



Policy Name ATHLETE ELIGIBILITY COMMITTEE TERMS OF REFERENCE	Date of Approval November 29, 2024	Activation Date November 29, 2024
Approved By: Board of Directors	Linking To: Athlete Eligibility & Training Location Policy	
Review Cycle: Annually by the Board of Directors	Replacing Previous Version: N/A	

1. Purpose

The Athlete Eligibility Committee is responsible for the consideration of requests for exemptions related to the GymBC [Athlete Eligibility & Training Location Policy](#).

2. Composition

The Athlete Eligibility Committee shall be composed of no less than three (3) members with the following representation:

- One GymBC Board Director
- One GymBC Technical Committee Chair
- The GymBC CEO or designate

No member of the Committee shall be in conflict of interest or have a direct affiliation with the gymnastics discipline or Member Club for which the exemption is being considered, however, the Committee may consult with the affected discipline's technical chair, technical staff, or the athlete's club, as appropriate, to understand the potential impact of the request or the discipline's eligibility rules.

3. Roles and Responsibilities

The Committee will fulfill its mandate by working closely with GymBC staff to:

- a. Review and consider Athlete Eligibility Exemption Requests through an unbiased and neutral lens.
- b. Consult with the technical chair or technical staff of the affiliated discipline, or the athlete's club, as appropriate, to understand the potential impact of the request or the discipline's eligibility rules.
- c. Contemplate prior eligibility decisions to consider precedents and ensure consistency.
- d. Render a decision about the Athlete Eligibility Exemption Requests.
- e. Provide direction to the CEO, or their designate, about the rationale for the decision and/or specific communications required in relation to the decision.
- f. Review and approve communications that relate to the decision, as required.
- g. Provide GymBC staff with the required information to ensure centralized records of Athlete Eligibility Committee decisions and their rationale can be retained.
- h. Provide updates to the GymBC Board of Directors, as appropriate.

4. Accountability

The Athlete Eligibility Committee retains the sole authority to grant exemptions to the [Athlete Eligibility & Training Location Policy](#).

The committee shall meet as required to respond to exemption requests and, whenever possible, in a timely manner to ensure that exemption requests can be considered within 14 days of submission.

The committee is accountable to the Board of Directors and shall provide a Board report at regularly scheduled meetings following a decision. At such times as the Athlete Eligibility Committee has not met during the period between meetings, no report is required.