6 (Application for and Approval of Cards) or Section 11 (Withdrawal of Carding Status) may be pursued through Section 13 of the AAP Policies, Procedures and Guidelines.
Annex 1 - Exemption Requests and Procedures

As a condition of nomination to the AAP athletes/pairs are required to compete in the National Championships, one (1) International tournament held in Canada and two (2) Elite Series events. Also as a condition for continue AAP support, athletes/pairs are required to attend all training, testing and competition listed in the approved Training and Competition Plan. Exemptions from the Senior National Championships or from part of the plan can only be requested for exceptional circumstances.

1. Exceptional circumstances may include a death in the immediate family, an injury, an academic conflict, or a calendar conflict with another competition that is deemed more appropriate, by the BCAN High Performance Committee, than the nationals for a given athlete.

2. Request must be made as soon as the problem is known.

3. In an injury case:
   a) unless the injury occurs outside of 2 weeks of an event, the request must be reported to the BCAN Appointed chief medical officer or received at the BCAN office within 2 weeks of occurrence of the injury;
   b) when the injury occurs with 2 weeks of an event, the request must be reported to the BCAN Appointed chief medical officer or received at the BCAN office before the event;
   c) when the injury occurs at an event, the injury must be reported to the BCAN appointed chief medical officer, who will be responsible to report it to BCAN office.

4. Except for 3 (c): the request must be made in writing, signed by the personal coach, stating the circumstances with supporting evidence faxed mailed or emailed to the Badminton Canada office. Injury requests must include a medical certificate that indicates the type of injury, severity and estimated recovery time. Badminton Canada has the right to seek a second medical opinion.

The Badminton Canada High Performance Committee will accept or reject all requests and deliver its decision in writing within two weeks of receiving the request unless further information is required.