# SCHOOLS

## **Online Entry:**

# **Details Required Before Completing Form**

(To be completed **before** completing forms)

#### **Cut-off Dates for Affiliation & Competition Entry**

- 1) **September 5<sup>th</sup> 2018** entries received by 6pm on this date will be accepted for <u>all</u> competitions
- 2) <u>September 5<sup>th</sup> 2018 September 7<sup>th</sup> 2018</u> entries received between 6.01pm on the 5<sup>th</sup> & 6pm on the 7<sup>th</sup> will be accepted for <u>league competitions only</u> a  $\in$ 50 late entry fee will be imposed in all cases.
- 3) After September 7<sup>th</sup> 2018 entries received after this date will be <u>rejected</u>.

#### Section One Notes: Affiliation to Leinster Branch & School Details

- 1) School Office e-mail address
  - Vitally important school office e-mail addresses will be used for general e-mailing over the summer months & throughout the year.
  - The provision of this address is particularly important in schools where a team mentor may have moved on & the school still needs to receive communication.
- 2) Pre/Mock Exam Details
  - The provision of these dates will allow competition organisers in the organisation of play-off matches in league competitions & the closing stages of the Senior/Junior cups.
- 3) Club Links
  - If any mentors in your school have club links, please complete details on the form.

(Online Forms missing any of the above information will NOT be processed for entry & will be returned, by regular post, to the school concerned)

#### **Section Two Notes: Competition Entry & Mentor Details**

- 1) <u>Competitions:</u>
  - League competition structure: Group stages, followed by play-offs, followed by Leinster Champions League for League winners.
  - Cup competition structure: Knock-out competition, regionalised draw until Round 3 (except First Year Cup which is open draw).
- 2) <u>Senior, Junior & Minor 'B' Cup:</u>
  - Open to schools with less than 250 boys or 250 girls.
  - Evidence of student numbers (letter stating numbers signed by school Principal/team mentor) must accompany the entry form. A template letter is enclosed. Please print on headed paper & return.
  - You cannot enter both the 'A' & 'B' Cups.
- 3) <u>First Year Cup:</u>
  - For <u>First Year students only.</u> Underage second year students are not eligible.
- 4) <u>First Year 'B' Cup:</u>

- For First Year students only. Underage second year students are not eligible.
- Open to schools with less than 50 boys or 50 girls in First Year.
- Evidence of student numbers (letter stating numbers signed by school Principal/team mentor) must accompany the entry form. A template letter is enclosed. Please print on headed paper & return.
  - You cannot enter both the First Year & First Year 'B' Cups.

#### 5) Divisional Allocation:

- Metropolitan region proposed allocation is in line with previous seasons unless notified in late May.
  - ✓ Applications may be made for allocation to divisions other than that stated. You may apply in writing (to accompany the entry forms) stating the reason for application (i.e. first year of entry, small numbers in First Year, other sports predominant etc.).
  - ✓ All applications will be considered by the Committee at the September meeting & schools will be informed of the outcome.
- Regional leagues at the discretion of the regional organiser.
- 6) Mentor Details Mobile Number & e-mail addresses:
  - <u>All contact details MUST</u> be included -mobile numbers & e-mail are he PRIMARY method of communication between different school mentors & competition organisers & mentors. The e-mail address provided must be the mentor's own e-mail.

(Online forms missing any of the above information will not be processed for entry & will be returned, by regular post, to the school concerned)

#### Section Three Notes: Fees Due & Payment Received

- 1) Fees Due & Capping of Fees:
  - Affiliation Fee: €100
  - Competition Fee: €30 per competition (not per age group)
  - The <u>maximum</u> amount payable by any one school is  $\in 340$  (unless a late fee applies).
- 2) Late Fee:
  - A late fee of €50 will be applied to all entries <u>received</u> between 6.01pm on September 5<sup>th</sup> & 6pm on September 7<sup>th</sup> 2018.
- 3) Payment of Fees:
  - Please indicate on the online form how fees are to be paid.
  - If applicable, please enclose payment with the forms.
  - If paying by ETB requisition, send a copy of the requisition form as evidence of payment.
  - If paying by EFT, please e-mail me (<u>declan.mcgrath@faischools.ie</u>) & I will forward the account details to you. Evidence of payment will be needed.
  - If you need an invoice, please let me know by e-mail & I'll get one sorted for you.
- 4) <u>Last Date for Payment:</u>
  - All payments, irrespective of method of payment, <u>MUST</u> be received by the end of September, otherwise removal from competitions will follow.



# FAI Schools Leinster Branch

### Affiliation & Competition Entry for Boys & Girls Section Competitions 2018-19

			<u>S</u>	ection O	ne: Affili	ation	to Leir	nster Brai	<u>nch</u>		
			Scho	ool Name							
		S	chool	Address							
School Phone								School Fax			
School Postcode/eirCode							1				
S	ool	e-mai	l (Office)								
			Sch	ool Pitch	At school  Elsewhere						
	S	School	Colours	1 <sup>st</sup> :			2 <sup>nd</sup> :				
	rop	osed I	Dates for	Start		Finish		Fixed	l:		
Pr	'e/1	Mod	ck Exa	ms 2017	Date		Date		Provi	sional: 🗌	
Region	(B	oys	Com	ps. Only)				Metropolitan			
				Sections		I	Boys 🗌	Girls 🗌 Bo	th 🗌		
We have read the terms & conditions of affiliation & competition entry overleaf & agree that our school will be bound by the Rules & Regulations of the FAI Schools											
Section Two: Competition Entry & Mentor Details (Page 2, Point 6)  PLEASE ENSURE ALL DETAILS ARE 100% ACCURATE - MISSING/INCORRECT DETAILS  CAUSE DELAYS TO THE ISSUING OF COMPETITION FIXTURES EVERY SEASON - PLEASE  COMPLETE CAREFULLY - THANKS!											
			<u>B</u>	<u>oys Section Competitions</u>							
<u>Age</u>	<u>C</u>	<u>`up</u>	Lge	<u>Ment</u>	or Name	<u>Mob</u>	<u>ile No.</u>	<u>e</u> -	-mail	<u>Address</u>	
Senior		_	<b>T</b> 7								
Senior B		_	X			-					
Junior P											
Junior B TY	   [		X								
Minor			$\frac{\Lambda}{\Box}$								
Minor B			X								
First Year											
First Year B			X								
			· I	G	irls Section	Comp	etitions				
<u>Age</u>	C	up	Lge	Ment	or Name	Mob	ile No.	<u>e</u> .	-mail	<u>Address</u>	
Senior											
Senior B			X								
Junior											
Junior B			X								
Minor											
Minor B			X								
First Year											
First Year B			X								

Section Three: Fees Due Ready Reckoner & Payment Method													
		Affiliation Fee Late Fee (if applicable)	€100										
	€50												
Cup Competitions Entered X €30	=€	League Competitions Entered	X €30 =	€									
(Boys)		(Boys)											
Cup Competitions Entered $X \in 30$	=€	League Competitions Entered	X €30 =	€									
(Girls)	ovimi.	(Girls)											
Total Fees Due (Maximum €340 - €390 if late fee applies)  Payment   School Cheque   Personal Cheque   Postal Order													
Method   ETB Requisition   EFT to Bank													
remote   Lib requisition   Li I to built													
Section Four: Affiliation & Competition Entry Checklist:													
(To be completed before sending form)													
All school details entered.		Competition entry checked for	r Both										
		Sections											
Payment for correct amount enclosed,		Evidence of school roll enclosed											
including late fee if applicable.		(Senior 'B', Minor 'B' & First Year	r 'B' Cup										
including late fee if applicable.		only)											
All manter details contact numbers 2 o		Posted to Affiliation & Competiti	tion & Competition Entry										
All mentor details, contact numbers & e- mail addresses entered		Secretary, Declan McGrat											
man addresses entered		(Registered/express post recom	mended)	ended)									
Correct region ticked (Boys Section only)		Form Signed by Senior Soccer Mentor											
If any of the above are in	icomp	lete, entries may not be accepted.											
Section	Five	e: School Registrar											
Please note that we will continue to use the new FAInet system in Season 2018-17.													
Please take care to complete all sections of the registrar's form in order to ensure a													
_		v set-up.											
		, coop.											
Section Six: Club Links													
			rranging										
Please complete if any mentor has club links, which may be used for arranging													
neutral venues where needed.													
Mentor 1	<u>vame</u>	Club											