



FLORIDA YOUTH SOCCER ASSOCIATION

RULES

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PART 100 – AFFILIATION

RULE 101. AUTHORITY AND RESPONSIBILITY

- 101.1** Authority to establish policies and procedures by FYSA for its affiliates to ensure their proper organization and administration as requirements for membership shall be herein established. All affiliates have the responsibility to exercise administrative and programmatic oversight in the conduct of their business.
- 101.2** Rules of FYSA shall take precedence over the rules and bylaws of affiliates when there is conflict within their rules or in the absence of such rules. More stringent rules may be enacted by an affiliate, but in no instance may they be less stringent. Rules not in compliance with FYSA must be submitted for review. No affiliate can impose rules on its members contrary to FYSA, U.S. Youth Soccer or USSF.
- 101.3** The affiliate is responsible for the governance and administration of their organization including the actions and personal conduct of all individuals associated with their organization.
- 101.4** Each affiliate must develop and adopt their own bylaws and rules in order to properly administer and govern their organization.
- 101.5** The names of the president, agent of record, secretary, registrar, treasurer and referee assignor for each affiliate must be on file with FYSA. Should the names that appear on the Affiliation form change during the seasonal year, those changes must be submitted to FYSA within 30 days.
- 101.6** The Agent of Record and/or the President are the primary official representative regarding all issues and transactions with FYSA. No other member in an affiliate may override a decision authorized by the Agent of Record.
- 101.7** The Agent of Record and/or the President's duties shall include, but not be limited to:
- A. Conducting business with the FYSA office;
 - B. Authorizing entry into FYSA-sponsored events;
 - C. Collection of credentials at the AGM;
 - D. Requesting, in writing, affiliation changes;
 - E. Complete the online affiliation form; and
 - F. Sign a proxy for credentials at the AGM.
- 101.8** Any change of representatives requested by an individual who is not the Agent of Record and/or the President will be forwarded to the Agent of Record and the President, as well as the RVP. The transaction will become official if not challenged within two (2) business days.
- 101.9** Representatives listed on file must be currently registered with FYSA.
- 101.10** Referees and/or game officials for any FYSA sanctioned games must be assigned by currently certified referee assignors as defined by USSF.

RULE 102. AFFILIATION PROCEDURES

102.1 Affiliate Membership requires an application to be submitted by every Affiliate, full, *recreational*, or associate, annually for review and approval.

102.2 By application for affiliation with FYSA, each applicant hereby agrees:

- A. The affiliate will maintain a BOD, or governing authority, that is independent from any other sports organization.
- B. The affiliate will maintain its own bank accounts (i.e., Checking and savings) or has direct control over its finances. Except where evidence is provided that the sponsoring entity by ordinance, statute, charter, or policy prohibits the applicant from having direct control over its finances (i.e., governmental sponsored organizations). The applicant shall attach to the application evidence to support the request for waiver of this requirement.
- C. It is the intent of the organization by application that if granted affiliation, the member will register 100% of all players, coaches, administrators, and volunteers (who will have direct interface with its players) each year with FYSA.
- D. Will have all administrative officers/personnel complete the FYSA Risk Management.
- E. Must have a certified referee assignor who also must complete FYSA Risk Management.

102.3 INITIAL AFFILIATION

- A. Affiliation must be for the good of soccer in the Region, and State of Florida. All new full affiliates must affiliate within the region where they physically reside, or in the region in which the majority of its players reside and/or physically play the majority of their home games.
- B. The completed affiliation application packet must be submitted to FYSA's State Office not later than August 15 to be considered at the October board of directors meeting or by January 15 for the March board of directors meeting. FYSA will verify that the application is complete, and all necessary documentation has been included. Incomplete applications will be returned for correction and resubmission by September 1 for the October meeting and February 1 for the March meeting. Late applications, whether complete or incomplete, will not be accepted. Completed applications will be approved by Regional Vice Presidents and Regional Commissioners and ratified by the Board of Directors at the October and March meetings. Ratified affiliations will take effect immediately. The complete packet will include the following:
 - 1. Completed affiliation application form.
 - 2. Affiliate fee. New affiliates will pay a one time non-refundable application fee in the amount of \$2,500.00.
 - 3. Playing field availability (1 – 11v11); written proof of playing field availability from the owner.
 - 4. List of BOD members – must have an AOR (can serve as President), President, Treasurer, and Registrar.

5. Documentation that all BOD members have submitted and satisfied all requirements of the FYSA Risk Management Policy and have no recent documented violations of the FYSA Risk Management Policy.
 6. A copy of the affiliate's bylaws and/or rules.
 7. Documentation that the affiliate is a registered business with the State of Florida. Acceptable forms of proof include the following (the affiliates name must be listed):
 - Tax Id Documentation
 - State/Federal Tax Returns
 - Business license
 - Other official government documentation related to the transaction of business
 8. Documentation of one (1) USSF National D licensed (or equivalent) coach.
 9. Documentation that affiliate has at least fifty (50) players available for registration.
 10. Confirmation from the FYSA office of agreement to attend at least one (1) registrar training (live or via conference call).
 11. Documentation showing grassroots offerings in the community – to include any of the following:
 - TOPSoccer program; OR
 - Recreational program; OR
 - Referee development program to add new certified and licensed referees by FSR and US Soccer, in addition to a program to support early, entry young referees between the ages of 11-14.
 12. Documentation from a FSR Certified Referee Assignor who will be assigning games for the affiliate.
- C. Affiliation must be for the good of soccer in the Region, and State of Florida. All new full affiliates must affiliate within the region where they physically reside, or in the region in which the majority of its players reside and/or physically play the majority of their home games.
- D. FYSA will post a notice (to include region, new club name, and physical address of playing fields and all documents submitted with the affiliation application) of prospective affiliations on its website for all members to review at least 30 days prior to the BOD meeting in which the affiliation will be considered.
- E. Existing members may file an objection to the prospective affiliate's acceptance, based on the requirements found in the FYSA Rules. The objection must be a formal letter to the RVP explaining why the application should NOT be accepted. The letter must be sent to the appropriate RVP (care of the State Office) and shared with the Regional Commissioners, no less than seven (7) days before the affiliation is submitted for ratification by the Board of Directors.

- F. An objection does not automatically exclude the prospective affiliate from membership in FYSA. The Board of Directors will consider objections when evaluating prospective affiliates.
- G. A new affiliate, once approved, will be placed on a three-year probation. If the affiliate does not follow all the FYSA Bylaws and Rules during this time, the affiliation may be revoked by the BOD
- H. Mergers - Mergers require BOD approval. The completed merger affiliation application packet shall be submitted not later than thirty (30) days prior to scheduled meeting of the BOD. The merger application packet will consist of a letter signed by the current President and Secretary of each existing affiliate and a copy of the merged affiliates bylaws and/or rules.
- I. Affiliate Name Changes Require Board Approval – An existing FYSA affiliate requesting a name change shall submit the request not later than 30 days prior to a scheduled meeting of the BOD. When requesting a name change, the affiliate must submit a letter signed by the current Board of Directors of the affiliate and proof that a DBA, legal name change, and/or registration of a fictitious name has been filed with the State of Florida.

102.4 ASSOCIATE MEMBERSHIP

- A. Associate Membership in FYSA may be granted to any soccer-related organization whose intent is to develop and/or implement soccer programs within the State of Florida. Associate must be for the good of soccer in the Region and State of Florida. Organizations seeking Associate Membership shall include but not be limited to leagues, tournament hosting organizations or other organizations as deemed appropriate by the BOD.
- B. Procedure for requesting Associate Membership (League or Tournament Affiliate)
 - 1. Application must be submitted utilizing FYSA's application for Associate Membership 60 days in advance of any scheduled board meeting.
 - 2. A copy of association bylaws/rules and list of board members, AOR (can serve as President), President, and Treasurer must be submitted with the application.
 - 3. Review and approval shall be vested to the BOD of FYSA.
 - 4. Application fee as defined in the FYSA Rules must be submitted.
- C. Associate Affiliate Procedures
 - 1. Any league, by application, agrees that 100% of all teams participating in that FYSA sanctioned league shall be properly registered with FYSA

or US Youth Soccer.

2. All leagues will be designated as competitive unless approved for recreational or academy designation by FYSA's Vice President of Player and Coaching Development or his designee.
3. Associate Affiliates shall ensure that red card summary reports along with copies of the game and supplemental referee reports for major infractions are submitted monthly to the FYSA office. The report must be typed, or computer generated. (No handwritten reports will be accepted.)
4. Under no circumstances shall any Associate Member be permitted to register any player or coach. Associate Members must register staff and volunteers with FYSA via the Risk Management application form. These members will not have a pass.
5. Associate Members shall have one (1) vote in the region that they are affiliated in regional elections to match the voting rights currently allowed at the state AGM.
6. All Associate Members shall be bound by all Bylaws, Rules and Regulations of FYSA, US Youth Soccer and USSF.

102.5 ANNUAL AFFILIATION RENEWALS

- A. An affiliate who fails to affiliate for a seasonal year must reapply as a first-time affiliate and meet all requirements as set forth under *Initial Membership* or *Associate Membership*.
- B. Any full affiliate who in the preceding seasonal year fails to register fifty (50) players shall submit to the FYSA office a detailed explanation as to justification for re-affiliation and/or a plan to increase membership in the following seasonal year. This explanation must be received no later than 30 days prior to the AGM of FYSA. Any affiliate who fails to register 50 players in two consecutive seasonal years must submit to the BOD a petition listing the reason (s) the application should be approved. The application for renewal may be denied by the BOD.
- C. Each affiliate, full and associate, shall complete an annual affiliation form, as approved by the BOD of FYSA, no later than July 1 of the current seasonal year. The annual affiliation form is electronic and may only be submitted by the Agent of Record/President. The annual affiliation fee, as listed in the FYSA Rules, is due at the time of re-affiliation. No player or coach may be registered for the current seasonal year until the affiliate's annual affiliation form has been completed, filed and accepted by the FYSA office. No Associate Member may hold any sanctioned event until the member's annual affiliation form has been completed, filed and accepted by the FYSA office. The FYSA office will process those renewal applications submitted for affiliates and associate members who:
 1. Have no unresolved challenges to their affiliation on file.

2. Have, as a full affiliate, registered more than 50 players in the preceding seasonal year.
3. Have the AOR (can serve as President), President, and Treasurer complete the FYSA Risk Management requirements.

102.6 CHALLENGE PROCEDURES: AFFILIATIONS

- A. The only entity within FYSA that can rule on affiliations and re-affiliations is the BOD of FYSA. RVPs shall report in writing excessive affiliate complaints to the BOD for consideration as to renewal of affiliation
- B. In order to contest a re-affiliation, it is necessary that all parties be afforded due process prior to a decision being rendered by the BOD.
- C. The entry point for the filing of charges or grievances for consideration by the BOD is with the VP of Administration and Communication via the FYSA office.
- D. Charges or grievances must be filed in writing with all supporting documentation attached.
- E. Charges must include specific violations of either USSF, US Youth Soccer or FYSA rules.
- F. All charges and documentation must be received in the FYSA office not less than thirty (30) days prior to a scheduled BOD meeting.
- G. The office shall forward the document(s) to the VP of Administration and Communication.
- H. Upon receipt of the charging documents, the VP of Administration and Communication shall inform the charged affiliate, in writing, that there is a filed challenge to its re-affiliation to be heard by the BOD at the next regularly scheduled BOD meeting, providing the date and time of that meeting.
- I. The VP of Administration and Communication shall notify the President of the challenge /grievance for inclusion on the agenda of the next BOD meeting.
- J. The FYSA office shall forward to the charged affiliate a copy of the charge/grievance with all supporting documentation attached.
- K. The charged affiliate shall then have ten (10) days to respond to the VP of Administration and Communication with a written rebuttal to the charge/grievance and to supply any and all documents that the affiliate desires the BOD to consider.
- L. Upon receipt of this rebuttal, if any, the office shall send copies of all documents to all the members of the BOD at least Seven (7) days prior to the BOD meeting in order to afford the BOD time to study the documents.
- M. Both parties will be afforded the opportunity to address the BOD, subject to an

equally imposed time limit for each side, if either party so desires to exercise this right.

- N. The BOD then will adjourn to an “executive session” for discussion and the rendering of a decision in the matter.
- O. The VP of Administration and Communication shall then provide a written opinion of the BOD’s decision to each party within ten (10) days.

RULE 103. RISK MANAGEMENT POLICY STATEMENT

103.1 The Risk Management Program shall govern the administration and implementation of FYSA’s risk management program to be consistent with USSF Bylaw 213(1)(a)(2) and comply with US Youth Soccer Bylaw 501 Section (1)(13).

103.2 USSF Bylaw 213(1)(a)(2) provide as follows:

Bylaw 213. STATE ASSOCIATION RESPONSIBILITIES

Section 1(a)(2). The State Association will not discriminate against any individual on the basis of race, color, religion, age, sex or national origin (effective 10-8-00).

US Youth Soccer and each National State Association is responsible for establishing and monitoring a Risk Management Program within its assigned territory, at a minimum this program must include:

- (1) Use of an employment/volunteer disclosure statement for all volunteers, employees, coaches and program administrators who are involved with any sanctioned or sponsored program of the affiliated organization; and*
- (2) Identification of a State Risk Management Coordinator (SRMC) and an alternate for the position.*

103.3 FYSA has adopted USSF Bylaw 213 and it is the intent of FYSA to exclude from participation, at a minimum, all persons who engage in discriminatory conduct, have been convicted of or adjudicated guilty of crimes of violence, crimes against persons, crimes against property or felonies. FYSA will comply with all USSF and US Youth Soccer guidelines and procedures.

103.4 US Youth Soccer and FYSA have placed as a condition of registration the requirement for all coaches/volunteers to complete the FYSA Risk Management form electronically. Only persons who comply with this condition shall be registered as a coach/volunteer by FYSA.

103.5 Coaches/volunteers are defined as: members of the FYSA BOD; education staff; ODP coaches and scouts; region, league and club officers; and program directors, team managers, team or individual trainers, coaches, assistant coaches and substitute coaches, and anyone else who may have interaction or who at any time could be expected in the performance of their duties to be alone with any registered youth player/referee under the umbrella of FYSA

- 103.6** Referees, assistant referees, fourth officials and anyone defined as a member of the National Referee Development Program (USSF Policy 531.11) shall be subject to all provisions contained in the FYSA Rules.
- 103.7** It is the policy of FYSA that every reasonable effort will be taken to exclude from program responsibilities (not to be confused with parental responsibilities affecting their own children) any adult or minor with a documented history of child molestation (e.g., a criminal record) that would bring any unnecessary risk to the health and safety of FYSA's soccer program participants.
- 103.8** Coaches/volunteers shall, by application, agree to be subject to a legally sensitive criminal history check (which may require fingerprinting) before or during their participation in the FYSA soccer program.

RULE 104. DENIAL, SUSPENSION AND REVOCATION OF ADMINISTRATOR PRIVILEGES

- 104.1** The RMC, with specific BOD approval, has the authority to deny, suspend, or revoke any applicant's privileges as a coach/volunteer for risk management concerns as established by the FYSA BOD. Once the BOD has approved the authority of the RMC to deny, suspend or revoke a Program Administrator's privileges, the decision may not be overruled except as set forth in the appeals process in accordance with Risk Management Procedures. In the event the Chairman and Vice Chairman disagree, the matter shall be adjudicated by the BOD. Either the President or the Vice President of Administration & Communication has the authority to summarily deny or summarily suspend any applicant's privileges.
- 104.2** The RMC has the authority to summarily deny or summarily suspend any applicant's privileges of serving as a coach/volunteer for risk management concerns, provided the denial or summary suspension is submitted to the BOD within sixty (60) days of the date of the denial or summary suspension.
- 104.3** An affiliate of FYSA may, upon written request, petition FYSA to deny, suspend or revoke the privileges of a coach/volunteer or applicant for risk management concerns. The written request shall be submitted to the FYSA Executive Director for the RMC in care of the FYSA State Office. The RMC shall investigate the request and reply in writing to the affiliate within thirty (30) days of the receipt of the request.
- 104.4** FYSA has adopted the following grounds for exclusion from serving as a coach/volunteer:
- A. Any conviction or adjudication of guilt (misdemeanor or felony) for a crime of violence, a crime against a person, or a criminal history that is determined to be detrimental to the welfare of FYSA's players, subject to mitigation.
 - B. Any report of child abuse appearing on the Child Abuse Index, subject to mitigation.
 - C. Any record of sexual offense and/or sexual misconduct (felony or misdemeanor), subject to mitigation.

- D. Admitted use of/or conviction for use of illegal drugs, within the last ten years, subject to mitigation.
- E. Documented history of repeated abuse of alcohol and/or illegal/prescription drugs (e.g., two (2) or more DUI's or any conviction for the manufacture/sale of illegal drugs within the last ten (10) years, subject to mitigation.
- F. Submitting incomplete or inaccurate information, on the Coach/Volunteer Application will result in a suspension for ninety (90) days from the time of submission. Additional charges may be filed. The above guidelines do not relieve the applicant's obligation to disclose convictions to FYSA that may fall out outside of the aforementioned parameters.
- G. Refusal to fully complete the Risk Management Disclosure Form.
- H. Refusal to submit fingerprints when required to under this program.
- I. Any conduct that discriminates against any individual on the basis of race, color, ancestry, national origin, religion, age, marital status, sex, and sexual orientation. This may also include sexual harassment, which may consist of a request for sexual favors; unwanted sexual advances or propositions; verbal, physical and visual harassment; stalking; and unwanted sexual contact.
- J. Any other information that casts serious doubt on the applicant's ability to be entrusted with the supervision, guidance and care of minors. (Note: Misdemeanor convictions in the past seven years that "may indicate a lack of integrity or character" may be grounds for disqualification.)

104.5 Any person participating in a sanctioned or sponsored program of FYSA who becomes involved as a defendant in litigation detrimental to the welfare of youth players, or litigation based on activities detrimental to the welfare of youth players, shall be suspended by the RMC from all soccer-related activities until completion of the litigation. Upon written request of the suspended person, the status of such person shall be reviewed by the RMC at the completion of the litigation. Matters detrimental to the welfare of youth players shall include, but not be limited to, crimes of moral turpitude and felonies. The person has a right to appeal whether the matter that is the substance of the accusation, if true, is detrimental to the welfare of youth players. Privileges may be reinstated at the conclusion of the litigation process by the RMC.

104.6 Any action pursuant to Risk Management is subject to the appeal procedures set forth in the relevant Risk Management sections.

RULE 105. PROVISIONAL AND CONDITIONAL ADMINISTRATOR PRIVILEGES

105.1 The RMC may jointly approve issuance of provisional privileges for a period not to exceed ninety (90) days. Such provisional privileges shall expire upon the ninetieth day of issuance.

RULE 106. APPEAL PROCEDURES ARISING FROM BACKGROUND CHECK DISQUALIFICATIONS

- 106.1** FYSA's Protest & Appeals Committee shall hear appeals arising from risk management denials, suspensions or revocations by the RMC based on the results of a criminal background check. Persons involved in the decision to deny, suspend or revoke shall not sit on the three-person appeal board. The decisions of this Appeal Board may be appealed to the FYSA BOD and then to USSF pursuant to USSF Rule 705. The RMC shall serve as the presenter of the case to the BOD. All appeals shall be subject to FYSA's normal appeal fees as defined under FYSA Rule 300.
- 106.2** Upon receipt of the notice of denial, suspension or revocation, the applicant has fifteen (15) business days to notify the FYSA Office of their intention to appeal such action. This notification shall be in writing and sent to the RMC in care of the State Office. A person (appellant) suspended pursuant to Rule 105.5.5 may seek reinstatement any time following the conclusion of the litigation process.
- 106.3** The appellant will be notified, in writing, of the time, date and place of the appeal hearing. Such notification shall be sent by both regular and certified mail, e-mail or via facsimile transmission.
- 106.4** At the time of the hearing, all evidence on behalf of the RMC shall be presented to the appeal committee by the RMC. The appellant may present any supporting documentation for the appeal.

RULE 107. APPEAL PROCEDURES ARISING FROM NON-BACKGROUND CHECK DISQUALIFICATIONS

- 107.1** Persons involved in the decision to deny, suspend or revoke shall not sit on the Risk Management Appeals Committee. The decisions of this appeals committee may be appealed to USSF pursuant to USSF Rule 705. The RMC or ED shall serve as the presenter of the case to the Risk Management Appeals Committee. All appeals shall be subject to FYSA's normal appeal fees as defined in the FYSA Rules.
- 107.2** When information is received by FYSA that brings to question an individual's ability to be a coach/volunteer (information not contained in a background check) the following process shall apply:
- A. The ED has the authority to summarily deny or summarily suspend any applicant's privileges of serving as a member of FYSA for risk management concerns due to actions not contained in an individual's background check.
 - B. The ED furnishes the accused individual a copy of the report/information, copying the RMC.
 - C. The accused shall have seven (7) business days to submit any evidence to refute the report/information used to deny/suspend.
 - D. The ED shall forward any evidence submitted by the accused to the RMC. If no evidence is submitted, the ED shall forward only the information used to deny/suspend.
- 107.3** The RMC will review the documentation submitted by the accused and ED and can rule in one of the following manners:

- A. Rule in favor of the accused and immediately lift the denial/suspension.
- B. Affirm the suspension of the accused and supply appeal information for the FYSA Risk Management Appeals Committee. The party shall remain suspended until the time of his appeal with the FYSA Risk Management Appeals Committee.
- C. Should there be a pending matter (i.e. civil case, criminal case, newly filed criminal charges, SafeSport Complaint, etc.) the RMC is permitted to extend the suspension and delay the Risk Management Appeal Hearing until a determination is rendered from the appropriate body.

107.4 Upon receipt of the notice of affirmed denial, suspension or revocation, from the RMC, the applicant has fifteen (15) business days to notify the FYSA Office of their intention to appeal to the Risk Management Appeals Committee and submit the appeal fee. This notification shall be in writing and sent to the Risk Management Appeals Committee in care of the State Office.

107.5 The appellant will be notified, in writing, of the time, date and place of the Risk Management Appeal Hearing. Virtual hearings will be encouraged. Such notification shall be sent by both regular and certified mail, e-mail or via facsimile transmission.

107.6 At the time of the hearing, all evidence on behalf of the RMC shall be presented to the Risk Management Appeal Committee by the RMC or ED. The appellant may present any supporting documentation for the appeal.

RULE 108. NOTIFICATION PROCEDURES

108.1 Notification of risk management actions shall be communicated to the principle parties at the same time and method and shall be accomplished by one of the following:

- A. Certified mail,
- B. Regular or express mail,
- C. Facsimile,
- D. Email/Electronic media
- E. Personally upon the witness or complaining party, and
- F. In the case of a minor, the minor’s parent, guardian, or other responsible party for the minor.

RULE 109. SAFESPORT

109.1 As a covered organization under the Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017, FYSA shall adhere to the policies developed by the US Center for SafeSport to prevent the emotional, physical, and sexual abuse of amateur athletes.

109.2 FYSA shall adhere to all policies, procedures, trainings, guidelines, etc. mandated by the Center for SafeSport immediately upon implementation. FYSA Rule 106 (or any other portion of these Bylaws and Rules) shall not supersede the obligations of FYSA in accordance with the most recent Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017, the most current SafeSport Code, Minor Athlete Abuse Prevention Policies (MAAPP), S. 534, or any mandate by the Center for SafeSport.

PART 200 – REGISTRATION

RULE 201. GENERAL PROVISIONS/DEFINITIONS

- 201.1** Administration and oversight of registration is the duty of the FYSA Registrar and Registration Committee.
- 201.2** Registration of players and coaching staff is required for competition on the Club, League, State, National and International level for any FYSA sanctioned or sponsored events. Jurisdiction shall be with FYSA over all players/coaches registered with this organization. All registered players/coaches must comply with applicable rules, policies and procedures and remain "in good standing" to be eligible to compete.
- 201.3** Affiliates **MUST** register all players, coaches, team and club officials prior to any participation in the game of soccer, this includes but is not limited to practice, scrimmages, and all competitions in which the player or coach participates. This requirement does not include properly announced tryouts. This requirement for registration shall in no way be construed as an extension to/or waiver of any date requirement for submission of any documents as may be required by the rules of specific competitions (i.e., roster freeze dates).
- 201.4** Specific procedures are enumerated within the policies and procedures of FYSA which shall be published and revised as necessary and shall be posted on the website. It shall include the procedures for registration, directions for proper completion of forms, the current fee schedule, time requirements and any other directions necessary for implementing the registration process.
- 201.5** When any procedure is modified, it shall be posted on the website and distributed to the affiliates within 30 days.
- 201.6** For any conflict between the Policies and Procedures and the Rules, Bylaws of FYSA, the Bylaws and Rules of FYSA shall take precedent. Rules of specific competitions sanctioned by FYSA may be more stringent than these rules.
- 201.7** Proof of registration in the form of a either laminated current pass (permanent, or Florida,) with picture attached, or an official FYSA generated roster shall be required for any FYSA sanctioned out of region play, tournament (competitive) or Cup play. This shall include all non-league games (including scrimmages) that involve teams from other regions as well as tournaments (competitive) sanctioned within the State. State Cup, President's Cup and Commissioner's Cup competitions reserve the right to limit the use of rosters. Teams participating in a league (recreational or competitive) shall be bound by the rules and requirements of said league.
- 201.8** Registration fees must be submitted in a timely fashion according to FYSA rules. Payments must be submitted within thirty (30) days from receiving the invoice from FYSA. Failure to do so will place the club in NGS. Further registration(s), or other registration related transactions, may not be processed until all required payments have been rendered.
- 201.9** For fee/fine structure, refer to *Fees* section of the FYSA Rules.

201.10 Affiliates in compliance with FYSA Rules regarding affiliation (in good standing) may begin to register players, coaches and other members for the upcoming seasonal year on June 10th with an effective date of August 1 or on a date set by the BOD.

201.11 For all players electronically registered with FYSA, the affiliate will maintain on file, for a minimum of two (2) years, plus current seasonal year a copy of the FYSA registration form signed by the parent or legal guardian. If the affiliate wishes to use an alternative document for registration, permission must be obtained from the FYSA Registrar, each seasonal year, prior to using the form.

201.12 DOCUMENT SUBMISSION:

- A. Affiliates submitting electronic transactions shall maintain, for a period of not less than two (2) years plus the current season, original signed documents and will submit these to FYSA upon request within two (2) business days. These shall include, but not be limited to, player registration forms, coach registration forms, passes for suspended players and coaches, transfer/release requests, and supporting documents for members placed in "Not in Good Standing". Failure to submit documentation requested by FYSA to include, but not be limited to, player registration forms, coach registration forms, passes for suspended players and coaches, and transfer/release requests will be grounds for the BOD to place the Affiliate in NGS until such time as the request has been complied with.
- B. Any submission of altered or false birth documents shall be subject to sanctions as described under these FYSA Rules.

201.13 Players or teams who participate with unregistered players or engage in unsanctioned play shall have NO benefits of membership with FYSA including, but not limited to, risk management, disciplinary or insurance protection while playing with unregistered players or in unsanctioned play. This shall in no way be construed as a denial of the right to participate only to clarify that protections under FYSA may not be extended to the participants or to the event.

201.14 PLAYER CLASSES

- A. **Competitive player** shall be defined as a player who has been selected, registered and rostered to a competitive team and will receive a US Youth Soccer pass when verified. All players will be considered competitive except those as outlined below.
- B. **Recreational player** shall be defined as a player who is registered and rostered to a recreation team as defined by US Youth Soccer, FYSA (see Glossary) and participating in an in-house or FYSA-approved recreational league as defined in the FYSA Rules.
- C. **TOPSoccer player** shall be defined as a player who is registered to a club with a TOPSoccer Program, as defined by US Youth Soccer. FYSA will register all TOPSoccer players at no cost to the club.

201.15 DEFINITIONS

- A. **Primary 1** shall be defined as the act of participating with a FYSA team in a FYSA and/or USYSA sanctioned events by an age eligible player rostered to another team in the same affiliate.
- B. **Secondary Rostering** shall be defined as the action of being rostered between two affiliates simultaneously.
- C. **Guest Playing** shall be defined as the act of participating in an FYSA sanctioned event, a player who appears on the Official Roster of another team.
- D. **Registration** shall be defined as the act of registering a player/coach with FYSA
- E. **Voluntary release** shall be defined as the process of removing a player/coach from a team's roster at the written request of the player/coach.
- F. **Involuntary release** shall be defined as the process of removing a player/coach without written permission of the player/coach.
- G. **Rostering** shall be defined as the act of placing a registered player/coach on a team roster as may be defined by the rules of competition for a FYSA sanctioned competition or event.
- H. **Transfer/Previously Rostered** shall be defined as a player/coach who is released from an affiliate and is rostered to another team of a second affiliate in a seasonal year.

RULE 202. PLAYER/COACH PASSES

202.1 Player/Coaches passes remain the property of FYSA and/or US Youth Soccer. No affiliate, coach, assistant coach or team staff can refuse to relinquish the pass to US Youth Soccer or FYSA, immediately upon request. Failure to do so may subject the party to sanctions as described under these FYSA Rules.

202.2 Players/coaches may not have in their possession passes for players/coaches who have been released. Any affiliate who releases a player and does not retrieve the pass will be held accountable to all provisions Transfers & Releases.

202.3 PASS CLASSIFICATION

A. US Youth Soccer Pass (Permanent Pass)

1. A US Youth Soccer Pass and Virtual Pass will be available online with the US Youth Soccer logo to verified competitive players and shall require the following:
 - Signature of the issuing registrar.
 - A current photo taken within twelve (12) months of pass issuance will be uploaded to the player profile.
 - Pass (printed or virtual) is valid only for FYSA and US Youth Soccer

Sanctioned Leagues/Tournaments and Unrestricted Tournaments.

B. Coach/Volunteer Pass

1. A US Youth Soccer (Permanent/Virtual) Pass will be available online with the US Youth Soccer logo to all registered coaches/volunteers and shall require the following:
 - Signature of the issuing registrar.
 - Will be team specific.
 - A current photo taken within twelve months (12) of the pass issuance will be uploaded to the coaching profile.
 - The pass is valid only for FYSA and US Youth Soccer sanctioned Leagues/Tournaments and Unrestricted Tournaments.
2. A Coach/Volunteer Pass is issued subject to review as it relates to FYSA's Risk Management Program. The privilege to participate in FYSA sanctioned activities may be revoked as per the terms and conditions of FYSA's Rules regarding affiliation. A coach/volunteer shall immediately surrender his/her pass upon request and notification from FYSA's RMC.

RULE 203. PLAYER REGISTRATION

203.1 *A competitive and or recreational player is obligated to his/her team for the seasonal year from the time he/she signs a contract or is rostered to a team until the end of the current seasonal year.*

203.2 A player is considered registered when the player has an active competition level set on or after June 10th for the upcoming seasonal year.

- A. Player contracts or registrations for returning players may be affected on or after June 10th.
- B. A contract or registration for a non-returning player may be revoked prior to June 10th by notification in writing to the affiliate. Any matter as to the refund of registration fees paid shall be governed under the terms and conditions of the contract for registration.
- C. Any dispute over a player's registration status will be determined by the registration committee.

203.3 FOREIGN PLAYERS

- A. A player twelve (12) years or older registering with FYSA for the first time must comply with the following:
 1. All players coming from a foreign country and seeking a current year transfer must have clearance papers or a release signed by the official registration chairman or secretary of the foreign association before they are allowed to register with FYSA. Players born in or having previously resided in a foreign country must comply with USSF Policy 601.6 (quoted below):

“For a player who comes to the United States on or after the player is 12 years of age, the player must request and receive an international clearance from the Federation. However, an international clearance is not required of a player who is 12, 13, 14, 15, or 16 years of age if the player and the player’s parent or guardian signs a statement that the player has not signed a professional contract or received money from any team for playing soccer.”

2. In order to be considered properly birth-verified, player registrations shall include authentic verification of date and place of birth via a “State Certification of Live Birth” affixed with a State Seal or Certification. (See FYSA birth verification procedures for alternative documents in the absence of a state-certified birth certificate.) Interrupted registrants may reinstate using their original verified registration. (verified status)

203.4 PLAYERS WITH SPECIAL NEEDS

- A. No player shall be allowed to play down (play below the player’s age group) except for TOPSoccer competition or if an age variance is granted by a majority of the members of the FYSA Registration Committee. Age variances can only be granted when a physical or mental disability exists (as outlined by the ADA and supported with documentation).

RULE 204. COACH/VOLUNTEER REGISTRATION

- 204.1** Coaches/volunteers may be registered to more than one affiliate, providing that proper permission has been obtained. Coaches/volunteers are obligated to the registering affiliate for the complete seasonal year defined as September 1 through August 31. Agreement by contract between the parties may shorten or lengthen this period.
- 204.2** Coaches/volunteer can be rostered to an unlimited number of teams (within the same affiliate) at no additional charge.
- 204.3** Initial coach’s/volunteer registration must be submitted properly and accurately subject to FYSA Coach Registration Procedures *located in the FYSA Procedures Manual for Affiliates*.
- 204.4** All Coaches and/or volunteers registering with FYSA will be subject to a background check through any organization that FYSA may be deemed appropriate. Any individual who has been charged and found guilty of violating any provision of Florida Statutes Section 435.04 may be denied participation in FYSA sanctioned events
- 204.5** Coaches are responsible for notifying FYSA of any event that may affect their risk management status. Failure to notify FYSA may result in the revocation of the individual’s privilege to participate in FYSA sanctioned events.

RULE 205. ROSTERING

- 205.1** All players must be rostered to a team in order to compete in any FYSA sanctioned event. Any player competing in any competition shall be considered immediately rostered to said team. Note: Rostered players may guest play with proper permission

in any FYSA sanctioned event, if allowed by the rules of competition, and not affect their original rostered status

205.2 An official FYSA roster is the roster generated by the current FYSA registration system. The Official FYSA Roster must include the picture of the player and coach. A player is rostered to a team when the rostering process is completed or as defined under FYSA Rules. All matters of dispute shall be governed by the official state roster. A copy of the official roster is valid for all events requiring a roster.

205.3 Primary 1 is permitted, and a player may be rostered to multiple teams within the same affiliate at one time during a seasonal year. FYSA sanctioned competitions (league play and tournaments) may have rules to allow the use of Primary1 players up to the maximum roster size:

- A. 13U – 19U teams – Total roster size, including Primary1 players, is capped at thirty (30). Teams shall name eighteen (18) eligible players for each game by creating a matchday roster.
- B. 11U – 12U teams – Total roster size, including Primary1 players, is capped at twenty-five (25). Teams shall name sixteen (16) eligible players for each game by creating a matchday roster.
- C. 8U – 10U teams - Total roster size, including Primary1 players, is capped at forty-five (45). Teams shall name twelve (12) eligible players for each game by creating a matchday roster.
- D. Primary1 players may only participate with two (2) teams per day.
- E. A player may not participate in more than two games per day, whether for one team or two different teams.

205.4 Leagues and tournaments may create internal event roster forms allowing properly FYSA registered players to participate within their rules of competition without changing the Official FYSA Roster. These event rosters must list the players full name, pass number, rostered team, DOB and birth verification status. Prior to the use of these internal event rosters, for all inter-club games, leagues and tournaments must have on file the team's official FYSA roster with appropriate guest player forms or FYSA Event Rosters, as verification of players' credentials and that guest players have proper permission to participate.

205.5 Secondary Rostering is permitted, and a player may be rostered to multiple teams across two different affiliates at one time during a seasonal year. Regulations concerning secondary rostering are as follows:

- A. Player's Cup eligibility is the player's primary team. A player's primary team shall be the first team to which the player is rostered.
- B. Release from the primary team in no way transfers primary status to the secondary team. To transfer primary status requires a completed transfer. This player will then be considered a previously rostered player if not registered to a team within the same affiliate.

- C. Primary team schedules will take precedence in all issues or conflicts. If player is registered to two (2) affiliates, all matters regarding registration will be decided by the primary team's affiliate.

RULE 206. ELIGIBILITY

206.1 Player Eligibility to compete shall be determined as follows:

- A. Registration with FYSA has been completed and is accurate.
- B. Proper birth documentation has been provided, for players registered as verified.
- C. Player is properly rostered (as per the rules of competition) to the team with which he/she intends to compete.
- D. Affiliate requirements for registration have been met.
- E. Status is "in Good standing" with the Affiliate and FYSA.
- F. Remains on team, or with the affiliate, to which he/she is registered/rostered for the seasonal year unless properly released or transferred (Sept 1st through Aug 31st).

206.2 Team eligibility to compete is determined by the following:

- A. All players properly registered with FYSA.
- B. All Players are properly rostered to the team as may be defined by the rules of competition.
- C. Coaches properly registered with FYSA and rostered to the team as may be defined by the rules of competition.
- D. Associated with an affiliate, and must continue that association for the seasonal year, including that no team in its entirety or majority may move to another Affiliate during the seasonal year.
- E. Adhere to proper age grouping.
- F. Improper registration of any team member shall result in the team forfeiting all games the improperly registered player(s) took part in. An improperly registered player is a player who is over-age, not registered to FYSA and/or improperly entered on the team's roster.

206.3 FYSA recognizes two types of team genders, girls, and boys. Team gender is determined by the following:

- A. Teams with females only are girls teams.
- B. All other teams are boys teams.

RULE 207. TRANSFERS/RELEASES

207.1 Soccer is a team sport; a player makes a commitment to the team at initial

registration, as well as to the affiliate for the seasonal year.

- 207.2** Players, or their parents for players under the age of 18, may request in writing to be removed from a team's roster or from the affiliate. The affiliate may grant the request.
- 207.3** Players shall not be removed from a team's roster or released by the affiliate under any circumstances if the player is:
- A. Rostered to a team currently subject to roster freeze, or
 - B. Is serving a suspension (red card).
- 207.4** There shall be no limit to the number of removals per team unless prohibited by special rules of competition (i.e., State Cup).
- 207.5** Released players **ARE NOT ELIGIBLE** to compete or participate in any FYSA sanctioned or sponsored event. Any player/coach found to participate with a pass of a released player/coach may have the releasing affiliate charged a fine.
- 207.6** Players released during the seasonal year may be transferred to any affiliate (subject to the restrictions of Rules 207.10 and 208F.) for the remainder of the seasonal year, without notice to the original affiliate. Players once released may not be placed in NGS (Not in Good Standing) by the original affiliate. In the event of a returned payment to the club, submission of a copy of the returned payment to FYSA will be sufficient evidence to place a member into NGS immediately. **RELEASED PLAYERS MAY NOT PARTICIPATE IN ANY SANCTIONED EVENT.**
- 207.7** Should the affiliate deny the request, a reason must be given. Affiliates have the right to deny any release or transfer request for the following reasons:
- A. The player has guest played with the affiliate during the current seasonal year.
 - B. The coach or team staff member is the player's ODP coach.
 - C. There is a financial obligation to the affiliate.
 - D. The request is received by the affiliate after December 1st of the seasonal year.
 - E. Other contractual obligations to the affiliate.
- 207.8** A player may be removed from an affiliate involuntarily if the player has violated the rules of USSF, FYSA or US Youth Soccer and is currently under suspension (non-red card or game related suspensions.) All rights to due process must have been complied with as defined under FYSA Rules. A player who contests the action of involuntary release within ten (10) days shall be able to appeal to the registration committee.

RULE 208. OLYMPIC DEVELOPMENT PROGRAM ("ODP")

- 208.1** Players who have registered in the current seasonal year and have participated in the ODP may not transfer or be added to any team that their ODP coach or assistant coach

participated with for the remainder of the current seasonal year and all of the following seasonal year. Unless permission is granted in writing by the original registering affiliate. [Intra-club (within the same club) are exempted from this exclusion.

RULE 209. GUEST PLAYING

209.1 FYSA teams may include guest players, if allowed by the rules of a specific competition. These guest players must be registered with FYSA or another US Youth Soccer affiliate organization. FYSA players may be allowed to guest play with another FYSA team or with another US Youth Soccer affiliate, if proper permission is granted by that player's original registering club.

- A. Permission of the player's current primary affiliate must be granted in writing by use of the FYSA guest player form.
- B. In order for a player to play up more than one birth year, the procedure in FYSA Rules must be followed. Permission must be obtained for each event (i.e., tournaments and league play).
- C. Permission to guest play may be denied by the affiliate at its discretion.
- D. Coaches desiring a player to guest play must obtain permission from the registering affiliate's agent of record, or designee, prior to contacting the player. Failure to obtain permission prior to contact shall be evidence of Poaching as defined in the FYSA Rules.
- E. The guest player request form shall specify the dates and competition to which permission is granted. If the request is intra-club no special permission is required.
- F. Players who guest play shall not be allowed to transfer to the team or affiliate with whom he/she has been a guest player for the remainder of the seasonal year unless written permission is granted by the original affiliate. (Intra-club transfers are exempted with permission of the affiliate.)
- G. Playing a "guest player" without proper permission may result in a charge of playing an ineligible player and/or falsification of a roster as defined under.

RULE 210. AGE

210.1 Age groupings shall be established by FYSA for all levels of play. Players under 12 years of age will play soccer in accordance with the rules of USYS and US Soccer - Modified Playing Rules for Under 12, Under 10, Under 8, and Under 6 unless these recommendations are formally adopted and agreed to by a majority of the affiliates at an AGM.

A. AGE GROUPS

- 1. 8U and below – no more than 4 v 4 with no goalkeeper.
- 2. 8U Recreational Travel and Competitive - 7v7 including a goalkeeper
- 3. 9U & 10U – 7 v 7 including a goalkeeper.

4. 11U & 12U -- 9 v 9 including a goalkeeper.
5. 13U and above -- 11 v 11 including a goalkeeper.

B. PLAYING FORMATS

1. Playing formats: A festival format shall be used for players U8 Recreational In-house and below.
2. A festival format is recommended for U10 players.
3. Follow US Youth Soccer requirements for field size, ball size, etc.

210.2 Playing Up (above a player's normal age group):

- A. It is FYSA's policy that all players compete at a level they are capable of both physically and developmentally.
- B. Recreational In-house players up to 8U age groups will be allowed to roster up for two (2) years provided they have parent permission and approved by the Club Board of Directors.
- C. Recreational Travel and Competitive players 7U and 8U age groups will be allowed to roster up two (2) years, provided they have parent permission and are approved by the Club Board of Directors. 7U players are not allowed to participate in a 10U competition.
- D. Players in the 9U to 14U age groups will be allowed to roster up to two (2) years.
- E. Players in the 15U and older age groups will be allowed to roster up to any older age groups.
- F. There will not be an approval process in place and no exceptions to the above guidelines will be granted. Roster rules will be set in FYSA's registration system to permit clubs to roster players who meet these guidelines.
- G. Failure to obtain proper permissions may result in the player being removed from the team's roster and sanctions against the team/club.

RULE 211. HEADING

211.1 Player Eligibility

- A. All Players age 10 years of age and under shall not head the ball directly from the air in any match or competition, nor shall these players practice heading the ball in any organized team setting.
- B. Players age 11 and age 12 shall be permitted to head the ball in any match or competition. These players may practice heading the ball in an organized team practice or skill session, but coaches shall monitor this practice so that no single player heads the ball more than 25 times per week, regardless of setting. Balls should be inflated to the IFAB official minimum standard of 8.5psi.
- C. Players age 13 and older shall be permitted to head the ball in any match or

competition and these players may practice heading the ball in an organized team practice or skill session.

- D. Individual rules of competition may choose to impose stricter rules however they may not impose less stricter rules.
- E. Heading the ball In games where deliberate heading is not allowed, it is an offence if a player:
 - 1. Deliberately touches the ball with their head, for example moving their head towards the ball
 - 2. scores in the opponents' goal:
 - 3. directly from their head, even if accidental
 - 4. immediately after the ball has touched their head, even if accidental

PART 300 – FEES

RULE 301. GENERAL PROVISIONS

- 301.1** Registration fees shall be required for every player that registers to participate in any FYSA sanctioned event or competition. Registration fees shall be divided into two portions:
- A. Fixed cost shall include player insurance; US Youth Soccer player fee; USSF player fee.
 - B. Administrative costs including adult background check costs associated with processing.
- 301.2** Adjustments to the fixed cost portion of the registration fee shall be set and communicated annually by the Board of Director with 10 business days of receipt of player insurance quotes or notice of changes to US Youth Soccer or USSF fees.
- 301.3** Administrative costs shall be set annually at the AGM. A proposed increase in administrative cost requires that it not become effective for the seasonal year immediately following the AGM but for the year after.
- 301.4** Insurance fees shall be determined by the cost of the policy as required by the carrier. The fee for insurance shall be included in the registration fee and may not be paid separately.
- 301.5** Payment of all fees are due at the time of submitting anything that requires a fee as specified by FYSA. No cash payments can be accepted. All Fees due to FYSA shall be considered delinquent if not paid, in cleared funds, within 30 days of incurred balance. Delinquent fees shall result in a loss of membership.

RULE 302. Finance Matters Between Players/Coaches and Affiliates

- 302.1** A debt between a player/coach and an affiliate is a civil matter between the parties.
- 302.2** Currently, registered/rostered players/coaches who participate in an FYSA sanctioned league or tournament may be placed in NGS (NGS) via the procedures outlined in the FYSA Procedures Manual for Affiliates.
- A. This COS must be submitted no later than 5:00 P.M. on the Friday before Memorial Day of the current seasonal year or within thirty (30) days of the date the debt was incurred, whichever is later.
 - B. The affiliate shall supply all documentation regarding the debt to include, but not be limited to, the basis of the debt and documentation as to the affiliate's actions taken to resolve or collect this alleged debt.
 - 1. *In the event of a returned check for payment to the club for a NGS issue, submission of a copy of the returned check to FYSA will be sufficient evidence to place a member back into NGS immediately.*

- C. Failure of the affiliate to submit this documentation via the procedure outlined in the FYSA Procedures Manual for Affiliates within two (2) business days of the original NGS transactions shall negate the action against the player/coach.
- D. It shall be the affiliate's responsibility to immediately notify FYSA of any change in status of the player/coach. Failure to do so may impact the affiliate's ability to place future members in NGS.
- E. Upon receipt, the FYSA office will notify, in writing, the player/coach or the parents of any minor player/coach, copying the affiliate and appropriate RVP by e-mail.
- F. The parties will have fourteen (14) calendar days to challenge this status in writing to FYSA's State Office.
- G. If challenged, the FYSA office shall forward all documentation to the Vice President of Administration and Communication for a ruling as to the validity of the action; this ruling shall be final and binding on all parties.
- H. **The affiliate will be billed the normal COS fee (\$25) for this service.**

RULE 303. FEE STRUCTURE

303.1 A schedule of fees shall be provided herein for all fees, costs for services, fines, penalties, and dates for submission. This schedule shall be updated annually by the Budget Committee and approved by the Affiliates at the AGM.

FEE REQUIRED FOR	AMOUNT	DATE DUE
Affiliation	\$150.00	July 1
First-time Affiliation	\$2,500.00	Upon Acceptance
Associate Membership	\$135.00	Application
Coaching Courses and Clinics	Set annually	Application
Convention/AGM	Set annually	Application
FYSA Cups (NCS, PC, CC)	Set annually	Entry
Protest/Appeals Filing Fee	\$400.00	Submission
Recreation Player Member Fee	\$13.00 per Player	
Competitive Player Member Fee	\$26.00 per Player	
TOPSoccer Player Member Fee	\$0.00 per Player	

RULE 304. PLAYER REGISTRATION FINES

CATEGORY	AMOUNT	SCHEDULE
Registering/Playing Overage Player	\$500.00	First Offense
Registering/Playing Overage Player	\$2,000.00	Second Offense
Affiliate Fine for Allowing a Non-Registered Coach to Participate	\$1,000.00	Per Offense

RULE 305. All fees set annually and communicated to all affiliates.

PART 400 – PLAYERS, COACHES, TEAM STAFF, PARENTS, SPECTATORS CONDUCT & RESPONSIBILITIES

RULE 401. GENERAL PROVISIONS

- 401.1** Registration of all coaches, assistant coaches, team managers, trainers etc. shall be mandatory with FYSA and shall be consistent with Risk Management procedures. Providing inaccurate information may result in disciplines/sanctions.
- 401.2** Adherence to the Rules shall be the responsibility of all team staff and ignorance of the Rules shall not relieve them of this responsibility.
- A. Any member found guilty shall be suspended for the remainder of the current seasonal year, plus the next seasonal year.
- 401.3** Affiliate's responsibility for player's registration shall include proper and complete registering, rostering/game eligibility and age verification for any players, guest players or transfers to their team.
- A. Any member found guilty of any of the above violations at a hearing shall be suspended for the remainder of the current seasonal year, plus the next seasonal year.
- B. Any submission of altered or false birth documents shall be subject to sanctions as described under FYSA Rules.
- 401.4** A team who submits an electronic registration for, or plays an overage player may have its privileges to participate in FYSA-sanctioned games or events suspended for the remainder of the seasonal year. For the purposes of this rule only, team shall be defined as a specific group of players. A team which changes its code is still the same team.

RULE 402. ILLEGAL RECRUITMENT (POACHING)

- 402.1** There is to be NO improper contact between the prospective team and the player/parents of currently registered and/or rostered players. Any coach or member of a team having contact with a player after a player is registered and/or rostered, without first obtaining written permission from that player's coach, will be construed as having had improper contact with a player, and such action can result in a charge of poaching.
- A. Improper contact is defined as any communication with a player other than the most casual, cordial communication necessary such as congratulations at the end of a match or similar such conversations. This contact specifically includes, but is not limited to, players participating in practices, training sessions, scrimmages, or other soccer-related functions.
- B. Improper contact shall also include, but is not limited to, meetings with players/parents, attendance at team social functions when the player is not registered to that team, etc.
- C. Any such improper contact, no matter how generated, is prohibited without prior written notification and written consent of the player's current head coach, the

club director of coaching and/or players, or the Agent of Record of the club to which the player is currently registered and/or rostered. A coach/volunteer or member of a team having contact with a player is charged with the knowledge of that player's registration and/or roster status and shall be held accountable for any unauthorized contact with any player currently not rostered to his team, regardless of how that contact is initiated or by whom.

402.2 No coach, assistant coach, trainer, team representative, registered player, parent or advertisement may offer any kind of inducement to recruit a player and/or to transfer from his/her respective team, during the seasonal year as defined September 1 through August 31.

- A. Inducing a player includes, but is not limited solicitation to leave the current affiliate, offering a currently rostered player a roster spot on an existing team, or a roster spot for the next seasonal year. Coaches are responsible for the actions of the all of the above listed participants of their team.

402.3 Players:

- A. Players shall be allowed to attend publicly announced tryouts held in accordance with the FYSA Rules for the next seasonal year of any FYSA affiliated club. Players will not be required to obtain written permission from their current affiliate.
- B. All currently registered players shall become free agents at the completion of FYSA's State Cup Final Four or elimination from National Championship Competitions (whichever is later) or at a date as may be set by the BOD.
- C. At this time, all restrictions as to guest playing and contact between parties shall be lifted until such time as the player (and parent) executes a contract or registration for the next seasonal year.

402.4 Coach:

- A. All coaches are obligated to the registering affiliate for the complete seasonal year defined as September 1 through August 31. Agreement by contract between the parties may shorten or lengthen this period. A coach shall be bound by the following conditions:
 - 1. For an affiliate to recruit the services of a registered coach, the requesting affiliate must first notify in writing the agent of record of the coach's current club. There shall be no contact with any currently registered coach prior to March 1st , unless permission is granted in writing by the affiliate's agent of record, or designee.
 - 2. A currently registered coach may not contact a prospective club prior to March 1st, without written permission of their currently registered affiliate's agent of record, or designee. After March 1st contact may be affected with written notification to the current affiliate. Once tryouts have commenced, coaches are bound to the affiliate.

3. A currently registered coach who decide during a seasonal year to change clubs shall not solicit, entice, or induce in any manner players they are currently coaching to move to his/her new club until after the completion of State Cup Finals or further National Championship competitions.
4. Violation of any of the above standards is tantamount to poaching.

402.5 Disciplinary Sanctions

- A. Minimum disciplinary actions/sanctions to be taken against any coach or member of a team found guilty of the violation of any of the above conditions shall be:
 1. 1st Offense-- One (1) year suspension: club to be fined \$2500 paid within two (2) months. Failure to remit payment in the timeframe will place the club Not in Good Standing.
 2. 2nd Offense -- Minimum three (3) year suspension; club to be fined \$5000.00 plus any costs associated with the holding of the hearing including copying charges, postage, etc. paid within two (2) months. Failure to remit payment in the timeframe the club will be placed Not in Good Standing.
- B. The RVP, upon receipt of notification of a conviction for poaching, shall empanel a committee of not less than three (3) neutral members that shall request from the convicted party(s) and the affected affiliate a brief in mitigation as to:
 1. Should the team be permitted to continue to compete in FYSA sponsored events for the remainder of the seasonal year.
 2. And/or should the player(s) subject of the charges be permitted to participate in FYSA sponsored events with said team for the remainder of the seasonal year.
 3. The committee's decision in this matter shall be final and binding.
- C. Conviction of a poaching charge by any member of a team may cause the team to which that player/coach is registered to forfeit its privilege to participate in any and all FYSA-sponsored events (i.e., State Cup, President's Cup, League play etc.) for the remainder of the seasonal year. The team sanctioning will apply only to the team that is involved in the poaching incident, not multiple teams if the player/coach or team member is registered to more than one team.

RULE 403. TRY-OUTS

- 403.1** Organizations affiliated with FYSA may hold any try-out, player identification, or player assessment activity, related to the formation of teams for the next seasonal year involving players IN ALL AGE GROUPS on or after the date set by the BOD. The statewide try-out date shall be set by the BOD no later than March 1 of the current year. The statewide try-out date shall be no earlier than the first day in May, nor later than the

Tuesday following Memorial Day.

403.2 Based on the date set by the FYSA BOD, each of the 4 regions will meet and decide if that date works for their affiliates, or if they wish to set a different date that will supersede the statewide date and apply to all affiliates in their Region. No Region may set the try-out date outside the dates mentioned above. Regardless of the date chosen, the following guidelines are to be met:

- A. Tryouts, player identification or player assessment are publicly advertised and open to all age-appropriate players.
- B. The name of the club/affiliate must be clearly stated, as well as its business address, and telephone number.
- C. No language can be incorporated which would deny the right or ability of any youth soccer player of the correct age to participate; or which would restrict eligibility for the team to any arbitrary prerequisites such as particular school, church, housing, subdivision, etc., nor can the advertisement serve in any way, directly or indirectly, to coerce or threaten players to try out for a particular member affiliate's team versus another.
- D. Players remain bound to their existing club for the current seasonal year pursuant to provisions contained the FYSA Rules
- E. The poaching rule remains in effect. Contact outside of the context of tryouts and follow-ups to tryouts could be deemed poaching.
- F. Violations will result in the Club's affiliation with FYSA being reviewed, and re-affiliation may be denied by the BOD.

RULE 404. GAMEDAY POLICIES

404.1 Participants' conduct, in keeping with the belief that they are the primary representatives of their team, club, league and FYSA, shall be exemplary of "good sportsmanship", character, and adherence to the Laws of the Game, bringing positive attention to themselves and their team.

404.2 Player equipment and wearing of jewelry shall be in accordance with the requirements of the FIFA Laws of the Game.

404.3 PLAYER HYDRATION/WATER BREAKS

- A. All FYSA sanctioned matches shall have a policy to address excessive heat that outlines protocols ensuring the safest environment for players in accordance with US Soccer guidelines.

RULE 405. PARENT/SPECTATORS CONDUCT AND RESPONSIBILITY

405.1 Parent responsibility shall include meeting the required administrative and programmatic rules, if in some cases it is not within the player's ability to do so. This shall include providing correct and completed registration, necessary applications and/or entry forms

and applicable fees.

- 405.2** Parent/Spectator conduct during games is the responsibility of the coach who may be disciplined for such conduct. The Affiliate is ultimately responsible for misconduct of the parent/spectator and shall take disciplinary action to maintain control and orderly completion of games against the parent/spectator, coach, coaching staff, or the team.
- 405.3** Any other individuals who may be reasonable construed as being associated with a team such as relatives and spectators shall also be subject to the jurisdiction and authority of this Association. Any coach or team official shall be held responsible for the actions of any individual(s) at any match that, in the opinion of the referee, is a supporter of that team.
- 405.4** Entering the playing field during the game is not permitted for any reason other than to assist in an injury and only then if requested to do so. Entering the playing field can result in the Site Director requiring the offender to leave the soccer site and/or further disciplinary action.

RULE 406. REFEREE AND REFEREE ASSIGNOR PROCEDURES AND POLICIES

- 406.1** Any referee or referee assignor who officiates any FYSA-sanctioned match must be registered with FL Soccer SRC Inc. dba Florida Soccer Referees (FSR) and complete a background check with FYSA.

PART 500 – DISCIPLINE & SANCTIONS

RULE 501. GENERAL PROVISIONS

- 501.1** Discipline and sanctions may be imposed by FYSA and its Affiliates upon all members for either misconduct during FYSA activities (games, practices, social media, etc.) or infraction of administrative rules.
- 501.2** Discipline during games refers to both players and non-players and shall include pre-game, game and post-game misconduct. Such disciplines may be imposed as a result of a referee caution, ejection/sendoff or post game report or site directors or other administrator reports.
- 501.3** Administrative disciplines and/or sanctions refer to infractions of FYSA and/or Affiliate rules and guidelines.
- 501.4** Players are those youth registered to FYSA, who may be assigned to a team and are involved in the pre-game, game, and post-game activities (on or off the field, via social media, in or out of uniform).
- 501.5** Non-players shall include coaches, assistant coaches, and other team staff involved in the pre- game, game, or post-game activities (on or off the field).
- 501.6** Any suspension assessed against any FYSA member (player, coach, administrator, etc.) as the result of charges filed and heard by a Regional or BOD hearing panel where the suspension exceeds 6 months shall be submitted to USSF along with a request for all USSF-affiliated organizations to honor said suspension. The request to USSF will be made automatically once the timeframe for an appeal has expired or an appeal has been filed and found not in favor of the appellant.
- 501.7** Anyone who obstructs an investigation of a rule violation may be charged under the applicable FYSA Rules and/or FYSA's Code of Ethics. Obstruction of an investigation may be defined, but is not limited to, failure to provide state, league, club or game officials information about an incident or person involved that they should reasonably be able to provide, failing to give accurate information on any form, or interfering with any disciplinary proceeding. This shall include, but not be limited to, threatening or intimidating witnesses, or requesting potential witnesses to give inaccurate information. The charge filed must define the infraction being investigated and clearly define how the investigation was obstructed.

RULE 502. DISCIPLINE - GAME CONDUCT

502.1 When Discipline/Sanctions are imposed, they must meet the required minimums as specified by FYSA and/or USSF. The Disciplining body must evaluate the incident as to intent, severity, and past misconduct to determine the appropriate disciplines/sanctions. More severe disciplines/sanctions shall be imposed for multiple red cards during a season and for misconduct directed towards officials or administrators.

502.2 One Game Suspension:

- A. Resulting from a second caution; (i.e., persistent infringement or dissent by word

or action).

- B. Denies the opposing team a goal or an obvious goal scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper within his own penalty area).
- C. Denies an obvious goal-scoring opportunity to an opponent moving toward the player's goal by an offense punishable by a free kick or a penalty kick.
- D. Serious Foul Play is defined as using disproportionate and unnecessary strength in a manner likely to hurt or injure an opponent; any tackle from behind which endangers the safety of an opponent.

502.3 Offensive, Insulting or Abusive language:

- A. One (1) game suspension -- Offensive or insulting or abusive language and/or gestures not directed.
- B. Three (3) game suspension -- Offensive or insulting or abusive language and/or gestures directed toward a player, administrator, spectator or game and /or tournament official. If the offensive, insulting, or abusive language is reported to be hate speech the penalty shall be increased by two (2) games.
- C. Offensive, Insulting, or Abusive language towards referees will follow USSF Referee Abuse Prevention (RAP) Policy:
 - 1. Two (2) game suspension – Level 1: Verbal Taunting (Insulting, Belittling, Insinuating or Taunting Behavior Undermining Referee Authority).
 - 2. Four (4) game suspension – Level 2: Harassment/Intimidation (Harassment, Intimidation, Retaliation, Abusive, or Threatening Non-Physical Language).
 - 3. Six (6) game suspension – Level 3: Threats/Derogatory Language (Aggression, Attacking, Derogatory, Cyberbullying, Doxing or Threatening Physical/Violence Language).
 - 4. Ten (10) game suspension – Level 4: Offensive or Discriminatory Act (Discriminatory or derogatory words or actions on account of race, skin color, ethnicity, nationality, social origin, gender, disability, sexual orientation, language, or religion).
- D. Key penalty factors:
 - 1. Second time offenders receive double punishment.
 - 2. Third time offenders receive a lifetime ban.
 - 3. More than one offense at the same time is at least the punishment for the most serious offense.

4. Offenses against minors are automatically subject to a “minor multiplier” resulting in triple punishment.

502.4 Violent Conduct

- A. One (1) game suspension (minor infractions) -- dead-ball foul that is neither violent or with intent to harm or injure; attempting to strike, hit or punch.
- B. Two (2) game suspension (minor infractions) -- is defined as the aggression of a player towards an opponent with clearly no intent to play or fight for the ball; threatening gestures.
- C. Four (4) game suspension (major infractions) – striking with the intent to injure; fighting; any intentional exposure of the anatomy considered lewd and lascivious; all gestures with any part of the body which implies visual profanity.
- D. Six (6) game suspension (major infraction) -- Entering a fight in progress or action resulting in law enforcement being called; entering the field of play and committing any additional offense (e.g., violent conduct, foul or abusive language; this will be in addition to the sanction for the subsequent violation).

502.5 Spitting – 6 (six) game suspension:

- A. Spitting is defined as spitting on or at an opponent or another person as well as spitting onto their own hand prior to shaking hands with their opponent and/or the referees or other game officials.

502.6 FYSA affiliates shall notify the FYSA Office within seven (7) days of any player or coach red card/ejection for violent conduct (major infraction), foul and/or abusive language/gestures directed, spitting, or referee abuse. If the player or coach has two such ejections during a seasonal year or a third within two seasonal years, the matter will be turned over to the FYSA Review and Discipline committee to affirm if additional sanctions should be assessed for a possible additional suspension for thirteen (13) games or six (6) months, whichever is longer. Multiple offenses relating to the same red card/ejection will qualify under this rule. If affirmed by the FYSA Review and Discipline Committee, the action may be appealed to the FYSA Protest and Appeals Committee.

502.7 Any player who attempts to conceal their identity either before, during or post game, shall be suspended for a minimum of sixty (60) days or eight (8) games whichever is longer.

RULE 503. MISCONDUCT AGAINST REFEREES

503.1 Misconduct against Referees may occur before, during, and/or after the match, specifically when the Referee arrives at and/or departs the venue. Misconduct may occur also at later times when directly related to duties of a match affiliated with U.S. Soccer or its Organizational Members.

503.2 RULE APPLICATION

- A. This policy shall supersede any inconsistent rules of Member Organizations that

pertain to assault, abuse, or gross mistreatment upon Federation Game Officials (i.e., Referees) the manner and means of hearings, appeals, and rehearings in matters pertaining thereto. However, this policy does not supersede any codes of conduct, which may be enforced in addition to this policy.

- B. Nothing in this policy rule shall be construed to restrict or limit any league, event/tournament or Member Organization from applying equal or greater restrictions to anyone not listed in section 4(a)(1) of this policy (i.e., a spectator associated with a club or team).

503.3 TERMS AND REFERENCES

- A. "Referee" includes the following: All currently registered USSF Referees, assistant Referees, fourth officials, match officials, or others duly appointed to assist in officiating in a sanctioned match or a similar USSF- affiliated activity (e.g., scrimmage). A Referee who is not certified or registered with U.S. Soccer may not be covered. Refer to the below section for emergency situations. Any non-licensed, non-registered person serving in an emergency capacity as a Referee or any club assistant Referee under USSF policies. Any person serving in a Referee support function, such as Referee mentors, Referee coaches, and other Referee support staff at the venue.
- B. "Hearing" means a meeting of at least three neutral members, one of whom is designated or elected to serve as chairperson. The hearing shall be comprised by and conducted pursuant to guidelines established by the Federation.
- C. For the purposes of this policy, a Referee is protected by U.S. Soccer policy from the time they arrive at the venue (which shall include the parking area), until their departure from the venue. For the purposes of this policy, "Protected Party" means a member of the Referee's family or household, or a guest of the Referee at the match or match venue. All U.S. Soccer policies are in addition to the local, state, and Federal laws.
- D. Referee assault is any deliberate physical action against a Referee. Referee abuse is extreme, deliberate, and non-contact behavior that causes a Referee or Protected Party significant harm. Actions in this category will be subject to an immediate suspension, meaning that the perpetrator cannot appear at the next sanctioned match. Assault and abuse include, but not limited to, the following actions or behavior committed against a Referee or Protected Parties:
 - 1. Imposing physical harm upon a Referee or a Protected Party, including by use of objects or equipment.
 - 2. Any act that endangers the Referee's physical wellbeing, whether deliberate or merely reckless.
 - 3. Any form of unwanted physical contact, including but not limited to pushing, hitting, striking, kicking, choking, or spitting at the Referee.
 - 4. Any behavior that constitutes a criminal offense under any applicable law.

5. Threatening, either directly or in insinuation, physical harm, including by use of objects or equipment, to a Referee or a Protected Party or property. Threatening is defined as any statement or action that instills reasonable fear of acts of violence to a person's safety or property.
 6. Threats of harm or any retaliatory action against the Referee or their Protected Parties, including threat of exclusion from assignment or future participation opportunity.
- E. Actions that do not meet above assault or abuse definitions, but cause a Referee or Protected Party harm, may be subject to U.S. Soccer's gross mistreatment framework. Gross mistreatment means any deliberate, non- contact behavior that is expected to cause harm to a Referee. Gross mistreatment includes, but not limited to, the following actions or behavior committed against a Referee or Protected Parties:
1. Severe or repeated harassment, including hate speech or discriminatory remarks based on race, gender, national origin, sexual orientation, disabilities, or any other legally protected characteristic.
 2. Extreme verbal attacks that would cause emotional harm to a reasonable person.
 3. Approaching a Referee when they arrive or depart the venue with aggression (e.g., intimidation).
 4. Any form of cyberbullying, including spreading false information about the Referee, sharing the Referee's personal information (aka doxing), or publicly posting content that ridicules or mocks the Referee or uses hate speech.
 5. Questioning the Referee's character, integrity, honesty, truthfulness, or impartiality.
 6. Yelling insults, taunting, making, or expressing derogatory/belittling remarks towards a Referee.
 7. Pervasive action that belittles or undermines the Referee's authority or intended to cast doubt on the Referee.

503.4 JURISDICTION AND HEARINGS

A. General:

1. When an allegation of assault or abuse is verified by FYSA the accused person is automatically suspended until the hearing on the assault or abuse.
2. FYSA must hold a hearing within thirty (30) days of the verification of the gross mistreatment, assault, or abuse. If FYSA does not adjudicate the matter within that period of time, original jurisdiction shall

immediately vest in the Federation's Appeals Committee to adjudicate the matter, to which the same provisions as to the term of suspension shall apply.

3. Failure to hold the initial hearing shall not rescind an automatic suspension for assault or abuse.

B. Events and Tournaments

1. In the event of assault, abuse, or gross mistreatment of a Referee occurs in an event outside the alleged offender's home state, the Referee shall (A) immediately notify the State Referee Administrator in his/her home state, and/or (B) forward a copy of the game report and his/her comments on the incident to the Event/Tournament Chairman.
2. The Event/Tournament Chairperson shall have the right to immediately convene a hearing at the site of the Event/Tournament, at which the alleged offender, the coach of the alleged offender when the offender is a player, and the game official should be present. Information presented at this hearing shall promptly be relayed to the alleged offender's Member Organization by the Event/Tournament Chairperson, both orally and in writing; however, failure to provide written information shall not restrict the offender's home Member Organization from taking action with regard to any Referee gross mistreatment, assault, or abuse.
3. Final jurisdiction shall vest with the alleged offender's home Member Organization. A hearing shall be held by that Member Organization within thirty (30) days of the receipt of the initial report of the gross mistreatment, assault, or abuse on a Referee.

503.5 PENALTIES AND SUSPENSIONS

- A. Assault and Abuse: The person committing the Referee assault must be suspended as follows:

1. for a minor or slight touching of the Referee or the Referee's uniform or personal property, at least three months from the time of the assault;
2. except as provided in clause (i) or (ii), for any other assault, at least six months from the time of the assault:
 - for an assault committed by an adult and the Referee is 17 years of age or younger, at least three years; or
 - for an assault when serious injuries are inflicted, at least five years.
3. For actions categorized as abuse, the person must be suspended for the next three affiliated matches, at minimum.

4. Any misconduct against a minor-aged referee that rises to the level of child abuse under federal law must also be reported to law enforcement and the U.S. Center for SafeSport.
5. FYSA may not provide shorter period of suspension but, if circumstances warrant, may provide a longer period of suspension.

503.6 APPEALS

- A. A person who is found to have committed gross mistreatment, assault, and/or abuse may appeal to the Appeals Committee by following the procedures of Federation Bylaw 704 within fourteen (14) days from receipt of the decision of FYSA

503.7 PROCEDURE FOR REPORTING ASSAULT, ABUSE, AND GROSS MISTREATMENT

- A. Procedures for reporting of Referee assault, abuse, and/or gross mistreatment shall be developed and disseminated by the U.S. Soccer's Technical Development Committee.
- B. Referees shall transmit a written report of the alleged assault, abuse, or gross mistreatment, or both, within 48 hours of the incident (unless there is a valid reason for later reporting) to the designee of FYSA and/or the State Referee Administrator.
- C. For tournaments or special events, the Referee shall transmit a written report to the tournament director on the day of the incident and/or to the referee's home state SRA, if applicable, within 72 hours of the incident.
- D. The Referee should include the following information in the report:
 1. Match details, including but not limited to team information, age group, score, and date.
 2. Detailed statement about the incident, including the definition of the behavior or action (i.e., assault, abuse, mistreatment).
- E. The Competition Authority shall submit the following information to FYSA or the SRA:
 1. All documents, exhibits and other evidence in the case.
 2. Copies of all rules, procedures, and bylaws used to support the charges and to conduct the hearing.
 3. The notice of charges and/or hearing provided the defendant/appellant.
 4. The decision of the hearing body and any appeals decisions.
 5. If audio or video clips are made part of the record, there must be

copies of any such video or audio delivered to the Federation without any editing.

6. If a written transcript has been prepared, it shall be included as part of the record.
- F. The record must be in English. If Members accept documents in other languages, then the Member shall be responsible for providing English translations of the documents prepared by a neutral translator agreed to by the parties.
- G. If the record is not submitted in accordance with this policy, the appeal timetable may be put on hold pending the completion of the record or the appeal may be dismissed. If the appeals timetable is put on hold, the appealing party may apply to the Federation to have their penalty suspended until the case is decided.

RULE 504. COMPLETING GAME SUSPENSIONS

504.1 Red card suspension or send off suspensions can only be served with the team with which the suspension was earned in games played by their team. Until the suspension is served the player/coach is suspended from any other team(s) to which the player/coach may be registered. Games may not be scheduled to “work off” suspension. Players may not serve suspensions as “guest players” nor may they “guest play” with any other team(s) until such time as the original suspension is served.

- A. Issued during Tournament Play, “friendly games”, League Play, or Commissioners Cup: must be worked off during remainder of the competition. If no more competition remains, the suspension must be served during the next scheduled FYSA-sanctioned match(es) (league, Cup, or tournament game(s), whichever comes first). Tournament Red Card Report must be filed along with game reports as required by Post-Tournament rules. Local club/league may issue additional discipline to be served in other than league games. Games may not be scheduled to work off suspensions.
- B. Issued during the US Youth National Championship (State Cup and Presidents Cup), at any level, shall not be allowed to participate in the next immediately following National Championship (State Cup and Presidents Cup) game played by the player’s team. A player may receive more than one (1) game suspension. Local club/league may issue additional discipline to be served in other than National Championship (State Cup and Presidents Cup) games.

504.2 Red card suspensions received as a “guest player” may only be served with the player’s primary team. If the player’s primary team is not active in competition, the player may serve the suspension with a secondary team. Suspension received as a guest player may carry forward to the player’s primary team during the next seasonal year the player is registered.

504.3 Falsification of documentation is defined as the knowingly submission to any authority a document(s) that have been altered or are deceptive. This shall include but not be limited to player registration cards, birth certificates, rosters and player passes. Violation shall result in suspension of not less than three (3) years to a maximum of fifty (50) years.

- 504.4** Any player who is found to have been registered using birth documentation found to be materially inaccurate or altered shall be removed from the roster and denied participation from all FYSA sanctioned events for a period of a minimum of one (1) year by FYSA's Registrar. This administrative action may be appealed to FYSA's registration Committee by written notification of appeal within seven (7) days of receipt of the Registrar's decision.
- 504.5** All players registered to the affected team must present original birth documentation to FYSA or its designee within fifteen (15) days. Failure to do so will result in the player(s) being placed in unverified status until such time as FYSA has received sufficient documentation of the actual date of birth.
- 504.6** Inaccurate birth documentation shall include but not be limited to actual birth certificates issued by governmental authorities, in which the issuing agency has recorded an incorrect date of birth. If the player has knowingly participated as an overage player, he/she shall be subject to all provisions of FYSA Rules regarding discipline. This action may be appealed to the FYSA Protest and Appeals Committee.
- 504.7** Any entity (affiliate or person) found guilty of documentation falsification (FYSA Rule 505.4) shall be held liable for all expenses borne by FYSA. These expenses shall include, but not be limited to, travel for FYSA officers, staff and witnesses; costs associated with hearing location; copying; and travel expenses borne by the panel members. Failure to pay these expenses within thirty (30) days of invoice shall be grounds for being placed in "Not in Good Standing" with FYSA.

PART 600 – CHARGES, PROTEST, APPEALS, INTERVENTION, GRIEVANCES, AND HEARING REQUIREMENTS

RULE 601. DEFINITIONS

- 601.1** Due Process: Shall be defined as the procedures contained within this section and shall guarantee any individual, affiliate, player, coach, official or administrator of FYSA or any affiliate the right to exercise these procedures. Due process includes the right to know what charges have been made against a person and the right to a hearing before the imposition of any sanction whatsoever, including suspension, for any period of time. Exceptions to the hearing requirement are:
- A. Assault on a referee or non-game official for which a suspension may be imposed immediately until a hearing can be held;
 - B. Arrest or charges for any felony or any other crime involving moral turpitude for which a suspension may be imposed until resolution of all criminal charges; and
 - C. Red Card suspension which is no greater than the minimum required under USSF and FYSA Rules.
- 601.2** Informal Hearing is defined as a process with less notification procedures and less strict procedural rules that may be held in cases involving minor infractions in which the penalty imposed shall not exceed five (5) games. Notifications may be done by telephone or in person and conduct of the hearing shall be informal so long as the interested parties are notified and have the opportunity to present evidence before a decision is made.
- 601.3** Formal Hearing is defined as any other hearing that must be held. The procedures for holding a formal hearing are set forth in FYSA Rules.
- 601.4** Protest is defined as a formal method that challenges the results of an event. It may be filed by any individual, club, league, officer, administrator, or affiliate whose interest is affected by the ruling or decision being protested.
- 601.5** Appeal is defined as a formal method of requesting a reversal of a decision or ruling made by an authority within FYSA. It may be filed by any individual, club, league, officer, administrator, or affiliate who has been directly affected by that ruling and which person affected believes is contrary to the bylaws or rules of FYSA, US Youth Soccer, USSF or FIFA. Appeals must be filed by the person against whom a decision has been made.
- 601.6** Charges are defined as a formal method of filing charges against an individual, affiliate, or BOD member of FYSA regarding the violation of any FYSA, US Youth Soccer or USSF bylaw, rule or policy.
- 601.7** Grievances among affiliated members of FYSA is defined as a complaint by one affiliate against another affiliate that alleges that the affiliate has failed to comply with its membership requirements or with its membership requirements with FYSA.

RULE 602. GENERAL PROVISIONS

- 602.1** Objectives for FYSA establishing these guidelines are to provide for fair, equitable, timely and uniformly applied procedures for reviewing the conduct of FYSA affiliates, supporting their rights, ensuring adherence to the Rules and applying discipline based on a system of protest and appeal.
- 602.2** Due process shall be guaranteed to any individual or group disciplined or sanctioned by anybody within the jurisdiction of FYSA. Failure to provide due process shall result in the suspension of the discipline imposed and sanction against the body failing to provide due process. Upon determining due process has not been provided, the disciplining body may or may not be required by FYSA to re-institute proceedings according to the Rules.
- 602.3** Uniform rules shall be established and consistently applied to ensure that affiliates have every opportunity to file protests and appeal decisions that affect their participation in soccer.
- 602.4** These rules shall apply to all individuals, affiliates, players, coaches, officials and administrators of any affiliate. Discipline of any officer or director shall only be in accordance with the FYSA Bylaws.
- 602.5** Protest, appeals, request for intervention and intervention policies shall be as set forth in these rules and in such policies as may be established by the Review and Discipline Committee and the Protest and Appeals Committee, as approved by the BOD and must be in keeping with the policies of USSF and US Youth Soccer.
- 602.6** Methods for informal requests for rule clarification that affect the affiliates' administrative, programmatic and procedural relationship with FYSA shall be established.
- 602.7** Compliance with FYSA Rules and Bylaws is required when an affiliate constructs their own guidelines for protest and appeal procedures. They must ensure the right to a fair, impartial and timely hearing, protest or appeal process.
- 602.8** Entry levels for protesting any discipline or sanction shall herein be defined and the ability to appeal the action of the entry-level body can only be based on the failure at the entry level of not following proper procedures.

RULE 603. FILING OF CHARGES

- 603.1** An individual, affiliate or RB/BOD member of FYSA may be charged with the violation of any FYSA, US Youth Soccer or USSF rule, policy or bylaw. All charges filed that are outside the authority and jurisdiction of the affiliate shall be initially filed with FYSA's Review and Discipline Committee. The initial charging letter describing the offense, with specific reference to the rule that has been violated, copies of confirming documentation, and accompanied by a filing fee of \$100.00 (unless filed by an FYSA official or FYSA committee) shall be filed with FYSA's Review and Discipline Committee within ninety (90) days of discovery of the infraction (with the exception of a charge of referee abuse or assault that must follow the guidelines stated in FYSA Rules). The Review and Discipline Committee shall have sole authority to determine if there is sufficient evidence to warrant a hearing in the matter. If it is so determined, a hearing must be scheduled by the lowest authority possible within thirty days (30) of notification by the Review and Discipline Committee. Once the hearing has been held, the hearing panel must send a

copy of the hearing record and decision letter to the FYSA office and a copy of the decision letter to the Review and Discipline Committee. The hearing rules and procedures will follow in this section.

- 603.2** Failure of any elected FYSA officer or member of the BOD to comply with or properly administer the bylaws and rules of FYSA, US Youth Soccer, or USSF may result in charges of misfeasance, malfeasance, or nonfeasance. All charges shall be filed pursuant to the provisions laid out in the FYSA Rules. Upon determination by the FYSA Review and Discipline Committee that sufficient evidence exists to proceed with a formal hearing, the FYSA President shall empanel a hearing panel of not less than three (3) non- Board members with the President being the facilitator of the hearing. In the event that charges are brought against the President of FYSA, the FYSA Secretary shall empanel the hearing panel and will serve as facilitator of the hearing. Any decision resulting from the hearing may be appealed to the FYSA Protest and Appeals Committee.
- 603.3** Filing a charge(s) guarantees any affiliate or its members the right to a hearing subject to Review and Discipline's determination as long as the affiliate has followed all club rules and bylaws for hearings/discipline first.

RULE 604. PROTEST

- 604.1** Filing a protest guarantees any affiliate or its members the right to a hearing. The affiliate must follow the entry levels described, beginning at the lowest appropriate level. No level can be skipped if the affiliate wishes to continue the protest process.
- 604.2** Entry levels for filing a protest (In all levels, the individual shall follow the procedures below):
- A. Team/Individual to the Affiliated Club.
 - B. Team/Club to the Affiliated League, if applicable.
 - C. Team/Club/League to Protest and Appeals.
- 604.3** Procedures for filing a protest:
- A. Entry level of protest as listed above must be followed.
 - B. Basis for the protest must be clear, specifically described and include all pertinent information.
 - C. Violated rules must be specifically referenced in writing.
 - D. Persons involved must be identified along with their address and phone number, including those with information but who may not be directly involved.
 - E. Documentation that should be submitted includes, but is not limited to, signed and certified statements, game reports, rosters, and/or other pertinent information.

- F. Fees, as set by FYSA, shall be included.
- G. The time requirements for filing a protest must be within seven (7) days of the occurrence, and the protest must be submitted in writing.
- H. The Protest and Appeals Committee may prescribe standard forms for use in filing all protest and appeals within the state.

604.4 For failure to meet requirements for filing a protest, the reviewing authority may:

- A. Refuse to hear protest and return it to the person(s) filing protest.
- B. Return protest to the appropriate entry level for review and reconsideration.
- C. Deny protest as not having been correctly filed and/or submitted.

604.5 Timeline for Submission of a Protest to FYSA

- A. Upon a decision against an individual/team/affiliate/associate member, they shall have 14 days from receipt of the decision to file their protest to FYSA Protest and Appeals Committee.
- B. Upon acceptance of the protest, the FYSA Protest and Appeals Committee shall deliver the decision of the committee within 21 days.
- C. Reasonable variations of this timeline for legitimate reasons may be considered by the FYSA Protest and Appeals Committee.
- D. When a decision about a protest is made, the lower authority that initially made the allegations against any FYSA member, player and/or coach shall be notified within the timelines as specified above.

RULE 605. APPEALS

605.1 Filing an appeal guarantees any affiliate or its members the right to appeal any decision impacting their ability to participate in soccer or deemed to be contrary to FYSA Rules or the rules of the affiliate organization. (NOTE: No decision of a lower hearing authority that arises out of the application of the rules of the competition that is made in the course of the competition and has no consequence beyond the competition may be appealed.)

605.2 Levels of Appeals are:

- A. To the Protest and Appeals Committee of a decision reached at a lower authority.
- B. As defined under FYSA Rules.

605.3 Procedures for filing an Appeal:

- A. Level of appeal as listed previously has been followed.
- B. Documentation and all pertinent information is submitted in writing including, but not limited to, the original decision of the lower authority.

- C. The appellant shall furnish to all previous parties to the decision, by means where delivery can be verified, a copy of the appeal and all attachments referenced in the appeal.
- D. Upon receipt of an appeal, the hearing body shall notify all parties to the action of the pending appeal and timelines for submission of arguments and rebuttals. This notice shall be by means where notification can be verified.
- E. Time requirements are met following the protest decision.
- F. Fees, as set by FYSA, shall be included.

605.4 Criteria for filing an Appeal are:

- A. Basis for the appeal is clear evidence that the lower authority failed to follow established procedures during original review.
- B. Excessive disciplines and/or sanctions were imposed by the lower authority than is customarily required for the offense.
- C. Authority not within the rules of FYSA for the alleged offense.
- D. Time requirements were not met by the lower-level authority.

605.5 Denial of an Appeal shall be based on:

- A. Basis of the appeal is not the failure of the lower level of authority to meet the rules.
- B. Member filing appeal is not the person(s) or body that originally filed the protest.
- C. The status of the person(s) filing the appeal is NGS.
- D. Different basis or intent, in part or wholly, of the original appeal.
- E. Established rules have not been followed.

605.6 Timeline for Submission of Appeal to FYSA:

- A. Upon a decision against an individual/team/affiliate/associate member, they shall have 14 days from receipt of the decision to file their appeal to FYSA Protest and Appeals Committee.
- B. Upon acceptance of the appeal, the FYSA Protest and Appeals Committee shall deliver the decision of the committee to the appellant within 21 days.
- C. Reasonable variations of this timeline for legitimate reasons may be considered by the FYSA Protest and Appeals Committee.
- D. Access to pertinent information in order for a party to file an appeal cannot be denied. Neither an affiliate nor FYSA shall deny access to any information that could apply to the appeal.

RULE 606. APPEAL BEYOND FYSA

- A. If jurisdiction does not vest with USSF, a decision rendered by FYSA's Protest and Appeals Committee may be appealed to FYSA's BOD. All conditions as contained under FYSA Rules must be followed for an appeal to the BOD. A fee for this appeal may be set by FYSA's BOD.
- B. Appeal of a conviction of referee assault shall vest immediately with the USSF Appeal Committee.
- C. As otherwise described in USSF Bylaws 702 and/or 705.

RULE 607. LITIGATION

- 607.1** Seeking the aid of the courts may not be pursued before exhausting all available remedies within the established channels of organized soccer including but not limited to FYSA and US Youth Soccer, or USSF as may be applicable.
- 607.2** Should an affiliate or a member of an affiliate cause FYSA to become involved in litigation as a defendant, either by the affiliate or its members invoking the court action against FYSA or by rendering a decision contrary to the FYSA Rules that then causes FYSA to be also named in a suit or any court action causing FYSA to act contrary to its' Articles of Incorporation, Bylaws, Rules and Regulations, shall result in the affiliate/member being subject to suspension and fines.
- 607.3** The affiliate/member shall be liable for any and all costs to FYSA to include, but not be limited to, the following:
 - A. Court costs and attorney fees.
 - B. Reasonable compensation for time spent by FYSA officials and/or employees in responding to and defending against allegations in the action including response to discovery and court appearances.
 - C. Travel, per diem expenses, and expenses for copying, reproducing or meeting requirements for the submission of documents.
 - D. Preparation expenses for calling meetings of the BOD and/or Committees if necessitated by the action.
 - E. Any and all other expenses incurred by FYSA as a result of such action.
- 607.4** Invoking the use of the court system prior to the exhaustion of all appeals within FYSA and/or USSF shall result in immediate suspension from all FYSA sanctioned events for the party invoking legal action and shall result in any appeal process(s) remaining within FYSA being halted, until such time as the litigation is resolved.

RULE 608. REQUEST FOR INTERVENTION BY AFFILIATES

- 608.1** Request for intervention may come from any affiliate or affiliate member in good standing and must follow the criteria established for this process. The BOD shall exercise the

right and authority to cause review and response to any request for intervention.

608.2 Procedures for Requesting Intervention are:

- A. Basis for requesting intervention shall be upon documentation that a person(s) has been denied due process; has been denied a timely, fair, or impartial hearing; has been denied the opportunity to respond to charges; or involves the action or failure to act by FYSA or the affiliate.
- B. Filing a request shall be directly to the Secretary of FYSA who shall present the request to the BOD for direction.
- C. Circumvention of the protest and appeal process cannot be the object of requesting intervention.

608.3 BOD options are:

- A. Refer to the Review and Discipline Committee if the BOD feels that a valid and documented issue has been raised. The Review and Discipline Committee findings shall be submitted in writing to the persons(s) requesting intervention.
- B. Deny request and take no action if the Committee determines a valid issue has not been raised or properly documented.
- C. Refer to Protest and/or Appeal level if deemed more appropriate to the issue.

608.4 Any expense incurred by FYSA will be assessed to the requesting party. FYSA may require a bond be posted equal to the estimated cost.

RULE 609. REQUESTS FOR INTERVENTION BY AN OFFICER OF FYSA

609.1 Intervention, upon request of an officer of FYSA, into an affiliate's organization, administration, or actions pertaining to protest, appeals and/or discipline is within FYSA's authority and right to intervene.

609.2 Procedures for Intervention are:

- A. Review and Discipline Committee shall, upon notification by an officer, review the rule infraction(s), determine if an infraction exists, and shall set discipline if determined infraction has occurred.
- B. RVP shall take appropriate action as determined by the Review and Discipline Committee, providing due process has not been circumvented or denied.

RULE 610. GRIEVANCE BY AN AFFILIATE MEMBER OF FYSA

610.1 A written charging letter must be submitted by, signed, or endorsed by the agent of record of the charging affiliate. This charging document shall be filed with the FYSA Vice President of Administration and Communication. A copy of the complaint must also be sent to the charged affiliate by any method where service can be verified. The complaint must contain the following:

- A. The names and addresses of the parties involved,
- B. the alleged grounds or rules that have been violated,
- C. all supporting evidence or documents forming the basis of the complaint, and
- D. the relief sought.

610.2 The complaint must be accompanied by the required fee as may be set by FYSA's BOD.

610.3 An answer to the complaint shall be filed by the charged affiliate with the FYSA Vice President of Administration and Communication, with a copy to all parties by any method where service can be verified, within thirty (30) days after receipt of the complaint. Failure to file a response within the requisite time period shall serve as a default, except upon showing of good cause.

610.4 The complaint and answer shall be referred to the BOD of FYSA for a hearing on the merits of the complaint. This hearing shall be held at the direction of the President of FYSA within sixty (60) days of the filing of the complaint. If the President believes it will best serve the interest of expeditious consideration of the complaint, the President may, with approval of the BOD, appoint a panel of not less than three (3) members of the BOD to hear evidence on the complaint. This panel will then submit its recommendations to the full BOD for approval.

- A. Based on the nature of the complaint, the BOD may adjust the above timelines.
- B. Any required hearing shall comply with the Rules.
- C. There shall be no right of appeal to any other FYSA body from a determination of the BOD under this procedure.

RULE 611. HEARING PROCEDURES

611.1 Hearings shall be held at the lowest or entry level when the disciplining body wants to levy more than the minimum discipline, when there is confusion as to who participated and/or to what degree in a serious incident, to determine responsibility for administrative misconduct, or otherwise required for protest and/or appeal. Refer to FYSA Rules for the proper procedure on conducting a hearing. Incorrect hearing procedures shall be cause for protest or appeal.

611.2 Informal hearings shall be held in cases of minor infractions that may involve one or only a few individuals. These hearings must be held at the entry level as described under FYSA Rules. However, notification, documentation and submission of evidence to the FYSA State Office as described under Formal Hearings (see next section) should be followed as closely as reasonably possible.

(NOTE: Referee judgment calls are not subject to appeal.)

611.3 Formal Hearings shall be held in cases of major infractions and/or when it is not clear who is liable for discipline/suspension/sanction unless witness testimony is taken. The procedure is as follows:

- A. Provide written notice (charging document) to the accused of the specific charges or alleged violations and the possible consequences if the charges are found to be true.
- B. It shall be the sole responsibility of the requesting party to notify all persons who are requested to give testimony by any method where service can be verified. Such notice shall be retained as part of the record of the hearing.
- C. Notice shall be sent at least seven (7) days in advance of the hearing as to date, time and place of the hearing to both the prosecution and defense.
- D. Schedule the hearing as conveniently as possible to all participants.
- E. The accused shall have the right to be assisted in the presentation of his/her case at the hearing.
- F. The accused shall have the right to call witnesses and present oral and written evidence and arguments in support of his/her defense.
- G. The accused shall have the right to confront witnesses, including the right to be provided with the identity of witnesses who will be giving testimony not less than seven (7) calendar days in advance of the hearing.
- H. In the case of referee abuse and/or assault, the SYRA or his/her designee will be present for the hearing. If the referee is a minor, the minor referee has the voluntary option to choose to be on the hearing and must be accompanied by a legal guardian. If the minor referee chooses not to be on the hearing, the hearing board will not construe this in a negative light against the minor official.
- I. Select a hearing board of not less than three (3) pertinent representatives who are not familiar with the incident being heard.
- J. The accused shall have the right, at his expense, to have a record of the proceedings made.
- K. Document the proceedings and obtain copies of all documents supplied by anyone requested to be present or generated at the time the incident occurred.
- L. Provide equal time for all sides and sufficient time to hear all sides.
- M. Deliberate in private after the hearing. Reach a decision solely on the evidence of record (the evidence and testimony introduced at the hearing). A written decision letter must then be produced to include the reasons for the decision, the specific findings of the panel, a description of the charges, the factual conclusions made by the panel that led to its decision, the specific discipline imposed (if any), and the scope of any discipline.
- N. Notify those being disciplined and/or recommended for further action of the decision by any method where service can be verified within ten (10) days of reaching the decision.

- O. Include in the decision letter the next level of appeal, the procedure for filing that appeal, and costs associated with the appeal.
 - P. Provide a copy of the decision and all hearing documentation to the FYSA State Office.
 - Q. Referee judgment or discretion calls cannot be heard by any disciplinary body.
- 611.4** It is the responsibility of the highest (last) hearing authority to notify the FYSA State Office in writing of any person(s) affiliated with FYSA who is suspended from participating in any FYSA activities for more than sixty (60) days or six (6) games.

PART 700 – BUDGET & EXPENSES

RULE 701. GENERAL PROVISIONS

701.1 Unobligated funds shall be returned to the General Fund in such form as directed by the Treasurer.

PART 800 – ACCIDENT, MEDICAL, AND LIABILITY INSURANCE

RULE 801. ACCIDENTAL MEDICAL COVERAGE

801.1 FYSA shall procure general liability, excess liability, secondary participant medical, and directors/officers (separate policy for FYSA BOD and Affiliates to include employment practices liability) coverage for affiliates. Coverage is available to all affiliated members who have been properly registered as per FYSA Rules at an FYSA sanctioned event.

801.2 CLAIM PROCEDURE (Participant Accident)

- A. Participant accident medical claims shall be processed through the FYSA state office under current insurance coverage and procedures.

PART 900 – TOURNAMENT AND TRAVEL

RULE 901. GENERAL PROVISIONS

- 901.1** The FYSA State Office shall manage the approvals of tournaments & hosted games. Tournaments & hosted games are subject to the FYSA Tournament or Game Hosting Agreement, the established fee schedule, and additional approvals as required by USSF or USYS (e.g., compliance with the Ted Stevens Act for international travel).
- 901.2** Tournament & Game Hosting Application(s) shall be received sixty (60) days prior to tournament or be subject to late fees.
- 901.3** All Tournament & Hosted Games shall have a currently certified referee assignor, responsible for all referee assignments.
- 901.4** International teams attending Tournaments & Hosted Games shall supply permission from their National Federation to attend the tournament, proof of medical insurance coverage while in the United States, and valid proof of age for the participants (e.g., passports).
- 901.5** Tournaments & Hosted Games must disclose with the application and invitation any and all requirements that must be met upon acceptance of the team by the tournament. This includes, but is not limited to, the following:
- A. Any player fees not included in the application fee,
 - B. Any requirements as to mandatory travel arrangements that must be arranged through the tournament,
 - C. Any requirements as to mandatory hotels in which teams must arrange lodging, and
 - D. Any other requirements, such as parking fees, etc., that the hosting organization plans to impose at the tournament, and
 - E. Any refund policies for full or partial cancellation of the tournament.
- 901.6** Affiliates shall refrain from advertising its tournament prior to receiving the necessary approvals, unless the wording “Pending Approval” is prominently included.
- 901.7** The Hosting Affiliate is responsible to ensure that all required post Tournaments & Hosted Games reports are timely and properly filed. All reports must be typed, computer generated or submitted online. For details about the report, see the Tournaments & Hosted Games Agreement.
- 901.8** Travel to foreign countries shall require approval from USSF in accordance with the Ted Stevens Act. FYSA shall be notified of such travel, and the applicable fees shall be remitted by the Affiliate.
- 901.9** FYSA may, at its sole discretion, require a Hosting Affiliate to obtain and maintain

insurance coverage that is separate from and in addition to FYSA's insurance. Such coverage must be designated as primary or otherwise respond prior to any FYSA insurance coverage being utilized.

901.10 FYSA reserves the right to deny sanctioning based on the insurance loss (i.e., claim) history of the Hosting Affiliate and/or Tournament & Hosted Games.

RULE 902. TOURNAMENT & GAME HOSTING FEES

902.1 The following fees shall be payable to FYSA prior to approval of the application:

Number of Teams	Fee
Less than 100 teams	\$250.00
100-299 teams	\$350.00
300+ teams	\$500.00

902.2 The following late fees shall be payable to FYSA prior to approval of the application, in addition to the base fee above:

Number of Teams	Fee
30-60 days prior to the tournament	\$500.00
Less than 30 days prior to the tournament	\$1,000.00

902.3 FYSA reserves the right to assess fines and/or fees for violations of the Tournament & Hosting Agreement.

PART 1000 – OLYMPIC DEVELOPMENT PROGRAM

RULE 1001. GENERAL PROVISIONS

- 1001.1** FYSA shall offer an Olympic Development Program following US Youth Soccer and USSF Bylaws and policies.
- 1001.2** The Director of Coaching & Player Development, in coordination with the Olympic Development Program Committee, shall have oversight of the program.
- 1001.3** Participants shall be required to be registered with FYSA.
- 1001.4** The FYSA Olympic Development Program shall identify players based on ability and establish pathways for identification and development.

PART 2000 – COACHING DEVELOPMENT

RULE 2001. GENERAL PROVISIONS

- 2001.1** FYSA shall offer coaching education opportunities in accordance with USSF Bylaws, policies, and mandates.
- 2001.2** Procedures for hosting courses shall be published and posted on the FYSA website. The procedures shall provide the process for scheduling courses, course curriculum, current fee schedule, time requirements and any other directions necessary for obtaining a State-level coaching license. The hosting procedures shall be binding on all affiliates and/or participants.
- 2001.3** Program administration shall be overseen by the Vice President of Player and Coaching Development.
- 2001.4** State coaching courses will conform to curriculum developed by US Soccer Federation. Additional courses and clinics may be developed by FYSA to meet the needs of its membership.

PART 3000 – ADMINISTRATIVE EMPLOYEES (STAFF)

RULE 3001. GENERAL PROVISIONS

3001.1 The President and Executive Director shall be responsible for assignment of tasks and direction. No other Officer or Affiliate shall assign tasks to the Office Staff. The Staff shall not accept or respond to special requests without prior approval of the Executive Director. Specific job description shall be included in the Personnel Manual. The Executive Director has the authority to hire and fire office staff.

PART 4000 – MEETINGS AND ELECTIONS

RULE 4001. GENERAL PROVISIONS

- 4001.1** Rules for the conduct of meetings shall only govern the method in which meetings are held and shall in no way govern, apply to or affect the established rules and regulations contained within the previous sections of the Rules of FYSA.
- 4001.2** The agenda shall be followed in order unless the body agrees to suspend, postpone, or move an agenda item by majority vote.
- 4001.3** Motions must be properly made, clearly stated, accurately recorded, seconded, debated, and voted upon according to "Robert's Rules", as shall amending, tabling, etc. The chair may not make or second a motion and can only vote on a motion in order to break a tie.
- 4001.4** Debating motions at regular BOD and AGM General Session meetings can be restricted, in the interest of time and fairness. The chair may set a time limit for each speaker in advance of discussion on a particular agenda item.
- 4001.5** All other meetings called by RVPs, committees, etc., may be held on an informal basis with a report on the meeting presented at the next scheduled regular meeting.

RULE 4002. AGENDAS

- 4002.1** Agenda items to be presented as motions, whenever possible, should include the text of the motion.
- 4002.2** Members should not be confronted with unexpected decisions or be unprepared on important matters.
- 4002.3** Agenda format for BOD regular and AGM General Session Meetings shall be as follows:

- A. Call to Order
- B. Roll Call
- C. Credentials Report (AGM)
- D. Adopt Agenda
- E. Guests
- F. Approve Previous Minutes
- G. Correspondence
- H. President's Report
- I. Treasurer's Report
- J. Officer and Committee Reports
- K. Unfinished Business
- L. New Business
- M. Elections
- N. Proposed Rule Changes (AGM)
- O. Proposed Fee Changes (AGM)
- P. For the Good of the Game
- Q. Adjournment

RULE 4003. RULES COMMITTEE REPORT AT THE AGM

4003.1 The rules committee spokesperson conducting the Rules and Bylaws changes at the AGM will conduct him/herself during the proposed new or changed rule or bylaw as follows:

- A. Read the proposed new or changed rule or Bylaw.
- B. Give the members of the AGM the opinion/or position of the rules committee.
- C. Request the author of the proposed new or changed rules or Bylaws to speak on behalf of their proposal.
- D. Prior to the beginning of the rules changes presentation (time limits may be imposed equally for all submitted rules changes).
- E. In the absence of the author, the author may designate a speaker.
- F. The committee spokesperson conducting the rules and Bylaws changes will then ask for anyone who wants to speak for or against the proposed new or changed rules or Bylaws to come forward and so speak. Debate shall be in the order of "against" and "for" until such time as there is no opposition to the last speaker. At this time the speaker shall allow one additional speaker speaking the position as the last. After this the question shall be "called."
- G. Under no circumstances shall the committee spokesperson conducting the meeting speak for or against any proposed new or changed rules or Bylaws after the general members have spoken and prior to the vote on such proposed new or changed rules or Bylaws.
- H. The rules committee spokesperson shall not have the right to speak as a general member for or against a proposed new or changed rule or Bylaw, unless he relinquishes the chair during debate on this question. Once relinquished the chair shall not assume the chair until such time as the matter at hand has been resolved. If applicable the rules committee spokesperson may vote on any such proposed changes.

RULE 4004. CREDENTIALS

4004.1 The Credentials Committee shall be responsible for verifying credentials and maintaining all records of verification as established either by Roll Call or the Credentials Report. The Secretary shall report to the body the members present and eligible to vote. Only Affiliates "in good standing" shall be able to participate in all matters considered at the AGM.

4004.2 Voting procedures on motions and elections in the AGM General Session meeting are delineated in Article 7 of the Bylaws.

RULE 4005. MINUTES OF MEETINGS

4005.1 Minutes shall be taken of every regular or special called meetings of the BOD and AGM,

by the Secretary or his/her designee. The minutes can be taken electronically, by hand or by shorthand at the convenience of the Secretary.

4005.2 Minutes for BOD and AGM General Session meetings, including all necessary attachments, shall be posted when available to the FYSA website as unapproved. The Secretary shall certify all minutes. If someone other than the Secretary recorded the meeting, that person must be noted in the minutes. Minutes will be approved at the next BOD or AGM General Session Meeting.

4005.3 Minutes shall contain, adhering to the order of the agenda, the following:

- A. Date, time and place of meeting.
- B. Names of members present (except for the AGM, which shall instead include the Credentials Report).
- C. Names of members absent (except for the AGM, which shall instead include the Credentials Report).
- D. Names of guests and brief synopsis if they made presentation before the body.
- E. Approval/disapproval/corrections of previous minutes.
- F. Attach correspondence.
- G. Treasurer's Report.
- H. Officers and Committees reporting and not reporting with a brief synopsis of the report and attaching any written material the Committee may have submitted
- I. Unfinished Business in order as numbered on the agenda. If motions were made, see *Recording Motions*.
- J. New Business in order as numbered on the agenda. If motions were made, see *Recording Motions*.
- K. For the Good of the Game, briefly describing the items discussed.
- L. Adjournment motion stating persons making and seconding, and the time of adjournment.

RULE 4006. RECORDING MOTIONS

4006.1 All motions must be recorded even if the motion was not considered due to lack of second or if the motion was tabled. Beside the text, being clearly and accurately stated, each recording of a motion must also contain:

- A. Names of persons making and seconding each motion.
- B. Method of voting on the motion such as by acclamation, voice vote, show of hands, etc.

- C. Outcome of motion, whether it was carried, defeated, tabled, or was not considered due to a lack of a second.
- D. BOD votes shall include number of votes for and against.
- E. AGM ballot votes, as determined by the Credentials Committee shall include the number of voting for, against and number not voting.
- F. Separate copies of items such as reports, forms, schedules, etc. having been acted upon, shall be attached, and noted as attached.

RULE 4007. ELECTIONS

- 4007.1** Annual elections shall be held to fill positions in accordance with Article 5 and 6 of the Bylaws.
- 4007.2** RC elections shall be held within the Region prior to the AGM and supervised by the RVP or his/her designee. Nominations shall be due 30 days prior to the election and only accepted from the floor if no nominations were received 30 days in advance. Eligibility requires the affiliate to be "in good standing" at the time of the election. Election by email shall be permitted under the supervision of the RVP and the FYSA Secretary who shall approve the procedure.
- 4007.3** RVP elections shall be held at the AGM after all other elections have been conducted. The Credentials Committee shall conduct the election. Only those Affiliates within the Region who have been verified and are "in good standing" shall be eligible to vote for their Regional candidates. If a candidate is unopposed, voting need not be by secret ballot. Nominations shall be due 30 days prior to the AGM and only accepted from the floor if no nominations were received 30 days in advance.
- 4007.4** Eligibility shall include "in good standing" status. Eligibility shall be verified by the Credentials Committee as to status and number of available votes.
- 4007.5** Proxies shall be counted if they have been verified by the Credentials Committee prior to the deadline set to register proxies. All proxies must be submitted to the FYSA Secretary using a form (found on the FYSA website), signed by the affiliate's "agent of record" and prepared in accordance with the Bylaws. If specifically directed on the proxy to vote a specific person to a particular position, proxy holder must cast votes as directed; otherwise, the person holding the proxy may vote as they choose.
- 4007.6** FYSA shall post a notice of all positions open for election, their duties, and the process for nominations on the FYSA website at least 90 days prior to the AGM. FYSA will present a slate of candidates for all positions at least 20 days prior to the AGM. The list of candidates shall be given to the affiliates at registration. FYSA does not choose the candidates; they only facilitate an orderly nomination process. Therefore, candidates must be nominated from the floor at the time nominations are open during the meeting.
- 4007.7** Nominations shall be due 30 days prior to the AGM and only accepted from the floor if no nominations were received 30 days in advance. The maker of the nomination may speak for one (1) minute and the nomination must be seconded. The person

seconding the nomination shall not speak. The person nominated can refuse the nomination. Nominations for that position shall then be closed by the Secretary hearing no further nominations.

- 4007.8** Candidates shall have five (5) minutes to speak on their behalf or have someone speak for them. The candidates shall speak in order, alphabetically by last name.
- 4007.9** Conducting elections shall be the responsibility of the Credentials Committee as chaired by the Secretary. Should the Secretary position be on the ballot, the Secretary shall temporarily step aside for that position election. The Committee shall choose a temporary chair and so notify the body.
- 4007.10** The method of voting shall be by ballot (paper or electronic), supervised by the Credentials Committee to ensure the eligibility and accuracy of votes. An exception to this rule applies in cases of election by acclamation, where a single candidate runs unopposed, thereby waiving the requirement for a secret ballot.
- 4007.11** Ballots can be destroyed only after having been held by the Credentials Committee for a period of thirty (30) days. The Committee shall also keep the tallying receipts for the same period.
- 4007.12** Contesting an election of a particular position can be done by any one (1) of the opposing candidates who may then ask for a recount. An election need not be contested before close of business at the AGM, however, it must be contested in writing to the Secretary within the thirty (30) days the Credentials Committee is required to hold the ballots.
- 4007.13** An invalid election shall be re-held, if so determined by the BOD after a recount by the Credentials Committee. If found to be invalid during the AGM, the election shall be re-held immediately. If found to be invalid after close of business at the AGM, a ballot containing the slate of candidates, as approved on the floor during the meeting, shall be sent to all Affiliates. The Affiliate shall vote, sign and have the ballot notarized and returned to the Secretary. All rules for a normal election concerning quorum, eligibility, verification, etc., shall then apply. The results shall be published to all Affiliates.
- 4007.14** A motion for election by acclamation may only be made if a candidate is unopposed. A motion may then be made to destroy the ballot, at the meeting, for the unopposed candidate only.

PART 5000 – FYSA HALL OF FAME

RULE 5001. CRITERIA FOR SELECTION

5001.1 Except as indicated below, the nominee must have at least 15 years of high achievement and excellence in contributing to FYSA, as a volunteer, in one or more of the following categories. The contributions must have left a lasting positive effect on the purpose and goals of FYSA:

- A. Administrator. Must have been an active member of FYSA BOD/RB. Must have vacated that position at least three (3) years prior to selection. Must have demonstrated outstanding accomplishments and leadership making significant and lasting contributions not only locally but to the entire state. All service must have been voluntary.
- B. Coach. Must have completed 15 years as a FYSA coach serving youth programs throughout the State of Florida showing outstanding leadership and teaching ability. All service must have been voluntary. This nomination must be endorsed by the FYSA Director of Coaching.
- C. Meritorious Service. This area is reserved for those non-FYSA members and others who have demonstrated support to FYSA programs for an extended period of time such as journalists who see that FYSA activities are mentioned in the media, individuals who see that FYSA receives financial or other sponsorship for an extended period of time to ensure success in our programs, and other individuals who have contributed to either FYSA, US Youth Soccer or USSF to benefit FYSA and its programs throughout the entire state.

RULE 5002. PROCEDURE AND DEADLINE

5002.1 Nominations along with attachments must reach the FYSA office not later than the date published for all award nominations to be presented by the AGM if the nomination is to be reviewed that current year. Any nomination reaching the FYSA office after the published submission date or without the necessary documentation will not be reviewed that year. The nominations will be returned to sender for possible resubmission the following year. Postdated mail will not be considered.

5002.2 Nominations may come from any member of the FYSA administrative chain to include state, area, league, club, or team members.

5002.3 Nominations must be typewritten on the official form and must contain, as an attachment, supportive documents where required.

5002.4 Every member of the HOF committee shall be furnished by the FYSA office, via e-mail or other means, a copy of the nominations with the respective attachments, provided they were received by the office prior to the deadline date.

APPENDIX I – GLOSSARY

<u>Administrative Officers</u>	The President, Vice President Player/Coaching Development, Secretary, and Treasurer.
<u>Agent</u>	One of three individuals within an affiliate named to conduct business for the affiliate with FYSA. Agent duties include but are not limited to conducting business with the FYSA office, authorizing entry into FYSA-sponsored events, collecting credentials at the AGM, and requesting, in writing, affiliation changes.
<u>Agent Of Record</u>	The primary contact with an affiliate; is one of three Agents who may conduct affiliate business with FYSA.
<u>Appeal</u>	A formal method of requesting a reversal of any decision or ruling made by an authority within FYSA. (Rule 605)
<u>Birth Verification</u>	Proper birth documentation for the player has been submitted by the affiliate to FYSA.
<u>District</u>	A geographical sub-division of the territory of a National State Association (FYSA).
<u>Event Roster</u>	A roster created by an event, such as a league or tournament that is used only in that event and has been created from data obtained from the team's official state roster and approved guest player forms.
<u>FIFA</u>	Federation International de Football Association, the worldwide governing body of the sport of soccer.
<u>FYSA Official</u>	Officers, Directors, Vice Presidents, Registrar, RC's Administrators, Committee Members, or anyone authorized to represent FYSA in any capacity.
<u>Guest Player</u>	A registered player participating in a competition for a team to which the player is not rostered.
<u>Frozen Roster</u>	Any roster that is frozen mandates that there can be no movements either off of or onto until either the team is eliminated from the specific competition or the completion of the competition under which the roster is frozen. Season ending injuries cannot be replaced once the roster is frozen. Any changes to the roster will result in the team being disqualified from the specific competition.

<u>Hate Speech</u>	Speech that demeans on the basis of race, ethnicity, gender, religion, age, disability, sexual orientation, or any other similar ground.
<u>Ineligible Player</u>	Any youth who is unregistered, suspended, overage, or not a rostered member of the teams competing.
<u>Involuntary Release</u>	The removal of a play from a team's roster at the request of team authorities.
<u>League</u>	A structured group of four (4) or more teams joined for the purposes of inter-team play under a common set of administrative and competitive rules.
<u>National State Association</u>	An affiliated member of USSF representing all leagues, clubs, teams, and players within the territory assigned to the National State Association by the USSF National Council. (FYSA is a National State Association.)
<u>Non-Player</u>	Coach, Assistant Coach, Manager, or any other person assisting the team; spectator
<u>Not In Good Standing (NGS)</u>	All rights and privileges of FYSA are removed.
<u>Official FYSA Roster</u>	The computer-generated roster from the FYSA secure site in printout form.
<u>Player</u>	A youth properly registered in accordance with the rules of USSF, US Youth Soccer the National State Association rules.
<u>Previously Rostered</u>	Any player who has been rostered to another team during the same seasonal
<u>Player</u>	year in any fashion and then transfers to any other team.
<u>Protest</u>	A formal method to question and request reversal of an event.
<u>Recreational All-Star Team</u>	Means an intraclub tournament team whose roster only includes players selected from teams that participate in the same recreational league or recreation plus league.
<u>Recreational League</u>	Means an intraclub league in which—(A) the use of tryouts, invitations, recruiting, or any similar process to roster players to any team on the basis of talent or ability is prohibited;

	<p>(B) the club administering the league accepts as participants in the league any eligible youths (subject to reasonable terms on registration);</p> <p>(C) a system or rostering players is used to establish a fair or balanced distribution of playing talent among all teams participating; and</p> <p>(D) league rules require that each player must play at least one-half of each game except for reasons of injury, illness, or discipline.</p>
<u>Recreational Plus League</u>	<p>Means an interclub or intraclub league in which—</p> <p>(A) the use of tryouts, invitations, recruiting or any similar process to roster players selectively to any team on the basis of talent or ability is prohibited;’</p> <p>(B) the club or clubs administering the league accept as participants in the league any and all eligible youths (subject to reasonable terms of registration); and</p> <p>(C) the league does not otherwise meet the definition of a recreational league.</p>
<u>Recreational Plus Team</u>	<p>Means a team that participates in a recreational plus league.</p>
<u>Recreational Team</u>	<p>Means a team that participates in a recreational league.</p>
<u>Referee</u>	<p>All currently registered USSF referees, linemen, 4th official or others duly appointed to assist in officiating in a match. Also, any non-registered person serving in an emergency capacity as a referee, a club linesman.</p>
<u>Region</u>	<p>One of the four (4) geographically sub-divisions of the National State Association.</p>
<u>Regional Commissioner</u>	<p>A member of the Regional Committee. Provides affiliate representation to the Regional level. Provides assistance to affiliates within their Region. Elected RC’s provide affiliate representation to the BOD (2 per Region).</p>
<u>Registration</u>	<p>The signing of an intent to play the sport of soccer and the paying of fees to become a member of US Youth Soccer and the National State Association.</p>
<u>Rostering</u>	<p>The assignment of a registered player to a team.</p>
<u>Team Roster</u>	<p>A list of registered players eligible to play for a team.</p>

<u>Game Roster</u>	A list of players who will participate in a particular competition.
<u>Spectator</u>	Any individual observing a game.
<u>Suspension</u>	The temporary withdrawal of rights and privileges such as, but not limited to: the right to play, coach, referee, or otherwise administer or participate (directly or indirectly) in the game of affiliated soccer. Any person or group (team, club, league, board, etc.) that has been suspended with all rights and privileges withdrawn unless specifically stated otherwise by the suspending authority.
<u>Team</u>	A recognized entity organized for the purpose of playing the sport of soccer.
<u>Transfer</u>	The removal of a player/coach from one team's roster and the addition of the player to another team's roster.
<u>Verified</u>	Proper birth documentation has been submitted.
<u>Voluntary Release</u>	The removal of a player from a team's roster at the request of the player.

APPENDIX II - FYSA CODE OF ETHICS

This code of ethics has been developed to clarify and distinguish approved and accepted professional, ethical, and moral behavior from that which is detrimental to the development of the sport of soccer.

Players

1. I will encourage good sportsmanship from fellow players, coaches, officials and parents at all times.
2. I will remember that soccer is an opportunity to learn and have fun.
3. I deserve to play in an environment that is free of drugs, tobacco, and alcohol; and expect everyone to refrain from their use at all soccer games.
4. I will do the best I can each day, remembering that all players have talents and weaknesses the same as I do.
5. I will treat my coaches, other players and coaches, game officials, other administrators, and fans with respect at all times; regardless of race, sex, creed, or abilities, and I will expect to be treated accordingly.
6. I will concentrate on playing soccer. Always giving my best effort.
7. I will play by the rules at all times.
8. I will at all times control my temper, resisting the temptation of retaliation.
9. I will always exercise self-control.
10. My conduct during competition towards play of the game and all officials shall be in accordance with appropriate behavior and in accordance with FIFA's "Laws of the Game," and in adherence to FYSA rules.
11. I will not engage in hate speech.
12. While traveling, I shall conduct myself so as to bring credit to myself and my team.
13. I shall not possess, consume or distribute before, during or after any game or at any other time at the field and/or game complex alcohol, tobacco, illegal drugs or unauthorized prescription drugs.
14. I will never use abusive or insulting language. I will treat everyone with dignity.

Coaches/Volunteers

1. I will never place the value of winning before the safety and welfare of all players.
2. I will always show respect for players, other coaches, and game officials.
3. I will lead by example, demonstrating fair play and sportsmanship at all times.
4. I will demonstrate knowledge of the rules of the game and teach these rules to my players.
5. I will never use abusive or insulting language. I will treat everyone with dignity.
6. I will not tolerate inappropriate behavior, regardless of the situation.
7. I will not allow the use of anabolic agents or stimulants, drugs, tobacco, or alcohol by any of my players.
8. I will never knowingly jeopardize the eligibility and participation of a student-athlete.
9. Youth have a greater need for example than criticism. I will be the primary soccer role model.
10. I will at all times conduct myself in a positive manner.
11. Coaching is motivating players to produce their best effort, inspiring players to learn, and encouraging players to be winners.
12. My actions on sidelines during games shall be in the spirit of "good sportsmanship" at

all times. Profanity, profane gestures, arguing, inciting disruptive behavior by spectators and/or players, or any conduct not in the spirit of good sportsmanship, shall require disciplinary action from the affiliate.

13. I will not engage in hate speech.
14. I shall not possess, consume or distribute before, during or after any game or at any other time at the field and/or game complex alcohol, tobacco, illegal drugs or unauthorized prescription drugs.
15. I will refrain from any activity or conduct that may be detrimental or reflect adversely upon FYSA, its members or its programs.
16. I will accurately and completely complete the coach/volunteer application form and by application attest to the accuracy of the information submitted.

Failure to comply with any part of the above Florida Youth Soccer Association (FYSA) Code of Ethics may result in ethics charges being filed and may result in suspension from participation in FYSA sanctioned events, for the following periods:

- First offense -- suspension for a minimum of thirty (30) days to a maximum of five (5) years.
- Second offense -- suspension for a minimum of one (1) year to a maximum of ten (10) years.
- Third offense -- suspension for a minimum of five (5) years to a maximum of fifty (50) years.

NOTE: Allegations of a violation of the FYSA Code of Ethics shall afford the individual due process as defined in FYSA's Rule Section 600 before the implementation of any suspension. Suspensions arising from Code of Ethics violations are to be imposed from the decision of the hearing panel, not retroactive.

Code of Ethics violations are separate and apart from game suspensions assessed by the referee for caution, ejection/send off, or post-game reports.

FYSA has established the following code of conduct for parent/spectators based on accepted professional, ethical, and moral behavior from that which is detrimental to the development of the sport of soccer.

Parents/Spectators

1. I will encourage good sportsmanship by demonstrating positive support for all players, coaches, game officials, and administrators at all times.
2. I will place the emotional and physical wellbeing of all players ahead of any personal desire to win.
3. I will support the coaches, officials, and administrators working with my child, in order to encourage a positive and enjoyable experience for all.
4. I will remember that the game is for the players, not for the adults.
5. I will ask my child to treat other players, coaches, game officials, administrators, and fans with respect.
6. I will always be positive.
7. I will always allow the coach to be the only coach.
8. I will not get into arguments with the opposing team's parents, players, or coaches.
9. I will not come onto the field for any reason during the game.
10. I will not criticize game officials.

11. I shall not possess, consume or distribute before, during or after any game or at any other time at the field and/or game complex alcohol, tobacco, illegal drugs or unauthorized prescription drugs.
12. I will refrain from any activity or conduct that may be detrimental or reflect adversely upon FYSA, its members or its programs.
13. I will not engage in hate speech.

APPENDIX III – ABBREVIATIONS

Please note the following are abbreviations as defined and used in this document:

- ADA Americans with Disability Act
- AGM FYSA Annual General Meeting
- ARA Area Referee Administrator
- BOD Board of Directors of FYSA
- COE FYSA Code of Ethics
- COS Change of Status
- DOB Date of Birth
- DRA District Referee Administrator
- ED Executive Director
- FIFA Federation Internationale de Football
- FSR Florida State Referees
- FYSA Florida Youth Soccer Association
- NGS Not in Good Standing
- RB Regional Boards of FYSA
- RC Regional Commissioner of FYSA
- RMC Risk Management Committee
- RVP Regional Vice President of FYSA
- SRA State Referee Administrator
- SYRA State Youth Referee Administrator
- USSF United States Soccer Federation
- USYS US Youth Soccer