



# RUGBY SEVENS HANDBOOK

FISU WORLD UNIVERSITY CHAMPIONSHIPS

QUARTIER UNIL | BÂTIMENT SYNATHLON  
CH-1015 LAUSANNE | SWITZERLAND  
TEL: +41 21 692 6400  
fis@fisunet | www.fisunet | www.fisu.tv



DEPARTMENT  
**WORLD UNIVERSITY  
CHAMPIONSHIPS DEPARTMENT**

RELEASE DATE  
**SEPTEMBER 2023**



INTERNATIONAL  
UNIVERSITY  
SPORTS  
FEDERATION

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# 1. THE HISTORY OF RUGBY SEVENS IN FISU

FISU and World Rugby have partnered as far back as 2004, when the inaugural University Rugby Sevens competition took place under FISU aegis. The sport has since then featured uninterruptedly as a WUC sport and, additionally, it has been present at the 2013 and 2019 World University Games (previously known as Universiade).

The number of participants has constantly grown, as well as the number of participating countries, reaching the record number of 309 participants from 18 countries at the 2012 edition hosted by the city Brive-La-Gaillarde in France.

The 2024 edition will be held in Aix-en-Provence, France.

## 2. STATISTICS

EDITION	YEAR	COUNTRY	CITY	COUNTRIES	MEN	WOMEN	ATHLETES	OFFICIALS	TOTAL
1	2004	CHN	Beijing	9	91	68	159	38	197
2	2006	ITA	Roma	13	147	60	207	73	280
3	2008	ESP	Cordoba	13	149	60	209	78	287
4	2010	POR	Porto	17	158	115	273	98	371
5	2012	FRA	Brive-la-Gaillarde	18	214	95	309	119	428
6	2014	BRA	São José dos Campos	11	104	95	199	70	269
7	2016	GBR	Swansea	14	104	121	225	77	302
8	2018	NAM	Swakopmund	13	126	60	186	62	248

## 3. SCHEDULE

ARRIVALS	ARRIVALS GENERAL TECHNICAL MEETING & OPENING CEREMONY	COMPETITION: GROUP STAGE	FINAL COMPETITION DAY & CLOSING CEREMONY	DEPARTURES
DAY -2	DAY -1	DAYS 1 & 2	DAY 3	DAY 4

## 4. SPORT REGULATIONS (TECHNICAL REGULATIONS)

### 4.1. GENERAL TERMS

The Rugby Sevens tournaments shall be played under the Laws and Regulations of the Game available on the World Rugby website ([www.world.rugby](http://www.world.rugby)). In any dispute the English text shall be regarded as authoritative.

The competitions shall last three days and include:

- one men's tournament
- one women's tournament

The number of participating teams will be at least eight (8) men's and eight (8) women's teams for the 2024 edition. Each team selected is authorised to enter a maximum of 16 persons: up to 12 competitors and up to 4 officials per team.

At the first General Technical Meeting, the Head of Delegation or his/her representative shall confirm and sign the official list of competitors accredited by the CIC.

#### 4.1.1. SYSTEM OF COMPETITION

##### COMPETITION FORMAT

The FISU World University Championship Rugby Sevens is a full ranking event.

##### Pools structure

Teams will be placed into two pools of four based on their final seedings as follows:

POOL A	POOL B
Seed 1	Seed 2
Seed 4	Seed 3
Seed 5	Seed 6
Seed 8	Seed 7

Since the last edition was organised as a World Cup (athletes representing universities) and now it's moved to the Championships format, there'll be a full draw including all participating teams.

The pools will be drawn in accordance with the FISU regulations, usually 3 months before.

## **Classification criteria**

### **Match point system**

Teams will play each other in each Pool on a round robin basis. Match points will be awarded for each pool match on the following basis:

Win = 3 Points

Draw = 2 Points

Loss = 1 Point

No show = 0 Point

No extra time shall be played during the pool phase.

### **Ranking at the conclusion of the pool phase**

<b>POOL A</b>	<b>POOL B</b>
A1: Winner	B1: Winner
A2: Runner-up	B2: Runner-up
A3: Third	B3: Third
A4: Fourth	B4: Fourth

At the conclusion of the Pool phase, the teams in a pool are ranked one through four based on their cumulative match points, and identified respectively as winner, runner up, third and fourth.

If, at the completion of the Pool phase, two teams are equal on match points, the winner of the match in which the two tied teams have played each other will be the higher ranked.

If, at the completion of the Pool phase, two teams have played each other resulting in a draw or more than two teams are level on Match points, the following criteria will be used in the following order until one of the teams can be determined as the higher ranked:

- I. the team which has the best difference between points scored for and points scored against in all its Pool Matches shall be the higher ranked;
- II. the team which has the best difference between tries scored for and tries scored against in all its Pool Matches shall be the higher ranked;
- III. the team which has scored most points in all its Pool Matches shall be the higher ranked;
- IV. the team which has scored most tries in all its Pool Matches shall be the higher ranked; and
- V. if none of the above produce a result, then it will be resolved with a toss of a coin.

### **Knockout phase**

Based on the final ranking in each pool, the knockout phase structure will be as follows:

Play-off Semi Final 1: A1 v B2

Play-off Semi Final 2: B1 v A2

With the winner of each of the Play-off semifinals progressing to the final as follows:

Play-off Semi Final 1 Winner v Play-Off Semi Final 2 Winner

### **Final Ranking Matches:**

Teams eliminated in the knockout stage will still fight for positions 3<sup>rd</sup> and 4<sup>th</sup>.

For the final standings, the teams finishing third in each group will fight for positions 5<sup>th</sup> and 6<sup>th</sup> and those finishing fourth will play for 7<sup>th</sup> and 8<sup>th</sup> places.

### **SPECIAL RULES**

- The duration of all matches will be seven minutes each half with a two-minute half time interval.
- During the knock-out competitions (including placement matches), in the event of a match being drawn at the end of normal time, sudden death (next score wins) / extra time will be played until a winner is determined. A two minute water break will be held at the end of normal time.
- The extra time is played in periods of five minutes. After each period, the teams will change ends without interval. In extra time the team which scores first will immediately be declared the winner without further play.
- A toss by the Team Managers and the Referee will be conducted to determine which team will kick off the commencement of the extra time and chose which end the team will kick off from.

### **DISCIPLINARY SANCTION**

World Rugby Regulations 17 (Discipline – Foul Play), 18 (Misconduct and Code of Conduct) and 20 (Disciplinary and judicial matters), each as updated from time to time, together comprise the applicable “Disciplinary Regulations” for this competition.

The Disciplinary Regulations are available in the World Rugby Handbook available at [www.world.rugby/organisation/governance/regulations](http://www.world.rugby/organisation/governance/regulations) in English, Spanish, French and Japanese.

### **PROTESTS AND APPEALS**

#### **Protests:**

Any protest of a sport or disciplinary nature must reach the TC through the referee or match commissioner within one (1) hour after the completion of the game. Such protest must follow to the procedure of the FISU Championships General Regulations (section 3.2.10.).

#### **Appeals:**

A Head of Delegation or his/her deputy may file a protest against the decision of the TC. This protest must be submitted in writing in accordance with the FISU technical regulations. Such protest must be accompanied by a deposit of 50 EUR, which will be returned only if the protest is considered to be justified.

All decisions of the Jury of Appeal are considered final and will be reported immediately to the Head of Delegation of the team(s) concerned.

## 4.2. PRE-COMPETITION PROCEDURE

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### Team deposit

The countries participating in the Rugby Sevens tournament shall pay a deposit (Art. 5.4.1) of 5.000 EUR per team five (5) months prior to the Championship. The deposit, which guarantees entry into the selection process, shall be directly collected by FISU. If a team is not selected their deposit will be reimbursed.

### Team selection

Further to the confirmation of payment, FISU shall determine the teams who will take part in the event, considering both the results achieved in the previous FISU Championship and the World Rugby ranking. Continental distribution shall also be taken into account.

### Team draw

The draw shall take place once the team selection is made official.

## 4.3. FACILITIES & STAFF

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### 4.3.1. VENUES/FACILITIES

The Organising Committee must provide full support facilities, for exclusive use, as approved by the FISU Technical Committee Chair (TCC). World Rugby laws and regulations must be followed.

#### Competition Venues Requirements

- According to FISU Rugby Sevens Venue Minimum requirements;
- Ambulances/medical staff present from the start of the warm-up until teams leave the venue.

#### Training Venues Requirements

- According to FISU Rugby Sevens Venue Minimum requirements;
- Minimum 6 training venues;
- Ambulances/medical staff present from the start of the warm-up until teams leave the venue.

### 4.3.2. TECHNICAL STAFF - ROLES AND RESPONSIBILITIES

#### Venues staff:

- Facilities manager: A dedicated person at each venue, including all the training venues, must be responsible for ensuring that the place meets all the requirements of the competition. This person is in charge of all the support staff, meaning that he/she will oversee that everything is ready for a match or training in terms of:
  - Conditions and readiness of the changing rooms;
  - Medical room, staff and ambulances;
  - Protocol flags and branding;
  - Security staff, restricted areas and access control;
  - Reserved seats press area and VIP areas.

- **Support staff:** Assist the Manager in delivering the training/game. Normally, they will be allocated to different functional areas and will have the support of volunteers. The usual minimum staff will be;
  - Press/Media liaison;
  - Security staff;
  - Medical staff;
  - Ball boys;
  - Interpreters to assist teams, referees, tec

### **Technical staff:**

- **FISU TTC:**
  - Appointed by FISU in cooperation with World Rugby;
  - Oversee the competition (results, statistics, bulletins...);
  - Amend and approve the competition and training schedules proposed by the OC Head of Competition;
  - Give advice and have the last word on all competition related decisions.
- **OC Competition Manager:**
  - Appointed by the OC;
  - Maximum authority in the OC structure for technical matters. Coordinates the work of all the technical staff in the OC;
  - Plans and delivers the full competition in compliance with the FISU and World Rugby laws and regulations and following the indications of the FISU TCC;
  - Prepares and delivers all the technical information and is in contact with the T&S company to produce, correct and send the daily bulletins.
- **OC Competition Office:**

The OC Competition Office will prepare and deliver the competition, being in charge of:

- Proposing the Competition Schedule, the technical documents and forms for the approval of the ITC;
- Coordinating the logistics of the competition (technical staff, equipment, etc.);
- Preparing official team lists of players and staff from CIC data pre-event;
- Administration and recording of all technical information;
- Liaison and co-operation with the official Result Management service;
- Secretary duties for the ITC Meetings;
- Preparing and distributing the daily technical information to the named recipients and helping/providing the updated information to produce the daily bulletins;
- Dealing with participant technical enquiries.

All the OC technical staff will be integrated to this OC Competition Office and working under the leadership of the OC Competition Manager. On the other hand, the International Technical Committee will supervise the competition in the terms described in the FISU General Handbook.



### **4.3.3. TECHNICAL OFFICIALS**

#### **NOMINATION**

##### **International Technical Officials (ITOs):**

Appointed jointly by World Rugby and FISU. They hold the role of match officials (referee's) or are involved in the judicial process (citing commissioners and judicial officers).

##### **National Technical Officials (NTOs):**

Appointed jointly by National Federation and the OC. They must be Top National level and have English communication skills.

#### **COSTS**

The Organising Committee is responsible of the costs and expenses for the attendance and participation of the abovementioned referees appointed jointly by World Rugby and FISU, including travel to and from the Host City, full board, local transportation, and per diems (EUR 50 per day).

#### **NUMBER OF TECHNICAL OFFICIALS NEEDED AND QUALIFICATIONS**

##### **International Technical Officials (ITOs):**

- 9 Referees
- 8 Assistant Referees
- 2 Judicial Officers
- 4 Citing Commissioners

##### **National Technical Officials (NTOs):**

- 6 Sideline Management

## 5. SERVICES

The Organising Committee shall inform the participating countries through the bulletins and its website about the possible and potential services and their costs.

Wi-Fi shall be available for all delegations for free.

Laundry services for teams' game kits shall be available at a low fee and taken care of by the Organising Committee.

### Technical Officials

Technical Officials (TO) Services is complex and must not be underestimated. The Sport functional area must set up an efficient team early in advance.

In coordination with other relevant functional areas, the Technical Officials Services team is responsible for:

- NTOs recruitment in coordination with the Competition Manager and NSF;
- Support services such as visa, invitation letters, flight tickets and accreditation;
- Managing and delivering TO clothing / uniforms when requested;
- Procuring suitable accommodation for the period required  
(the accommodation for international Technical Officials must be in individual rooms);
- Providing daily catering and transportation;
- Ensuring that all TOs are properly qualified (in close cooperation with FISU);
- Hosting Technical Officials' meetings;
- Per diem and allowance payment;
- Providing Match report and statistics.

## 6. COMPETITION VENUE

The Organising Committee shall present during the inspection visit the layout of the competition venue(s). The complete layout must be sent to FISU Championships Department and FISU TCC for approval. This layout should include all competition and training areas as well as the different areas, accesses and services allocated for each client group taking part in the competition or involved in its delivery.

## 7. EQUIPMENT

### Match Balls

The OC is responsible for providing the competition balls. The preferred match ball must comply with World Rugby law 2 and must be recommended to the FISU TCC at least four months before the competition. The name, model, manufacturer and code number must be given. This ball will be used for competition and training.

### Team equipment

- The training fields should be of the same dimension as the Competition venue field of play and should be the same playing surface as the competition venue.
- Each training playing field must be at a team's exclusive disposal for the duration of each training session.
- Training sessions should be a maximum of 90 minutes and should be available from 07:00 to 19:00.
- Water and ice for hydration and immediate medical needs or recovery should be provided at each training venue.

## **8. TRAINING SESSIONS**

### TRAINING SCHEDULE

- The training sessions schedule should be drawn up by the Organising Committee Technical Delegate and presented to the FISU Technical Committee Chair for approval.
- The Training Venues need to be available three days before the start of the competition.
- Each training playing field must be at a team's exclusive disposal for the duration of each training session.
- Training sessions should be a maximum of 90 minutes and should be available from 07:00 to 19:00.
- The schedule will be included in the Event guide and bulletins and provided to the participating teams as early as possible to make the planning as smooth as possible.

## 9. COMPETITION PROGRAMME

DAY	ACTIVITY
Day -2	- Arrivals
Day -1	- Arrivals
Day 0	- Arrivals - General Technical Meeting
OPENING CEREMONY	
Day 1	- Women's and Men's Group stage
Day 2	- Women's and Men's Group stage
Day 3	- Final ranking matches - Semi-finals & Bronze / Gold medal matches - Medal awarding Men's & Women's tournament
CLOSING CEREMONY	
Day 3	- Departures

The competition programme shall be approved by the FISU Technical Committee Chair during the inspection visit and published on the website as soon as approved.

## 10. SPECIFIC MEDICAL & ANTI DOPING CONTROL REQUIREMENTS

The venue medical plan shall be presented by the OC and approved by the FISU TCC during the inspection visit.

### Doping Control

TESTING DAY(S)	NUMBER OF TESTS	ESA	GHRF
1	8	0	0

## 11. SPORT PRESENTATION

Sport presentation is the audio-visual presentation of a sport in each competition venue of a FISU World University Championship.

Sport presentation has become a vital instrument of major sport events and is key to delivering the Championships sports successfully. It aims to attract, educate, and entertain live audiences at the competition sites and elevates the sport experience for all client groups.

Sport presentation comprises elements such as video clips, sounds, announcements, Championship mascots, creation of fan teams, the involvement of cheerleaders and other innovative elements that increase the understanding of the sport and the attractiveness of the competitions.

It is complex and must be carefully planned to the second, as it can have a substantial impact on the operation of broadcasters and venue teams. Therefore, close collaboration and early communication with broadcasting, awarding ceremonies and the ICT is essential.

Sport presentation planning should ground on one common creative theme that fits with the specific the Championship concept. Nonetheless, as every sport has its own unique characteristics, it is important that each sport presentation is tailored to the particular sport while still embracing the main theme.

Due to its complexity, FISU suggests the OC to consult expert advice for assisting the OC in developing their sport presentation strategy in an early stage of the event lifecycle.

Considering the importance of sport for the sport presentation planning, the OC is recommended to place sport presentation under the responsibility of the sport manager of the Organising Committee.

## 12. SPORT TIMELINE

DEADLINES	ACTIONS
Event -12 months	<ul style="list-style-type: none"> <li>- Inspection Visit – Venue visit (FISU TCC)</li> <li>- Competition programme and venue medical plan approval (FISU TCC)</li> </ul>
Event -6 months	<ul style="list-style-type: none"> <li>- General entries (NUSFs)</li> </ul>
Event -5 months	<ul style="list-style-type: none"> <li>- Team deposit (NUSF)</li> <li>- Team selection (FISU)</li> </ul>
Event -3 months	<ul style="list-style-type: none"> <li>- Quantitative entries (NUSFs)</li> <li>- ITO list (FISU - WR)</li> <li>- Competition draw (FISU)</li> </ul>
Event -1 month	<ul style="list-style-type: none"> <li>- Individual entries (NUSFs)</li> <li>- ITO cost (OC)</li> <li>- Event Handbook (OC - FISU TCC)</li> </ul>
Event -1 day	<ul style="list-style-type: none"> <li>- Technical Officials meeting</li> <li>- General Technical meeting - creation of the ITC</li> </ul>
EVENT	
Event +1 month	<ul style="list-style-type: none"> <li>- Final report to FISU</li> </ul>

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Published by



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Contact

World University Championships Department  
[championships@fisu.net](mailto:championships@fisu.net)

FISU  
International University Sports Federation  
Quartier UNIL-Centre | Bâtiment Synathlon  
CH - 1015 Lausanne | Switzerland  
Tel + 41 (0)21 692 64 00

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