

### **Process for Student Pass registration**

1. The player is registered at his/her home club.
2. Once registered with his/her home club, the player can then register as a Loan player with his/her local rugby club near their university.
3. The player's Loan club must complete a registration form in the usual way, ticking the "Loan" box at the top of the form.
4. The player must provide a copy of his/her Student ID card.
5. An application for registration must be accompanied by evidence that the loaning club consents to the registration. This can be by email or letter from his/her home club and must state the full name and position of the official releasing the player.
6. The term of the loan is until the end of the Season or earlier if agreed. Loaning club is to provide a date confirming the end of the loan period in its release letter.
7. Players are permitted to be loaned to a club no more than two levels below his/her parent club in line with the regulations (Regulation 14.6.5).
8. All paperwork must be sent to the loan club's RFU registrar for processing. Clubs are not permitted to process a Student Pass registration on-line.
9. Having reviewed the documentation, if the Registrar in its discretion approves that the player should be able to play for both clubs and is eligible for a Student Pass, the player shall be registered onto the RFU's system as a student authorised under the student pass trial.
10. Student pass is valid for one season and must be re-applied for each subsequent season.

### **Process for Students whose University is in another Union**

1. The player is registered at his/her home club.
2. The player can then apply for International Clearance to play at his/her University club. A copy of the player's Student ID card must be provided.
3. All International Clearance applications to be sent to [clearances@therfu.com](mailto:clearances@therfu.com). Details of how to apply for clearance can be found at <http://www.englandrugby.com/governance/club-members/international-clearance/>
4. The player's clearance is then processed keeping his/her registration in England active so he/she is free to register in another Union and move freely between the two clubs without the need to re-register.