

# Registration

## REGULATIONS GOVERNING PLAYERS

The regulations governing all players competing in United Soccer Leagues, along with the status, rights and privileges of these players are set by U.S. Soccer and the CSA, the national governing bodies for the sport in the United States and Canada. Both are affiliated with FIFA, soccer's international governing body.

The following contains all the registration information for the SYL and US Club Soccer. US Club Soccer will be registering all SYL players. All US Club Soccer rules and regulations will be enforced concerning eligibility of players.

### **Rule 501 Player Registration Terminologies**

Amateur Player -- An amateur player is defined by the following: A player who does not receive payment for playing soccer and who has signed an amateur registration form with U.S. Soccer or Canadian Soccer Association. Amateur players may be reimbursed for certain expenses as allowed by USSF / CSA / NCAA rules.

Registered Player -- A registered player is a professional or amateur player who has filed the proper forms as required by USSF / CSA / US Club Soccer, with the proper fees, and has secured any necessary clearances (foreign or domestic) from the player's former club.

International Clearance -- An international clearance is an official release from a foreign national association where a particular player competed before joining his/her present team. Any player born abroad and not a resident of the country in which they are playing prior to the age of 12, or who last played for any team in a foreign country, must obtain an international clearance from the national association where the player previously competed.

### **Rule 502 Registered Players / Release of Players**

Once a player participates on a SYL team in an age group, that player may not participate on another SYL team in the same age group. Special circumstances of a player's release will be reviewed. This includes a player that is moving residence or being dropped from a roster by the team. This must be put into writing directed to the League Office.

Because amateur players are not held to contracts, they are free to leave a club at any time, provided he/she returns team's equipment. The league office will reserve the right to review a player's appeal if he/she is denied permission to play for another team.

### **Rule 504 Guidelines for Resolution of Disputes**

In the case of a dispute between player and club or between clubs, the League Office, upon receiving written evidence from the club or the player, shall evaluate the evidence submitted and allow seven (7) days for player to respond (if the player so chooses). The League Office shall render his decision on the status of the player's contract and registration within seven (7) days from the last receipt of evidence from either party. The League Office's decision on these matters may be appealed to USSF by U.S.-based teams or to the CSA for Canadian-based teams.

### **Rule 505 Player Liability**

Players shall assume all risks, responsibilities, and liabilities for loss, damage, injury or death to himself / herself while engaged as a player for a club, or as a player on a representative team of the league subject to applicable state laws and regulations.

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## **TEAM ROSTERS, PLAYER ELIGIBILITY**

### **Rule 601 Registration Deadline**

All player registration information must be forwarded to US Club Soccer at least two weeks prior to the beginning of the season. Failure to comply will result in players being declared ineligible. Once the season begins, all registration paperwork must be submitted to the US Club Soccer office no later than seventy-two (72) hours before the next scheduled game in order to be eligible for that game. Any player change after the 72 hours cutoff is not guaranteed. Call the US Club Soccer office for details.

### **Rule 602 Master Roster**

The US Club Roster, which may contain up to 26 players for a team is the official player roster of the club. There is no limit to the number of foreign players on the roster, as long as they have the proper international clearance. Only 18 players out of the 26 can be used for matches. The 18 players must be placed on the score sheet.

### **Rule 607 Eligible Player**

A player who is properly registered with the league and either USSF / CSA, and who is not subject to any kind of suspension, is considered an eligible player. The League Office will send out updated player rosters weekly that specify the eligibility of suspended players. Teams using players before they have been properly cleared to compete by US Club Soccer or USSF/CSA will be subject to the appropriate disciplinary actions by the SYL League Office.

### **Rule 608 Ineligible Player**

Players listed on the Master Roster but not eligible to play, due reasons such as missing registration forms, proof of citizenship, player contracts, awaiting international clearance, serving a league suspension, or not on the official game day roster and line-up sheet shall be considered an ineligible player.

### **Rule 610 Illegal Player**

Any player that does not appear on the Master Roster shall be considered an illegal player. Any club using an illegal player shall be subject to a loss of three points in the league standings, and forfeiture of the game in which the illegal player was used to the opposing team.

### **Rule 612 Minimum Number of Players**

Clubs must have a minimum of 14 players eligible and suited up for each game, both home and away. Teams not in compliance with this rule will be subject to a loss of 2 points in the standings.

### **Rule 613 Player Registration Cards**

All players and coaches must present their US Club Soccer Player / Coach Identification Card to the referee prior to the match. If the individual's picture is not on the US Club Soccer Player / Coach Identification Card and the card is not laminated, the individual will not be eligible for the match. Other organization passes may not be used as a form of identification. The only identification for a SYL game is the US Club Soccer Player Card.

### **Rule 614 International Clearance of Foreign Players**

Any SYL player who prior to signing with a SYL club, played with a foreign club or immigrated to the United States (U.S. teams) or Canada (Canadian teams) after the age of 12, must obtain the proper international clearance from the appropriate foreign national association, according to the rules of FIFA. Teams are prohibited from registering any foreign player without a proper international clearance, recognized and approved by USSF / CSA.

### **Rule 615 Roster Freeze**

Teams will be provided the roster freeze date prior to the start of the season.

**Teams will be notified by US Club Soccer of any missing documents. Until these documents are received, the player cannot play.** Additionally, a player is not considered registered until the team receives a player pass card from US Club Soccer.

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## **Roster Freeze**

No players will be permitted to be added to the Official Team Roster after August 1, 2003. No players will be permitted to be called up from younger age groups after the roster freeze date. All teams are limited to the 26 players on the Official Team Roster.

## **Player Registration Terminology**

**U-14 Player** => any player having NOT YET ATTAINED the age of 14 prior to August 1 -- born on or after 08/01/88 -- may register and play as a U-14 player.

**U-15 Player** => any player having NOT YET ATTAINED the age of 15 prior to August 1 -- born on or after 08/01/87 -- may register and play as a U-15 player.

**U-16 Player** => any player having NOT YET ATTAINED the age of 16 prior to August 1 -- born on or after 08/01/86 -- may register and play as a U-16 player.

**U-17 Player** => any player having NOT YET ATTAINED the age of 17 prior to August 1 -- born on or after 08/01/85 -- may register and play as a U-17 player.

**U-19 Player** => any player having NOT YET ATTAINED the age of 19 prior to August 1 -- born on or after 08/01/83 -- may register and play as a U-19 player.

## **US Club Soccer Registration Directions**

### **HERE ARE SOME BRIEF UPDATES ON CHANGES MADE TO THE WEBSITE**

**Staff--** When you add or update staff, you can now designate several different roles within the club, as well as a primary role. This means, for example, that a registrar can also be designated as a coach, and can be added to a team or create a custom roster. This will avoid the former problem of adding in the registrar a second time as a coach with the same password, and locking the club out of the system. Each separate individual still needs their own password.

**Staff Passcards Requests--** The registrar clicks on **Staff** and on *Enter Staff Passcard Request*. You'll see the staff entered, and whether or not a passcard as already been requested (blue: not requested; red: requested with a date). Check the appropriate boxes and submit. The primary role you have designated is what will appear on the passcard. On the left side of the staff screen, anyone marked with a "\*member not active" designation has not been issued a password.

**Adding Teams--** You can now add an assistant coach, as well as a coach and manager, to a team.

**Registrar Must Request Passcards--** The system structured so that the register must actually request the passcards, so the club has control over this. Note however a coach can be designated as a registrar, and there can be multiple registrars if this is how the club wants to set up their registration process. Once or coach or manager has entered the team, they should notify the registrar to proceed with the request.

**Player Passcard Requests--** This is similar to before. The registrar goes to **Teams**, clicks on the team on the left, and on *Enter Passcard Requests* at the bottom. However, now you'll see a screen similar to staff passcard requests, where you can review players without cards (blue), and players who have had cards requested (red with dates). Click on the appropriate players and submit. This also allows you to easily add a player to an unlocked team, or request that a passcard be reissued.

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**NOTE:** A player is not covered by insurance until issued a passcard, and the timing of a passcard request may affect a situation wherein two clubs have attempted to register the same player (see Player Rule 102).

**Locked Team--** When you submit a team passcard request, the team is still locked until processed. However, it is now easier for us to unlock the team if you need to add an additional player. You must then re-request all players (both the first and second request). Email to [admin@usclubsoccer.org](mailto:admin@usclubsoccer.org) to request a team be unlocked. You can still add a player to a locked team, but unless you request the unlock, the player is placed in **Open Players**. Then when the team is unlocked and this individual player is processed, you can move him from open players to the team.

**Download Club--** When you download your club, all information is now downloaded, including addresses, etc. This will allow you to create a comprehensive database of your player information.

**Forms--** Forms have now been divided into competition forms and registration forms, to more easily find the one you need. Also, form #R002 Registration & Treatment Authorization has been placed on the general site (under *Registration*) so parents can download it, as has the form #C003 Tournament Team Application.

**Club Player Registration Schedule and Criteria:** Prior to registering your players, please complete and email back to us a #R001 Player Registration Schedule, which can be found in the Registration Forms section above. This, together with the attached criteria, will help your club and us anticipate how many players you will be registering, in what age groups, and at what fee amounts. You are encouraged to discuss this with us, as each club is somewhat different in how their teams are structured.

The information below will assist you with the player registration process, from entering your team, staff, and player information, to managing your player database. You can always refer back to it by clicking on **Help File** above. You may also find it helpful to print out a copy. Please read these instructions in conjunction with the US Club Soccer Policies and Player Rules. If you have any questions, please call or email us.

## 1. Step #1: Adding Staff and Web Access Security Levels:

Your designated registrar has already received an initial user name and password which allows access to all areas of your Club information, and a level #2 security access. The registrar may now add level #3 access. There are three web security levels:

Level #1: Reserved for the US Club Soccer administration office.

Level #2: Allowing the individual designated as the registrar to perform all functions on the main Staff Administrator page. Only the designated registrar may add and alter staff profiles, user names, and passwords.

Level #3: Allowing a team coach or manager to register their team players, edit their player profile information, and create and print player rosters from the Coach/Manager page.

The first thing you must do is enter at least some of your staff. Irrespective of whether the registrar, or coach or manager is going to enter players, for every team you enter, a coach or manager must first have been entered who can then be assigned to that team. You can enter all your staff at the same time, or just prior to assigning them to a new team. Click on **Staff** and complete the form, including assigning a user name and password if desired. Then click *Add Staff*. You can go back at any time and delete staff, edit staff information, or change or delete user names or passwords to control club security access.

Note you can include multi functions for each individual (i.e. registrar and coach) and give them a priority function (which is the title which will appear on their passcard). Each separate individual still needs their own password.

Finally, note that below the *Member Login* on the Home Page there is a screen to access if a password is forgotten.

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## 2. Registering Your Staff and Requesting Staff Pass Cards:

USSF rules require us to register coaches and administrative staff. Thus, all staff who interact with players, either at training or games, must register and obtain a passcard (see Policies). After staff have been added, click **Staff**, and go to *Enter Staff Passcard Request* on the staff screen. In order for a staff member to be activated, a User Name AND Password must be assigned. Check the box for all staff that need cards, and click *Submit Request*. After the request is submitted, send to our office:

- The completed staff risk assessment form;
- and a check for the required staff registration fee (\$4 per staff card)

The passcard will be issued after receipt and review of the required information.

Again, unlike players, staff can be released at any time and deleted from your database. As new staff are added, check the box to submit the passcard request and submit the required information. The blue (new staff) red (staff passcards requested) will tell you which staff passcards have already been requested, and when.

## 3. Step #2: Adding Your Teams:

After staff, the first data to input are the Club's teams onto which you will be registering players. For registration purposes, teams are designated by a number, which is generated automatically. You also add a team name on the registration form.

To add a team, click on the **Team** button on the tool bar, fill in the required information, and click on *Add Team*. Remember, that a coach, assistant coach, or manager must already have been entered to be included on the team form.

You can always delete a team, but note that anytime a team is deleted the players are transferred to **Open Players**. This is true whether or not the team has been "locked" (see #8 below). Prior to lock-in, if you want to delete the team and players, drop the players first. After lock-in, if you delete a team, the players will automatically go to **Open Players**, and you can either move them to another team or request their release.

## 4. Step #3: Registering Your Players:

You are now ready to register players, which are added on a per team basis. Based on whom you've allowed security access, you determine who will do this, either the registrar, or a coach or manager. Presumably, you've already had the player and his parents complete and sign the Registration and Treatment Authorization Form (#R002), and obtained proof of birthdate.

Click on the **Players** tool bar button. The teams you've added appear on the left. Click on *Add Player* at the bottom left and complete the player information, assigning the player to a team on the pull down menu. Use a slash for birthdate (i.e. 12/24/85). You must enter all information except a middle initial, jersey number and email address. When done, click *Add Player*, and you'll get a message the player has been added. You can then click on the team on the left and confirm the player now appears on that team's roster. You can halt the registration process and go back to it later. You may always view the players who have been added to a team by clicking on the **Players** tool bar, then on the team on the left. Before the team has been submitted for passcards, you may edit player information or delete a player by clicking on that player and on *Update Player* or *Drop Player* on the bottom to save.

It is advised that you do not submit a request for passcards from us until nearly an entire team is ready to be processed for passcards, as will be clear from noting the lock-in paragraph 8 below.

When registration is completed for that team and you're ready to submit it to us, if you're designated as a coach or manager only, contact the club registrar. The registrar clicks on **Team** on the tool bar, then on the appropriate team on the left side, and then on the *Enter Passcard Requests* at the bottom of the page. Next, on the list of players click the box on those requiring passcards. The players in blue do not have passcards. Those in red have had a passcard requested and probably issued (see the displayed dates next to the player). When done, click on *Submit Request* at the bottom. You will receive an email message that your passcard request has been received.

## 5. Step #4: Additional Registration Information:

As soon as possible after you submit your player registration information, send the required additional information to US Club Soccer (2 day mail suggested), and staple together the information for each player.

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- Form #R002 Registration and Treatment Authorization.
- Proof of date of birth (needs only to be submitted once).
- A check for player fees for all players being registered, unless you already have sufficient funds on deposit

Send this information to:

US Club Soccer Administration  
716 8th Avenue North  
Myrtle Beach, SC 29577

## 6. Player Passcards:

Once we've received your mailed information, we'll compare it against the online player registration information you submitted, and issue player passcards. Once cards are returned to you, have the player sign it, affix the picture (1" x 1.5"), and laminate the card.

## 7. Temporary Player Passcards:

You are urged to complete this process well in advance (at least 2 weeks) of when you require your pass cards. However, in emergency situations, US Club Soccer will endeavor to issue temporary passes. If you anticipate needing them, please call our office (843-429-0006) to discuss your situation.

## 8. Club/Team Roster Lock-in:

Once you submit player registration information to us by entering **Request Team Passcards**, that team's roster will be temporarily "locked-in", and that team's players cannot be deleted. This is necessary for us to determine for whom to issue pass cards and to calculate player fees that are due. After passcards are issued, the lock-in is released for purposes of updating your team profile, the player database (all data except names, registration numbers, and DOB may be edited at any time thereafter) and adding additional players or releasing players from that team (see paragraph #9) Also, at all times, additional teams of players can be registered in the normal way.

## 9. Adding and Releasing Players During the Year:

After a team roster has been submitted and passcards requested (i.e. the team has been locked), you may still add a player to that team by: 1. Requesting that we unlock the team (see note above); 2. By simply adding the player to another team, and transferring him to the locked team when it is unlocked (see #11 below). 3. You may also add the player directly to the locked team, which player will then be placed in Open Players. Once the player is processed and the team is unlocked, you can amend the player's profile and move him to the team.

When the team is unlocked, you can add players to that team in the normal way.

You may release a player from the club by double clicking on that player and clicking on *Request Player Release*. As indicated on the message you'll receive, the release must be processed by our office, after the paper release form and pass card is received by us. However, be sure to note the rules for releasing players in the Player Rules.

## 10. Creating Reports And Editing Your Club Data:

At any time after lock-in release, you may access your online player data and create and print an Excel report of that data, download to a file on your computer, and sort by name, club, birth date, address, etc. Once it's downloaded, you can add a column for GPA or other information if you wish. To create a report, click on the **Download Club** button, and choose to download team players, open players, or staff. An Excel spreadsheet will be created that you may then download to your computer. You may also edit player information, (changing addresses, phone numbers, etc.) so your data remains current. However, as you can create an official team playing roster from this data, you may not modify player names, birth dates, or registration numbers. In the unlikely event that this information needs correcting, contact our office and we will edit this data for you. To edit player information or move a player to another team, click **Players**, the team on left, and then click on the player name on the team roster. Make the changes and click *Update Player* to save. You can also do a **Player Search** if you're not sure which team he is on.

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## 11. Transferring Players Between Club Teams:

During the initial registration process, players are registered to a team. However, as there is free movement for players between Club teams (playing laterally or up in age group), you may change a player's team designation on your online database at any time by clicking on the **Players** toolbar, and team on the left, and then clicking on the player's name. Change the team, and click *Update Player*.

## 12. Creating Game Rosters:

Over the course of the registration year, you may create and print team rosters from your online player data. Rosters may be printed by team, or a custom roster may be created from any club-registered players. This will allow you, for example, to add younger age players to an older team for a specific competition. Both security levels #2 (Registrar) and #3 (Coach/Manager) can create rosters; only security level #3 can create a custom roster, but a Registrar can be designated as a coach as well under **Staff**, double clicking on that individual, and adding the appropriate designation.

To create a team roster for a current team, click on the **Players** tool bar and then the team on the left, then go to the bottom of the page and click on *Print Version*. You'll now see a roster of that team. A space is provided to add by hand any missing jersey numbers and scholastic information for college scouting purposes.

To create a custom roster, click on **Custom Team** on the level #3 toolbar, enter the team name and other information, and click on *Add Team*. The new team will now appear on the left. Click on *View Roster* under the team name, and on the right on *Add/Remove Players*. All club players are arranged in three alphabetical groupings. Click on the *Add to Roster* next to the player you want to add to the custom team, and the new roster will appear on the left. When done, click on *Print Version* and you'll create the printable roster. To delete a custom team, click on the team name on the left, *Delete Team* on the right.

Note that the custom team is saved until you delete it, and then only the custom team is deleted. Players always remain in the database on their currently assigned team. As a team coach at security level #3 can create a custom roster with any club players, caution must be exercised by the club to assure a coach is adding available players to his custom roster and it is agreed to by the Director of Coaching. Clubs are expected to create their own internal controls to assure this.

## 13. Replacement Player Passcards:

As set forth in the Player Rules, if a player moves to another Club, a new registration and player passcard must be issued, and a registration fee paid. We will also reissue an amended player passcard to include a new club team if you wish, as discussed in paragraph #11 above. In addition, US Club Soccer will reissue a card if it is lost or stolen. Cards can be reissued by simply clicking on the player's box next to his name and submitted the request. There is a \$2 fee for reissued and replacement cards.

## 14. Other Tool Buttons

**Competition and Registration Forms** Go to these sites to download registration, sanctioning, and other forms. The forms are in Adobe .PDF format. If you do not have this software on your computer, you may download it from the bottom of the forms site.

**Club Info.** Use this to update your basic club information. You can change and add staff at any time from the Staff button. Staff are never "locked".

**Player Search** If you cannot find a player via his team, you may search for the player here by entering the player's first or last name.

**Open Players** Players should only appear in this area in the unlikely event you delete a team. You can delete a team at any time, but if passcards have been requested the players can only be released individually. If a team is deleted, go to Open Players and either move these players to another team or process an individual player release.

**Insurance** This button includes information about US Club Soccer insurance coverage, and a link to file a claim. To request an insurance certificate, mail to: [admin@usclubsoccer.org](mailto:admin@usclubsoccer.org)

## US CLUB SOCCER PLAYER RULES

### SECTION 1

#### Rule 101. Player Registration

The US Club Soccer (Organization) player registration year (that time period for which Clubs register their players) shall be from August 1<sup>st</sup> to July 31<sup>st</sup>. Clubs must register or re-register players each year, pursuant to the rules and procedures herein. Players who are not re-registered are automatically considered released.

(a) The Organization shall abide by the seasonal year age groups commonly utilized in youth soccer. Such groups are comprised of youth players who are, before the first day of August, under 6 years of age through under 19 years of age.

(1) A player who reaches 19 years of age during any youth seasonal year shall be allowed to complete that seasonal year. A player who reaches 19 years of age during August of one seasonal year shall be allowed to complete all of the next seasonal year.

(b) Player registration fees shall be established annually by the Organization Board at least thirty (30) days prior to the end of the registration year.

(c) Member Clubs must register a minimum of three (3) competitive teams at different age groups, and all other competitive players who participate in the activities of the Organization, as those activities are defined by the Organization.

(d) No player may be registered on two US Club Soccer Member Clubs at the same time, other than as set forth in Policy Section 3 and Rule 301 herein. Member Club's players may be registered to another USSF member organization at the same time.

(e) Teams registering as tournament teams shall comply with Policy 7.03.

#### Rule 102. Player Registration Procedures

Clubs shall assign a registrar to be the primary person responsible for the registration process herein. The registrar may delegate the registration process to additional administrative staff. Member Clubs shall register their players with the Organization pursuant to the following procedures:

(a) Clubs shall register their players with the Organization on the online Club player form. Players may be registered to an entire Club as an open player, or on a team-by-team basis as competitive teams are formed for the year.

(b) A player shall be considered to be provisionally registered with a Club for the registration year when their parent or guardian has signed the paper player registration form and paid to the Club the US Club Soccer registration fee, and the Club has registered the player online.

(c) Within 10 days of completing the provisional registration, the Club shall complete the registration process by forwarding to the Organization the following player information:

--A copy of proof of date of birth (This need not be resubmitted by the same Club in successive years);

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--A copy of the combined consent for medical treatment/player registration form.

--A check for the registration fee amounts due, unless such monies are already on deposit with the Organization.

(1) The consent for medical treatment/paper registration form shall be signed by the player's parent or guardian. In the case of forms submitted for the same player by two separate Clubs, the form first signed shall be recognized, unless Section 102(d) herein applies.

**(2) Acceptable date of birth proof shall include: a birth certificate, a birth registration issued by the appropriate government agency, a passport, an alien registration card issued by the U.S. Government, a certificate issued by the INS attesting to age, a certification of a United States citizen born abroad issued by the appropriate government agency, or a current driver's license. Hospital, baptismal, or religious certificates shall not be accepted.**

**(d) If the registration process with the Organization is completed within fourteen (14) days of registering the player online, and the Club has requested a player pass, the player will be officially registered to that Club, and any other attempt to register the same player shall not be recognized. If not so completed, and another Club has completed the registration process for the same player, even with a player registration form signed at a later date, the Organization may, at its discretion, officially register the player with the second Club.**

(e) As soon as practicable after all player information is received, the Organization will return the permanent official Club player pass to the Club, and the Club shall complete the pass as set forth in Rule 201(a)(1).

(f) If required by the Club, the Organization may issue temporary Club player passes as set forth in Rule 201 herein.

(g) Additional players may be registered by a Club throughout the registration year by completing the online form, submitting the information in 101(c) above, and paying the annual player registration fee. Fees shall not be prorated for partial year registrations.

(h) **International Player Clearances.** Any player who comes to the United States on or after 14 years of age shall receive an international clearance from the USSF. However, an international clearance is not required of a player who is 14, 15, or 16 years of age if the player and the player's parents sign a statement that the player has not signed a professional contract or received money from a professional team for playing soccer. Such statement shall be submitted with the player's paper registration form.

(i) For purposes of tracking scouting information for possible U.S. National Teams participation, US Club Soccer will track citizenship information on the online Club player roster.

**(j) Clubs may utilize their online Club player roster database to print copies of team rosters. For competition purposes, such printed copies are deemed official.**

## **Rule 103. Coach and Administrator Registration**

USSF rules require the registration of all coaches and assistant coaches, and any Club administrators that may be present at competitions, including team managers, trainers, and Club officers, whether or not they are volunteers or paid staff. Such registrations shall occur in the same manner as players, on the online coaches/administrators registration form.

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- (a) Coach and administrator fees shall be established annually by the Organization Board.
- (b) Coach and administrator passes shall be issued pursuant to Rule 201.
- (c) In addition to the online registration, a Club shall submit for all its coaches and administrators:
  - Risk management application;
  - Registration fees that are due.

## **Rule 104. Coach and Administrator Risk Management Policy**

All Organization Members shall abide by the Organization's Risk Management Policy (Attachment A of the US Club Soccer Policies). Any coach or administrator who is required to register shall also comply with the registration provisions of this Policy.

## **Rule 201. Player, Coach, and Administrator Passes**

(a) Club Player Pass. All players registered with a Member Clubs shall receive a Club player pass, which shall allow such player to play on any team in that Club at his/her age level or older, without limitations. That is, in any competition sanctioned by US Club Soccer, a Member Club's player may "play up" within his Club at any time. The team designation on the player pass shall not be considered. Rather, the official roster from the Club's online player roster shall be controlling. The US Club Soccer player pass shall be utilized for all competitions sanctioned pursuant to these Policies.

(1) When received from US Club Soccer, the Club shall have the player sign the back of the pass in the same manner as the registration form. The Club shall then affix the player's picture (1" x 1.5" maximum size) and shall have the pass laminated.

(2) The player pass shall expire on the 1<sup>st</sup> day of August. The pass shall be re-issued at the time of annual registration, or if a player changes Clubs within the registration year. Once a pass has expired, it may no longer be used. The Club shall destroy the pass, or forward it to the Organization if requested to do so.

(b) If a Member Club is participating in an event sanctioned by an entity other than US Club Soccer, the Club should ascertain what documentation in addition to the Club player pass and roster may need to be presented at the event.

(c) Temporary Club Player Pass. If required by the Club, once the registration list is received by the Organization, temporary Club player passes can be issued by the Organization until the permanent player pass is available. The temporary pass shall have an expiration date and may not be used after such date or after the permanent pass is received.

(d) Coach and Administrator Passes. Coach and Club Administrator passes shall be issued by US Club Soccer in the same manner as Club player passes.

## **Rule 301. Player Movements**

The rules in this section do not apply to player movements after the end of the US Club Soccer registration year, prior to a player registering or re-registering with a Club. All mid-registration year releases shall be approved by the Organization.

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(a) Mutual Release. A Club and its player may agree at any time to a release, irrespective of league roster freeze rules, by utilizing the mutual release form and complying with the procedures herein as if it were an involuntary release.

(b) Involuntary Player Release. Players may be released by their Club at any time, unless Club rules prohibit it by:

--The Club executing the paper player release form, providing a copy to the player, and sending the original to the Organization office;

--Completing the online release request;

-- Mailing the player pass to the Organization office on the next business day.

(c) Voluntary Player Release. Unless and until US Club Soccer adopts a rule regarding player-requested releases, each Club may establish its own rule. Any such voluntary release shall be processed utilizing both online request and paper release form, pursuant to subsection (b) above.

(d) New Club Registration. A player may register with another Club as soon as he has received his involuntary release form or otherwise executed a voluntary or mutual release form, by completing the player registration process with his new Club and paying the US Club Soccer annual registration fee. Such registration is subject to the Organization's approval of the original release. Annual registration fees shall not be pro-rated between Clubs. The Organization shall determine the actual release date should any disputes arise.

(1) The player is eligible to play for his new Club as soon as the registration process has been completed and the original release is approved by the Organization, but under no circumstances prior to the postmarked date on the mailing of his old player pass to the Organization office.

(e) Player Transfers Between Club Teams. There are no restrictions for transferring players from one Club team to another Club team at the same or older age group. The Club may choose to modify its online club player roster to reflect such transfers.

(f) Player Transfers Between Clubs. No players may be transferred between Clubs. Rather, the appropriate release and player registration forms shall be executed by the Clubs.

(g) Dual Player Registration. Players may not be registered to two (2) Member Clubs at the same time. Dual registrations are acceptable between a Member Club and an Alliance Club affiliate, or with an Academy affiliate with special permission from the Organization.

(h) Player Loans. In any competition, the loaning of US Club Soccer players between Member Clubs shall be determined by the competition rules. All competitions are encouraged to allow such loans to occur for the purposes of providing players with a meaningful playing opportunity. **Player loans are not allowed during the Super Y-League season or finals. Loans may only be used for outside tournament play.**

(1) To accomplish such a loan, a player loan form must be executed by the Clubs and presented to the competition officials together with the team roster. The player shall use his regular US Club Soccer player pass. A copy of the loan form shall be faxed to the Organization office at least seventy-two (72) hours prior to the competition by the Club receiving the loaned player, and an approved form shall be faxed back by the Organization office.

# Registration

## Rule 401. General

(a) Falsification. The falsification or attempt to falsify records, documents, Club player passes, or any other official form or knowingly withholding or misusing a player pass, or utilizing an expired pass, shall be grounds for immediate suspension from membership in US Club Soccer, participation in its competitions, or other disciplinary action.

(b) Registration Fee Payment. Failure to pay the required registration fees in a timely manner may place a Club and all its players in bad standing, and cause suspension from participation in US Club Soccer competitions and events.

(c) Use of Ineligible Players. A team shall forfeit any game in which an unregistered or improperly registered player was placed on the game roster, whether or not he actually played. The Club and player are also subject to further disciplinary action.

(d) Official Rosters. The official US Club Soccer roster, printed from the online Club player roster, shall be accepted as an official roster for all US Club Soccer competitions, and is encouraged to be accepted for all other competitions.

(e) Professional Players. Any player who signs a letter of intent, retains a professional agent, or receives compensation for playing soccer, or violates any other National Collegiate Athletic Association (NCAA) amateur athlete restrictions shall be declared a professional player and may not further register or participate as a US Club Soccer Club youth player. Notwithstanding the foregoing, a youth player may otherwise play on the same team as a professional player.

(1) Unless this section applies, players shall not otherwise lose their youth eligibility if they play on an adult team.