



International Tennis Federation
Bank Lane
Roehampton
London SW15 5XZ
Great Britain

9th October 2009

To: General Secretaries/Managers, Juniors Tennis
ITF National Associations

VIA POST AND EMAIL

Dear All,

Ref: ITF Junior Circuit 2010 – Online Entries and Withdrawals

Further to my letter dated 17th June 2009, I am writing to provide you with more details of the procedures for online entries and withdrawals on the ITF Junior Circuit in 2010. I will also describe further the role of the national associations, which will change significantly when the new procedures are introduced.

Online Entries and Withdrawals – Procedures

Entering a tournament

To enter a tournament a player must log in to his/her IPIN account and go to the Entry/Withdrawal pages. Players will be able to view all upcoming tournaments and enter securely online. A maximum of three (3) tournament entries will be permitted per tournament week. At the time of entry, players must list their tournaments according to priority (ie 1,2,3), which is an extremely important part of managing their competitive schedule.

Acceptance Criteria – Unranked Players

Acceptance of players with an ITF Junior or professional ranking will not change in 2010. However, unranked players who enter ITF Junior tournaments outside their own region or zone will be permitted to enter, although they will be accepted after all unranked players from the region where the tournament is taking place. Please note that the ITF strongly recommends that players competing in Grade 4 and Grade 5 Circuit events do not travel outside their own region.

Entry Deadline, Withdrawal Deadline, Freeze Deadline

Entries for all ITF Junior Circuit tournaments (Grade 1-5) will close at 1400GMT 27 days prior to the Monday of the tournament week. Grade A tournaments and their warm up events will have an entry deadline at 1400GMT either 34 or 41 days prior to the Monday of the tournament week.

The withdrawal deadline for all ITF Junior Circuit tournaments will be 1400GMT 13 days prior to the Monday of the tournament week. Players will be able to withdraw online without penalty until that time.

The freeze deadline for all ITF Junior Circuit tournaments will be at 1400GMT on Wednesday, five days prior to the Monday of the tournament week. From that time players who are on the qualifying list will no longer move into main draw and players who are on the alternates list will no longer move into qualifying. Vacancies onsite will be filled by signed in alternates (for qualifying) and lucky losers (for main draw). Withdrawals after the freeze deadline must be sent to the ITF referee at the tournament and to the ITF.

Entry Lists and Acceptance Lists

Prior to the entry deadline, players will be able to view entry lists via the IPIN Online Service, displayed in alphabetical order, for all tournaments they have entered.

After the entry deadline, players will have access to acceptance lists via the IPIN Online Service. Lists will also be published on the ITF Juniors website. Players who have entered more than one tournament in a week will continue to appear on all acceptance lists until the withdrawal deadline. It is the responsibility of all players to withdraw themselves from the tournaments they do not intend to play.

Withdrawal Deadline

If a player has been accepted into the Main Draw or Qualifying Draw of more than one ITF Junior Circuit tournament occurring during the same tournament week, he/she will remain on one list and will be immediately withdrawn from the entry lists of all other tournaments, according to the following criteria:

1. Main Draw takes priority over qualifying
2. Tournament Entry Priority

If a player did not state an entry priority, he/she will be immediately withdrawn from all but one entry list according to the following criteria:

3. Tournaments with the highest grade will take priority, or if equal;
4. The entry list on which he/she is highest placed will take priority, or if equal;
5. The tournament which is geographically closest to his/her country of nationality will take priority

If a player is not accepted into any ITF Junior Circuit tournament occurring during the same tournament week, he/she may remain on more than one entry list as an Alternate. However, if the player moves into qualifying of any tournament, he/she will be withdrawn from the entry lists of all other tournaments occurring during this period.

Code of Conduct

Any withdrawal from a player accepted into main draw or qualifying that occurs after the withdrawal deadline will be considered a Late Withdrawal. A player's first two (2) late withdrawal offences within a calendar year will be excused and the player will not be penalised, provided the withdrawal is received by the ITF (and the tournament organisers, if submitted after the freeze deadline) prior to the sign-in deadline. It will

no longer be necessary to provide a medical certificate in the case of a late withdrawal.

From 2010, players will automatically be penalised for late withdrawals from tournaments, according to the following criteria:

- Withdrawal 13-7 days after deadline – 2 points
- Withdrawal 7 days until freeze deadline – 3 points
- Withdrawal after freeze deadline – 4 points
- No Show – 6 points

Notice of any code of conduct violations or suspensions will be displayed in the IPIN Online Service and players will also be notified by email.

Role of the National Association

Player Eligible

Please be informed that the Players Eligible rule (Rule 4) has been changed for 2010, as follows:

“Only boys and girls who are under the jurisdiction of a national tennis association affiliated to the ITF and who are born between 1st January 1992 and 31st December 1997 may compete in any of the tournaments that comprise the 2010 ITF Junior Circuit. They must be in “good standing” with their national association as defined in Appendix M of the ITF Junior Circuit Regulations.”

National Association Website

A secure website will be available for National Associations, which will allow them to monitor the activity and status of all their players. This will include:

- Names, dates of birth and nationalities of all IPIN registered players from each nation, who are eligible to compete in ITF Junior Circuit tournaments.
- Age eligibility information of all players (ie the number of tournaments a player is allowed to play before his/her next birthday)
- Dates of player suspensions
- Entry lists and acceptance lists for all ITF Junior Circuit tournaments.

You will be provided with a username and password to access this site. This website contains information that is not in the public domain and use must be restricted to employees of your National Association who need the information to carry out their official duties. Login details **must not** be passed on to tournament organisers, players, parents or any other third party. However it is your responsibility to pass relevant entry list information on to tournament directors.

From 2010, all players who have a valid IPIN Membership and appear on the National Association website will be permitted to enter and compete in ITF Junior Circuit tournaments. It will be the responsibility of each National Association to check the website and notify the ITF of any players who display incorrect information, are suspended or are not in good standing. If necessary, these players will then be blocked from entering ITF Junior Circuit tournaments and will be automatically withdrawn from any upcoming tournaments they have entered.

National Rankings

Each national association will be required to submit a list of nationally ranked players who do not have an ITF Junior ranking to the ITF. This list should contain no more than 75 boys and 75 girls and will be used as an order of merit for entry into ITF Junior Circuit tournaments, similarly to the procedure that is currently used in Pro Circuits.

Rankings provided must be in the 18&Under age category (not 16 or 14). National Associations can submit these lists up to four times each year. The rankings must be submitted on the official National Rankings form provided by the ITF. National Rankings that are not in the correct format will not be accepted. Players who do not appear on a national ranking list will be accepted after nationally ranked players and will be drawn by lot. Unranked players from nations who do not submit a national rankings list will be drawn by lot.

Please note that the online entry and withdrawal procedure mentioned above, taken from the 2010 ITF Junior Circuit Regulations, will be published on the ITF Juniors website by end of October, so that players can familiarise themselves with it as soon as possible. The full 2010 ITF Junior Circuit regulations will be published by end of year.

I ask that you pass all this information on to players and tournament organisers in your country. The ITF has launched a publicity campaign and has sent posters to tournaments, as well as posting information on the ITF website. However, your cooperation in helping us to publicise this project is much appreciated.

If you have any questions about any of the issues mentioned above please do not hesitate to contact me or my colleagues in the ITF Juniors Department on juniors@itftennis.com.

Yours sincerely



Luca Santilli
Manager, Junior & Seniors Tennis
International Tennis Federation

Cc: ITF Juniors Competitions Committee members
Regional Associations
ITF Development Department
ITF Development Officers

