



International Transfer Card (ITC) Policy (2026/2027)

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1. Purpose

To set out a clear, compliant, and transparent process for handling International Transfer Cards (ITCs) in accordance with IIHF Regulations and UK sport-governance standards.

2. Scope

This policy applies to all Ice Hockey UK (IHUK) disciplines and to every club, player, coach, official, and staff member involved in the registration of any player who:

1. currently has their **international playing rights** recorded with another IIHF Member National Association (MNA); or
 2. seeks to or continue to maintain their international playing rights recorded with IHUK via an IIHF International Transfer Card (ITC), whether **Limited** or **Unlimited**.
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3. Key Definitions

IIHF: International Ice Hockey Federation – the worldwide governing body that issues and enforces the International Transfer Regulations.

Member-National Association (MNA): A national federation recognised by the IIHF as the governing body for ice hockey in its territory.

International Transfer Card (ITC): The official electronic document generated through the IIHF Online Transfer System (OTS) that confirms a player's eligibility to register and compete under a new MNA.

IIHF Online Transfer System (OTS): The web platform used by all MNAs to initiate, track, approve, or refuse ITC requests.



Limited ITC: A time-bound transfer (e.g. loan) for the exact duration of a contract; a player's rights automatically revert to the releasing MNA at expiry.

MNA Registration/Licensing Fee: A fee that may be charged by the new MNA for registering a player, subject to the proportionality test in IIHF Art 11(c). IHUK follows the fee table in section 5.

No-Cost ITC: A fee-exempt transfer under IIHF Regulation 11.5 for players who are either (a) registering for the first time, or (b) have been unregistered for ≥15 years and can prove at least 18 months' residency in the UK. No IIHF or IHUK fee may be levied.

Playing Rights: The exclusive registration entitlement an MNA holds over a player, permitting that player to compete in its sanctioned competitions.

Seven-Day Decision Window: The period in which a player's current MNA must approve or refuse an ITC. It starts once submitted onto the IIHF platform. If the MNA takes no action, the OTS auto-approves on day 8.

Transfer Window: Annual period when ITCs can be processed: 1 August until the applicable transfer deadline i.e. 31 January in England/Wales and Scotland/Northern Ireland, 15 February (extended to 28 Feb in Olympic years) for Elite Ice Hockey League (EIHL) and international leagues; under-18 ITCs are exempt.

Under-18 ITC: Transfer for a minor. IIHF waives the fee. IHUK charges a domestic fee. Parental consent and safeguarding checks are mandatory.

Unlimited ITC: A transfer that changes the player's "home" MNA; any future transfer requests originate from the new MNA.

UTRF: Unlimited Transfer Request Form – supplemental form required for all Unlimited ITCs.

4. Trigger for an ITC

An ITC is required whenever a player wishes to register and take part in organised ice hockey in a new country different from the MNA that currently holds their playing rights. By default, playing rights follow the player's country of birth until an ITC is approved.

5. Categories & Fees

Senior Men Limited- £954.00

Of the total fee, 300 CHF is paid to the player's home MNA, 300 CHF is paid to the IIHF, 20% VAT is applied, and the remaining amount, approx. £185, goes to IHUK.

Senior Women Limited- £80.40

Unlimited ITC Fee- £55.50

Annual Fee to maintain permanent change of MNA. No charge to those who acquire British Citizenship.

No-Cost ITC - £0

First-time player or inactive ≥15 yrs + 18m UK residency. No admin or service charge.

Under 18 - £80.40

Additional parental consent & safeguarding checks.

IHUK will not levy any service or admin fee in addition to the above. This satisfies IIHF Art 11 (c) on proportionate fees. All fees are inclusive of VAT.



6. Application Process

Initiation – Club/Registration Secretary (not the player) completes the IHUK online ITC form. Unlimited transfers also require the UTRF form.

Documentation – Upload clear PDFs of: passport, birth certificate, and (for Canadian minors) parental relocation letter. Incomplete submissions will be returned.

Domestic Check – Local registration secretary verifies club eligibility and uploads to IHUK.

IIHF Submission – IHUK submits the request in the OTS. The player's current MNA then has 7 days to approve/refuse.

Auto-Approval – If no response by day 8, the OTS auto-approves.

Payment – The applicable fee must be paid before IHUK will issue the ITC Approval Letter (for international transfers) and/or the Unlimited Letter to the club. Players requiring international clearance cannot be registered until the relevant letter has been paid for and formally approved by IHUK.

7. Valid Grounds for Refusal

- Existing contract still in force.
- Unmet contractual or financial obligations.
- Unreturned equipment/debt.
- Active suspension or disciplinary action.

Evidence must be uploaded with any refusal.

If a player leaves a club with outstanding debt, it is the responsibility of the club to notify IHUK in writing, providing full details of the debt. This enables IHUK to block the player's transfer out of the UK until the debt has been settled.

8. Transfer Windows

- 1 August – 31 January 23:59 CET for all former EIH and SIH leagues.
 - 1 August – 15 February 23:59 CET (28 Feb in Olympic years) for Elite Ice Hockey League (EIHL).
 - Under-18 ITCs may be processed year-round.
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9. National Team Eligibility Impact

- **Men:** ITC must be dated ≥ 480 days (16 months) before the IIHF event.
 - **Women:** ITC must be dated ≥ 240 days (8 months) before the event.
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10. Appeals and Discipline

Refused players may appeal via the IIHF appeals process. Tampering with contracted players or breaching ITC rules may result in IIHF fines, suspensions, or contract-breach sanctions.

11. Compliance and Audit

IHUK may conduct annual audits of ITC processing times, fees charged, and evidence retention to ensure ongoing compliance with:

- IIHF Regulations;
- the UK Equality Act; and
- all relevant UK law, including consumer protection and non-discrimination legislation.



Any material changes to fees, processes, or eligibility interpretation will be subject to legal review and reported to the IHUK Board.

12. Contact

Questions should be directed to IHUKAdmin@icehockeyuk.co.uk

13. Process and FAQ Guide

All ITC applications must be submitted by the club, not the player.

1. **Club & Player Coordination:** The club works with the player to complete the required documentation and collect the correct fee.
2. **Application Submission:** The Club Secretary submits the ITC via the [IHUK online form](#). For Unlimited ITCs, the [UTRF](#) (Unlimited Transfer Request Form) is also required.
3. **Documentation Checklist (PDFs required):**
 - Passport
 - Birth certificate
 - Parental relocation letter (for Canadian minors)
4. **Payment:** No processing will take place until payment is received. IHUK will then issue the ITC Approval Letter and/or Unlimited Letter.
5. **Transfer Status Tracking:** Once submitted to the IIHF, the home MNA has 7 days to respond. If no action is taken, the system auto-approves on Day 8.

Key Clarifications and FAQs

Q1. Who submits the ITC application?

A: Only the club, not the player.

Q2. Who pays the fee?

A: In some cases, the club may collect the fee from the player; in others, the club may cover the cost. Regardless of the arrangement, the club is ultimately responsible for submitting the fee to IHUK.

Q3. What if a player switches from a Limited to an Unlimited ITC?

A: The new Unlimited ITC takes effect, and they will pay the £55.50 annual fee from then on.

Q4. What about British citizenship?

A: Once a player becomes a British citizen, they no longer need an ITC.

Q5. Can a player on a Limited ITC play for a second club?

A: Generally, no. Players on a Limited ITC can only play for one club across all levels. They can participate on multiple teams within the same club/rink, but not across multiple clubs.

Q6. Are there any exceptions for female players?



A: Yes, IHUK permits female players on a Limited ITC to play for a women's or men's team at another club if their home club does not offer a team at the appropriate level or gender.

- Their primary registration must remain with their home club (e.g. their junior or senior team).
- This exception supports female participation where opportunities are limited.
- All such cases must adhere to the eligibility criteria and domestic rules of competition.

Q7. Are Unlimited ITC holders treated differently in domestic transfers?

A: No, all players on an Unlimited ITC are subject to the same rules and procedures as any other member when it comes to domestic transfers, in line with the respective league's rules of competition.

Q8. Can a player with a Limited ITC go on loan to another club?

A: Yes, a player on a Limited ITC may go on loan to another club, provided the loan is for a minimum of 30 days. IHUK is required to notify the player's home MNA of the loan. The loan must also comply with the domestic rules of competition for that league, including any limits or conditions on player movement.

ITC Renewal Process

- Renewals are annual for all applicable players (unless they become British citizens).
 - Clubs must complete a renewal form and pay the appropriate fee.
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