

# Kamloops Women's Soccer League Bylaws



Revised Fall 2022

## SOCIETY ACT

**"KAMLOOPS WOMEN'S SOCCER LEAGUE SOCIETY"****BY-LAWS****PART 1 – MEMBERSHIP**

1. A member shall be any woman or person who gender identifies as a woman who is a registered player on a Kamloops Women's Soccer League ("KWSL") team who remains in good standing effective as at the beginning of the current soccer season, or if not in a soccer season, at the beginning of the most recent soccer season.
2. A member in good standing means: paid-up annual league fees, no unpaid fines or other fees, not having been expelled from KWSL.
3. Membership shall be open to any woman, or person who gender identifies as a woman without regard to race, ethnic origin, age, nationality, sexual orientation, or religious conviction who qualifies as a player under the By-laws of this Society.
4. Each member shall follow the By-Laws and Rules & Regulations of the KWSL without fail to ensure continued eligibility for the team and its players.
5. The KWSL shall be a member of the British Columbia Soccer Association and shall be subject to the published Bylaws, Rules, Regulations and Policies in declining order of authority of the following governing organizations:
  - a. FIFA
  - b. The Canadian Soccer Association
  - c. British Columbia Soccer Association

**PART 2 – TENURE OF MEMBERSHIP**

1. A member ceases to be a member in good standing when they have failed to pay the current annual league registration fee by the due date or have failed to pay any other debt incurred and owing to KWSL. The member is not in good standing while the amount owing remains unpaid.
2. Every member must uphold the Constitution and comply with these Bylaws.

**PART 3 – BOARD OF DIRECTORS**

1. The Board of Directors shall consist of no more than ten (10) directors who must be in good standing.
2. The Board of Directors shall elect from amongst themselves the following:
  - a. President
    - i. The President shall:
      1. be the Chief Executive Officer of the KWSL;
      2. schedule and chair all League and Board of Director meetings;
      3. exercise supervision over the affairs of the KWSL;
      4. be an ex-officio member of all committees;
      5. sign all official documents of the KWSL; and

6. represent the League to any other organizations.
- b. Vice president
    - i. The Vice president shall:
      1. assist the President to carry out her duties;
      2. in the event of the President's absence, shall perform all the functions of the President; and
      3. assist the other members of the Board (particularly the Scheduler & Stats/Website Manager) to complete their duties as required.
  - c. Secretary
    - i. The Secretary shall:
      1. give notice of all meetings to the persons entitled thereto;
      2. keep minutes of all meetings;
      3. handle all general correspondence; and
      4. update the Bylaws or Rules & Regulations after each AGM or Special Meeting as required.
  - d. Treasurer
    - i. The Treasurer shall:
      1. keep a full and accurate account of receipts and disbursements in books belonging to the KWSL;
      2. deposit all monies and other valuables in a chartered bank or trust company as designated by the Board of Directors. No monies shall be withdrawn from the bank or trust company without two of three signatures of signing authorities (President, Vice-President and Treasurer); and
      3. render a financial statement to the Board at the end of each quarter of the calendar year and also at the Annual General Meeting.
  - e. Division Liaisons (3)
    - i. Division Liaisons shall:
      1. handle all communication within their Division as well as player registrations including team rosters (as per BC Soccer requirements), fee collection as required, and reconciliation of these with the Treasurer before the season play begins;
      2. ensure draft procedures are followed according to draft guidelines and that those women on the draft are informed of the outcome; and
      3. compare the previous closed rosters for all of that Division to confirm the rosters contain registered and eligible players prior to the season starting, and then after to reflect changes for the duration of the season.
  - f. Scheduler
    - i. The Scheduler shall:
      1. design a game schedule that meets the format for the soccer season as decided upon by the League;
      2. provide the League with the schedule in a timely and organized manner;
      3. work with Senior Soccer Leagues within the City and the Parks department to secure adequate fields for the League;
      4. secure appropriate field permits from the City for these fields;
      5. provide copies of these permits to each Team Rep;

6. ensure that proper insurance requirements are forwarded by the Treasurer to the city in a timely manner. (Field permits are not issued until proof of insurance is submitted);
  7. liaise with the Kamloops Soccer Referee's Association for the purpose of scheduling referees for all League games;
  8. notify the League and the referee's association of any changes to the schedule;
  9. review the referee's monthly bill to ensure accuracy prior to submitting the bill to the Treasurer for payment; and
  10. forward all League field concerns to the City.
- g. Stats/Website Manager
- i. The Stats/Website Manager shall:
    1. in conjunction with the Board of Directors, develop a strategy to promote the League in the coming year;
    2. advertise and promote League registration;
    3. encourage ongoing media coverage of the League;
    4. act as the media liaison for the League;
    5. attend all Board meetings;
    6. provide each team with game reporting forms for each regular season game;
    7. get game results information from each team following each regular season game;
    8. obtain the official referee's copy of the game reporting form in order to verify the game result information supplied by each team;
    9. record this information for the purpose of determining each team's placement in overall League standings;
    10. report game results to the media in a timely fashion;
    11. determine at year end the final League standings as per League rules and statistics; and co-ordinate year-end awards.
- h. Member-at-Large
- i. The Member-at-Large shall:
    1. coordinate ad hoc Discipline Committees should the need to arise and a Commissioner is not appointed;
    2. complete other miscellaneous responsibilities of the Board; and
    3. act in place of a Board Member that has resigned before their term is complete and a Special General Meeting is held.
3. Commissioner
- a. Unlike typical appointment to the Board of Directors, specific for the Commissioner position will be determined by Board members from applications received.
  - b. The Commissioner will have no input or voting rights on the Board with the exception of matters pertaining to Discipline.
  - c. The Commissioner shall:
    - i. have the responsibility to uphold the laws of the game, the Bylaws set and Rules and Regulations set out by the KWSL, and the guidelines on discipline set out by BC Soccer. All correspondence and communication regarding above responsibilities will be the duty of this Commissioner.

- ii. when applicable and appropriate, the Commissioner will make a proposal to ratify a Discipline Committee to the Board of Directors and will resume the position as Chair of the Discipline Committee.
4. A director must act honestly and in good faith and in the best interests of the society, and exercise the care, diligence and skill of a reasonable prudent person, in exercising the powers and performing the functions as a director.
5. The Board of Directors shall be reimbursed from KWSL funds for out of pocket expenses incurred during day to day operations of KWSL business.
6. No member of the Board shall be a paid employee of the KWSL. In lieu of services, Board members shall have their League fees waived for the term they serve. League fees cannot be deferred to any other year (i.e. in the event of injury).

#### **PART 4 – POWERS OF THE KWSL BOARD OF DIRECTORS (“BOARD”)**

1. The Board shall decide the size and membership of each division as they see suitable.
2. The Board shall have the power to suspend or expel any active member or team who neglect to pay their fees at the due date, or any member or team who will not respect the By-Laws and General Rules of the KWSL. The decision of the Board shall be final.
3. The Board may, from time to time, frame temporary rules or regulations covering specific cases not contained herein but which may be necessary for the carrying out of the objectives of the KWSL. Such rules will be subject to ratification at the next annual general meeting.
4. The Board may create ad-hoc committees from time to time to deal with matters as the Board determines. Such ad-hoc committees may make recommendations to the Board.

#### **PART 5 – BOARD OF DIRECTOR ELECTIONS**

1. Nominations for Directors may be taken by written notice (if person of interest is not planning to be present as the AGM meeting) signifying that they are willing to stand for election if nominated and/or from the floor at the time of the elections.
2. The Directors shall be elected by majority vote of those members in good standing and in attendance at the Annual General Meeting.
3. All newly-elected Directors shall assume office at the close of the Annual General Meeting following their election.
4. The term of a Director is two (2) years. The following positions are elected on odd years: Secretary, Stats/Website Manager and Competitive Division Liaison(s). The following positions are elected on even years: Treasurer, Scheduler, and Open Division Liaison.
5. Any vacancies which may occur on the Board of Directors by reason of resignation or other reason shall remain vacant until the next appropriate KWSL Annual General Meeting or Special General Meeting. The membership shall be notified of any vacancies on the Board. The newly elected Officer shall remain in the position for the duration of the original term.
6. No Director of the Board can act as a team representative for KWSL required business (ie. drafting/attendance at meetings/voting) for the duration of their term.

7. A director may resign their position by submitting a signed letter of resignation to the League.
8. Removal of Director
  - a. A director shall automatically be removed from their position if:
    - i. they cease to be qualified as set out in the Act or these bylaws; or
    - ii. they become, or are discovered to be, an undischarged bankrupt
  - b. A director may be removed from their position by resolution of the Board if:
    - i. they become incapable of performing the business of the League;
    - ii. they are absent from two (2) or more regularly scheduled meetings of the Board in a year without satisfactory reason;
    - iii. they are no longer domiciled in British Columbia
    - iv. they have failed to properly account for monies or other property belonging to the League;
    - v. they have been found guilty of a criminal offence regardless of whether or not the offence directly affected the League; or
    - vi. they have been found guilty by BC Soccer of failing to act in accordance with the Conflict of Interest Policy and Conduct, Ethics and Discipline Standards and Policy of BC Soccer
  - c. Such removal shall require the Board to give to all Board members, including the subject director, of a minimum of 14 days' notice of a hearing to consider the removal of a director. The subject director shall be given an opportunity to present evidence at the hearing. The decision to remove a director must be passed by a minimum two-thirds ( $\frac{2}{3}$ ) majority vote of the directors present at the meeting.
9. The directors shall adhere to the BC Soccer's Conflict of Interest Policy and Conduct, Ethics and Discipline Standards and Policy as amended from time to time and the procedure for disclosure and recordation of conflicts as set out in the Act.

## **PART 6 – LEAGUE GOVERNANCE AND INSURANCE**

1. The KWSL shall adhere to all F.I.F.A. rules and regulations.
2. The KWSL will affiliate with the BC Soccer Association ("B.C.S.A.") and follow B.C.S.A. principles when not in contravention with the Society's Constitution, By-laws, rules, policies and procedures.
3. The KWSL will register all members with the B.C.S.A. and participate in the players' insurance coverage as provided by the B.C.S.A.
4. The Society may, in the absolute and unfettered discretion of the Directors, purchase separate Director Errors & Omissions Insurance.

## **PART 7 – FINANCIALS/CAPITAL ACCOUNT**

1. Those funds not required for the day-to-day operation of the KWSL shall be deposited in an interest-bearing account in the KWSL Bank known as the KWSL Capital Account.
2. The KWSL Capital Account shall be shown separately on any interim or annual statement of accounts.
3. From year-to-year, signing authority shall be granted to the Treasurer, President, and the Vice President, and two signatures are required at all times.

## **PART 8 - MEETINGS**

1. In order to safeguard the interests of the KWSL, the Directors shall convene the following meetings: Annual General Meeting, Board of Director Meetings, Team Representative Meetings and Special General Meetings as requested.
  - a. Annual General Meetings
    - i. The Annual General Meeting of the KWSL shall be held before the end of the first week of November of each year, at a place and date to be determined by the Board.
    - ii. A minimum of twenty-one (21) days written notice of the Annual General Meeting shall be given via any of: a) KWSL website ([www.kwsl.net](http://www.kwsl.net)) b) email to each member at her last known address c) KWSL members may submit any motions or amendments to the Board up to 14.
    - iii. Upon request, the Treasurer shall forward to each Team Representative a copy of an interim financial report at least fourteen (14) days prior to the Annual General Meeting.
    - iv. Every member in good standing shall be entitled to one (1) vote at the AGM. The President shall not vote unless a deciding vote is necessary.
    - v. As a result of reviewing the Team Representative Attendance Sign-in sheet, any team failing to provide a Team Representative at any mandatory KWSL Meeting will be fined twenty-five dollars (\$25). Once a team's bond drops below one hundred and fifty dollars (\$150), then the team will be declared a team not in good standing and must top their bond to three hundred dollars (\$300), payable within thirty (30) days. Any member on a team not in good standing will be deemed to be a member not in good standing.
  - b. Special General Meetings
    - i. Special Meetings may be held at the discretion of the Board, on a minimum of fourteen (14) days written notice in the manner set out in Part 8(b)(ii).
    - ii. Special Meetings shall be convened by the Board at the written request of a majority of the teams in good standing within KWSL. Within seven (7) days after receipt of such written request (which will include any proposed amendments to the Constitution), the KWSL Secretary shall give fourteen (14) days' notice of such meeting to each member in good standing.
    - iii. Every member in good standing (which includes the Board) shall be entitled to one (1) vote at the Special Meeting. The President shall not vote unless a deciding vote is necessary.

- iv. As a result of reviewing the Team Representative Attendance Sign-in sheet, any team failing to provide a Team Representative at a Special Meeting will be fined twenty-five dollars (\$25).

c. Team Representative Meetings

- i. Team Representatives shall be appointed on an individual basis by each team. The attendance of two (2) Team Representatives per team is encouraged at all Team Rep meetings as they are the voice of their team, but only one (1) Team Representative is required to attend such meetings. Each team in good standing shall be entitled to one (1) vote at Team Representative Meetings.
- ii. The Board shall have a voice, but no vote at Team Representative Meetings.
- iii. In case of a tie vote, the President shall cast the deciding vote.
- iv. On a matter concerning only one division, and where no other division is affected, only the teams of that division may vote.
- v. Team Rep Meetings are scheduled by the Board on an as-needed basis. All teams will be duly notified at least fourteen (14) days in advance.
- vi. As a result of reviewing the Team Rep Attendance Sign-in sheet, any team failing to provide a Team Representative at a Team Rep Meeting will be fined twenty-five dollars (\$25)

d. Board of Director Meetings

- i. The Board shall meet at least once per month at a regular date and time to be determined by the current Board, meet whenever the Presidents deems it necessary, or meet if directed to do so by a majority vote of the Board.
- ii. The purpose of transacting business, a simple majority of the Board shall constitute a quorum.
- iii. In case of a tie vote, the President shall cast the deciding vote.

2. Voting

- a. Changes to the By-laws of the KWSL will require a 75% majority vote. Changes to the Rules & Regulations will require a simple majority vote.
- b. Voting shall be by a show of hands except by the specific request of one (1) of the members and with the approval of the President.
- c. There shall be no voting by proxy at any meeting of the members or of the Directors.

3. Roberts Rule of Order shall be used as the standard reference for all procedural purposes by the Society.

4. The order of business at an Annual General Meeting and/or Special General Meeting shall be:

- a. Roll Call
- b. Acceptance of Previous Minutes
- c. Report(s) of the Board of Directors
- d. Treasurer's Report
- e. Other Reports



- f. Correspondence
  - g. Old Business
  - h. Amendment Consideration
  - i. Elections
  - j. New Business
  - k. Adjournment
5. All decisions and reports of the KWSL, or any business transacted at any meeting, may be published at the discretion of the KWSL Board. The decision to release/publish information will always be guided by the intent to respect the privacy and character reputation of the individual(s)/team(s).

## PART 9 - COMMITTEES

1. The membership at any meetings of the members of the Board, may establish a standing committee or special committee to carry out specific business or programs of the League.

## PART 10 – LEAGUE STRUCTURE

1. The Board shall decide the size and membership of each division as they see suitable.
2. The League shall consist of three fixed divisions (Competitive, Open, & 35+ Years Old). The structure and placement of teams within those divisions is based on skill level and pace of play.
  - a. Competitive
    - i. A division meant for players who:
      1. Have a good knowledge of the game with a moderate to high skill level; and
      2. Plays at a moderate to high pace
  - b. Open
    - i. A division meant for players who:
      1. Have varying levels of experience playing soccer; and/or
      2. Plays at a relaxed to moderate pace
    - ii. **No slide tackling allowed**
    - iii. A 5-year period must pass before a Carded/All-Star/Premier/Rep player is deemed as eligible to play in this division
      1. Exceptions may be made with a direct proposal to the Board on a case by case basis
  - c. +35 Years Old
    - i. A division meant for players who:
      1. Are 35 years of age as of January 1st of the current year; and
      2. Wish to play with women closer to their age
      3. Struggle to play at the level required to play in the Competitive or Open divisions for reasons such as injury, age, or lack of experience
    - ii. Games are played:
      1. On a small-sided field
      2. Seven (7) players a side
      3. Thirty (30) minute halves for a total of sixty (60) minutes of playing time
    - iii. No scores or statistics will be kept
    - iv. **No slide tackling allowed**
    - v. The Executive reserves the right to discuss and/or discipline any issues regarding intensity/physicality with individual players in order to maintain the integrity of the division

3. A division can be, and will only be, divided into tiers if team registration supports the minimum number of teams per tier. The minimum number of teams, as selected by the membership, is six (6) per tier. Each tier will represent teams of similar level of play and teams may be moved between tiers for the upcoming season based on the previous season's standings.
4. Based on the final standings of the previous season, teams may be moved up or down between divisions. Composition of such divisions for the upcoming season may be presented at the Annual General Meeting but not confirmed until the following year when teams register for the upcoming season.
5. Should a team feel the need to appeal the decision, the Team Placement Committee, will be struck to review the findings and make a final determination in conjunction with the Executive.

#### **PART 11 - RULES AND REGULATIONS**

1. The League shall have Rules and Regulations for the operation and administration of the game of soccer within the League.
2. Amendments to the Rules and Regulations may be made by a majority vote of the Board or the voting members at a general meeting of the members. If the Rules and Regulations are amended by the Board, the amendment shall be presented for ratification at the next meeting of the members called for that purpose. If the amendment is not ratified, it is of no effect and the previous Rules and Regulations are then in effect.

#### **PART 12 - BY-LAW AMENDMENTS**

1. Amendment to the Constitution or By-laws may be made by Special Resolution at the Annual General Meeting or at a Special General Meeting called for this purpose. Changes to the By-laws of the KWSL will require a 75% majority vote. A two year period must pass before the same AGM/Constitutional/Bylaw or Rules and Regulations amendment topic can be discussed again.
2. The proposed amendment(s) shall be submitted to the KWSL Secretary in writing twenty-one (21) days prior to such a meeting. A copy of the proposed amendment(s) shall be sent to members fourteen (14) days before such a meeting.
3. Only members in good standing or the KWSL Board shall be permitted to propose amendment(s) to the Constitution or By-laws. All such motions must be seconded before advancing to be voted upon.

#### **PART 13 - INDEMNITY**

1. In this Part, "eligible party" has the same meaning as in the Act.
2. Indemnification. Subject to the provisions of the Act, the League will indemnify an eligible party against all costs, charges and expenses, including legal and other fees, actually and reasonably incurred in connections with any legal proceeding or investigative action, whether current, threatened, pending or completed, to which that eligible party, by reason of his or her holding or having held authority within the League:
  - a. is or may be joined as a party to such legal proceeding or investigative action; or
  - b. is or may be liable for or in respect of a judgement, penalty or fine awarded or imposed in, or an amount paid in settlement of, such legal proceeding or investigative action.
3. Advancement of Expenses. To the extent permitted by the Act and these bylaws, all costs, charges and expenses incurred by an eligible party with respect to any legal proceeding or investigative action may be advanced by the League prior to the final disposition thereof, in the discretion of the Board, and upon receipt of an undertaking satisfactory in form and amount to the Board by or on

behalf of the eligible party to repay such amount unless it is ultimately determined that the eligible party is entitled to indemnification hereunder.

4. Indemnification Prohibited. Notwithstanding the above, the League shall not indemnify an eligible party against any costs, charges and expenses, including legal and other fees, incurred in connection with any legal proceeding or investigative actions, if such eligible party:
  - a. has already been reimbursed for such expenses
  - b. has been judged by a court, in Canada or elsewhere, or by another competent authority to have committed any fault or to have omitted to do anything that he or she ought to have done;
  - c. in relation to the subject matter of the legal proceeding or investigative action did not act honestly and in good faith with a view to the best interests of the League or subsidiary; or
  - d. in the case of a legal proceeding other than a civil proceeding, did not have reasonable grounds for believing that his or her conduct, in respect of which the legal proceeding or investigative action was brought was lawful.
5. Non-compliance. The failure of an eligible party to comply with the provisions of the Act of the constitution, or these bylaws will not invalidate any indemnity to which he or she is entitled to under this Part.
6. Deemed Contract. Every eligible party on being elected or appointed will be deemed to have contracted with the League upon the terms of the foregoing indemnities.

#### **PART 14 - DISCIPLINE**

1. The Board shall deal with violations of the laws of the game, the rules, regulations and by-laws of the KWSL and the BCSA, and in the case of any infractions of the foregoing, or any unsportsmanlike conduct, or any action tending to bring into disrepute or to be against its best interests, to summon before it any team player, official or member for the purpose of inquiring into said offence.
2. In the event of any association, League, team, player, official or member being proved to the satisfaction of the Board to have been guilty of any violation of the laws of the game, the rules and regulations of the KWSL, or any misconduct, the Board shall have the power to order the offending team or player, official or member to be removed from membership, suspended for a stated period, or dealt with in such a manner as the Board may consider proper in the circumstances. The Board may also direct the offending parties to pay all expenses incurred in hearing the case.
3. The Board shall call on any team or players thereof to produce any books, letters, or documents and other evidence the Board may require.
4. In cases of dispute between teams or players, legal proceedings shall be taken only as a last resort.
5. No member of the legal profession shall represent any such team or player at the hearing of any protest, complaint or appeal unless that person is the team representative of the team concerned and has been such for a period of three (3) months immediately preceding the lodgment of protests, claim, complaint or appeal and that person's name appears on the printed list of such team as the team representative.
6. Players and/or officials reported for misconduct may be allowed to continue to participate in all soccer activities until their case is dealt with except:

- a. Players sent off the field of play (red card) will be automatically suspended for at least one (1) scheduled game.
  - b. Players receiving a third caution (yellow card) in the current session will be automatically suspended for at least one (1) scheduled game.
  - c. Players or team officials reported for violence, misconduct or assault on referees, game officials or players shall stand suspended from all soccer activities until their case has been dealt with by the Board.
7. For the purpose of gathering information, the Chair of the committee may request the appearance of the parties involved and/or a Team Representative
  8. An ad hoc Discipline Committee shall be struck by the KWSL Board to resolve carded offenses and/or misconduct of players, teams, coaches, spectators, and officials. Misconduct includes unsportsmanlike, threatening, defaming, and/or disrespectful behaviour on and off the field.
  9. The ad hoc Discipline Committee shall be struck on an as needed basis, within seventy-two (72) hours of the report of misconduct. This committee, barring conflict of interest, shall consist of one (1) Board member who will act as chair, and three (3) selected members from a predefined list who shall determine the appropriate resolution.

#### **PART 14 - DISPUTE RESOLUTION**

1. Any person or organization will not take disputes to ordinary courts of law without first exhausting all available remedies as provided for by independent and duly constituted tribunals recognized under the rules of BC Soccer, Canada Soccer, CONCACAF, or FIFA, as applicable.
2. The League shall adhere to any dispute resolution process as published and approved by BC Soccer from time to time (the "Dispute Resolution" process).
3. Any member of the League may initiate the Dispute Resolution process by communicating in writing to BC Soccer, with a copy to the League, the nature and facts of the dispute. The BC Soccer, at its discretion, may proceed with the Dispute Resolution process by assigning one or more neutral persons to the dispute.
4. The Dispute Resolution process shall not to be used for game discipline, which follows the normal discipline, protests, and appeals process of the League and BC Soccer.
5. The League shall make available to any member a copy of the Dispute Resolution process when requested.
6. A member shall utilize all appeal and dispute resolution mechanisms prior to civil litigation. BC Soccer and the League support the principles of Alternative Dispute Resolution and are committed to the techniques of mediation and arbitration as effective ways to resolve disputes and to avoid the uncertainty and cost associated with litigation.

**PART 15 - APPEALS**

1. Any registrant or registered organization directly affected by a decision of the League may appeal such decision.
2. The denial or termination of membership in the League may be appealed by a non-registered individual or organization.
3. A decision of the League may be appealed to BC Soccer, to be conducted in accordance with BC Soccer's published rules. A decision of BC Soccer may be further appealed to the Canadian Soccer Association, to be conducted in accordance with the Canadian Soccer Association's published rules.
4. An individual shall not appeal a decision made by the Board regarding the appointment, non-appointment re-appointment or revocation of an appointment of an individual to any coach or administrator position within the League's operations, except where the selection, appointment and revocation process outlined in the Rules and Regulations has not been followed.
5. An individual shall not be entitled to appeal a decision made by the League regarding a player's team assignment on any Club, District, or Regional team.

**PART 16 - BURSARY**

1. The KWSL will award one annual Bursary in the minimum amount of \$1,00.00, which award will be covered by the annual league registration fees plus any appeal fees collected every year.
2. The Bursary will only be awarded to active KWSL members who:
  - a. are currently registered at an accredited College, University or other Trade school,
  - b. demonstrate a need for financial assistance to support their studies, and
  - c. remain in good standing within the KWSL.
3. Members interested in applying for the Bursary may do so by following the application process/guidelines outlined on the [www.kwsl.net](http://www.kwsl.net) website. Any incomplete information during the application process, or deviations from the process outlined on the website, may result in disqualification.
4. If a recipient cannot accept the awarded Bursary from KWSL, the Bursary goes to the next candidate.
5. In the event that the Bursary is not used in any given year, consideration may be given to selecting two (2) eligible members the following year.

**PART 17 - SCHOLARSHIP**

1. The KWSL will award one annual Scholarship in the minimum amount of \$500.00, which will be covered by the annual league registration fees plus any appeal fees collected every year.
2. The Scholarship will be awarded to a graduating female soccer player from Kamloops who is:
  - a. continuing to play soccer after graduation;
  - b. attending a post-secondary institution (trades included);
  - c. able to demonstrate an involvement in soccer, beyond being a player;
  - d. able to demonstrate a minimum 2.5 GPA
3. Applicants will submit a 500 word essay to the KWSL Executive