

APPENDIX 18 - BUCS SPORT SPECIFIC AFFILIATIONS 2024-25

Clubs, teams and individuals participating in certain competitions need to affiliate with their National Governing Body (NGB) or meet other requirements to be eligible to take part. Each sport is different. Find out your sport's requirements below.

Please read through this document carefully and use the links associated to each sport to access any further relevant information.

There are three sections to this document:

- 1) [BUCS Team Championships \(Leagues and Knockouts\): NGB Affiliations, Memberships, Registrations etc.](#)
- 2) [BUCS Team Championships \(Leagues and Knockouts\): Other – Ranking Lists, Data Submissions etc.](#)
- 3) [BUCS Individual and Team Championships \(Events\)](#)

Most of the items in each section are compulsory requirements that **MUST** be met, and as a result, most carry sanctions if not completed by the published deadlines. However, there are also some others which are not compulsory requirements but that BUCS believes are valuable for members to undertake. Please read the details associated with each one for further information. Deadlines will **ONLY** be listed here, not on the sport specific pages or in the rules and regulations.

If there are any questions not answered by the information provided, then please feel free to contact BUCS directly via [email](#).

Please note that the information within this document is subject to change. Should any updates be required then the document will be re-published, and Institution Administrators will be notified via e-mail.

1) BUCS TEAM CHAMPIONSHIPS - LEAGUES AND KNOCKOUTS - NGB AFFILIATIONS, MEMBERSHIPS, REGISTRATIONS ETC.

Sport	Requirement(s)	How	Summary of Benefits	Deadline(s)	Sanction(s)
American Football	Club Affiliation (including players) All institutions/Playing Entities must affiliate with the British American Football Association (BAFA) via BUCS.	Institutions will affiliate with BAFA via BUCS. Following the first two originally scheduled fixtures for each team, BUCS will use the team squad information on BUCS Play to calculate each institution/Playing Entity's annual BAFA affiliation fee. The affiliation fee is £24.20 per player. Institutions will be invoiced by BUCS and given a 28-day payment period. BUCS will repeat this process for teams that do not qualify for the knockouts once the league deadline has passed. BUCS will repeat this process for teams that qualify for the knockouts, by the end of March, after the knockout competitions. Any extra players recruited during the season will then be accounted for.	Dedicated BAFA funded post(s) within BUCS – BUCS American Football Coordinator. Access to BUCS American Football Conferences. Tailor-made League Schedule. Club coaches get access to NFL Coaching Clinics. Players get access to NFL organised Player Clinics.	Prior to their first BUCS fixture New players added or selected to play later in the season, must fulfil the requirements of this affiliation before playing in a BUCS fixture.	£250 fine if after first two originally scheduled fixtures for each team, a team does not have at least 22 players per team registered. After the first two originally scheduled fixtures for each team, walkovers will be applied until at least 22 players per team are registered. Once the league deadline has passed for teams that don't qualify for the knockouts, and after the knockouts are completed for teams that qualify for the knockouts, a fine of £50 per player will be levied if a team is found to have fielded any players who are not in the BUCS Play Squad at the time of the fixture.
American Football	Coaches/Sideline Personnel Membership	Coaching staff will continue to purchase membership through BAFA's registration system .	Insurance provided by BAFA.	Prior to their first BUCS fixture (at least one coach should be	Individuals are not permitted to participate if they are not registered with BAFA.

	All coaches/sideline personnel must purchase membership with the British American Football Association (BAFA).			affiliated prior to their team's first practice)	A fine of £100 per individual coach / sideline personnel will be levied if a team is found to have used unregistered individuals.
Basketball	Club Affiliation All institutions/Playing Entities must affiliate to their respective National Governing Body (NGB).	English Institutions/Playing Entities Basketball England (BE) requires all clubs to affiliate at a cost of £100. If you have any queries regarding the process, please contact Basketball England . Clubs are encouraged to be named as per the following examples: University of Bristol (BUCS) Loughborough University (BUCS) Scottish Institutions/Playing Entities Clubs are required to affiliate directly with Basketball Scotland. Information regarding how to affiliate your club can be found here . Welsh Institutions/Playing Entities Basketball Wales (BW) requires all clubs to affiliate. Information regarding how to affiliate your club can be found here .	A Summary of the benefits your Basketball England (BE) affiliation can be found here . A Summary of the benefits your Basketball Scotland (BS) affiliation can be found here .	Monday 23 September 2024	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until the affiliation is complete.

		If you have any queries regarding the process, please contact Basketball Wales.			
Basketball	Licensing of Players All players must hold a valid licence issued via the relevant NGB prior to playing in any BUCS Basketball fixtures. Players must be able to present their individual licence at each fixture should they be requested to do so.	English Institutions/Playing Entities Once club affiliation has been completed and the fee paid, individuals can then register as a licensed member and then purchase the relevant BUCS licence: Player - £32 All members will register and licence themselves through the membership portal. To affiliate/register visit the membership portal. The membership hub will help you through the registration process. Basketball England have recently reviewed their Membership Prices after a period of consultation, the outcome of this consultation can be found here. If you have any queries regarding the process, please contact Basketball England. Scottish Institutions/Playing Entities	A Summary of the benefits your Basketball England (BE) affiliation can be found here. A Summary of the benefits your Basketball Scotland (BS) membership gives you can be found here.	Prior to their first BUCS fixture	£100 fine per player will be levied if a team is found to field players without a player licence.

		Once the club affiliation has been completed and the fee paid, individual players can then register and licence themselves through the Basketball Scotland membership portal. Welsh Institutions/Playing Entities All players must register online via the registration portal. Once the club affiliation has been completed and the fee paid, individual players can then register and licence themselves through the Basketball Wales membership portal All Basketball Wales referees are instructed to check licences prior to all matches in Wales. If you have any queries regarding the process, please contact Basketball Wales.			
Basketball	Licensing of Coaches (English Institutions/Playing Entities) All coaches on the sideline during BUCS fixtures must hold a valid licence issued via the relevant NGB.	English Institutions/Playing Entities Once club affiliation has been completed and the fee paid, coaches can then register as a licensed member and then purchase the relevant BUCS coaches' licence:	A Summary of the benefits your Basketball England (BE) Licence gives you can be found here.	Prior to their first BUCS fixture	£100 fine per coach will be levied if a team is found to have had a coach on the sideline without a coach's licence.

	Coaches must be able to present their individual licence at each fixture should they be requested to do so. N.B. Individuals who are both Players and Coaches will need to purchase the Coach License, and this will cover them as a player too.	Coach - £40 All coaches will register and licence themselves through the membership portal. To affiliate/register visit the membership portal. The membership hub will help you through the registration process. If you have any queries regarding the process, please contact Basketball England. Scottish Institutions/Playing Entities Once the club affiliation has been completed and the fee paid, coaches can then register and licence themselves through the Basketball Scotland membership portal. Coach - £30 Welsh Institutions/Playing Entities All coaches must register online via the registration portal. Once the club affiliation has been completed and the fee paid, coaches can then register and licence themselves through the Basketball Wales membership portal.			
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		Coach - £15 If you have any queries regarding the process, please contact Basketball Wales.			
Dodgeball	Club Membership All institutions/Playing Entities must be a member of British Dodgeball.	British Dodgeball (BD) requires all institutions to hold a University Club membership. The cost for University Club Membership is £100. Clubs are encouraged to be named as per the following examples: University of Bristol (BUCS) Loughborough University (BUCS) University Club membership can be purchased here.	Insurance provided by British Dodgeball. To find out more visit the British Dodgeball insurance centre here. Ability to compete in British Dodgeball University and Community events. Access to the British Dodgeball Higher Education Dodgeball Activator (HEDA) scheme for 2 members of your club. Find out more about the HEDA scheme here.	Monday 23 September 2024	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until the affiliation is complete.
Dodgeball	Player Registration All players must be registered with British Dodgeball prior to playing in any BUCS Dodgeball fixtures.	British Dodgeball (BD) require all players to complete university registration with them prior to competition. Registration is free for students who are only competing in BUCS Dodgeball leagues, those students competing in British Dodgeball University or Community Leagues and	Insurance provided by British Dodgeball. To find out more visit the British Dodgeball insurance centre here. Eligible to compete in British Dodgeball University and	Prior to their first BUCS fixture	£100 fine per player will be levied if a team is found to field unregistered players.

		Opens they must register for Adult Player Membership	Community events upon successfully purchasing Adult Player Membership Eligible to compete in BUCS dodgeball leagues. Access to the British Dodgeball Higher Education Dodgeball Activator (HEDA) scheme for 2 members of your club. Find out more about the HEDA scheme here .		
Fencing	British Fencing Membership British Fencing memberships are required by all competitors; FIE Licences will not be accepted. For the Team Championships all competitors require a minimum of 'Recreational' membership. More information relating to this can be found on the British Fencing website here .	Memberships should be purchased here .	A summary of the benefits your BF membership gives you can be found here .	Prior to their first BUCS fixture	A fine of £100 will be levied if a team is found to field competitors without a valid membership.
Football	Team / Club Affiliation All institutions/Playing Entities must affiliate to their respective	English Institutions/Playing Entities Clubs should affiliate their teams directly with their		Monday 23 September 2024	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied

	Home Nation Football Association.	County FA via the FA's Clubs Portal system. The Competition options on the platform are: - BUCS Men's Football - BUCS Women's Football Support guides on how to do this can be accessed here. Teams should be named as per the following examples: University of Bristol Men's 1st Team (BUCS) Loughborough University Women's 1st Team (BUCS) Teams should then be added to the relevant BUCS 'Division' and 'Cup' within the competition on the Clubs Portal system. If you are unsure about the Clubs Portal process, please contact your County FA directly. Following the deadline, BUCS will access Clubs Portal to confirm completed affiliations. Welsh Institutions/Playing Entities Clubs should affiliate their teams directly with their Area Association and then submit			until the affiliation is complete.
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		the affiliation number to BUCS here. Scottish Institutions/Playing Entities Clubs should affiliate their Men's teams directly to the Scottish Amateur Football Association (SAFA) and then submit their affiliation details to info@scottishstudentsport.com. Clubs should affiliate their Women's teams directly to Scottish Women's Football (SWF) and then submit their affiliation details to info@scottishstudentsport.com. Institutions should receive affiliation information directly from the SAFA and SWF. If you have any queries regarding the process, please contact Chris Purdie at Scottish Student Sport.			
Futsal	Team / Club Affiliation All institutions/Playing Entities must affiliate to their respective Home Nation Football Association.	English Institutions/Playing Entities Clubs should affiliate their teams directly with their County FA via the FA's Clubs Portal system. The Competition options on the platform are:		Monday 23 September 2024	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until the affiliation is complete.

		- BUCS Men's Futsal - BUCS Women's Futsal Support guides on how to do this can be accessed here. Teams should be named as per the following examples: University of Bristol Men's 1st Team (BUCS) Loughborough University Women's 1st Team (BUCS) Teams should then be added to the relevant BUCS 'Division' and 'Cup' within the competition on the Clubs Portal system. If you are unsure about the Clubs Portal process, please contact your County FA directly. Following the deadline, BUCS will access Clubs Portal to confirm completed affiliations. Welsh Institutions/Playing Entities Clubs should affiliate their teams directly with their Area Association and then submit the affiliation number to BUCS here. Scottish Institutions/Playing Entities			
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		Clubs should affiliate their Men's teams directly to the Scottish Amateur Football Association (SAFA) and then submit their affiliation details to info@scottishstudentsport.com. Clubs should affiliate their Women's teams directly to Scottish Women's Football (SWF) and then submit their affiliation details to info@scottishstudentsport.com. Institutions should receive affiliation information directly from the SAFA and SWF. If you have any queries regarding the process, please contact Chris Purdie at Scottish Student Sport.			
Lacrosse	Club Affiliation (English and Welsh Institutions/Playing Entities) All institutions/Playing Entities must affiliate with England Lacrosse (EL).	To affiliate visit the England Lacrosse website affiliation page. Clubs are encouraged to be named as per the following examples: University of Bristol (BUCS) Loughborough University (BUCS)	A summary of the benefits your England Lacrosse affiliation gives you can be found here.	Monday 23 September 2024	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until the affiliation is complete.

		For any questions regarding affiliation, please contact Kerrie Lawler at EL.			
Rugby League	RFL Club Affiliation (including teams) All institutions/Playing Entities must be an associated member of, and all teams must be affiliated with, the Rugby Football League (RFL).	The annual affiliation fee scheme is based on a tiered pricing system: 1 Team - £200. 2 Teams - £270 (£200+ £70 for a second team). 3 Teams - £290 (£200 + £70 for a second team + £20 for a third team). If it's your first year as an institution/Playing Entity in the BUCS Rugby League programme, your affiliation is free. To complete the affiliation process, invoices issued directly by the RFL, and sent by via email to each institution/Playing Entity, must be paid by Monday 23 September 2024. For any questions regarding affiliation, please contact Nathan Meyers at the RFL.	Once all relevant paperwork and payment of fees is received, your club will be covered by the RFL Public Liability and Personal Accident policy for a period of 12 months. Further details of what the policy covers can be found online here.	Monday 23 September 2024	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until the affiliation is complete.

Rugby League	RFL Player Registration All players must be registered with the Rugby Football League (RFL) prior to playing in any BUCS Rugby League fixture. There is no maximum number of players that can be registered, however institutions/Playing Entities must register at least 13 players per team with the RFL.	Player registrations can be completed here .	See above benefits from Club Affiliation.	Prior to their first BUCS fixture. Each team must have a minimum of 13 players registered.	A fine of £100 will be levied if a team is found to have used unregistered individuals.
Rugby Union	Club Affiliation (English Institutions/Playing Entities) All teams must belong to a club which holds membership of the Students' Rugby Football Union (SRFU) and Rugby Football Union (RFU).	To affiliate, please visit the SRFU affiliation page .	For a summary of the benefits of affiliation, please read the FAQs on the SRFU affiliation page .	Friday 20 September 2024	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until the affiliation is complete.
Rugby Union	RFU Player Registration (English Institutions/Playing Entities) All players must have an account, have confirmed their email address, attached this account to their university organisation, on the RFU Game	To register, please visit the GMS University Process webpage.	Eligibility to enter BUCS/NAMS Competitions. Eligibility to access the SRFU rugby grants scheme. Entry to England ticket ballots (for RFU voting members).	Prior to their first BUCS fixture	<u>BUCS Super Rugby (National League and National Championship)</u> A fine of £100 will be levied if a team is found to have used unregistered individuals. <u>All other competitions</u>

	Management System (GMS), and submit their Player Registration Details.		Invitations to member events including webinars, the RFU/BUCS/SRFU University rugby Development Forum, the University rugby Awards and SRFU AGM. Receive the University Rugby Update, and RFU comms throughout the season.		No sanction in place for the 2024-25 season
Ultimate (Outdoor)	UK Ultimate Membership Players competing in the Outdoor Leagues and the National Shield Qualifier Competition (rounds prior to the National Finals Weekend) require Basic Membership. Players who qualify and compete at the Outdoor National Finals events (National Championship, National Trophy or National Shield Finals) will require Full Membership. NB: Team registration to the UKU is not mandatory to compete in the BUCS Ultimate programme. However,	Memberships should be purchased here. More information relating to this can be found on the UKU website here.	Basic Memberships: Access to some member events for Free, such as Coach Forums. Full Membership: Eligibility to compete in any UK Ultimate event. Free access to rewards scheme. Free access to online Coach Education materials. Access to member events for free, such as Coaches Forums.	Prior to their first BUCS fixture	A fine of £100 will be levied if a team is found to have used unregistered individuals.

	to facilitate the individual membership process, an institution/Playing Entity's club must be registered with the UKU.				
Volleyball	Club Affiliation All institutions/Playing Entities must affiliate to their respective National Governing Body (NGB).	English and Welsh Institutions/Playing Entities BUCS works closely with Volleyball England to provide the best value club affiliation and scheme possible. All clubs must be affiliated through Volleyball England. To affiliate visit the Volleyball England Website. To log on you will need log into the Club Admin Profile (access can be provided by the current secretary or requesting support from Volleyball England). It is suggested that a generic email address (e.g. info@university.ac.uk) is used for accounts. Your online account will help you keep track of your annual affiliation and see when renewals are due. Clubs are encouraged to be named as per the following examples: University of Bristol (BUCS)	A summary of benefits from your affiliation to Volleyball England can be found here.	Monday 23 September 2024	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until the affiliation is complete.

		Loughborough University (BUCS) Clubs competing in BUCS Volleyball and/or Beach Volleyball only should select BUCS Club Affiliation when registering. Clubs playing in Volleyball England and/or additional affiliated Competitions to BUCS (e.g., National, Regional or Local leagues) should register as a 'Standard Club'. The Affiliation Fees for 2024-25 are: BUCS only club – £72.00 Standard Club (Also playing outside of BUCS) – £110.50 * Service Provider Fee: 3.2%+50p on all transactions throughout the season. If you are experiencing trouble with registering, please email Volleyball England, or call them on 01509 974700. Scottish Institutions/Playing Entities Affiliation directly through the Scottish Volleyball Association.			
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Wheelchair Basketball	Club Affiliation All institutions/Playing Entities must affiliate their club to British Wheelchair Basketball (BWB).	To affiliate, please visit the British Wheelchair Basketball website .	A summary of benefits from your club affiliation can be found here .	Monday 23 September 2024	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until the affiliation is complete.
Wheelchair Basketball	Individual Registration All players, coaches and team officials must sign up for the appropriate membership and licence with British Wheelchair Basketball (BWB) prior to participating in any BUCS Wheelchair Basketball fixtures.	To register, please visit the British Wheelchair Basketball website . A user guide on how to purchase memberships and request a licence can be found here .	A summary of benefits from your individual registration can be found here .	Prior to their first BUCS fixture	A fine of £100 will be levied if a team is found to have used unlicensed individuals.

2) BUCS TEAM CHAMPIONSHIPS - LEAGUES AND KNOCKOUTS - RANKING LISTS, DATA SUBMISSIONS ETC.					
Sport	Requirement(s)	How	Summary of Benefits	Deadline(s)	Sanction(s)
Badminton	Premier Tier Player Ranking List All institutions/Playing Entities with teams in Premier Tier leagues must submit the names of four players who are unable to play below the first team at any stage of the season as per BAD 7 .	The Excel template can be downloaded here and should be e-mailed to discipline@bucs.org.uk .		Monday 30 September 2024	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until completed.
Football	BUCS Football Accreditation Accreditation is not a requirement to compete in BUCS Football competitions. However, BUCS recommends that each institution is accredited as the model is designed to support the growth of football and futsal across Higher Education.	Accreditation sign up form is here . More information can also be found on this link including an accreditation guidance document.	Member Services are run throughout the academic year which institutions have access too once accredited, these include: FA Women's Leadership Programme Club Committee Leader Training Events Football Activator Training Events FA Funded Development Projects Student Referee Development Hubs	Institutions should accredit by Tuesday 01 October 2024.	Recommendation – No sanction for non-completion.

Futsal	BUCS Football Accreditation Accreditation is not a requirement to compete in BUCS Futsal competitions. However, BUCS recommends that each institution is accredited as the model is designed to support the growth of football and futsal across Higher Education.	Accreditation sign up form is here. More information can also be found on this link including an accreditation guidance document.	Member Services are run throughout the academic year which institutions have access too once accredited, these include: FA Women's Leadership Programme Club Committee Leader Training Events Football Activator Training Events Student Coach Development CPD Events Student Referee Development CPD Events	Institutions should accredit by Tuesday 01 October 2024.	Recommendation – No sanction for non-completion.
Lacrosse	Submission of Qualified Officials All institutions/Playing Entities are required to submit the names of at least two qualified officials within their Men's/Women's club(s) who can officiate the respective format in the absence of neutral officials. NB: For English and Welsh institutions/Playing Entities, these officials	To be submitted online here. England Lacrosse uses an online course to ensure all universities/colleges can take full advantage of qualifying student officials for the upcoming season to meet this requirement. Find out more here. If you have any questions regarding the submission of qualified officials please contact Ryan Griffiths at England Lacrosse.		Monday 25 November 2024	£100 fine if not completed prior to the deadline.

	must be registered with England Lacrosse via Individual Membership and complete the annual rules test.				
Squash	Player Ranking List Prior to the start of the season, each institution/Playing Entity must submit a ranked list of all the players they expect to use across their teams as per SQU 7. There shall be separate ranking lists for the Men's and Women's Championships.	The Excel template can be downloaded here and should be e-mailed to discipline@bucs.org.uk. Following the initial ranking deadline passing, ranking lists will be locked and cannot be changed except in the following circumstances: 1. There shall be two re-ranking windows, during which institutions/Playing Entities can change the ranked order of existing players on their ranking list. Changes to ranking lists made during a re-ranking window will only come into effect at the end of the window. 2. Institutions/Playing Entities may request to add players in at any positions on their ranking list at any time during the season by emailing discipline@bucs.org.uk. Requests must be submitted to, and approved by, the BUCS Executive in advance of the players competing in any fixtures so they should be made as far in advance of affected fixtures as possible. 3. If a player is listed in the top five rankings and has not		Initial Deadline: Monday 07 October 2024 First Re-ranking Window: Thursday 31 October – Monday 04 November 2024 Second Re-ranking Window: Monday 30 December 2024 – Monday 13 January 2025	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until completed.

		played any matches prior to the January re-ranking window, then that institution/Playing Entity is required to resubmit their rankings during this window, removing any such 'top five' players from the ranking list. An exception will be made at the discretion of the BUCS Executive on a case-by-case basis if sufficient proof can be provided to explain the above scenario (e.g. medical note).			
Squash	SquashLevels For the 2024-25 season, fully completed BUCS results will automatically pull through to the SquashLevels system to calculate your Squash Level. Register an account of the site to take ownership of your rating.	SquashLevels	Feeds into rankings for individual championships. Generates Squash Level for all participants, placing them on a world ranking scale.	Prior to first BUCS fixture	Recommendation – No sanction for non-completion.
Table Tennis	Player Ranking List Prior to the start of the season, each institution/Playing Entity must submit a ranked list of all the players they expect to use across their teams as per TAB 7 . There shall be separate ranking lists for the Men's and	The Excel template can be downloaded here and should be e-mailed to discipline@bucs.org.uk . Following the initial ranking deadline passing, ranking lists will be locked and cannot be changed except in the following circumstances: 1. There shall be two re-ranking windows, during which		Initial Deadline: Monday 07 October 2024 First Re-ranking Window: Thursday 31 October – Monday 04 November 2024 Second Re-ranking Window:	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until completed.

	Women's Championships.	institutions/Playing Entities can change the ranked order of existing players on their ranking list. Changes to ranking lists made during a re-ranking window will only come into effect at the end of the window. 2. Institutions/Playing Entities may request to add players in at any positions on their ranking list at any time during the season by emailing discipline@bucs.org.uk. Requests must be submitted to, and approved by, the BUCS Executive in advance of the players competing in any fixtures so they should be made as far in advance of affected fixtures as possible. 3. If a player is listed in the top four rankings and has not played any matches prior to the January re-ranking window, then that institution/Playing Entity is required to resubmit their rankings during this window, removing any such 'top four' players from the ranking list. An exception will be made at the discretion of the BUCS Executive on a case-by-case basis if sufficient proof can be provided to explain the above scenario (e.g. medical note).		Monday 30 December 2024 – Monday 13 January 2025	
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Tennis	Player Ranking List Prior to the start of the season, each institution/Playing Entity must submit a ranked list of all the players they expect to use across their teams as per TEN 9. There shall be separate ranking lists for the Men's and Women's Championships.	The Excel template can be downloaded here and should be e-mailed to discipline@bucs.org.uk. Following the initial ranking deadline passing, ranking lists will be locked and cannot be changed except in the following circumstances: 1. There shall be two re-ranking windows, during which institutions/Playing Entities can change the ranked order of existing players on their ranking list. Changes to ranking lists made during a re-ranking window will only come into effect at the end of the window. 2. Institutions/Playing Entities may request to add players in at any positions on their ranking list at any time during the season by emailing discipline@bucs.org.uk. Requests must be submitted to, and approved by, the BUCS Executive in advance of the players competing in any fixtures so they should be made as far in advance of affected fixtures as possible. 3. If a player is listed in the top four rankings and has not played any matches prior to the January re-ranking window, then that institution/Playing Entity is required to resubmit their rankings during this window, removing any such		Initial Deadlines: (All Scottish institutions) Monday 30 September 2024 (All English & Welsh institutions) Initial Deadline: Monday 07 October 2024 First Re-ranking Window: Thursday 31 October – Monday 04 November 2024 Second Re-ranking Window: Monday 30 December 2024 – Monday 13 January 2025	£250 fine if not completed prior to the deadline. After the deadline, walkovers will be applied until completed.
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		'top four' players from the ranking list. An exception will be made at the discretion of the BUCS Executive on a case-by-case basis if sufficient proof can be provided to explain the above scenario (e.g. medical note).			
Tennis	LTA Advantage Membership (BTM) and World Tennis Number (WTN) LTA Advantage Membership (BTM) and a World Tennis Number (WTN) are not a requirement to compete in BUCS Tennis Leagues and Knockout Competitions. However, BUCS recommends that players hold both so that their individual match results can be added to the LTA Tournament Software and contribute to their WTN (World Tennis Number) which has now replaced a player's LTA rating.	More information and a link to take out membership (either 'Advantage Play', 'Advantage Play+' or 'Advantage Compete') can be found here.	Enables a player's individual match results to be added to the LTA Tournament Software and contribute to their WTN (World Tennis Number) which has now replaced a player's LTA rating. Other benefits of LTA Advantage membership can be found here.	Prior to first BUCS fixture	Recommendation – No sanction for non-completion.

3) BUCS INDIVIDUAL AND TEAM CHAMPIONSHIPS - EVENTS - NGB AFFILIATIONS, MEMBERSHIPS, LICENCES ETC.

Sport	Requirement(s)	How/Useful Links	Summary of Benefits	Deadline(s)	Compulsory? /Sanction(s)
Archery	Archery GB Membership All competitors must have a valid Archery GB membership. For further details please refer to the 'Entry Information' document which will be published on the relevant BUCS Archery event website page when entries open on BUCS Play.	Archery GB website Archery GB University Club Handy Guide	Archery GB membership enables an individual to compete in the BUCS Archery Championships and other licensed archery competitions in Great Britain.	Before entries are submitted on BUCS Play	Yes – Individuals without a valid Archery GB membership will not be permitted to compete.
Athletics	To compete in any BUCS/UKA competition, all Institutions should have a Club Affiliation with their Home Nation's National Governing Body. If students are representing their Institution/any other club at any other UKA athletics events, they will need to have completed the Athlete Registration process and have a valid URN to compete.	England Athletics Scottish Athletics Welsh Athletics	A summary of the benefits offered by each home nation can be found here: England Athletics Scottish Athletics Welsh Athletics	Before entries are submitted on BUCS Play	Yes – Institutions where Clubs are not affiliated with their Home Nation's NGB will not be permitted to compete Individuals must be registered with their Institution Club.

Badminton	Badminton England Membership Number, Badminton Scotland Membership ID, Badminton Wales Membership ID, to support seeding and selection process of BUCS Badminton Individual Championships.	Badminton England Badminton Scotland Badminton Wales	A summary of the benefits offered by Badminton England can be found here.	Before entries are submitted on BUCS Play	No
Boxing	All competitors must be registered with and have a valid licence with the International or National Governing Body of their home nation, as well as a Boxer Competition Record book which details their competitive experience, to include any previous competitive experience from other combat sports. A valid NGB Boxer Competition Record book and medical card must be produced by all competitors at weigh-in - failure to produce these will result in	England Boxing Boxing Scotland Welsh Boxing	A valid licence, Boxer Competition Record book and medical card enables an individual to compete in the BUCS Boxing Championships and other competitions.	Before entries are submitted on BUCS Play	Yes – Individuals without a valid licence, record book and medical card will not be permitted to compete.

	disqualification from the competition.				
Clay Pigeon Shooting	Competitors do not need to be a member of the Clay Pigeon Shooting Association. However, any license holders should provide this information on BUCS Play entry and present their valid license at registration.	Clay Pigeon Shooting Association	Member benefits can be found here	Before entries are submitted on BUCS Play	No sanction for non-completion
Cycling (Down Hill Mountain Biking Championships)	Competitors do not need to be a member of British Cycling, however those who hold a Full Racing Licence must supply these details as part of the BUCS Play entry form to be eligible for earning licence ranking points. These licences must also be presented when registering at the event.	British Cycling Race Licences	Member benefits can be found here .	Before entries are submitted on BUCS Play	No
Cycling (Track Cycling Championships)	British Cycling Race Licence All competitors must hold a valid British Cycling Race Licence.	British Cycling Race Licences	Member benefits can be found here .	Before entries are submitted on BUCS Play <u>OR</u> purchased on the day at the event	Yes – Individuals without a valid British Cycling Race Licence will not be permitted to compete.
Equestrian	Rider Ranking List	The Excel template can be downloaded here and should be e-mailed to events@bucs.org.uk.		Initial Deadline: Friday 18 October 2024	Yes – £100 fine if not submitted prior to the deadline.

	Prior to the start of the season, each institution/Playing Entity must submit a ranked list of all the riders they expect to use across their teams as per EQU 3.5 (awaiting update for 2024-25).	Following the initial ranking deadline passing, ranking lists will be locked and cannot be changed except in the following circumstances: 1. There shall be one re-ranking window, during which Playing Entities can change the ranked order of existing riders on their ranking list and/or remove riders from their ranking list. Changes to ranking lists made during a re-ranking window will only come into effect at the end of the window. 2. Institutions/Playing Entities may request to add riders in at any position on their ranking list at any time during the season by emailing events@bucs.org.uk. Requests must be submitted to, and approved by, the BUCS Executive in advance of the riders competing in any competitions so they should be made as far in advance of affected competitions as possible.		Re-ranking Window: Monday 11 November – Monday 18 November 2024	
Equestrian	Submission of Pool Match Dates and Venues All institutions/Playing Entities must confirm all home match dates and venues to BUCS as per EQU 4.2.3.	To be submitted online here.		Friday 11 October 2024	Yes – £100 fine if not submitted prior to the deadline.

Equestrian	Submission of Pool Match Scoresheet After each match the home team's Athletic Union is responsible for completing and submitting via e-mail to events@bucs.org.uk and the Athletic Unions of the other teams who took part in the match the full Excel scoresheet by the end of the relevant hosting window as per EQU 4.8.7. NB: If hosting on the last day of a window there will be an additional 24-hour allowance to submit the scoresheet.	The Excel scoresheet template can be downloaded here and should be e-mailed to events@bucs.org.uk and all opposition Athletic Unions. Please save all Excel scoresheets in the following format prior to sending: "Team - Level - Region - Date". For example, Oxford 1s - Region D - 16-10-2023.		First Hosting Window: Wednesday 23 October – Wednesday 20 November 2024 Second Hosting Window: Thursday 21 November 2024 – Wednesday 15 January 2025 Third Hosting Window: Thursday 16 January – Wednesday 19 February 2025 Fourth Hosting Window: Thursday 20 February – Wednesday 26 March 2025	Yes – £100 fine if not submitted prior the deadline.
Fencing (Individual Championships)	British Fencing Membership British Fencing memberships are required by all competitors; FIE Licences will not be accepted. For the Individual Championships all competitors require a 'Compete' membership. More information relating to this can be	Memberships should be purchased here.	Member benefits can be found here.	Before entries are submitted on BUCS Play	Yes – Individuals without a valid British Fencing 'Compete' membership will not be permitted to compete.

	found on the British Fencing website here .				
Fencing (Regional Series)	British Fencing Membership British Fencing memberships are required by all competitors; FIE Licences will not be accepted. For the Regional Series all competitors require a minimum of 'Introductory' membership. NB: 'Introductory' memberships are free and valid for 90 days. More information relating to this can be found on the British Fencing website here.	Memberships should be acquired here .	Member benefits can be found here .	Before entries are submitted on BUCS Play	Yes – Individuals without a valid British Fencing membership will not be permitted to compete.
Judo	Licence All competitors must hold, and present at registration and weigh-in, a valid licence issued by one of the following organisations: British Judo (BJA); Judo Scotland (JS); Northern Ireland Judo (NJIF); Welsh Judo (WJA); Amateur Judo	BJA website	Member benefits can be found here .	Before entries are submitted on BUCS Play	Yes – Individuals without a valid licence will not be permitted to compete.

	Association (AJA); British Judo Council (BJC); For international competitors, their home country's national governing body (as sanctioned by the International Judo Federation)				
Jiu Jitsu	The Jiu Jitsu Foundation Licence All competitors must hold a valid The Jiu Jitsu Foundation (TJJF) licence.	TJJF website	PUBLIC LIABILITY AND PERSONAL ACCIDENT INSURANCE Comprehensive public liability and personal accident insurance for all jiu jitsu activity GRADING Internationally recognised Jiu Jitsu Grading Scheme TRAINING Regional (within 14 regions), National and International training opportunities COMPETITION Competition opportunities within the Jiu Jitsu Foundation and the British Jiu Jitsu Association GB PROGRESSION IN THE SPORT Training schemes for Club Assistants, Assistant Instructors, Instructors, Seniors Instructors and Referees including discount first aid training	Before entries are submitted on BUCS Play	Yes – Individuals without a valid TJJF licence will not be permitted to compete.

			E-NEWSLETTERS Regular e-newsletters and updates with the latest jiu jitsu news		
Karate	Competitors must hold a valid, up-to-date, recognisable karate licence of a UK Karate Association , duly completed with full and appropriate grading history. For competitors that gained grades from another association, then that licence must also be presented for scrutiny. Competitors must enter the correct category for any grade they have achieved.	Individuals will acquire and update their licence through their club/association.	Holding the appropriate licence enables an individual to compete in the BUCS Karate Championships.	Before entries are submitted on BUCS Play	Yes – Individuals without a valid licence will not be permitted to compete.
Korfball	British Student Korfball Association Club Affiliation (including teams) All institutions/Playing Entities must affiliate with the British Student Korfball Association (BSKA).	Please contact the British Student Korfball Association for affiliation details.	Used to improve the standard of playing by helping established uni clubs grow and to help new clubs start by increasing the funding for more teams to compete in BUCS and their local leagues, training for referees and coaches, funding for new equipment and coaches	Before entries are submitted on BUCS Play	Yes – Teams belonging to institutions/Playing Entities who are not affiliated to the BSKA will not be permitted to compete.
Powerlifting & Weightlifting (Powerlifting)	British Powerlifting Membership All participants must hold a valid British	Memberships should be purchased here .		Before entries are submitted on BUCS Play	Yes – Individuals without a valid British Powerlifting membership will not be permitted to compete.

Championships)	Powerlifting membership that is in date.				
Powerlifting & Weightlifting (Weightlifting & Para Powerlifting Championships)	British Weightlifting Membership All participants must hold a valid British Weightlifting (BWL) membership that is in date.	Memberships should be purchased here .		Before entries are submitted on BUCS Play	Yes – Individuals without a valid BWL membership will not be permitted to compete.
Rifle (Small / Long Range) Club Membership	National Student Rifle Association Club Membership	Login - JustGo	Unrivalled Insurance from our partner MarshSport Options to purchase additional Legal cover and Building cover Access to NSRA Bisley (Lord Roberts Centre) and NSRA Aldersley (Aldersley Shooting Centre) so you only have to pay for range hire Opportunity to participate in Association forums Representation by your National Governing Body on all shooting matters e.g. legislative threats to our sport Entry to exclusive competitions	Prior to competing	Recommendation – No sanction for non-completion.

			Promote your club and competitions on our website Quarterly copy of On Target magazine – featuring news and features from the NSRA		
Rifle (Small / Long Range) Individual Membership	National Student Rifle Association Individual Membership	Login - JustGo	Unrivalled Insurance from our partner MarshSport Access to all NSRA competitions Access to NSRA Bisley (Lord Roberts Centre) and NSRA Aldersley (Aldersley Shooting Centre) so you only have to pay for range hire Expert help and advice from the NSRA (your National Governing Body) Representation on all shooting matters e.g. legislative threats to our sport Opportunity to join the NSRA Rewards Scheme to receive exclusive offers and discounts from high street shops and online retailers Opportunity to train and obtain NSRA Coaching Qualifications (dependant on age)	Prior to competing	Recommendation – No sanction for non-completion.

			Quarterly copy of On Target magazine – featuring news and features from the NSRA		
Rowing	British Rowing membership is not a requirement to compete in BUCS Rowing events. However, BUCS events are eligible for British Rowing ranking points. These will be attributed to competitors who have British Rowing membership, or a visitor number.	British Rowing website	A summary of the benefits of British Rowing membership can be found here.	Prior to competing	Recommendation – No sanction for non-completion.
Modern Pentathlon and Tetrathlon	Pentathlon GB Membership All competitors must have a valid Pentathlon GB membership. For further details please refer to the 'Entry Information' document which will be published on the relevant BUCS Pentathlon event website page when entries open on BUCS Play.	https://www.pentathlongb.org/	Pentathlon GB membership enables an individual to compete in the BUCS Pentathlon Championships and other licensed Pentathlon competitions in Great Britain.	Before entries are submitted on BUCS Play	Yes – Individuals without a valid membership will not be permitted to compete, note this does not apply to biathlon

Sailing	British Universities Sailing Association Club Membership All institutions/Playing Entities must have a valid British Universities Sailing Association (BUSA) membership. More information relating to this can be found on the BUSA website here.	TBC	Member benefits include affiliation to the RYA and support and development for university sailing clubs.	Prior to competing	Yes – Clubs without a valid BUSA membership will not be permitted to compete.
Surfing	Recommended affiliation to their Home Nation's National Governing Body.	Surfing England Scottish Surfing Federation Welsh Surfing Federation	For a summary of the member benefits please refer to the Home Nations specific membership pages.	Prior to competing	Recommendation – No sanction for non-completion.
Swimming	Being registered with a governing body is not a requirement to compete in the BUCS Swimming Championships. However, registered swimmers of Swim England, Scottish Swimming or Swim Wales who wish for their times to be submitted for ranking purposes must ensure that they provide their governing body number when registering on BUCS	Scottish Swimming membership website Swim England membership website Swim Wales membership website	A membership will allow times recorded in individual events to be submitted to rankings after the event has taken place.	Before entries are submitted on BUCS Play	Recommendation – No sanction for non-completion.

	Play, as well as checking that the name and date of birth matches that on their governing body registration. For para-swimmers to be eligible for para-swimming points and awards they must be nationally/internationally classified and have a current governing body registration to validate their entry. Governing body numbers must be provided at the point of entry.				
Taekwondo	British Student Taekwondo Federation Membership. All participants must hold a valid British Student Taekwondo Federation (BSTF) membership pass of the correct type and grade class: Student-athlete Pass, General Pass (trainee umpire/ assistant coach); Head-coach Pass; Umpire Pass, etc.	Membership pass registration is open here. Institution administrators and club captains may group purchase membership passes via the institution administrator portal or club committee portal, respectively. Each member's BSTF ID code is required for entry on BUCS Play. This can be found on the manage my account page on registration.	Sport specific insurance, online member accounts and online services, staffed support services for members and their institutions, discounted products and services, free education courses, AGM eligibility. Contact BSTF for further information on membership benefits.	One week before entries are submitted on BUCS Play.	Yes – Individuals without a valid BSTF membership pass will not be permitted to participate.
Touch	Club Affiliation & Membership All institutions/Playing Entities must be a member of the England	Membership information can be found here. 'University' membership can be purchased through the ETA membership portal here.	A summary of benefits can be found here.	Before entries are submitted on BUCS Play	Yes - If a club is found to not have a valid ETA membership whilst competing at a BUCS Touch Championships event, they and all teams

	Touch Association, regardless of which country within the UK that said institution resides in.				entered from said club will be disqualified from the event.
Touch	Player Membership All players must be a member of the England Touch Association.	Membership information can be found here . Membership can be purchased through the ETA membership portal here .	A summary of benefits can be found here .	Before entries are submitted on BUCS Play	Yes - If a player is found to not have a valid ETA membership whilst competing at a BUCS Touch Championships event, the team they have represented will be disqualified from the event.
Triathlon	British Triathlon Membership Being registered with a governing body is not a requirement to compete in the BUCS Triathlon Championships. However, if you do not hold a membership, you will be required to sign up for a race pass in order to compete at each event.	Membership - British Triathlon	Benefits can be found here .	Before entries are submitted on BUCS Play Or Before the day of competition for race passes.	No – but a £2 race pass is required per race, in order to compete if you do not have membership.
Ultimate (Indoor)	UK Ultimate Membership UK Ultimate (UKU) memberships are required by all competitors. Players competing in the	Memberships should be purchased here .		Prior to competing	Yes – £25 fine per player without UKU Individual Membership once the Championships have commenced.

	Indoor Championships Regional Rounds require "Basic" membership. Players competing at the Indoor National Finals events will require "Full" membership. NB: Team registration to the UKU is not mandatory to compete in the BUCS Ultimate programme. However, to facilitate the individual membership process, an institution/Playing Entity's club must be registered with the UKU. More information relating to this can be found on the UKU website here.				
Windsurfing	Recommended affiliation to The Student Windsurfing Association.	SWA website`		Prior to competing	Recommendation – No sanction for non-completion.