



## BIATHLON ONTARIO

### **Quest for Gold – Ontario Athlete Assistance Program Draft 2014-2015 ATHLETE SELECTION CRITERIA**

*Quest for Gold* – Ontario Athlete Assistance Program 2014-2015 (OAAP) is funded by the Government of Ontario, through the Ministry of Tourism, Culture and Sport (MTCS), and operated through the Sport, Recreation & Community Programs Division. The overarching goal of the *Quest for Gold* – OAAP is directly related to the High Performance Sport goal of the *Canadian Sport Policy* – that Canadians are systematically achieving world-class results at the highest levels of international competition – by improving the performance and number of Ontario athletes performing at the national and international level, thereby contributing to the improved performance of Canada at international competitions.

Specific objectives of the program are:

- a) To help athletes continue their pursuit of athletic excellence at the highest levels of national and international competition;
- b) To encourage athletes to stay in Ontario to live and train;
- c) To compensate athletes for earnings lost while training;
- d) To enable athletes to successfully pursue excellence in sport while fulfilling their educational goals;
- e) To increase athlete access to improved high performance coaching; and
- f) To enhance training and competitive opportunities available to athletes.

The program will provide direct financial assistance to Ontario junior-aged athletes through an “Ontario Card” designation. “Junior-aged athlete” is defined by the Ministry as those athletes who fall within the eligible age range for the Canada Games - 11 to 22 years of age. Provincial/Multi Sport Organizations (PSO/MSOs) are free to set age groupings that fit within the Ministry criteria based on existing sport-specific age/discipline categories. A PSO/MSO with a NSO-approved Long Term Athlete Development Model (LTADM) that identifies older athletes in the “Train to Train” and “Train to Compete” categories may apply to MTCS for a variation to this 11-22 age range. A PSO/MSO may choose to allocate a maximum of 30% of its carding allotment to athletes older than 22 years of age who have been identified as a potential next generation national team athlete by the PSO/MSO’s selection process.

The intent of the OAAP is to provide funding to individual athletes based on their demonstrated commitment to high performance sport, allowing them to continue to pursue athletic excellence at the highest levels of national and international competition. Ideally an athlete will first receive a Quest for Gold “Ontario Card”, which will allow them to train towards the goal of a national team position in subsequent years. Once an Ontario athlete reaches the national level and becomes a recipient of Sport Canada’s carding program, they become eligible for the Quest for Gold “Canada Card”.

### **How does it work?**

In accordance with the OAAP guidelines, Biathlon Ontario develops sport-specific selection criteria and forms a Selection Committee that will apply these criteria. The top-ranked athletes, based on the criteria, will be awarded Ontario Card status in 2014-2015. This Selection Criteria has been approved by the Board of Directors and reviewed by MTCS staff. Nominated athletes will be required to sign and comply with an Athlete Agreement between the athlete and Biathlon Ontario. Carding status will be for one year starting April 1, 2014 ending March 31, 2015.

For 2014-2015, the MTCS has allocated a certain amount of OAAP Ontario Cards to each eligible Provincial Sport / Multi-Sport Organization (PSO/MSO). Biathlon Ontario has been allotted a total of 8 Ontario cards (split evenly as 4 male and 4 female Cards).

Biathlon Ontario has also decided to exercise the option made available by MTCS to split up to 30% of its carding allotment (i.e. issue ½ cards in designated categories).

A minimum of 70% of the Ontario Cards will be allocated to what the MTCS defines as junior-aged athletes (11 to 22 years of age). A maximum of 30% of the Ontario Cards may be allocated to athletes no longer eligible for "junior athlete" status, (athletes 23 and over).

As a result, the 8 cards issued to BIATHLON ONTARIO will be allocated as follows:

	Male	Female
Full Cards – 6	3	3
Half Cards – 2 full cards = 4 half cards	2	2

Category	Number of cards
Official IBU Categories 17-22 years old.	6 Full Cards (3 male, 3 female)
Biathlon Canada/Biathlon Ontario Sr Boys & Girls 15-16 years old.	2 Full Cards = 4 Half Cards (2 male, 2 female)

The Selection Committee, as approved by the BIATHLON ONTARIO Board of Directors is comprised of the following members:

- Tim Hurley, BiON VP Technical
- Kris Herbert, Level III Coach
- Michelle Armitage, Level III Coach

### How much funding is available?

The exact level of funding for the 2014-2015 carding year will be determined by the MTCS after the total number of athletes nominated for Ontario Card status has been determined. Funding will be released prior to March 31, 2015.

### How will the BIATHLON ONTARIO Selection Committee decide who receives funding?

The BIATHLON ONTARIO Selection Committee will use the Ministry of Tourism, Culture and Sport Eligibility Criteria and the Sport Specific Selection Criteria detailed below to determine which athletes will be nominated for Ontario Card status in 2014-2015:

#### **A. Ministry of Tourism, Culture and Sport Eligibility Criteria:**

All athletes must meet the Ministry of Tourism, Culture and Sport's minimum athlete eligibility criteria:

- Athlete must be a Canadian citizen or permanent resident (previously known as a Landed Immigrant).
- Athlete must be a permanent resident of Ontario **for one year prior** to his/her nomination for carding status, (and continue to be a permanent resident throughout the term of the agreement).
- Athletes who have achieved Canada Card status (carded by Sport Canada) are not eligible for Ontario Cards.
- Athletes must be living in and continuing to train in Ontario.

#### **Residency Exceptions:**

Exceptions to these criteria, known as a "Residency Exception" will be considered on a case specific basis by the Biathlon Ontario Selection Committee provided that the athlete can substantiate in writing that:

- (a) He/She cannot receive the required level of training in Ontario and is out of the province temporarily during the year (i.e. due to lack of facilities, coaching, competitions);
- (b) He/She must attend a post-secondary institution out-of-province either because the course of study is not offered by an Ontario institution; or
- (c) It is more financially feasible to attend a post-secondary institution out-of-province, or other extenuating circumstances that require the athlete to be out of the province.

The onus is on the athlete to demonstrate that he/she needs to be out-of-province for one of the above reasons. **The athlete must submit written documentation to Biathlon Ontario by no later than 10, Oct 2014, clearly indicating how they meet a residency exception(s).**

Athlete's applying for a Residency Exception related to exception (a) above, who are training at an NSO-approved National Training Centre MUST include a letter from the NSO outlining their support for the athlete, the progress the athlete is making and the athlete's potential to make the national team level. Additional documentation may include, but shall not be limited to an explanation of why the athlete is training out of province, whether or not the athlete was formally invited by the NSO, what additional opportunities are being made available beyond those provided in Ontario; and any other information that will illustrate that the athlete is receiving enhanced training while still meeting all obligations of Biathlon Ontario.

### **Length of time living outside Ontario:**

Athletes living outside Ontario for more than 30 consecutive days within the ministry fiscal year 2014-2015 for athletic or academic purposes must demonstrate, to the satisfaction of the PSO/MSO Selection Committee that appropriate training programs are in place and are being monitored by the PSO/MSO.

The onus is on the athlete to:

1. Provide a written plan outlining their training and competition plans to the PSO/MSO prior to their departure from Ontario, as part of their Residency Exception request (10 Oct, 2014 ); and
2. Adhere to the PSO/MSO-approved competition and training plan throughout the carding cycle. At a minimum, this requires regular contact by the athlete with the Tim Hurley VP Technical, Biathlon Ontario; and
3. Submit monthly mezzo cycle training hour summary to the VP Technical to track progress against the Biathlon Ontario approved competition and training plan.

\*\*\*Athletes who were formally invited to and are currently participating in their NSO's national team training program are exempt from this requirement.\*\*\*

### **Ministry criteria continued:**

- Athlete must be a member in good standing with PSO/MSO and NSO where applicable;
- Athlete must have entered into a Sports Organization - Athlete Agreement with his or her PSO/MSO and must be in full compliance with the terms and conditions of that agreement;
- Athlete must have met all terms and conditions of any previous *Quest for Gold* Sports Organization – Athlete Agreements to the satisfaction of the PSO/MSO in order to be eligible for consideration in 2014-2015;
- Athlete must demonstrate a commitment and dedication to a proper training and competitive program, the goal of which is to continue to train towards a national team position and Sport Canada carding;
- Athlete's coach must be minimum Level 2 NCCP certified or trained status Competition Stream or the sport's equivalent in the Instruction Stream;
- Athlete must not be under a sanction that prohibits competition as per the Canadian Anti-Doping Policy;
- Athlete must be attending an educational institution full-time (i.e. elementary and secondary schools):
  - Exceptions will be made provided that the athlete can substantiate that his/her training will not allow for full-time attendance or if an athlete requires special needs that preclude full or part-time attendance (e.g. Athlete with a disability (AWAD) athlete);

- Athletes who have completed their area of study at the secondary level (i.e. high school) and who continue to train towards participation in major national or international competitions will also be considered;
- If eligible, the athlete must compete, and continue to compete solely for Ontario and/or Canada for one year from the date of the Minister's letter informing the athlete of acceptance into OAAP program, at Canada Games and other national competitions involving provincial team competitions;
- Athlete must not receive financial support from any other provincial/territorial athlete assistance program. This does not include academic scholarships, bursaries, student grants, student loans, social assistance, disability pensions, and other forms of financial assistance that have nothing to do with competitive sport.
- Eligibility will be limited to Ontario junior-aged athletes, ages 11-22 ("junior-aged" refers to chronological age, not a sport's specific age category - only exception is for PSO/MSOs using 30% of Ontario Card allotment for athletes older than 22 years of age who have been identified as a potential next generation national team athlete by the PSO/MSO's selection process.

Residency Exemption for Military Families: The one-year Ontario residency requirement is waived for any Ontario Card or Canada Card applicant who is a spouse or dependant of a: Regular Force member of the Canadian Forces; or Reservist currently deployed by the Canadian Forces into active service and who takes up residence in Ontario during the fiscal year. This means that eligible military family members now qualify for OAAP funding immediately upon becoming residents of Ontario. Please contact Biathlon Ontario for more information if you are applying for the exemption.

- To be deemed a potential next generation national team athlete, the athlete must be age-eligible to compete on the national team in the year following receipt of Ontario Card funding.
- All athletes under the age of 18 must have their parent or legal guardian sign their OAAP application form. Cheques will be processed in the name of the eligible athlete.
- An athlete can only be nominated to receive *Quest for Gold* funding in one sport.

### **Athletes funded through the Sport Canada AAP:**

Ontario athletes who have been nominated and accepted for funding through Sport Canada's AAP within the government of Ontario's fiscal year (April 1, 2014 to March 31, 2015) and who continue to meet AAP and OAAP eligibility requirements will automatically be considered for a *Quest for Gold* 'Canada Card'. MTCS will contact those athletes directly at the mailing and email addresses the athlete provided to Sport Canada. Athletes are solely responsible for ensuring that their contact information is kept accurate and up to date at all times.

An athlete who received Sport Canada AAP carding during any part of MTCS' fiscal year April 1, 2013 to March 31, 2014 and/or any part of fiscal year April 1, 2014 to March 31, 2015 and is no longer in receipt of Sport Canada Athlete Assistance shall not be eligible to receive *Quest for Gold* funding during fiscal year 2014-2015 (April 1, 2014 to March 31, 2015.)

The intent of this rule is to prevent athletes whose performance levels and rankings no longer qualify them for Sport Canada carding from taking an Ontario Card from a future national-level athlete.

An athlete who was accepted into Sport Canada's Athlete Assistance Program during the MTCS fiscal year 2014-2015 but forfeited the carding by not re-locating to the NSO's centralized training centre **is not** eligible for an Ontario Card in 2014-2015.

### **Canada Card Exception (CCE)**

Exceptions may apply to this rule (known as a **Canada Card Exception (CCE)**) and will be considered by the Ministry on a case-by-case basis. Exceptions may include, but may not be limited to logistical or administrative changes (e.g. reduction in Sport Canada carding allocation), injuries, etc.

It is the sole responsibility of the athlete to contact Biathlon Ontario Selection Committee prior to 10 Oct, 2014 to request a CCE. The athlete must submit, in writing, an explanation of why they have not been, or do not expect to be re-carded by their NSO. The submission must include a statement from the NSO confirming that the athlete still has potential to return to the NSO's carding program in the future.

Biathlon Ontario will then contact MTCS in writing prior to the submission of the Athlete Nomination Form to seek individual Canada Card Exceptions. Biathlon Ontario is not responsible for seeking a CCE for any athlete unless requested to do so by the athlete as detailed above.

### **National College Athletic Association (NCAA):**

Effective August 1, 2013, the NCAA has revised their policies related to an athlete receiving funding from a government program (new language is bolded):

**By-law 12.1.2.4.9 Exception for Training Expenses:** An individual (prospective or enrolled student-athlete) may receive actual and necessary expenses [including grants, but not prize money, whereby the recipient has qualified for the grant based on his or her performance in a specific event(s)] to cover developmental training, coaching, facility usage, equipment, apparel, supplies, comprehensive health insurance, travel, room and board without jeopardizing the individual's eligibility for intercollegiate athletics, provided such expenses are approved and provided directly by the U.S. Olympic Committee (USOC), the appropriate national governing body in the sport (or, for international student-athletes, the equivalent organization of that nation) **or a governmental entity.**

The effective date for this piece of legislation as it relates to **prospective student-athletes who have not started college** will apply differently than it will for **current student-athletes**:

**Current student-athletes:** The effective date for current student-athletes is August 1, 2013, meaning they cannot accept funds from a governmental entity **until after August 1, 2013.**

**Prospective student-athletes:** Individuals enrolling full time at a collegiate institution on or after August 1, 2013 are currently being certified under the new rule. In other words, a prospective student-athlete who has accepted these funds from a governmental entity or who will accept these funds prior to the August 1 date from a governmental entity will get the benefit of the new rule (e.g. will not be required to return the funds).

Any athlete considering an application to an NCAA institution is strongly encouraged to contact the NCAA Eligibility Center if they have any additional questions.

The onus is entirely on the athlete to determine the impact of accepting OAAP funding on current or future NCAA eligibility and to decide whether or not to accept OAAP funding. The athlete will be required to acknowledge this onus and responsibility when signing the OAAP Ontario Card application form and agreeing to the related terms and conditions of the program. Athletes are strongly encouraged to contact the NCAA Eligibility Center to determine the impact of *Quest for Gold* - OAAP funding on current or future eligibility for a NCAA scholarship or on eligibility to compete in a non-scholarship NCAA sport.

National Collegiate Athletic Association

[www.ncaa.org](http://www.ncaa.org)

NCAA Eligibility Center mailing address:

NCAA Eligibility Center P.O. Box 7136, Indianapolis, IN 46207

Toll-free phone number (U.S. callers) - Customer service line – 877-262-1492

Phone number (international callers) - Customer service line – 317-223-0700

Fax number - 317-968-5100

## **B. Sport Specific Athlete Selection Criteria:**

The following sport specific athlete selection criteria will be utilized in the identification, ranking and selection of athletes for Ontario Cards:

- An athlete who previously received Quest for Gold funding and entered into a Sports Organization – Athlete Agreement must have complied with the terms of that agreement to the satisfaction of the Biathlon Ontario in order to be considered for funding in fiscal 2014-2015
- Athletes will be ranked and nominated in the category in which the results were achieved, not the athlete's age at time of nomination for carding.
- An athlete who previously received Quest for Gold funding and entered into a Sports Organization – Athlete Agreement must have demonstrated a performance-based increase from the prior year. This must be demonstrated by a 2.5% increase in shooting percentage, strength testing and aerobic fitness testing.
- All of the above Ministry of Tourism, Culture and Sport Eligibility Criteria must be complied with, and, in particular or addition:
  - The athlete must be a BION member in good standing for 2014-2015 and remain such throughout the duration of the 2013-2014 carding year.
  - The athlete must sign the 2014-2015 OAAP Biathlon Ontario Athlete Agreement and remain compliant with it. Compliance will be monitored by the Head Coach and Technical Director for Biathlon Ontario.
  - The athlete must be on an annual biathlon training plan, from a certified Level III Coach or Comp Dev.
  - The athlete must own a .22 calibre biathlon rifle (or if under 18, be designated by the owner to use the firearm), and have the applicable permits for the ownership and/or use of the firearm.
- Biathlon Ontario will use the following age categories for athlete rankings and card assignment.
  - Official IBU Categories 17-22 years, which are International Biathlon Union (IBU) Youth, Junior and Senior Men & Women categories
  - Sr. Boys / Girls Category 15-16 years, (Biathlon Ontario Senior Boys & Girls)
  - Official IBU Categories: Youth and Junior athletes will be ranked using top 2 results from the 2014 National Championships and top 2 results from 2014 Jr/Yth National Team selection races. The percentages for each athlete in relationship to the average time of the top 3 Canadians will be used.
- The percentage is calculated by dividing the individual athlete's time for each race by the average time of the top three Canadians in the same race and multiplying by 100.
  - The average of these 4 results will create the ranking list.
  - All races will have equal weighting.
  - Athletes within the full Official IBU Categories category are then ranked by gender and percentage.
    - If a tie exists between athletes in the above ranking calculation, the selection committee will use results from the 2014 National Championships. An average percentage from the Sprint and Pursuit races at that event will be used to determine the final ranking order. If there is still a tie, the result from the Sprint Race at Nationals shall determine the ranking.
  - Sr. Boys and Girls Category: Athletes will be ranked from top 2 of 3 race results at 2014 Nationals and top 2 results from 2014 Provincial Team selection races, NorAm #3 and Time Trial Jan 16-19 2014, using the same process for calculating athlete percentages as above IBU category.
    - If a tie exists between athletes in the above ranking calculation, the selection committee will use results from the 2014 National Championships. An average percentage from the Sprint and Pursuit races at that event will be used to determine the final ranking order.

If there is still a tie, the result from the Sprint Race at Nationals shall determine the ranking.

- Where there is not a full quota of eligible male or female athletes within a category, up to one card may be allocated to the other gender.

Biathlon Ontario has no specific policy for ranking an athlete who is unable to meet these requirements as detailed above due to illness, injury or pregnancy.

## **Failure to Meet Selection Criteria for Health-related Reasons**

Athletes who, for strictly health-related reasons, have not achieved the standards required for nomination of carded status may be considered for nomination under the following conditions:

- The athlete has fulfilled all reasonable training and rehabilitation requirements aimed at a speedy return to full high-performance training and competition during the period of his or her injury, illness or pregnancy and, despite making every reasonable effort to attain the applicable carding standards during the year in which the injury, illness or pregnancy occurred, has failed to do so, in the view of the PSO/MSO, for reasons strictly related to the injury, illness or pregnancy.
- Biathlon Ontario, based on its technical judgement and that of a PSO/MSO team physician or equivalent, indicates in writing the expectation that the athlete will achieve at least the minimum standards required for carding during the upcoming carding period.
- The athlete has demonstrated and continues to demonstrate his or her long-term commitment to high-performance training and competition goals, as well as his or her intention to pursue full high-performance training and competition throughout the carding period for which he or she wishes to be renewed despite not having met the carding criteria.
- Injured athletes will be ranked using best 2 of 3 races at previous year's National Championships

**Alternates:** Biathlon Ontario will also nominate alternates to those athletes nominated for Ontario Card status. Alternates will be those athletes who are ranked directly behind those athletes nominated for the allotment of Ontario Cards in a particular category/discipline. The names of alternates will be published along with the names of nominated athletes. If an athlete drops out or is removed from the OAAP an alternate will be substituted into that athlete's position, provided that:

- Alternate is substituted within 2014-2015 fiscal year;
- An alternate is available from the same category/discipline/card level (Full/Half);
- Funding for athlete being substituted is still available within fiscal year (e.g. full funding for card has not already been paid out to athlete no longer in program).

## **To Apply:**

All qualified athletes will automatically be considered by BiON OAAP selection committee.

Contact Tim Hurley for questions regarding OAAP funding program.

The Sports Organization – Athlete Agreement will only come into effect if an athlete is selected and accepts carding status through the OAAP program. Athletes who fail to return a signed Athlete Agreement by the deadline date will not be carded.

Any athlete requesting a "Residency Exception" must submit this information by Oct 10, 2014 as detailed above.

**Biathlon Ontario** will publish or make known a draft list of athletes nominated for Ontario Card status by no later than: **October 25, 2014**.

In the event of a conflict or inconsistency between the MTCS eligibility requirements detailed in the MTCS binder provided to PSO/MSOs and duplicated in the Athlete Handbook provided to each nominated athlete and the eligibility requirements listed in the PSO/MSO Athlete Selection Criteria Document prepared by the PSO/MSO, the MTCS Binder/Athlete Handbook shall prevail.

## Appeals

Athletes who have not been nominated for an Ontario Card by the Biathlon Ontario Selection Committee or who have been nominated for a 'Half Card' versus a 'Full Card', where applicable will be allowed to appeal that decision by filing a "Notice of Appeal" with MTCS. Appeals will be heard by an Appeals Committee comprised of representatives from the sport community, selected by the MTCS.

Grounds for appeals will be limited strictly to issues related to:

- A) Whether or not the Selection Committee has completed the selection process in accordance with its own published selection criteria and related procedures;
- B) Whether or not the Selection Committee applied the selection criteria in a manner that was free from bias, discrimination and/or conflict of interest.

Issues related to the specific content or selection requirements contained in the Biathlon Ontario Selection Criteria are not grounds for an appeal and should therefore be discussed directly with the leadership of Biathlon Ontario.

Please note that before an athlete can file a Notice of Appeal, he or she must first ask Biathlon Ontario for reasons explaining why he or she was not nominated for an Ontario Card.

If the athlete is not satisfied with the Biathlon Ontario response, the athlete may submit a **Notice of Appeal**, found below. A Notice of Appeal will only be accepted from the athlete or their parent/guardian on the MTCS-provided template (typed or hand-printed, no hand-written entries) through email, regular post, registered mail, courier or delivered in person. One appeal cannot be written on behalf of multiple athletes. The Notice of Appeal must be received by MTCS by 4 p.m. on the deadline day. Appeals that are delivered personally or by courier shall be deemed to be received on the date of delivery.

Once MTCS has received the Notice of Appeal, it will share it with Biathlon Ontario, who will then submit a **"Response"** with MTCS by a specified deadline. The Response will outline why Biathlon Ontario believes that the Selection Committee's decision not to nominate the athlete should be upheld by the Appeals Committee. MTCS will share the Biathlon Ontario response with the athlete.

If, after receiving the Biathlon Ontario response, the athlete believes that Biathlon Ontario has raised new or additional reasons to justify the Selection Committee's decision not to nominate the athlete for an Ontario Card, then the athlete will have an opportunity to file a **"Reply"** with MTCS, responding to these additional reasons. The Reply must be limited to these additional reasons and cannot be used to make submissions already raised in the Notice of Appeal, or that the athlete neglected to include in the Notice of Appeal. The Reply will only be accepted on the MTCS-provided template.

Once MTCS receives the Notice of Appeal, the Response, and the Reply (if applicable), it will provide those materials to the Appeals Committee. The Appeals Committee will discuss all appeals at once. During its review of the appeals, the Appeals Committee reserves the right to request additional information from both the athlete and Biathlon Ontario.

After reviewing an appeal the Appeals Committee will have the authority to:

1. Direct Biathlon Ontario to redo the selection process using the correct criteria/process and submit a new list of nominated athletes;



2. Deny the appeal; or
3. Allow the appeal and nominate the appellant for carding status.

Once the Appeals Committee has reached its decision, it will contact the athlete and Biathlon Ontario in writing to communicate its decision and the reasons therefore.

An athlete who has had his or her appeal denied is not permitted to submit a second appeal to the Appeals Committee on the same or different grounds.

**Note:** Biathlon Ontario is encouraged to resolve disputes or disagreements informally with athletes who have not been nominated to avoid, wherever possible, formal appeals.

The deadline for athletes to submit an “**Athlete’s Notice of Appeal**” to the Appeals Committee is

Cycle One: November 5, 2014.

Appeals must be completed on the Notice of Appeal template below and will be directed to:

*Quest for Gold* Appeals Committee  
c/o Sport, Recreation and Community Programs Division  
Ministry of Tourism, Culture and Sport  
Suite 2302, 777 Bay Street  
Toronto, Ontario M7A 1S5

**2014-2015 Quest for Gold – Ontario Athlete Assistance Program Draft  
Athlete’s Notice of Appeal Template**

**Deadline Dates TBD**

The deadline for an athlete to submit an appeal to the Appeals Committee is 4:00 p.m. on November 5, 2013 for Cycle 1 or 4:00 p.m. on January 27, 2014 for Cycle 2. Appeals will only be accepted on the MTCS-provided Notice of Appeal template. **Please refer to the appeals section of your PSO/MSO’s Athlete Selection Criteria document prior to completing this form.**

**Return form to:**

**Quest for Gold Appeals Committee  
c/o Ministry of Tourism, Culture and Sport  
Sport, Recreation and Community Programs Division  
777 Bay Street, Suite 2302, Toronto ON M7A 1S5  
Fax: 416-314-7458 Email: Scott.Cooper@ontario.ca**

Full Name \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_  
Postal Code \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_  
Sport / PSO \_\_\_\_\_

**Reason for Appeal (Check all that apply):**

- Whether or not the PSO/MSO has completed the selection process in accordance with its own published selection criteria and related procedures;
- Whether or not the PSO/MSO applied the section criteria in a manner that was free from bias, discrimination and/or conflict of interest.

**Provide a two-line summary of the reason for the appeal:**

**In the space below, (continue on to next page as needed) provide the reasons communicated to you by your PSO/MSO as to why you were not nominated for an Ontario Card. (Note: If your PSO/MSO did not provide you with any reasons, please**

**make a request to your PSO/MSO to see these reasons before completing this Appeal Template.)**

**In the space below (continue on to next page as needed), provide a detailed account of the situation to allow the Appeals Committee to understand the basis of the appeal (please submit additional pages/supporting documentation as necessary):**

**PLEASE NOTE that all decisions of the Appeals Committee are final.**

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Print Name of Appellant

Signature of Appellant

Date

All information provided to the Appeals Committee will be shared with both the Appellant and the PSO/MSO.