

Head Judge Disqualification Procedure

Best Practices

Every time a player is disqualified from a sanctioned event, the head judge is strongly encouraged to submit a report to the tournament organizer, who can then pass it along to Wizards of the Coast.

Key Information You Will Need

(Ask the Scorekeeper)

- Disqualified player's name and Wizards Account information.
- Title of the event.

Steps to Follow

(At the Event)

1. Explain to the player the infraction they committed and the reason they are being disqualified.
2. Explain to the player that the report will be sent to Wizards of the Coast and any questions they have can be submitted directly to Wizards of the Coast through their online contact forms.
3. Gather all relevant statements. This may include other players or judges involved.
 - 3.1 Offer the player the chance to write their statement. If they choose to write a statement, provide them with a pen and paper. The player might be frustrated or angry, so keep this in mind when interacting with them. Do not force them to do anything. If they wish to provide a statement at a later time, that is fine.
4. Make sure that the infraction and penalty is entered into EventLink.
5. Within one week you should provide your disqualification report to the Tournament Organizer.

Statements

1. Each statement should include the person's name and Wizards Account information.
2. All statements should be submitted in writing, either by paper or email. It is generally regarded as best practice not to read the player's written statement until after you have finished writing your own statement to ensure your memories remain as objective as possible. Check the player's statement briefly to verify that the handwriting is legible.
3. Enter and submit all statements as originally written.
4. Determine what statements are relevant and when to get them.
 - 4.1 Disqualified players can submit their statement at a later time.

Updated 11 April 2023

- 4.2 If an opponent's or any other spectator's statement may be relevant, you may ask them to write their statement. Obtain names and Wizards Account information.
 - 4.3 If any other judge's or staff member's statement may be relevant, you may ask them to write their statement during the event or soon after the event.
5. If possible, statements should be written in English.
 - 5.1 If the person cannot write in English, they may write in their own language.
 - 5.2 You may consider either translating non-English statements to English or submitting them as-is.
6. When typing any statement, it is best to type it using a word processor first then copy/paste it in to avoid losing the content because of a misclick.
7. Write your statement first. To avoid influencing your own statement be sure not to look at the other statements before writing your own.
 - 7.1 Use punctuation, spaces, and skip lines. If your statement is a huge block of text, it is very hard to read. **DO NOT USE ALL CAPS.**
 - 7.2 Start your statement with when the incident happened. Include which round, time in the round, etc. Please be brief. It is not necessary to provide all the details about before the incident, all the cards in play, cards in hand, etc. unless those details are directly relevant to your decision to disqualify the player.
 - 7.3 If you have some extra data (pictures, for example), please submit those with your statement.
 - 7.4 Include any pieces of background information about the player's experience, behavior, previous DQs, etc. that are relevant to your disqualification.
 - 7.5 Explain how sure you are. There are times it may turn out that you were mistaken. Be honest and forthcoming about your level of certainty.