

CTT Scotland and North-East District Proposal for a change to the rules on late entry

Summary

Considering:

- participation in CTT events is falling,
- the requirement to enter 10 to 13 days before an open event prevents some riders entering an event, for example those with volatile commitments and inexperienced riders who are unaware of closing dates,
- cancellation of events after the closing date can prevent riders from entering an alternative event,
- results at club events do not count towards CTT or VTTA competitions, or qualify for records,

in order to boost participation in time trialling, we propose that the CTT should **modify the regulations to include a deadline for late entries, set at the organiser's discretion, which would enable late entry or even "entry on the day"**.

The purpose of delegating the decision on the deadline for late entries to the organisers is because balancing the needs of preparing for the event, especially the startsheet, and increasing participation, is specific to each event. For events attracting a large field, the organiser might decide to make the closing date and the late entry deadline same, i.e. use the status quo. For smaller events that are undersubscribed, the organiser might make the deadline for late entries the date of the event. When there is "entry on day", there is a deadline time for entry, e.g. 15 minutes before the first rider starts, so that the start sheet can be finalised and given to the starter and timekeeper. This means there is always a complete start sheet before anyone starts.

To incentivise riders to enter before the closing date for normal entries, it is proposed that the organiser has the discretion to charge a premium to late entries, if they wish. Maximising the numbers of riders entering before closing date for normal entries allows a start sheet to be constructed and reassures the organiser that the event will have enough riders. The organiser could leave spaces on the start sheet for late entrants.

Acceptance of the late entries alleviates some of the event costs, while allowing individuals to compete that would otherwise have been unable to do so.

CTT National Championships and Classic series are out of scope of this proposal.

Regulation and Guidance changes

The following addition to clause 26 of the regulations is proposed:

26 (f) The organiser may allow “late” entries after the closing date; note:

- if an organiser allows entries after the publication of the start sheet, then the start sheet should contain starting slots reserved for late entrants
- the organiser has discretion to decide on the number of late entries
- the eligibility of late entrants for prizes is at the discretion of the organiser
- late entries may be automatically given a vacant slot in the start sheet, or allocated a slot by the organiser
- late entries must be made online; postal late entries are not allowed
- entrance fees for late entrants may differ from those paid by entrants before the closing date, this is at the discretion of the event organiser
- entrance fees for late entrants will be released to the organiser after the event
- late entries are not allowed if the event is an RTTC National Championship or part of the RTTC Classic Series.

The following change in wording in the Organiser FAQ section on “Can late entries be accepted?” on the website is suggested:

Current text:

Entries can be accepted (at the organisers discretion) *up until the start sheet goes live, and then no further changes can be made*. For any late entries a postal entry form must be provided before the rider starts the event. If they do not and there was an incident, it could cause a lot of problems for everyone and affect the insurance.

New text:

Entries can be accepted (at the organisers discretion) *any time up to and including the day of the event*. For any late entries, an online application and online payment must be provided before the rider starts the event. If they do not and there was an incident, it could cause a lot of problems for everyone and affect the insurance.

Example

An example of how the process could work is described below for an event date 11th June with a closing date for normal entries on 1st June and a closing date for late entries of 11th June, the date of the event, allowing entry on the day.

- When the event is added to the CTT system, the organiser sets the parameters for the closing date/time to 1/6/2025 23:59, late entry deadline date/time to 11/6/2025

7:45, number of late entry slots to 10, late entry allocation method to automatic, normal entrance fee to £15 and late entry entrance fee to £20

- Up to 1st June: riders enter the event on the CTT system, paying the normal entry fee; entries close at 23:59
- 2nd June: organiser prepares start sheet from normal entries and leaving blank spaces for late entries
- 4th June: initial start sheet submitted to CTT and published; late entries open on website
- 5th June: share of entry fees (less levies) per submitted start sheet released to organiser
- 4th to 11th June: riders enter the event on the CTT system, paying the late entry fee; completed late entries are automatically allocated to the spaces reserved for late entries on a first come first served basis, and the published startsheet is immediately updated
- On 11th June:
 - late entrants can still enter the event at the HQ but only by entering and paying online; paper forms and cash will not be accepted by the organiser
 - late entries are automatically allocated to the spaces reserved for late entries on a first come first served basis, and the published startsheet is immediately updated
 - late entries close 15 minutes before the start time of the event
- After event: CTT releases share of entry fees (less levies) for late entries

Questions and Answers

1. What is the rule on closing dates?

Organisers can already choose any closing date they like. Typically the closing date is ten to thirteen days before the event but can be up to a month.

2. Why can't all riders enter before the closing date?

Some riders cannot decide before the closing date whether to enter an event for a variety of reasons, such as changing work or domestic circumstances, or the cancellation of another event they had entered.

3. How can late entrants be shown on the start sheet?

CTT Regulation 27 (h) (iv) says that “only riders listed on the start sheet shall be allowed to compete”. If the startsheet is published before the event, then riders entering after the closing date and before start sheet publication are added to the start sheet, like entrants before the closing date. Spaces on the start sheet are left for riders entering after start sheet publication.

4. How can late entry work if you cannot change a start sheet after publication?

In 2024 it was observed that many manual entries were being accepted after the start sheet had been first published. Organisers were unpublishing the start sheet, adding

the new entries and republishing it. As this caused significant extra administrative work related to payments to organisers, the ability to “unpublish” a start sheet was withdrawn in 2024. The approach to solving this problem is to include spaces for late entries on the start sheet and to settle the balance for late entries in one single payment after the event. Manual entries will continue not to be possible after the start sheet (which may have vacant slots) has been published. The late entry mechanism is expected to replace the need to make most manual entries.

5. [Is there a limit on the number of late entries?](#)

Yes, but this should be set by the organiser. Some organisers may want to know that there are enough riders to make the event viable well before the event date and may choose to have a small number of late entries, or none. Other organisers may be confident of getting sufficient entrants and may want to enable as many people as possible to ride. Such organisers may set the maximum number of late entrants to the capacity of the event. For the typical CTT Open Time Trial, a limit of 10 late entrants is thought to balance the needs of being able to construct a good start sheet and getting sufficient payments in advance to fund the event, with the flexibility to allow riders who were not able to decide on entry before the closing date to enter. Other organisers, more used to running Club Events and wanting to change to an Open Event to allow riders from other clubs to take part, may want to set the number of late entries to the capacity of the event.

6. [Do late entrants pay a higher fee?](#)

The organiser has discretion to be able to set a different fee for late entrants, to encourage riders to register before the closing date.

7. [How are late entry places allocated?](#)

Late entry places are allocated on a first come first served basis. The position of the late entrant on the start sheet is at the discretion of an organisers. Once an entrant had been allocated a start time and race number, this would not be changed without consultation with the rider.

8. [Will late entrants be eligible for prizes?](#)

Eligibility for prizes will be at the organiser’s discretion and cannot be guaranteed. Prizes are insignificant compared to the costs of equipment and travel expenses and are not considered to be a motivator for late entrants. ”Pot-hunters” are believed to be a relic of the past.

9. [Will not some riders abuse the late entry system?](#)

It is possible that some riders may try to abuse the late entry system, e.g. not entering until they have seen the weather forecast. Limiting the number of late entrants prevents too many people abusing a single event. Late entrants could be asked to provide a justification in their entry, and organisers may choose to reject an entry if they suspect abuse. If abuse becomes a major problem, then allotting riders a quota of late entries is a solution. Regulation11(e) applies to late entries “A competitor must not enter or accept an invitation to compete in more than one competitive event the same day except when: (i) their entry or acceptance for one event has been withdrawn before the closing date for entries for that event; or (ii) it is possible and reasonable to start and

finish in both events”. This means that a rider, having been accepted for an event, cannot DNS that event and enter another event on the same day as a late entry. A rider could start an event and then enter another on the same day as a late entry.

10. Are late entrants allowed for National Championships and CTT Classic Series?

CTT does not allow late entry to its RTTC National Championships and RTTC Classic Series; this is because the riders and organisers need to know who is taking part well in advance.