



RugbyConnect Transfer User Guide

Irish Rugby Football Union

10-12 Lansdowne Road | Ballsbridge | Dublin 4 | D04 F720

T +353 01 6473800 | F +353 01 6473801

www.irishrugby.com   



Transfers in RugbyConnect

Transfers are now available in RugbyConnect and should not be completed in paper or in Clubhouse. This guide provides you with the information to complete a transfer on Rugby Connect however each province has their own provincial rules and deadlines regarding the transfer process, and you should contact your province for specific guidance on rules and regulations regarding a transfer (contacts listed at the end of the document).

In Rugby Connect all four parties in a transfer must agree and approve the transfer on the system; The club the player is leaving, the club the player is going to, the player (parent / guardian) and the province. Once approved by all parties the player will be eligible to be selected for team sheets in their new club.

Transfer Guidelines – for the Player

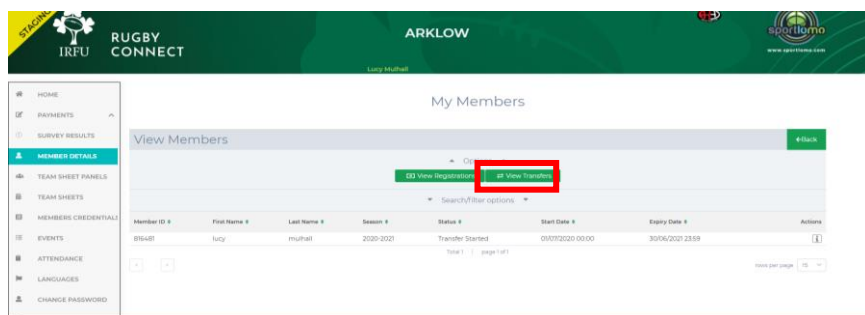
Please Note: To begin a transfer either the club sending or the club receiving the player can initiate the transfer and NOT the player

The player has two steps to complete in RugbyConnect to ensure their transfer is approved and complete.

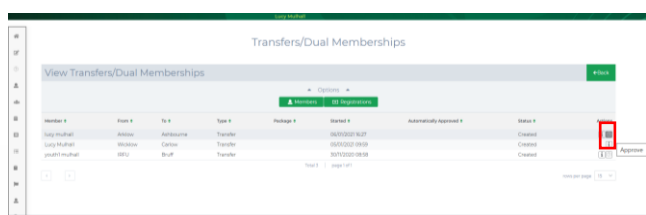
1. Approve and accept the terms and conditions of the transfer
2. Register with your new club

1. Approve the transfer.

Your sending/receiving club will initiate the process. Once you receive the email notifying you that a transfer applied has been started in RugbyConnect you must login to your public user account in RugbyConnect



Go to your “Member Details” page in your profile and click on the “View Transfers” box highlighted by red in the above picture. This will show you the transfer and you can click the action button as highlighted to approve the transfer.



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You will now view your transfer application. Ensure that the correct “Reason for transfer” is inputted, the correct clubs and that your personal details are correct also. You must then read the terms and conditions. You can then tick the box to agree to them and press the approve button to approve your transfer.

Transfer Request

Member

From

To

Created

Automatically Approve on

Status

Reason

Terms & Conditions

Term and conditions

TERMS AND CONDITIONS FOR ADULT TRANSFER

1. We have read and understand the Union's Regulations relating to the registration, eligibility, movement and payment of Club Players in Ireland.

2. We affirm that the Union's Regulations 6.5 relating to the movement of players and 6.6 relating to the payment of players have been complied with, and that no Material Benefit of any kind including Signing on Money has been paid or agreed to be paid directly or indirectly to the player in return for transferring to or playing for this Club.

PLAYER TERMS AND CONDITIONS

☐

Once you have approved your transfer and your club and province have also approved it you will view the “Arrow” action button below in your transfers section. This action allows you to register with your new club to complete the transfer. This is step 2 of the process.

STAGIONE IRFU RUGBY CONNECT ARKLOW

Lucy Mulhall

Transfers/Dual Memberships

View Transfers/Dual Memberships

Options

Members Registrations

Member #	From #	To #	Type #	Package #	Started #	Automatically Approved #	Status #	Actions
lucy mulhall	Arklow	Ashbourne	Transfer		06/01/2021 16:27		Approved	<input type="button" value="Arrow"/>
Lucy Mulhall	Wicklow	Carlow	Transfer		05/01/2021 09:59		Created	<input type="button" value="Arrow"/>
youth1 mulhall	IRFU	Bruff	Transfer		30/12/2020 08:58		Created	<input type="button" value="Arrow"/>

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2. Register with the club

You will be asked to pay the clubs registration fee if they have chosen to charge their fees via RugbyConnect. Select the membership you require, e.g. Adult Player.

STAGNO

ARKLOW

Lucy Mulhall

Member Transfers

Select New Club Membership [Back](#)

Member Name:

From Club:

To Club:

Select and Confirm currency: EUR

Choose category you wish to transfer to:	Price	Transfer Discount	Total
<input type="text" value="Adult Player"/>	0.00	0.00	0.00
Total Cost (Ex Fees)			0.00

[Register](#)

Now simply fill in your details, just as when you first registered in RugbyConnect, and accept the terms and conditions of your registration once reading through them and your transfer is then complete.

STAGNO

Adult Player

Personal Data

☐ Please Check This Box if You Are Filling in this form on behalf of someone else. If yes, please give your details.

First Name:

Last Name:

DOB:

Address Line 1:

Address Line 2:

Town/City:

Country:

Postcode / Eircode:

I have read and accept IRFU Data Protection Provisions

The IRFU is committed to protecting and respecting your privacy. For the purposes of this registration, the IRFU is the Data Controller and is responsible for storing and otherwise processing the personal data that you provide in a fair, lawful, secure and transparent way. By using this box, I confirm that I understand that it is necessary for the Irish Rugby Football Union (IRFU) to collect and record the personal data from this form (Personal Data) for the legitimate reasons of administering, operating and developing the game of rugby in Ireland. I understand that the Personal Data will be retained by the IRFU for the duration of this registration and in line with the IRFU Retention Policy. I further understand that I have a number of rights around the processing of Personal Data, including the right to request in writing a copy of the Personal Data which the IRFU holds, amend any information which is incorrect and to apply to have my Personal Data erased. I can also confirm that I have read the opportunity to request further relevant information concerning my data protection rights at the relevant data protection authority. The Irish Rugby Privacy policy can be found on <https://www.irishrugby.ie/privacy>

☐ Accept

Medical Information

I have informed the club of any necessary medical/behavioural information that allow club personnel to keep me safe.

☐ Accept

☐ I am aware that the Player's photograph or video image may be taken whilst attending or participating in games or activities connected with Irish Rugby [View](#)

☐ I would like to subscribe to the IRFU newsletter and other IRFU email marketing communications. I am aware I can unsubscribe at any time.

Receipt

Signature:

Confirmation will be emailed to:

[Register](#)


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ARKLOW



Lucy Muhall

Transfer Payment Success

Your transfer registration has been successful, please see details of this below.

Membership Payments Received

Email Address	Registration Date	Total Fee charged
lucymuhall@irfu.ie	06/09/2021 16:33	0.00

Memberships

Membership ID	Name	Membership Type	Status
816481	lucy muhall	Adult Player	Active

Who can I contact for more information about Transfers?

- **Connacht:** Zoe Langsdale – zoe.langsdale@connachtrugby.ie
- **Leinster:** – Dermot O’Mahony – dermot.omahony@leinsterrugby.ie
- **Munster:** Jane Burns – janeburns@munster.ie
- **Ulster:** Paul Whitten – rugbyconnect@ulsterrugby.com

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