

MORRIS COUNTY YOUTH SOCCER ASSOCIATION

LEAGUE HANDBOOK



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PREFACE

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Preface  
The Kids  
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This handbook is provided to help everyone better enjoy the competitions provided by the Morris County Youth Soccer Association by setting forth procedures, operations, attitudes and courtesies to be observed. It is our goal to promote good sportsmanship among our players, coaches, and spectators.

This handbook is not a definition of rights to be applied advantageously. It is a guide for people who are willing to cooperate with each other within the structure of league administration.

Morris County Youth Soccer Association (MCYSA) shall be the sole interpreter of the provisions of this Handbook.

This handbook applies to play in all Divisions within MCYSA. Some procedures for Division VI have been modified. A summary of those modifications is included at the end of this handbook.

THE KIDS

To understand the contents of this handbook, you should always be aware of our motto:

"Kids come First"

We want you to support this theme by recognizing the value of developing youngsters in:

Ability

Learning the Game

Becoming Sports Participants

Gaining Personal Confidence and Pride

Acquiring Team Spirit

Setting Objectives and Striving Toward Them

Building Character

These ambitions are attainable only through fun. It is the League's desire is to promote fun and it is everyone's job to attain this goal. The winning of games is really only the focus of the play. It should not be allowed to become the measure of success.

Coaches should read the material contained in this handbook before the season starts. Experience has shown that clarification of several points about soccer will go a long way toward making the sport more enjoyable for fans and players. You should discuss these principles with your players' parents before the first game.

Soccer is now over 140 years old. Most likely, the Laws of the Game will remain almost the same in the next 140 years. Finding fault with the laws or procedures is counterproductive.

Soccer is a game involving great freedom for the players. Attempts to control the action on the field from the touch lines are the opposite of what is intended by the sport. Coaches or parents should not belly-up to the line or run up and down the field along with the play. While a coachable moment may be used to instruct players, the players will benefit most from appreciative fans and coaches who can wait until practice time to teach.

Soccer is a game of physical contact and one where fouls are sometimes overlooked. There are times when a player of low skill but good strength will prevail against a skilled opponent by strength alone. When a player is fouled and his or her team still has the ball in an advantageous position, the referee has the option of not stopping the play to permit that the team to maintain its advantage. A foul must be intentional before the referee stops play. These are concepts for the new spectator to grasp.

In the game of soccer, the referee is given control. This control applies before, during and after the game and includes both players and adults. Most calls made by the referee have to do with the ball going off the field. This is done with the help of a linesperson.

League Soccer is a contest of teams, not an extension of practice time. There are no time outs, no bending of the laws to help a badly losing team, no punishing to fit the crime, no covering up for bad behavior by apologizing to the referee.

Player attitude is a direct reflection of adult leadership. Players, who are a credit to their Club, are made that way. While the arousal of players is valued in boxing, American football and rugby, it is detrimental in sports like soccer where skill and judgment are paramount.

THE SPIRIT OF THE GAME

Soccer is more than a simple game. It is an emotional experience.

The mechanics of play amount to the movement of a ball, about the size of a man's head, between two targets set some distance apart. But, during the course of just one game, the whole range of human emotions from the depths of despair to utter joy can be touched in the hearts of those who play or watch. Somewhere in these emotions lies the key to the Spirit of the Game, a term often mentioned but seldom defined. Merely to talk about fouls, violations and the application of laws, without considering the spirit in which they are intended to be applied would be a grave omission. The spirit behind the application of the Laws is what is important. This spirit --The spirit of the Game -- is defined by but not limited to three important considerations.

First:

All players must have an equal opportunity to demonstrate individual skills without undue interference from opponents. Physical size is not an essential requirement for success. A player of small stature can contribute as much by quick reactions and great maneuverability as one whose assets include height and strength. Many players of small physique have achieved world wide fame by demonstrating their outstanding skills.

Second:

Much stress is laid on the safety of players in normal match play. In specifying the size of the playing area, the components used and the equipment of players care is taken to eliminate anything which may prove dangerous.

Third:

The Laws are specific on punishments for infringements and misconduct. It is clearly implied that the game is intended to be played within a code of conduct based on accepted principles of mutual respect between

people from all walks of life. Only by observing these principles can the game be played with maximum enjoyment.

Soccer as we know it today has been played for well over 100 years. The International Board (FIFA) has always been careful not to confuse players and spectators by continually making changes to the 17 Laws. This is why it is possible to play matches between teams from different continents of the world without any real difficulties about the way the game should be played. Most soccer players and spectators have a general grasp of the basic laws, but the more they are understood the more pleasure people will get from the game. Players who do not understand the laws may feel unfairly treated by the referee.

A greater understanding of the interpretation of the laws contributed towards the high standard of discipline and behavior of players seen during the World Cup matches and added to the pleasure of the millions who saw the series. A referee must have a complete knowledge of all laws and the many official decisions relating to them, as well as a true understanding of the spirit of the game.

It can not be expected that players and spectators should have such expert knowledge. Those who have studied the Laws are often surprised to see an apparent offense ignored by the referee. Much is left to the opinion of the referee especially when he has to decide between what is intentional and what is accidental; his nearness to the incident helps him to form a better judgment. He may also see an offense but think it is of more advantage to let play continue than to stop and give the offended team a free kick. The referee is human and therefore makes mistakes - but he makes fewer than is generally supposed.

Summarizing then, the main features of the Spirit of the Game are simply EQUALITY, SAFETY and ENJOYMENT.

Just a little boy

He stands on the playing field with his heart pounding fast;
The game is on the line; the die has been cast.
Mom and Dad cannot help him, he stands alone.
A score at this moment would send the team home.

The ball nears his foot, he kicks and he misses;
There is a groan from the crowd with boos and hisses.
A thoughtless voice cries,
"You missed the goal - you cost us the game !!!"

Tears filled his eyes; the game is no longer fun.
Remember, he is just a little boy who stands alone.
So open your heart and give him a break,
for it is moments like this, a man you can make.

Keep this in mind when you hear someone forget.
He is just a little boy, and not a man yet.

Author Unknown

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1.1 Structure

The Morris County Youth Soccer Association (MCYSA) is a Soccer League incorporated to provide competition for youth teams ages U08 to U19. The league is an organization of member clubs. These clubs have voting power to elect league officers and amend the constitution and bylaws. Each club selects a League Contact who is the club's liaison to the league. Clubs which fail to send representatives to two consecutive League Contact meetings will be fined \$50.00 and \$100 each subsequent meeting missed thereafter. Such actions will also result in the club being placed on probation, Section 6.3.5.

There are seven (7) League Contact Meetings each year. Five (5) are held the first Monday in February, May, June, October, and December. In addition a League Contact Meeting is held the last Monday in March and the Tuesday after Labor Day in September as a kickoff to the new seasons. There are no League Contact Meetings held in January, April, July, August, and November.

JANUARY ~ No Meeting ~ MAY 1st Monday SEPTEMBER Tuesday after Labor Day

FEBRUARY 1st Monday JUNE 1st Monday OCTOBER 1st Monday

MARCH Last Monday JULY ~ No Meeting ~ NOVEMBER ~ No Meeting ~

APRIL ~ No Meeting ~ AUGUST ~ No Meeting ~ DECEMBER 1st Monday

All questions, comments and inquiries are addressed to the League through the League Contact. It is not possible for the Officers and Executive Board to answer questions and field inquiries from over 550 coaches and 16000 parents. Everyone's cooperation in this regard will be most appreciated.

1.2 NJSYSA, USYSA, USSF and FIFA

Through the New Jersey State Youth Soccer Association (NJSYSA), the MCYSA and its clubs and players are affiliated with the United States Youth Soccer Association (USYSA). The USYSA is the youth division of the United States Soccer Federation (USSF). The USSF is the National Governing Body of soccer in the United States and represents the US with the world governing body of soccer, FIFA. Only FIFA affiliated players may play other affiliated players, anywhere in the world, in every tournament or friendly match. This regulation is the means of keeping everyone in the family. If a player, town, or club is found guilty of an offense and given a punishment, there is no way to escape to another team, league, or country.

1.3 Laws of the Game

The game is played in the MCYSA according to the FIFA Laws of the Game. As permitted by the FIFA laws, changes have been made to the substitution rule. For the younger players, there is a shortening of game time and a reduction in ball size. Otherwise, we play soccer virtually the same way it is played in any nation in the world.

[For full listing of the FIFA Laws of the Game - check the FIFA site at: <http://www.fifa.com/index.html> (see links on left for current edition of laws)]

1.4 Schedule

The league games are played on Sundays in the Fall and the Spring. Additionally, each season, league games may be scheduled on Saturdays in order to facilitate completion of league competition within an acceptable timetable. Ideally, each team plays a ten game schedule in a flight composed of 6 teams; opponents will be played both home and away. NOTE: Any Full or Associate Member Club with only one team entered will play all their games away. In some cases, more than 6 teams will compose a flight; some opponents will be played home and away, others only home and others only away. Where there are an odd number of teams in a flight, one to three games will be scheduled for Saturdays to allow all teams to play ten games. In Division I, the schedule consists of 8 games.

1.5 Select Program

The league offers an extensive Select program for especially talented and dedicated players. This program is a demanding experience for both players and families. These teams compete in tournaments against other leagues and travel throughout New Jersey and other nearby states. In some years these teams may travel to Canada or Europe. This program is for players in the league who wish to play a more competitive level of soccer during the summer. Tryouts are held in the spring. Teams are formed in all ages where there is sufficient quality and interest. In order to be eligible to play in the summer select program, a player must be primarily carded to and playing on a team participating in the league in the fall and/or spring season. <http://www.mcyasa.org/select/select.htm>

1.6 Olympic Development Program

The NJSYSA supervises and administers the Olympic Development Program (ODP) which selects teams composed of highly skilled players for the New Jersey State ODP team. In the younger age groups, Area teams are selected based on tryouts held in August. Once selected, Area teams train until March tryouts for the State ODP team. In the older age groups, open tryouts are held in March. This is the pathway for the aspiring soccer player who hopes to be selected to the regional team and eventually to the United States national team.

1.7 College Showcase

On the first Saturday of June, the League conducts a showcase for players ending their junior year of high school. This program allows League players to be seen by some of the top college coaches in the United States in a 7 v 7 format. The success of this program can be gauged by the number of players who have received significant financial assistance for their college studies.
<http://www.mcyasa.org/showcase/showcase.com>

1.8 Bob and Matt Keegan Scholarship

Each year the League awards two \$1000 scholarships, one to a boy and one to a girl who have demonstrated their commitment to the Morris County Youth Soccer Association and to their communities and who have exemplified the high ideals and dedication to duty shown by the Keegans.
<http://www.mcysa.org/scholarship.htm>

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2.1 Affiliation

MCYSA is affiliated with the New Jersey State Youth Soccer Association (NJSYSA) and the United States Youth Soccer Association (USYSA). A requirement for membership in these organizations is that every player of a member club must be affiliated. This includes not only those players on teams playing in MCYSA but also includes those players in a recreation or in-house program that the club may also sponsor.

Members of teams playing in MCYSA pay their affiliation fees as part of their player pass packet cost. Recreation teams affiliate directly with NJSYSA and pay their affiliation fees as part of their club's affiliation packet.

Clubs that do not affiliate all their players may be put in the category of 'Not in Good Standing' by NJSYSA. Teams from clubs in this category are not eligible to play in MCYSA.

2.2 Club Registration

Clubs must register with the MCYSA each season by completing a Club Registration Form. All registrations will be submitted online at the MCYSA web site, www.mcysa.org. The filing dates for each season are as follows:

FALL Season Filing Date: On or before July 1
SPRING Season. . . . Filing Date: On or before January 15

Submissions received after the cutoff date will, if accepted, be subject to a late fee based on the degree of lateness. The Executive Board will determine the amount of the late fee, minimum of \$50.00. Incomplete forms will not be processed.

Instructions for completing the form are located on the web site. The information that is required on the form is:

Club name and mailing address, together with phone (including area code), fax and E-mail address (if available).

Club website URL (if available).

Colors for jersey, alternate jersey, and shorts.

Number of teams entered and whether full-sided or small-sided. NOTE: You must have an MINIMUM AVERAGE of 2 teams registered and participating during the seasonal year. Minimum requirements could be two teams each season, 1 team one season and 3 teams the other season, or 4 teams one season and none the other. Clubs failing to meet these requirements will lose their membership privileges and must reapply for membership in the league. Any Full or Associate Member Club with only one team entered will play all their games away.

Payment of fees:

- ~ Divisions I, II, III & IV Registration Fees: \$135.00 for new teams
- ~ Divisions V & VI Registration Fees: \$105.00 for new teams
- ~ All Divisions (spring season only) \$75.00 for returning teams

Included in the above registration fees for new teams are the NJSYSA player pass packet fees of \$95.00 for Division I, II, III & IV teams and \$65.00 for Division V & VI teams. There is no NJYSA fee for returning teams in the spring season.

Number of fields available for league play and whether full-sided or small-sided.

Date of field availability.

In the spring season, whether fields are available for site games.

Sites are locations where three (3) consecutive Division I and/or II games are scheduled on Sundays at 12 noon, 2PM and 4PM. The Games Chair develops this schedule and assigns teams to play at the site. This schedule supercedes the Home Field Schedule. Three (3) referees are assigned to work a site and, in general, alternate between the positions of head referee and referee assistants.

Names, addresses, phone numbers (including area codes), fax numbers and E-mail addresses of the Club President, League Contact, Registrar and Treasurer.

List of referees, including names, addresses, phone numbers (including area codes), fax numbers and E-mail addresses.

Each club should identify one full time USSF registered referee for every four teams that are registered in a season with a minimum of one referee being identified. A full time referee is a referee who will referee MCYSA games for at least 5 weeks out of the ten week season.

In addition to the above requirement, MCYSA requests that each club attempt to identify two part-time referees for every four teams that are registered. A part time referee is an adult (may be a coach) or a youth (may be a player) who is available to officiate after their games.

Before submitting a referee's name to MCYSA, you should contact the referee and verify that:

He or she is a currently registered referee

He or she agrees to have their name submitted by your club

He or she is willing to referee the MCYSA games

He or she is willing to referee under the terms set forth by the MCYSA.

These names will be given to the referee organization for verification. All referees that are assigned to games by MCYSA are required to attend the referee meeting before the start of the season.

2.3 Duties of League Contacts

All clubs must designate a League Contact. The duties of the League Contact include:

Attendance at League meeting

Acting as the club's representative to the MCYSA

Bringing MCYSA, NJSYSA and USSF information back to the club

Interfacing with other League Contacts

Acting as the first line of dispute resolution between clubs

Insuring that player pass packets are distributed and validated prior to the start of the season

Checking the web site on a regular basis to review postings regarding game locations, game times, scores and unplayed/unreported games

Performing such other functions as may be necessary

It is the policy of the MCYSA that league officers and representatives, including the Referee Assignor, will only interface with League Contacts, Field Schedulers and Club Presidents.

2.4 Requirements for New Clubs Joining MCYSA.

The following requirements must be met by any Club wishing to join the Morris County Youth Soccer Association:

Membership is open to any youth soccer organization which agrees to abide by the League Rules, its Constitution and By-Laws. However, a club must be a club, i.e., a formal organization with at least two officers and a written constitution and/or bylaws. Incorporation of the organization is not required, but is highly recommended.

A prospective club must submit a written request to join the League to the MCYSA President by November 15th for play in the spring season or by May 15th for play in the fall season. If a club submits an application beyond the deadlines stated or when time is of the essence, the Executive Board will make a decision which will be subject to club review and ratification.

The request must contain the following information

Names, addresses and telephone numbers of the club's officers and League Contact.

An indication of the number of teams (a minimum of two) which the club proposes to enter, together with their age groups.

A list of soccer fields for its home games, together with directions. If the club does not own fields, the club must have the necessary field use permits. These fields must meet the requirements for a soccer field as specified in the 'FIFA Laws of the Game'.

A list of licensed referees available to officiate games - see Section 2.2 above.

At the next regularly scheduled League meeting, if the prospective club is accepted as a member by a majority vote of the member clubs present, it shall be granted the status of Associate Member. Notice of clubs seeking such membership shall be communicated to the member clubs in advance of the meeting at which voting is to take place. When time is of the essence, the Executive Board will make a decision which will be subject to club review and ratification.

Upon acceptance as an Associate Member, a club shall post a \$250 bond.

2.5 Status of Associate Members

Associate Members must be in good standing with the NJSYSA. The club must agree to be governed by the MCYSA Constitution and all MCYSA administrative and playing rules, as well as actions of the MCYSA Board of Directors, with respect to the team or teams stipulated. However, an Associate Member club is not a voting member of the League.

As Associate Members, teams are in all other ways equal in terms of being eligible to win League championships, place players on League select teams, lodge protests or otherwise avail themselves of the League Constitution and playing rules.

Upon the successful completion of two full seasons of membership, as determined by the Board of Directors, associated clubs shall be promoted to full members of the League.

2.6 Affiliated Members

For purposes of playing in Elite Flights, clubs which are not full voting members or associate members may apply to join the MCYSA as Affiliated Members.

Affiliated Members must be in good standing with the NJYSA. The club must agree to be governed by the MCYSA Constitution and all MCYSA administrative and playing rules, as well as actions of the MCYSA Board of Directors, with respect to the team or teams stipulated. However, an affiliate member club is not and will not become a voting member of the League.

As Affiliated Members, teams are in all other ways equal in terms of being eligible to win League championships, place players on League select teams, lodge protests or otherwise avail themselves of the League Constitution and playing rules.

Upon acceptance as an Affiliated Member, a club shall post a \$250 bond.

Affiliated Members are not required to attend league meetings.

Referees for home games of Affiliated Members shall not be assigned by the MCYSA assignors, but shall be assigned by licensed and state approved assignors of the primary league of the Affiliated Member clubs. It shall be the responsibility of the Affiliate Member clubs to secure referees for their home games in accordance with the above and report the names and contact information of the assigned referees to the MCYSA Referee Assignor Administrator prior to each game. The assigned referee is required to follow all MCYSA game rules and regulations.

Affiliated Members shall purchase their player packets from the MCYSA and shall be carded by the League Registrar or his/her designee.

2.7 Insurance

All member clubs are covered for liability and medical insurance for each of its teams. Coverage is provided by the New Jersey Youth Soccer Association (NJYSA). The liability policy is a \$2 million liability insurance policy that protects players, coaches, clubs and other officials. The medical policy limits are \$100,000 per accident with a \$100 deductible. There is a dental benefit of \$2000. The coverage is secondary to the injured person's own medical insurance. The player pass packet fee includes the cost of this insurance. A medical claim form is included in the pass packet.

2.8 Club Colors

Every Club is expected to establish a primary color for its uniform shirts and shorts and provide this information to MCYSA. This information will be published in the League directory. All teams in the club must wear these club colors as their primary uniform. A club has the right to change its club colors. However, all teams should make the change as quickly as possible.

Clubs should have an alternate color shirt in case of conflict with a visiting team. The home team shall change colors if this happens. If a home team is unable to change colors, the visiting team shall change colors if its players have alternate jerseys. In the unlikely event neither club has an alternate jersey, pinnies may be used as a last resort. All shirts and/or pinnies shall bear a player number.

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3.1 Registration Form

A club must submit a Team Registration Form online for each team that it is registering in a season. Instructions for completing the form are located on the web site www.MCYSA.org. Only League Contacts may register teams. Under no circumstances may a coach register his/her team.

The information that is required on the form is:

Club name.

Team Name which is unique within the club and a real name. This is a NJYSA rule. Team names such as 'DIV 3B' or '79 ERs' will not be accepted - Names using age designations are not acceptable. All teams within a club cannot have the same name, i.e.: "East Meadow Clash." There must be distinct/unique names such as "East Meadow Clash Falcons", "East Meadow Clash Storm", "East Meadow Clash Tigers", etc. If a team used a different name last season, indicate the prior name. Team Registration will not be accepted without unique names.

Whether or not the team is entering State Cup during the upcoming season.

Name, phone (including area code), fax and email addresses and mailing address of the Coach, Primary Contact and Alternate Contact. Phone numbers are needed so that the teams in a flight can contact each other to schedule games times. Addresses are necessary for League mailings. Fax numbers and email addresses are needed for rapid communication.

Coach's License Level.

Name, email, address, phone, etc. for an additional team contact.

Team gender.

Age brackets of team players and number of players in each bracket.

Comments on skill levels of players.

Team history for prior 2 seasons - leagues played in, age groups, won-lost record

Players returning, not returning and new.

Flight Age Bracket requested (age).

Flight Level requested (level of play) - This is to indicate the Strength of the team. The proper flight placement of a team should be at a level where it would expect to have a .500 season. A team placed too high would not offer its opponents a proper challenge. A team placed too low would risk its sporting reputation by spoiling the flight balance. The players would not advance in ability to realize their full potential. The League Contact and the coach should discuss this prior to submission of the form.

Any additional information which may be helpful in flighting the team.

Division VI teams need not enter a team strength or recent team history.

3.2 Age Groups

Teams are grouped into age brackets based on ages of the players. The age bracket, or age, of a team is based on the age of its oldest player as of July 31st before the beginning of the seasonal year. A seasonal year begins on September 1st and ends on August 31st of the following year. An age bracket runs from August 1st of one year through July 31st of the next year.

The ages in each division for the upcoming season will be noted in the registration form.

3.3 Levels of Play / Flight Placement of Teams

For Divisions I - V, (U19 thru U09), the League offers several levels of competition in each age Division.

For Division VI, (U08), all teams are the same level of play.

Teams are organized into flights. When a team is registered, the league attempts to place the team at the level requested by the Club. Club requests must be realistic. The description of the teams contained in the registration form must be accurate in order to correctly flight the teams.

The task of structuring flights is the work of the Flight Placement Committee, chaired by the 1st Vice-President. Other members of the Committee include the President, 2nd Vice-President, and Games Chair, together with such other individuals as the 1st Vice-President may wish to appoint. This is a process of immense difficulty that leagues all over the world struggle with each season.

At the beginner's level, the prime consideration in organizing flights is geography. At the higher levels of play, competition and age are the prime considerations with little regard to geography. In other levels of play, both competition and geography are used to determine the flight placement.

In Division VI, there are no levels of play and teams will be flighted according to geography.

3.4 Appeal Of Preliminary Flighting

For Divisions I - V, the flighting that is developed by the Flight Placement Committee is given to the League Contacts for their clubs to review. The Clubs may appeal the preliminary flighting by filing a written appeal via the online Flight Change Request form. The appeal must be submitted within the time limits specified when the preliminary flighting is distributed. There will be no extensions of time within which to submit an appeal. The flight placement committee may move a team up or down in connection with an appeal. A final flighting is then formulated which is binding for the season. It is crucially important that League Contacts communicate flight placement with their coaches.

For Division VI, there is no appeal of placement as the flights are not constructed based on team strength.

3.5 Dropping a Registered Team

Clubs should only enter teams which will play in the upcoming season. While this may seem obvious, there have been far too many cases of teams being entered and subsequently dropped. A club that enters a team and drops it before publication of the final flighting will be fined \$150.00. A club that drops a registered team between the publication of the final flighting and the start of league play will be fined \$250. A club that drops a registered team after the start of league play will be fined \$500. The Executive Board may increase the fine if a Club repeatedly drops teams.

3.6 Coaches Training

MCYSA and NJSYSA require each coach and assistant coach to have a valid coaching license, Class F or higher.

To meet the requirements of the New Jersey law concerning civil liability immunity, every coach must attend a training course. The 'F' license course taken any year after 1991 meets this requirement. A list of

currently available courses is available by contacting NJSYSA. MCYSA and NJSYSA may sponsor the necessary training courses or you may attend the course when sponsored by another organization.

... 4. REGISTRATION and ROSTERING ...

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- 4. Registration and Rostering
 - 4.1 Player Registration
 - 4.1.1 Player Pass
 - 4.1.2 Player Registration Form
 - 4.1.3 Proof of Age
 - 4.1.4 Medical Release
 - 4.1.5 Lost Passes
 - 4.2 Team Rostering
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 - 4.4.3 Requests for Release
 - 4.4.4 Imposition of Penalty
 - 4.4.5 Hardship Teams
 - 4.5 Poaching
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4.1 Player Registration

Before the first game a team must register all the players on the team with the New Jersey State Youth Soccer Association (NJSYSA). The State has appointed District Commissioners to do this work. In the capacity of District Commissioner they are acting as officials of the State not the League. The completion of the player registration forms and their validation by a District Commissioner will produce a player pass. The player pass identifies the player, gives the date of birth of the player, and bears a photo of the player.

Please refer to Section 2 of the "New Jersey Youth Soccer Handbook," located inside the packet envelope for all pertinent instructions regarding completion of the required documents and special case situations.

4.1.1 Player Pass

The front of the player pass has the player's name, date of birth, the club and team name, team number, age group, seasonal year, and player number. The Club must fill in the name, date of birth and team name. The team name must be the same on all player passes. The team number and player number are preprinted on the pass. The team number must agree with the preprinted number on the State roster form. The District Commissioner will complete the age group. The seasonal year is also preprinted.

The back of the pass contains a picture of the player and the player signature. Only the player can sign his/her pass. The NJSYSA has imposed heavy fines and long suspensions upon coaches who have signed their players' passes. The picture should be a recent passport sized photo - about 1.5 x 1.5 inches; original, no copies. No computer generated, Polaroid or photo copies may be used as the picture. The pass may not contain any erasures, write overs, or white outs (use another blank pass instead). After registration, the pass must be laminated in plastic. Passes which are not laminated will be confiscated by the referees.

The Club must make sure that the player passes are correctly completed and validated. If a discrepancy is noted at game time, the player may play. However, the player's pass will be collected by the referee and forwarded with the game report to the Disciplinary Chairperson.

If a player's pass is mislaid, the player will not play. If an attempt is made to persuade the referee to allow a player without a valid pass to enter a match, the referee will record this action in the game report. The pink team roster cannot be used as a substitute for the player passes since no photograph appears on it.

In a game where a player is ejected, that player's pass will not be returned by the referee to the team. The referee will send the pass to the Discipline Chairperson. After or during the suspension period, only a club officer may make arrangements to pick up the pass from the Disciplinary Chairperson. The pass will not be mailed back to the Club.

A player must have a player pass to play. In accordance with the NJSYSA By-Laws, the MCYSA policy is:

**** NO PASS - NO PLAY - NO EXCEPTION ****

4.1.2 Player Membership Form

The Player Membership Form must be completed and signed by the player and by a parent or guardian. This form must be given to the District Commissioner when the player passes are validated.

4.1.3 Proof of Age

Each year, at registration, a player must present a copy of proof of age. This will be retained by the District Commissioner, forwarded to the NJYSA state office, or returned to the coach after verification. Therefore, do not present original documents. Proof of age can be a copy of a:

- Birth Certificate
- Passport
- Alien registration card
- Board of Health Record
- Certificate of Naturalization
- Department of Defense I D Card
- (Baptismal, or religious certificates are not acceptable.)

4.1.4 US Youth Soccer Medical Release Form

A medical release form must be filled out, signed by a parent or legal guardian and properly notarized by a Notary Public. This form must be shown to the District Commissioner when registering a player but is retained by the coach.

4.1.5 Lost Passes

A lost player pass can be replaced by obtaining a new one from the District Commissioner who originally registered the player. You will need the player's photo and the pass number of the lost pass.

4.2 Team Rostering

Each team must complete the team roster form and submit to the District Commissioner for validation.

A team may have a maximum of 18 active players on its roster for a full sided team and 14 active players for a small sided team. A team may have no more than a total of 21 players rostered during a seasonal year for a full sided team and no more than 17 players for a small sided team, including transfer and secondary players. A team may roster no more than three transfer players. A player can only play for the team for which he/she is registered. Teams that violate this rule will forfeit any game where an unregistered player plays. The player, coach, and club are subject to further disciplinary action by MCYSA in addition to any action taken by NJSYSA. MCYSA action may include, but will not be limited to,

immediate indefinite suspension of the coach and or assistant coaches involved, the imposition of a fine to the coach involved, and an appearance of the Club officers and coach and or assistant coaches involved at a MCYSA hearing.

Commencing with the start of the Spring 2003 season, as an alternate to the above guidelines, Division I, U19 and U18 teams, may have twenty one [21] active players on their roster (no more than a total of 24 players rostered during seasonal year) if the following conditions are met.

- Rosters will be marked "For League Play Only"
- These teams cannot participate in State Cup
- These teams cannot play in tournaments
- Only 18 players may participate on game day
- Teams may still have three transfers

U11 teams must have a majority of U11 players at all times during the season year.

Commencing with the start of the Fall 2003 season:

U07 players and younger may not play travel soccer.

U08 players may not play on a full sided team.

MCYSA has adopted the policy of multiple rostering through the use of Secondary Player Passes. In the case of conflicts, the player is obligated to play with his/her primary team. These passes can only be obtained through the NJSYSA office. Any coach interested in using secondary player passes should contact the state office for information. Secondary passes will not be allowed for players U10 and younger.

4.3 Coach Registration

Coaches are registered on an NJSYSA Coaches ID pass. The coach's ID will be validated by the District Commissioner when the player passes are validated. Coaches must submit a copy of their license to the District Commissioner when registering. A team roster submitted to a district commissioner will not be validated unless the named coach possesses an NJSYSA issued coach's license.

4.4 Movement of Players Between Teams

The NJYSA rules permit each member league to set its own rules that govern the movement of players between teams during the seasonal year. A summary of these rules is set forth below.

4.4.1 General Conditions

Any player rostered to a team is bound to that team or club for the entire seasonal year unless the player is released or transferred.

4.4.2 Release

A player may be released if he/she has violated NJSYSA, USYSA or USSF rules, moves to a new address far from his/her original team, is injured to the extent that he/she can no longer play, or requests to be released.

4.4.3 Requests for Release

Players who request a release for the purpose of transferring to another team shall make application to the District Commissioner who originally issued his/her player pass, submit his/her existing player pass and obtain the signature of his/her current team or club official. The player shall justify to the satisfaction of the District Commissioner the player's reason for requesting a release.

4.4.4 Imposition of Penalty

NJSYSA rules state that the player must serve a three (3) league game waiting period before the player joins the new team. This three game waiting period begins when the player is rostered to the new team.

It is the policy of the MCYSA that the District Commissioners will impose a three (3) game waiting period in all cases which involve a transfer from one club to another. There will be no penalty for transfers between teams within the same. NJYS rules state that other than players transferring between teams within a club, all transfers or additions of previously carded players have a a three (3) game waiting period imposed.

It is also the policy of the MCYSA that other leagues follow this MCYSA rule and impose a three (3) game waiting period when a player transfers from a MCYSA team to a team in another league.

4.4.5 Hardship Teams

Normally, teams are limited to adding a maximum of three (3) players who have already rostered on another team(s). Hardship exemptions may be granted to teams which violate the above provisions upon approval of the Travel Area Commissioner and the MCYSA. Such teams may be formed for league play only and are not permitted to play in tournaments.

4.5 Poaching

Poaching is an action by a team or club to induce or attempt to induce a rostered player of any other team to leave the player's present team and play for another team or club during the current seasonal year. Poaching does not apply to inducing players to play for a team in the following seasonal year. All claims of poaching will be heard by the NJSYSA Appeals committee. Penalties for poaching may include suspension to one year and a fine up to \$500.

... 5. AT THE START OF THE SEASON ...

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- 5. At the Start of the Season
 - 5.1 Duties of Coaches
 - 5.1.1 Mandatory Coaches' Meetings
 - 5.1.2 Other Responsibilities
 - 5.2 Duties of Clubs
 - 5.2.1 Schedule Conflicts
 - 5.2.2 Home Field Schedule
 - 5.2.3 Use of MCYSA Referees
 - 5.2.4 Field Scheduler
 - 5.2.5 Club Planning
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5.1 Duties of Coaches

5.1.1 Mandatory Coaches' Meetings

The MCYSA will conduct mandatory meetings for all coaches immediately prior to the start of both the fall and the spring season. Coaches are required to attend these meetings. Each coach must sign a roster sheet at the meeting to receive credit for attendance. Game cards and team schedules will be distributed at these meetings and will not be given to anyone other than the team coach or assistant coach. In the event the team's coach or assistant coach does not attend the meeting, arrangements must be made to pick up the game cards and schedule by a Club officer from the Games Chair. There will be no exceptions to this rule.

Packets will only be released to clubs in good standing with MCYSA and NJYSA.

Prior to the start of the fall season, there will be separate coaches' meetings, one for Division III and IV coaches and another for Division V and VI coaches.

Prior to the start of the spring season, there will be a coaches' meeting for Division I and II.

5.1.2 Other Responsibilities

Make sure that the team and players are properly registered. Inform players and team officials of the rules of play and of the need to abide by them. Instruct your teams' spectators on proper conduct before, during and after the game, both on and off the field. Each team should have a copy of the League Handbook and the FIFA Laws of the Game. Visit the MCYSA Website at www.MCYSA.org for links to downloads for this information. Contact the other coaches in your flight and let them know the time and location of your home games as soon as possible, preferably prior to the start of the season.

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5.2 Duties of Clubs

Club should begin planning in detail prior to the start of the season when the schedules are released by the Games Chair. The Web Manager will publish the league schedule on the league Web site.

5.2.1 Schedule Conflicts

Clubs should determine as soon as their teams are registered with the league if there are any major conflicts that affect the whole team such as State Cup games, school trips, mid-season tournaments, proms, religious events, etc. If a conflict is detected in which there will not be sufficient players to field a team for any of the regularly scheduled game dates in the MCYSA league season, the Games Chair must

be notified by use of the Conflict Notification Form contained on the league Web www.MCYSA.org (see Online Forms). Once the Master Game Schedule is set, the other club affected by the approved request must also be notified. A rescheduling will be granted in accordance with the procedures set forth in Section 6.1 for all approved conflicts. Only one conflict notice per team will be considered.

5.2.2 Home Field Schedule

Any information required in this section shall be submitted by email.

The Web Manager will provide a file to each club's Field Scheduler at the time the League schedule is posted on the Web site. This file will list all the home games for the club. No later than ten days after receipt of this schedule, each club shall complete a Home Field Schedule covering the entire season and indicating the game time for each match. The Field Schedulers shall email the completed Home Field Schedule to the Web Manager, who shall then distribute it to the President, the Games Chair, the Referee Assignors, the Discipline Chair and the Senior Referee.

If the Field Scheduler knows the field location, that information can and should be provided. However, the league recognizes that some municipalities do not let clubs know what fields will be available at the start of the season. That being the case, the field location of the game shall be provided to the Web Manager no later than the Wednesday two weeks before the game is to be played, e.g., September 12th for September 23rd.

A fine in the amount of \$50.00 will be assessed for those clubs which do not submit their complete schedules within the ten day period mentioned above. For each subsequent week in which a complete schedule is not received, an additional \$50.00 fine will be assessed. No changes in the schedule will be allowed except for those reasons set forth in Section 6.1 of this handbook. Specifically, any difficulties clubs may experience due to their entering teams in other leagues will not be considered as grounds for modifying the home field schedule.

Any game can be played on any date earlier than the scheduled date by mutual consent of the clubs (not coaches) provided 10 days notice is given to the Games Chair by the League Contacts of both clubs. Such a change in the Home Field Schedule is not considered a postponement. If, in doing so, a time gap is created in a Home Field Schedule, the league reserves the right to move the times of other games so as to economize the use of referees. Such changes are not subject to protest. Therefore, clubs should make very sure before they change games to an earlier date that everyone else who may be affected has been included in the discussions.

The league also reserves the right, when games are postponed due to state cup play, to move the times of other games. Therefore, clubs should strongly consider scheduling the times of teams playing state cup as the first game of the day. This will prevent gapping in the event of postponement.

In formulating home field schedules, it is strongly recommended that clubs schedule older age groups earlier in the afternoon.

Clubs that attempt to change previously scheduled dates, times or venues of a game will be fined an amount to be determined by the Board of Directors, minimum \$50 for each attempt.

No league game may be scheduled to start before 1:00PM unless both coaches agree. However, in the event of site games, the first game will be scheduled for 12 noon.

In the Spring season, some clubs are not able to use their home field before April 1st or such other time as their town will permit. When this occurs, the affected teams shall swap home and away games if the away team has a field available. That is, play the first game between the two teams at the away field and the second game (scheduled for later in the season) at the home field. If neither team has a field available, the game must be rescheduled within two weeks after the first scheduled date.

In the Spring season, some clubs are not able to use their home field before April 1st or such other time as their town will permit. When this occurs, the affected teams shall swap the dates of their home/away games if the opposing team has a field available.

That is, if you have two games (using fictitious dates) - [This example has been added for clarification.]

GameA between Team1 and Team2 scheduled for 04/01 at Team1's home field

GameB between Team2 and Team1 scheduled for 05/10 at Team2's home field

Swap the dates of GameA and GameB and play GameB on 04/01 and GameA on 05/10. If neither team has a field available, the game must be rescheduled within two weeks after the first scheduled date.

If you intend to swap the dates of the two games it is important that you:

- 1) Notify the Games Chair by use of the Schedule Change Form contained on the league Web www.MCYSA.org (see online forms). Submit a form for both games indicating the New Game Date for each game.
- 2) Use the correct Game Card. In the example above, on 04/01 you use the card for GameB which shows Team2 as the home team and on 05/10 you use the card for GameA which shows Team1 as the home team.

5.2.3 Use of MCYSA Referees

The MCYSA requires that the MCYSA Referee Assignors assign all referees to MCYSA sanctioned games. A fine totaling twice the referee fee in effect will be imposed against Clubs found to have used a referee in a game where the Club or its coach contacted a referee directly. There is no reason for Field Schedulers to contact assignors for league games. Distribution of information to the assignors will be handled by the Games Chair and the Web Manager. The only exception is State Cup games where Field Schedulers should make arrangements for referees directly with their local assignors.

Referee assignments will be posted on the Web page during the course of the season. This posting will be for informational purposes only and will not replace any part of the referee assignment process.

It is the responsibility of referees to contact the Field Scheduler of the club whose home games they have been assigned to officiate. Referees shall advise the Field Scheduler of their name and phone number.

MCYSA assignors will only assign MCYSA referees for MCYSA games. If clubs have teams participating in other leagues, they must obtain referees for those games from the assignors for the other leagues.

No referee may officiate a game in which an immediate relative is participating. An immediate relative for this purpose is a son/daughter or brother/sister. The assignors will try to avoid such circumstances. If the assignor does not realize or is not made aware that such a relationship exists, the referee being assigned should refuse to do the game. If for some reasons no other referee is available, the Referee Assignor will bring the situation to the attention of the League Contacts who can choose to accept the referee or follow the normal procedures used when a referee does not show up for a game as set forth in Section 7.4.7.

In addition, the MCYSA would strongly prefer that referees not be assigned to do games involving MCYSA member clubs having jurisdiction in the area where the referee resides. This may be perceived by some as a conflict of interest. However, the League realizes that geo-graphical residence does not always translate into affiliation with the local soccer program. The League also realizes that it may not always be possible to avoid such assignments and still cover all scheduled games. Therefore, this is intended as a statement of desirability to the Referee Assignors. No penalties will be invoked should such occasional assignment occur.

It is expected that the referees which are provided by the clubs and listed in their club registration schedule will not generally officiate games involving their clubs.

5.2.4 Field Scheduler

The assigning areas will be determined by the Referee Assignor Administrator, to whom the assignors will report directly. All communication will take place by email.

All requirements will be strictly enforced. By Friday morning each week, the assignors will forward to the Referee Assignor Administrator, to the Senior Referee, to the Discipline Chair, to the Web Manager, and to the President a copy of the home field schedule for their areas to which they have added the list of referees assigned for that weekend, both by name and by code number. All referees will have code numbers assigned by the Senior Referee.

Referee assignments will then be posted on the Web page. This posting will be for informational purposes only and will not replace any part of the referee assignment process. Referees will not be listed by name. Instead, the code number will be listed on the web site. The purpose of this posting is to let the Field Schedulers know whether a referee has been assigned to their games.

However, it remains the responsibility of referees to contact the Field Scheduler of the club whose home games they have been assigned to officiate. Referees shall advise the Field Scheduler of their name and phone number. If referees are not calling the Field Scheduler the Field Scheduler should advise the Referee Assignor Administrator immediately.

The league does not provide referees. It is the responsibility of clubs not only to list referees on their club registrations but also to make sure that the referees they listed are attending one of the mandatory referee meetings. If referees listed on the club registrations do not attend one of the mandatory referee meetings, those clubs will not have sufficient referees to cover their games. Listed referees are expected to officiate at least five (5) weeks of the season. That will be tracked. Clubs whose listed referees do not referee the required number of games will see a drop-off in the games that are covered.

MCYSA approved referees are those who have attended one of the mandatory referee meetings and who are approved by the Senior Referee. The Senior Referee will send the Referee Assignor Administrator the list of approved referees. He will send the list on to the assignors. Assignors will only use that list in assigning games. All referees will be assigned using a grading system created by the Senior Referee. That system will be used by the assignors in assigning referees to games. This will insure that referees are appropriate for the division in which they are working.

It is expected that the referees who are provided by the clubs and listed in their club registration schedule will not generally officiate games involving those clubs.

MCYSA assignors will generally work with other leagues to assign member club's home games. Therefore, Field Schedulers can request referees from the Morris County assignors for home games for teams placed in other leagues. These games should be placed first or last in a site schedule, never in the middle, as we do not have control over the other league's games. The exception is for the MAPS flights of the Central Jersey League. No Morris County assignor will assign any MAPS games.

Field Schedulers are forbidden to contact assignors for league games. Distribution of information to the assignors will be handled by the Games Chair and the Web Manager once they have received information from the Field Schedulers. The only exception is State Cup games where Field Schedulers should make arrangements for referees directly with their local assignors.

5.2.5 Club Planning

Before the beginning of the season be sure to get the fields into good condition.

Remember, for Divisions I through IV, the minimum size field for regulation soccer field is 100 x 50 yards. For Divisions V and VI, the minimum is 60 x 40 yards. Fields must be lined, cleared of obstructions, and the goal posts checked to make sure they are sound and secured to the ground (anchored). Proper corner flags must be used. The MCYSA will not permit league games to be played on fields found to be unsafe or unplayable. Referees and coaches are encouraged to report unsafe conditions to the Games Chair who will investigate such reports.

Clubs should have maps or written directions to their fields from all directions. Maps and/or directions should be sent to all opponents and the Web Manager. Every effort should be made to post field directions on the league's Web site, www.MCYSA.org. Check team colors for possible conflicts. The home team should be prepared to change colors, but the visitors may have alternate colors and in the spirit of good sportsmanship may change.

Have a preseason meeting with parents. Ask them about school weekend trips, scout camp outs, parties, weddings, religious events to find out where the team will be during the season. Please explain to parents the importance of parental and spectator conduct in setting examples for their children as well as the expectations of the MCYSA with regard to fan behavior.

... 6. DURING THE SEASON ...

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- 6. During the Season
 - 6.1 Postponements
 - 6.1.1 Rescheduling of Postponed Games
 - 6.1.2 Procedure for Rescheduling
 - 6.1.3 Early Notice
 - 6.2 The Week of the Game
 - 6.3 League Discipline
 - 6.3.1 General
 - 6.3.2 Players
 - 6.3.3 Coaches
 - 6.3.4 Referee Assaults
 - 6.3.5 Probation
 - 6.3.6 Procedures for Appeal of Disciplinary Action
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6.1 Postponements

There are only 4 acceptable reasons for postponing a regularly scheduled game:

- Inclement weather or field unavailability
 - State Cup game conflict
 - Notice of conflict to the Game Chair prior to start of season - see Section 5.2.1.
 - Request approved by MCYSA Executive Board (only in extraordinary circumstances)
- Under no circumstances will a game be postponed because of:

- Insufficient number of players
- Top players unavailable
- Players engaging in other non-soccer sports events
- Mutual agreement
- Any other circumstances not covered by the four acceptable reasons listed above.

6.1.1 Rescheduling of Postponed Games

All games must be rescheduled and played within two weeks of the original date. There will be no exceptions other than a subsequent rainout. Failure to comply will result in a double forfeit and a fine (\$100.00 plus referee fees) to both teams. Where possible, teams are encouraged to play a make-up game before the date the game was originally scheduled on. Site games, when postponed, are not rescheduled by the league but become a home game for the team listed as the home team in the league schedule.

6.1.2 Procedure for Rescheduling Postponed Games:

- No later than the Wednesday immediately after the original game date, the home team will offer the visiting team two dates within two weeks of the original game date.
- If the coaches cannot agree, the League Contacts will arbitrate.
- If the League Contacts cannot agree, the Games Chair will set a game date.
- Games may not be rescheduled again except for weather.
- The Games Chair must be notified via the online Schedule Change Request form of all rescheduled dates.
- A minimum of five (5) days notice, full 120 hours, must be provided.
- NOTE: Schedule Changes can not be submitted without prior agreement from both clubs/teams!!

6.1.3 Early Notice:

If the home team knows two days before a scheduled game that the field will be unavailable, the game must be moved to the visiting team's field, if such a field is available. In such cases, the Games Chair must be notified immediately. Please see Section 5.2.2 concerning field unavailability at the start of the Spring

season. If a referee had already been assigned to the game at your site and has contacted you, get in touch with them to let them know you will not be playing the game at your site.

6.2 The Week of the Game

At a minimum, the home team coach or manager must call the opposing coach or manager no later than Wednesday of the week of a scheduled game to convey information on the location of the game. The time of the game will have already been established in the Home Field Schedule. If you have problems making these arrangements contact your Club President or League Contact first. As a last resort you should contact the Games Chair.

6.3 League Discipline

Each Club and its officials shall have overall responsibility for conduct of coaches, managers and players during the League season. Each coach is specifically responsible for conduct of his players and fans, on and off the field, before, during and after the game.

Failure to exercise this responsibility will result in disciplinary action to the Club, its officials and the coach, which may include expulsion from the League or lesser penalties as determined by the Board of Directors.

6.3.1 General

The Board of Directors is authorized to suspend, bar completely, or otherwise discipline any player, coach, manager, team assistant, or officer from any member team or club. The MCYSA Discipline Committee consists of individuals appointed by the President of the league and acts for the Board of Directors. One of the Board members of the League shall chair the Discipline Committee.

The purpose of the Discipline Committee is to review all submitted referee game reports and to administer disciplinary actions as required. This includes the entire seasonal year and any sanctioned tournaments. If a tournament report is sent to MCYSA concerning an ejected player, MCYSA may enforce its discipline policy in league games as a result of the information contained in the report.

The committee will base its judgments on referee game reports and other direct sources as required. All penalties and misconduct's will be dealt with according to this handbook and in the interest of the good and welfare of the league.

MCYSA has adopted a point system (guide line) to fairly administer discipline. The system is attached as Appendix A. (moved from 6.3.2)

All information about suspensions and other disciplinary actions affecting clubs, players, and coaches will originate from the Discipline Committee and will be sent directly to the Club Officers. All inquiries and communications with the Discipline Committee will be maintained only through the Club President or Club League Contact - no exceptions.

In a game in which a player is expelled or a coach is dismissed, that individual's pass will not be returned to the team after the game. The referee will send the pass to the Disciplinary Chair. The Disciplinary Committee will review the incident and administer the appropriate discipline. A Club President or League Contact may petition the Discipline Chair for the early release of a suspended player's or coach's pass for the sole purpose of participation in a USYSA sanctioned tournament.

Only the League Contact or League President will be able to retrieve the pass from the Discipline Chair.

6.3.2 Players

Red Card - Ejection: A minimum one (1) game suspension. Any additional game suspensions and / or actions may be assessed depending on the severity of the offense.

Yellow Card - Caution: Two yellow cards in the same game will result in a one game suspension in addition to the game expulsion. Cumulative yellow cards in a season, not necessarily in consecutive games will result in a one game minimum suspension as directed by the Discipline Committee. Any additional game suspensions and / or actions may be assessed depending on the severity of the offenses and / or the circumstances surrounding either or both cautions.

6.3.3 Coaches

Red Card - Dismissal: The penalty for the dismissal of a coach is a minimum two game suspension and a minimum \$200 fine to the club. Additional game suspensions and / or actions may be assessed depending on the severity of the offense. A coach may be suspended and or fined for not complying with the MCYSA rules and regulations. The severity of the suspension and or fine will be dependent on the infraction.

Yellow Card - Caution: Two cumulative yellow cards in a game will result in a one game suspension. Additional cautions may result in a lengthy suspension and or fine as directed by the Disciplinary Committee.

Removing the team from the field - The action of removing a team from the field during the game and refusing to continue to play is a most serious offense. The penalty for such action will be to suspend the coach for the balance of the season with a minimum of five games and a minimum of \$250.00 fine to the club.

6.3.4 Referee Assaults

A. Physical

In the event of a referee assault, the individual involved shall be suspended from league competition for a minimum of eight games, in addition to the game at which the alleged assault occurred.

B. Verbal

In the event that a MCYSA player, coach or club official has verbally assaulted the referee, the individual involved shall be suspended from league competition for a minimum of four games, in addition to the game at which the alleged assault occurred.

The state will be notified of any Referee Assault. NJYSA will determine what actions will be taken which may be in addition to MCYSA actions.

6.3.5 Probation

Clubs, players, managers, coaches, team assistants, or officers from any member team or clubs may be placed on probation by the MCYSA Board of Directors or its delegate (including the Discipline Committee). Individuals or Clubs placed on probation shall be subject to the terms and conditions of continued participation in MCYSA as the Board of Directors or its delegate shall determine and specify. The duration of the probation shall also be determined and specified by the Board of Directors or its delegate.

6.3.6 Procedures for Appeal of Disciplinary Action (Entire section has been updated to clarify the procedures)

Please note that all disciplinary actions will go into affect immediately upon notification from the Discipline Committee. Clubs may only appeal the decision of the Disciplinary Committee if the disciplinary action administered is in excess of the minimum set forth in the handbook.

ie . . if the handbook calls for a two game suspension and \$200.00 fine and the disciplinary committee . . . administers a 3 game suspension and \$400.00 fine. Only the additional game and \$200.00 fine can be appealed.

Appeals must be made in a written communication from the Club President or Club League Contact.

Appeals shall be mailed to the Disciplinary Chairperson. The appeal must be postmarked within 3 (three) calendar days of notification by the Discipline Committee. The appeal must include all information on which the appeal of the decision of the disciplinary chair is based. Failure to supply additional pertinent information will result in the appeal being denied. An appeal fee of \$100.00 plus any assessed fines must accompany the appeal. The appeal fee and the assessed fine over the minimum will be returned if the appeal is upheld.

Upon receipt of the appeal and (\$100.00) payment, the Disciplinary Chair will convene a hearing of the members of the Executive Board. The Disciplinary Chair will present all information the disciplinary committee used in making their decision along with any additional information provided as the basis for the appeal by the club. The Executive Board at that time will decide to convene a formal hearing with the club and affected parties or render a decision at that time based on the information provided.

Any appeal will be handled by the MCYSA Board of Directors whose decision will be the final authority for the MCYSA

... 7. GAME DAY ...

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7. Game Day

## 7.1 Preliminaries

## 7.2 Travel and Grace Periods

## 7.3 Number of Players and Ball Size

## 7.4 Before the Game Starts

## 7.4.1 Game cards

## 7.4.2 Player Passes

## 7.4.3 Captains

## 7.4.4 Assistant Referees (Linespersons)

## 7.4.5 Referee Evaluation Form

## 7.4.6 Paying the Referee

## 7.4.7 No Referee

## 7.5 During the Game

## 7.5.1 Positioning on the Sides of the Field

## 7.5.2 Coach and Spectator Conduct

## 7.5.3 Attire

## 7.5.4 Game conditions and Game Duration

## 7.5.5 Substitutions

## 7.5.6 Suspended and Abandoned Games

## 7.6 After the Game

## 7.6.1 Handshake

## 7.6.2 Referee Evaluation Form

7.6.3 Reporting the Score  
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7.1 Preliminaries

If you are the home team, check the condition of the field early. If it is unplayable, in the opinion of the person in your club who makes such decisions, the other team, the Referee Assignor and the assigned referee must be notified no later than two hours before the scheduled start of the game. Otherwise, you, your team and the visiting team are obliged to appear as scheduled. The referee will then decide whether field conditions are such as to play or postpone the game. If the referee is not notified of a game postponement at least two hours before the scheduled start of the game, he/she is entitled to be paid.

The home team should also check that:

- The field is lined
- The goal posts and nets are in place & anchored to the ground
- The corner flags are provided
- A game ball is available

All coaches should check that:

- The player and coach passes are in order
- The Game Card is correctly filled out

7.2 Travel and Grace Periods

If you are traveling, know where the field is and how long it will take to get there. Arrive at least 30 minutes before kick-off to warm up and check in. The home team is allowed a 15 minute grace period and the visiting team is allowed 30 minutes in which to field a legal team consisting of the minimum number of players required in their Divisions as set forth in Section 7.3. At site games, all teams are considered to be visitors. The grace period may be extended with the consent of both teams and the referee. At the expiration of the grace period and any extensions thereof, the referee shall complete the game card indicating that one of the teams did not appear and forward the game card information to the Games Chair using the online MCYSA REFEREE GAME REPORT form on our website.. The Games Chair will declare a forfeit. No game should be started or abandoned without waiting 30 minutes for the referee.

It should be remembered that the intent of the League is to have the outcome of matches decided on the field of play and not by the capricious application of this rule. On the other hand all teams have a duty to arrive at the field promptly. Delays can cause problems with later games.

7.3 Number of Players and Ball Size

The number of players for a Division I, II, III or IV game is 11 max, 7 min.
The number for Divisions V and VI is 8 max, 6 min.

A size 5 ball shall be used in Division I, II and III games.

A size 4 ball shall be used in Division IV and V games.

A size 3 ball shall be used in Division VI games.

7.4 Before the Game Starts

7.4.1 Game Cards

Prior to the start of the game make sure you have filled out the Game Card (Report).

The packet distributed at the mandatory coaches' meeting contains game cards for each of the games to be played.

Use the game card listing the correct Home Team and Away team. Note: If you use the wrong game card the scores and standings will be incorrect and may negatively impact referee coverage for a future game. In the event of emergencies that render the original game card unusable, such as when a game is postponed due to weather during the first half and the game must be replayed, contact the Games Chair or Web Manager for a replacement card. You must then fill in all the relevant information on the card. Enter player's uniform numbers and player pass number and other information on the roster sections of the game cards. Enter names of all coaches on the sideline on the roster sections of the game cards. (Please use waterproof ink in case of rain.)

The completed game card is given to the referee prior to the match when the teams are checked in. The referee exchanges one of the roster sections of the game card between coaches before the start of the game and keeps the other as well as the section of the game card on which the score will be reported. The referee writes his/her name and any Assistant Referee name(s) on the referee evaluation form part of the game card and returns it to the coach.

7.4.2 Player Passes

Also be sure that you have your player passes. Players will not be allowed to play without a valid player pass. If you have any doubts about an opposing player's eligibility, you may raise them with the referee before the start of play or the entry of the challenged player into the match. Challenged players shall be permitted to participate. The referee will note the challenge on the game card. Protests may be filed with the league regarding events involving challenged players.

Players who will be late should be identified. If they arrive before the start of the second half, they must present themselves to the referee, together with their player pass. Players arriving after the start of the second half, will not be allowed to participate in the match, unless the team is playing with fewer than 11 in a full sided game or 8 in a small sided game.

7.4.3 Captains

The coach should assign captains to represent their team and participate in the tossing of the coin to determine kickoff/field half. In the older Divisions, the captains are often permanent. They must understand that their role is to control their team and not represent them in objecting to referee calls. Neither FIFA nor the MCYSA recognize the concept of "Speaking Captains".

7.4.4 Assistant Referees (Linespersons)

Prior to the game, if assistant referees have not been assigned, each team shall provide to the referee a person to act as an assistant referee, commonly known as a linesperson. The referee will instruct the linespersons as to their duties. This is usually to indicate when the ball goes over the touch line by raising a flag that will be provided by the referee. These linespersons should not coach the team from this position and should be adults.

7.4.5 Referee Evaluation Form

At check in, the referee shall detach a Referee Evaluation Form from the game card and return it to each coach, having filled in his or her name on the form. If the referee does not do so, ask for it. This form is crucially important in evaluating our referees. Coaches are to submit this information online after each game using the Coaches Game Score and Referee Evaluation form. Your comments will be reviewed by the MCYSA Senior Referee.

7.4.6 Paying the Referee

Commencing with the Fall 2004 season referee fees are split between the two teams for ALL games. Each team is responsible for having sufficient funds available for each game. The current referee fee structure has been updated:

Current Referee Fees - as of Fall 2004							
Division	Age Bracket	Single Referee	Multi Referee System				
		One Referee	Two Referees		Three Referees		
Divisions I	U17, U18, U19	\$30 each team \$ 60 total	\$ 45 each team \$90 total		\$ 60 each team \$120 total		
			CENTER \$ 30 each team \$60 total	AR1 \$ 15 each team \$30 total	CENTER \$ 30 each team \$60 total	AR1 \$ 15 each team \$30 total	AR2 \$ 15 each team \$30 total
Divisions II	U15, U16	\$30 each team \$ 60 total	\$ 45 each team \$90 total		\$ 60 each team \$120 total		
			CENTER \$ 30 each team \$60 total	AR1 \$ 15 each team \$30 total	CENTER \$ 30 each team \$60 total	AR1 \$ 15 each team \$30 total	AR2 \$ 15 each team \$30 total
Division III	U13, U14	\$23 each team \$ 46 total	\$ 34.50 each team \$69 total		\$ 46 each team \$92 total		
			CENTER \$ 23 each team \$46 total	AR1 \$ 11.50 each team \$23 total	CENTER \$ 23 each team \$46 total	AR1 \$ 11.50 each team \$23 total	AR1 \$ 11.50 each team \$23 total
Division IV	U11, U12	\$20 each team \$ 40 total	n/a	n/a	n/a	n/a	n/a
Division V	U09, U10	\$18 each team \$ 36 total	n/a	n/a	n/a	n/a	n/a
Division VI	U08	\$18 each team \$ 36 total	n/a	n/a	n/a	n/a	n/a

Fee Chart updated 10/14/04

The referee has the final word on field conditions, markings, nets, corner flags, balls, weather, players and time.

7.4.7 No Referee

Division I and II games must be officiated by a licensed and assigned referee. However, in Divisions IV, V and VI, if the Referee does not show within 30 minutes of the scheduled kick-off time the opposing coaches must agree to an alternate. If the coaches cannot agree, each coach shall officiate for one half. The home coach should officiate the first half and the visiting coach, the second half. Division III games must be officiated by a licensed referee. If the assigned referee does not show within 30 minutes of the scheduled kick off time, the opposing coaches may agree to an alternate licensed referee. If no alternate licensed referee is available, the match may not be played. Instead it must be rescheduled. The home team shall notify the Games Chair, the Referee Assignor and the Senior Referee. In Divisions IV, V and VI, if the assigned referee does not show within 30 minutes of the scheduled kick-off time or if no referee has been assigned, the opposing coaches must agree to an alternate referee, who need not be licensed. If the coaches cannot agree, each coach shall officiate for one half. The home coach will officiate the first half and the visiting coach, the second half.

7.5 During the Game

7.5.1 Positioning on the Sides of the Field

Players and coaches having proper coaches' cards from both teams shall occupy one side of the field. The parents and spectators of both teams shall occupy the opposite side of the field. A team shall be permitted to have no more than three (3) carded coaches on the side with players and coaches, one of whom may be a carded "Youth Trainer." A "Youth Trainer" is a trainer under the age of 18 working with a coach. A minor will not be issued a coach's pass and may not be left with a team without proper adult supervision (coach). An "F" license is required to be a "Youth Trainer." The "Youth Trainer" pass is free and may be obtained from the NJYSA Office. A "Player/Coach Status Form" marked "Youth Trainer" should accompany the pass to be validated by the District Commissioner.

The home team will choose which side of the field the teams / coaches will be on as well as which end of the field (on which side of mid field) their players / coaches will be. Coaches must remain on their end of the field within 10 yards of mid field.

If no Assistant Referee is in attendance, a club linesman shall be permitted on the side with players and coaches

7.5.2 Coach and Spectator Conduct

Coaching is to be done within the area described above. This area shall constitute the "technical area". Substitutions should be done from the half way line, taking players off before sending players on. Running the length of the touchline is not permitted. Encouraging and complimenting players is definitely supported. Coaches must remain in the technical area and may convey tactical instructions to players during the game.

Good sportsmanship is a major objective both on and off the field. MCYSA will take disciplinary action against coaches and clubs who have fan behavior problems. The players, spectators, referee, or assistant referees should not be subjected to poor behavior from the sidelines. If the referee does not get the cooperation of those at the game to conduct themselves in a sporting manner, the referee may abandon the match. The circumstances will be reported to the MCYSA Discipline Chair. Our youth deserve the best competition in the best sporting environment.

Spectators, players and coaches should stand back from the touchline about 5 Yards. This important space conveys a sense of detachment from the field action.

No alcoholic beverages of any kind are permitted at league games.

7.5.3 Attire

It is the responsibility of all teams to favorably represent their Clubs by being presentably attired at the games. This envisions a team with identical shirts bearing individual player numbers on the back, shorts, and over-the-calf socks.

As required by FIFA, players are expected to have their shirts tucked in, socks pulled up and shoes tied. The referee has been instructed to enforce this dress code.

Club colors shall be as set forth in Section 2.8.

Goalkeepers will wear a color to distinguish themselves from the field players. They need not wear a numbered jersey. They may wear long pants, gloves, pads, or soft billed cap.

Shoes must be of the soccer type. Baseball cleats are not allowed.

To protect players, and as required by FIFA, shin guards are mandatory for MCYSA competitions.

The referee will insure that all players are wearing shin guards and are safely attired as part of the inspection of player equipment before the start of the match. No player shall be allowed to play without shin guards.

No player shall be permitted to play while wearing jewelry of any type, except religious items and medical alert devices, all of which shall be taped to the body.

In cold weather, players may wear warm garments under their shirts. Division IV, V. and VI players may wear sweat pants under the shorts. Matching colors are recommended.

Players may wear gloves or knee pads with the permission of the referee. Cut-off sweat pants and such worn beneath the shorts must not extend below the shorts. Slide pants (Spandex) worn under player shorts may extend below the shorts but must match the color of the player's shorts.

Sweat bands, hair ties and such may be worn when the referee determines that they are property secured and do not pose a distraction to others or give an advantage to the wearer.

Medical items such as knee braces may be permitted when no metal is exposed and the referee feels they meet safety requirements. No casts are of any type are allowed, padded or not.

7.5.4 Game Conditions and Game Duration

The referee has the final word on field conditions, markings, nets, corner flags, ball, weather, players and time.

The duration of the games are:

Duration of Games			
Division		Halves	Rest Period
Divisions I	U17, U18, U19	45 minutes	5 minute half time
Divisions II	U15, U16	45 minutes	5 minute half time
Division III	U13, U14	40 minutes	5 minute half time
Division IV	U11, U12	35 minutes	5 minute half time

Division V	U09, U10	30 minutes	5 minute half time
Division VI	U08	25 minutes	5 minute half time

The time is maintained by the referee who may add playing time to make up for injuries or significant delays that have occurred. Substitutions are made with the clock running.

7.5.5 Substitutions

The League policy is that free substitution is permitted during the entire game. Unlimited substitutions may be made by either team:

- On its own throw-in
- At a goal kick by either team
- At an injury stoppage
- At the end of the half
- After a goal has been scored
- If a player is substituted for as the result of an injury, the other team may substitute on a one for one basis.

In addition, in Div 1-3 any player receiving a caution must leave the field, the coach has the option to replace the player or play down until the next stoppage of play. At the next stoppage of play, the team playing down may with the referees permission, substitute a player. In divisions 4-6, a player receiving a yellow card may be substituted for at the option of his/her coach during the stoppage of play when the caution is given.

Substitutions are done only with the referee's permission. When done to delay the game, the referee may refuse permission. Substitution is done while the clock runs, players off before on, at the halfway line.

7.5.6 Suspended and Abandoned Games

If the referee must abandon the game due to weather or field conditions and the first half of the game has been competed plus the half time rest period, the game will be considered a complete game and the score will stand. Otherwise, the entire game must be replayed. Every attempt shall be made to complete every game.

If the referee abandons the game at any time during the match due to discipline problems, the MCYSA Discipline Committee will decide the outcome of the game.

7.6 After the Game

7.6.1 Handshake

MCYSA recommends that players shake hands with their opponents after the game. The handshake should occur at the halfway line. It is good form for coaches to shake hands with each other and the referee. Captains and older players typically shake hands with referees.

The post-game hand shake at the halfway line between opposing teams and coaches is a soccer tradition. It should be observed in MCYSA. Hopefully the game will have been conducted in such away that the handshake will be a meaningful exercise. If it is not, then we have failed a little, and all parties need to re-think their motives for participation in the great game of Soccer.

7.6.2 Referee Evaluation Form

Coaches shall submit the Referee Evaluation to the Senior Referee via the online Score Report and Referee Evaluation form on our website. (Game Score report and Referee Evaluation are included in the Score Report & Referee Evaluation submission form.)

7.6.3 Reporting the Score

At the end of the game make sure that the Referee has the correct score recorded on both game cards. Each coach must sign both cards to confirm the game result. The Referee is responsible for mailing the Discipline Report to the Discipline Chair immediately after the game. Referees are to submit the game report section to the Games Chair using the online MCYSA REFEREE GAME REPORT form on our website. If there is no official referee, both coaches must sign and mail their respective game reports. The results listed on the game reports are the official result of the game. Your signature is your acceptance of the score as reported on the game card.

In the event a team does not arrive to play the game, the referee will mail the game report to the Games Chair, or, in the event there was no referee, the coach of the team which was present will mail his/her game report to the Games Chair.

Be sure to obtain the return of your player passes and coach's passes from the referee.

Both coaches must report the game results the evening of the game date via the online Score Report and Referee Evaluation on our website. (Game Score report and Referee Evaluation are included in the Score Report & Referee Evaluation submission form.) Games not reported within two weeks of the game date will be recorded as unplayed and listed as a Double Forfeit.

The home team shall also contact the Games Chair if a game has not been played and shall state the reason why.

... 8. FORFEITS ...~~~~~
8. Forfeits
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Teams join MCYSA to play Soccer. When a team forfeits a match, both sides are deprived of a chance to play. MCYSA expects that all games will be played when scheduled and forfeits are not tolerated.

If one team fails to show up for the game within the allotted grace period, that team forfeits the match. The referee will record the fact that the team did not appear on the game report.

A team cannot send in a report to claim a forfeit. A referee must verify that one team failed to appear. To verify a forfeit of a game where there was no assigned referee present, the League Contact of the club which appeared for the match will send the game card to the Games Chair for verification of the forfeit.

Any team that forfeits a match will be fined \$100.00 plus the Referee fee (if applicable).

Any club that has multiple forfeits in a single season may be placed on probation by MCYSA Board. If a club has a subsequent forfeit during the probation period, that club will jeopardize its membership in the league.

If the visiting team forfeits the match, MCYSA will reimburse the home team for the referee fee that was paid. MCYSA will pay the referee if the home team forfeits the match.

In addition to the fines, any team that forfeits a match during the season is not eligible to become the flight champion in that season. That is, if you fail to show up for a scheduled game and forfeit the match, you also forfeit the chance to become the flight winner. A team that has a victory because another team forfeited a match is still in contention for a possible flight winner.

Fines will be assessed as soon as possible during the course of the year.

Clubs that have outstanding fines unpaid prior to the start of a season:

Will not receive game cards for their teams at the mandatory coaches' meetings, and  
Will not be eligible to participate in league play until such time as the fines are paid

## 9. PROTESTING A GAME ...

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9. Protesting a Game
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If a team feels that there has been some action that affects the game result, they may protest this action to the league. Where the protest concerns a game that was played, as opposed to a forfeit, it is important this be noted in the game report for the protest to be upheld. It is inappropriate to shout out an intention to protest the game. Simply take this matter up with the referee at the end of the game.

Protests should be discussed at the Club level and with your Officers. All protests must be filed by the Club through its President or League Contact, not the coach of the team or team member. If a club decides to file a protest, the protest must be emailed to the League's Game Chairperson within 3 calendar days of the game. The protest fee of \$100.00 must accompany the protest. A copy of the protest must also be submitted to the 2nd Vice President and the President of the League. If upheld, the protest fee will be returned. If the protest is not properly submitted, it will not be considered by MCYSA.

Grounds for a protest are varied but do not include judgment decisions by a referee.

A technical error by a referee is valid grounds for a protest. If a technical error results in the replaying of a game, the league will pay the referee fee for the replayed game.

All protests will be handled by the MCYSA Board of Directors whose decision will be the final authority for the MCYSA.

There will be no protests of Division VI (U08) or Division V (U09 and U10) games.

If you feel there is a problem that should be addressed by MCYSA, your Club League Contact or President should contact the Board

**... 10. APPEALS ...**

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10. Appeals of Board of Directors' Decisions
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All adverse decisions by the League are subject to appeal to a higher authority. However, the MCYSA decision will stand unless a higher authority reverses the MCYSA action. If you wish to appeal a MCYSA decision, you should contact your North Area Commissioner.

You should be aware that USYSA rules provide that:

No official, club, league, team, coach, referee, player, or their representative may invoke the aid of the Courts of any State or the United States without first exhausting all available remedies within the appropriate soccer organizations.

Any party who seeks the aid of the courts shall be subject to the sanctions of suspension and fines, and shall be liable to the MCYSA for all expenses incurred by the MCYSA and its officers in defending each court action, including but not limited to the following:

**Court Costs**

**Attorney's fees**

Reasonable compensation for the time spent by MCYSA officers in responding to and defending against allegations in the action, including responses to discovery and court appearance.

Appeals must be made in writing and you must send a copy of your appeal to MCYSA.

## ... 11. AFTER THE SEASON ...

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11. After the Season

11.1 Standings

11.2 Flight Winners

11.3 Awards
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### **11.1 Standings**

The standings of teams in League competition will be used to determine flight winners. The flight winner is the team with the most points. Three points are awarded for a victory, one point for a tie. If the season ends and more than one team in the flight have identical points, the League will declare co-champions. The Board of Directors, in its discretion, may also declare co-champions in exceptional circumstances. Goals for and against have no bearing in league standings. A team which has forfeited a game cannot be a flight winner. Club's must be in good standing with the MCYSA organization in order to have their team's eligible for flight winner consideration.

### **11.2 Flight Winners**

Flight winners will be determined in all Divisions at the conclusion of the season. Each club's League Contact must contact the Games Chairperson to confirm flight winners.

### **11.3 Awards**

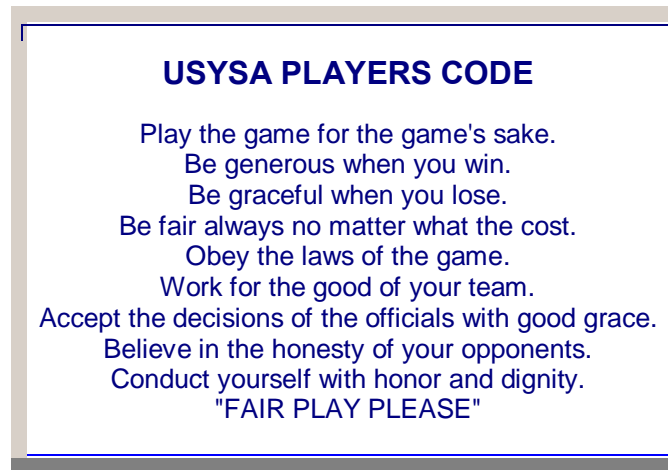
Awards may not be picked up before the end of the season even if a team has clinched first place beforehand. Teams winning their flight will receive awards for each player (max. 18). The 1st Vice-President will arrange for the League Contacts to pick up the awards.

## ... 12. DIVISION V and IV PLAYING RULES ...

### ~~~~~ 12. MCYSA Division V and VI Playing Rules ~~~~~

#### General

As a general rule Division 5 & 6 will play soccer in the MCYSA just like all other Divisions in the MCYSA. They will abide by the FIFA Laws of the Game, follow the guidelines of the MCYSA League Handbook, obey the Constitution and By-Laws of the MCYSA, NJSYSA and the USYSA. Further, (especially in Div. VI) the Administrative Officials, Coaches, Referees, and Parents will encourage the players to abide by the Players Code of the USYSA, which is printed on each and every player's Membership Card, and copied here below:



However due to the age of the player, NJSYSA rules and the MCYSA's wishes that Division VI be mainly developmental rather than competitive, certain changes to the above Laws, Rules and Guidelines are necessary. These changes are detailed as follows:

#### Fields Size

The field measurements will be 70/60 yards long x 50/40 yards wide.

#### Goals

Goal shall be 6/7 feet high x 18/21 feet wide. The USSF recommendation is 7' x 21'.

#### Penalty Area

Dimensions - 14 yards off the goal posts and 14 yards off the goal line.

#### Goal Area

Dimensions - same as regulation field (6 yards off the goal posts and goal line).

#### Center Circle

Dimensions - 8 yards in radius.

#### The Ball

The ball will be size 3 in Division VI and size 4 in Division V.

#### Number of Players

The game will be played with a maximum of 8 players and a minimum 6 players, one of which can be a goal keeper.

#### Duration of Game

In Division V, (U9, U10), the game will be two 30 minute halves, separated by a 5 minute break.

In Division VI, (U8), the game will be two 25 minute halves, separated by a 5 minute break.

#### Pass Back to Keeper (Time Wasting)

The "time wasting" rule is not required at the Division VI age level, and to develop good playing habits of using the keeper, the "time wasting" provisions of Law 12 will not be enforced.

#### Offside

There is no offside in Division VI. However, coaches are to refrain from deliberately playing players in an offside position in order to attempt to gain an advantage. If, in the judgment of the referee, such an attempt takes place, the referee may call offside.

#### Free Kick Encroachment

The encroachment distance will be 8 yards.

#### Penalty Kick

Penalty Kicks will be taken 10 yards from the goal line.

#### Goal Kicks

In Division VI, goal kicks may be taken by means of a free kick or a punt.

#### Throw In

When a player's Throw In is in violation of the Law, the player will be told the correct procedure by the referee and allowed to take it over. Should the second attempt also be in violation then the ball will revert to the other team.

#### Corner Kick

The encroachment distance will be 8 yards.

#### Substitutions

Because of the age of the players substitutions will be unlimited by either team at any stoppage of play in Division VI. MCYSA recommends that all players play as equal a time as is practical.

#### Rosters

The rostering rules of the NJSYSA and the USYSA apply. The referee should check the players passes at the start of the game, and hold them as required in a regular MCYSA league game. As a courtesy, the coaches should exchange roster lists at the start of the game.

#### Other

There will be no game protests in Division V and VI.

## ... Appendix A: DISCIPLINE POINT SYSTEM ...

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Appendix A – Discipline Point System Guidelines

A.1 Players

A.1.1 Yellow Cards

A.1.2 Red Cards

A.2 Coaches

A.2.1 Yellow Cards

A.2.2 Red Cards

A.3 Responsibilities

A.3.1 League Contact responsibility

A.3.2 Coaching staff responsibility
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### **A.1 Players**

#### **A.1.1 Yellow Cards**

Four (4) Points are awarded for the following fouls:

- Foul tackle
- Dangerous play
- Shirt holding
- Deliberate foul
- Unsportsmanlike behavior
- Ungentlemanly conduct
- Persistent violation of the laws of the game

Three (3) Points are awarded for the following fouls:

- Obstruction
- Refusing to grant 10 yards

Two (2) Points are awarded for the following fouls:

- Encroachment
- Deliberate handling of the ball
- Deliberate delay of game
- Illegal substitution

A player accumulating eight (8) points will be suspended for the next game.

A player accumulating six (6) points after having been suspended a first time will be suspended for the next game. This will continue throughout the season

Yellow cards will not carry over to the next season unless a suspension is warranted.

Two yellow cards within the same game, regardless of the infraction, result in ejection from the game, plus the points listed above. The player's pass will be sent by the referee to the Discipline Chair.

#### **A.1.2 Red Cards**

All red cards result in ejection from the game. Red cards are given for the following offenses:

- A deliberate hand ball preventing a goal

Penalty: Suspension for remainder of the game.

Abusive language  
Dangerous or violent play/behavior  
Participating in an altercation  
"Professional Foul" involving an opposing player, i.e., push, hold, trip to prevent a score.

Penalty: One (1) game suspension (minimum).

Initiating an altercation  
Very dangerous or violent play/behavior  
Racial/ethnic slurs  
Abusive and /or insulting language toward the referee

Penalty: Two (2) game suspension (minimum)

If a player is suspended for a second time in a season, the suspension may carry additional games.

If a player is involved in starting an altercation for the second time in a season, the player will be suspended for the remainder of the season as a minimum punishment.

In all cases where a red card is issued, the player's pass will be sent by the referee to the Discipline Chair, except in the case of a deliberate hand ball preventing a goal.

## **A.2 Coaches**

### **A.2.1 Yellow Cards**

Four (4) Points are awarded for the following violations:

Persistent dissent  
Unsportsmanlike behavior  
Ungentlemanly conduct

Three (3) Points are awarded for the following violations:

Unsportsmanlike behavior by fans/bench players  
Persistent dissent by fans/bench players  
Refusing to adhere to referee's instructions  
Entering the field of play without permission

Two (2) Points are awarded for the following violations:

Failure to stay in the prescribed coaching area  
Deliberate delay of game  
Illegal substitution

A coach accumulating eight (8) points will be suspended for the next game.

A coach accumulating six (6) points after having been suspended a first time will be suspended for the next game.

This will continue throughout the season

A suspended coach MUST not be involved (in any form) or be present (in the vicinity – 100 yards of the field) during the scheduled suspended games.

Yellow cards will not carry over to the next season unless a suspension is warranted.

Two yellow cards within the same game, regardless of the infraction, result in ejection from the game, plus the points listed above. The coach's pass will be sent by the referee to the Discipline Chair.

### **A.2.2 Red Cards**

All red cards result in ejection from the game. Red cards are given for the following offenses:

- Abusive language by fans/bench players
- Violent behavior by fans/bench players

Penalty: One (1) game suspension - no fine (minimum).

- Failure to comply with the referee's request, i.e., control of rowdy fans during and after the game
- Failure to give the referee a player's pass if requested
- Failure to assist in the removal of a fan from the playing field.

Penalty: One (1) game suspension and/or fine.

- Violent behavior
- Racial/ethnic slurs
- Abusive language

Penalty: Two (2) game suspension and \$200 fine (minimum).

- Initiating an altercation.

Penalty: Suspension for the remainder of the season and \$200 fine (minimum).

If a coach is suspended for a second time in a season, the suspension will carry for the remainder of the season.

A suspended coach MUST not be involved (in any form) or be present (in the vicinity – 100 yards of the field) during the scheduled suspended games.

In all cases where a red card is issued, the coach's pass will be sent by the referee to the discipline chair.

### **A.3 Responsibilities**

In connection with assessed disciplinary actions:

It is requested and expected that the L/R and the coaching staff check all messaging devices (email, phone and or faxes) prior to game time

NO EXCEPTIONS will be accepted.

If the denoted (below) procedures are not followed, the suspension will not count and further disciplinary action may be assessed by the league.

After disciplinary action has been assessed to the club and or team:

For the minimum assessed discipline, the League has the right to advise the Club up to and no later than Saturday 10:00 AM. The League expects that the assessed discipline is carried out.

For extended assessed discipline, the League will give the Club ample time to appeal the assessed discipline - (see section 6.3.6 for appeal procedures)

### **A.3.1 League Contact responsibility**

The LC must advise the team and or coach of the assessed discipline.

The LC must instruct the coaching staff of their responsibility in administering the assessed discipline.

The LC must ensure that the assessed discipline is carried out properly.

### **A.3.2 Coaching staff responsibility**

Upon being advised by the League and or L/R, the coach MUST comply immediately with the assessed discipline (next scheduled game).

All suspensions (coach and or player) must be denoted by the game coaching staff on the game roster.

The coaching staff MUST denote the suspended person (coach and or player) suspension by crossing the person's name out (on the game roster) and mark "serving suspension next to the name".

The referee MUST be advised by the coaching staff prior to the start of the game of the serving suspension.

**... Appendix B: FORMS ...**~~~~~  
Appendix B – Forms  
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On-Line Registration Fill In Forms

Introduction

Registration Forms - Includes Club Registration & Team Registration

Flight Change Request Form

Conflict Notification Form

See additional online forms at: MCYSA FORM INDEX

In addition - Various Registration Forms can be found on NJYS Site

Coaches Membership Form

Non Volunteer Membership Form

Medical Release Form

KidSafe Disclosure Form

Also NJYS COACHES MANUAL

<http://www.njyouthsoccer.com/regforms/regmain.htm>

Changes made between February 2003 and December 2005

Section Section Title

- 1.1 Structure change 06/25/04 and 12/11/04
- 1.5 Select Program change 02/15/04
- 2.2 Club Registration change 06/25/04 and 12/06/04
- 2.6 Affiliated Members change 12/06/04
- 4.2 Team Rostering change 10/11/03
- 4.4 Movement of Players Between Teams
 - 4.4.4 Imposition of Penalty change 10/11/03
- 4.4 Movement of Players Between Teams
 - 4.4.4 Imposition of Penalty additional change 03/17/04
- 5.2.1 Schedule Conflicts (clarification) change 12/01/05
- 6.1.2 Procedure for Rescheduling additional change 05/05/04
- 6.3.6 Procedures for Appeal of Disciplinary Action 11/09/05 (Entire section has been updated to clarify the procedures)
- 6.6 The text on the page is unchanged but the link list at the top showing the sections was corrected to show 6.6, 6.7, and 6.8 so it matched the page. change 05/24/04
- 7.1 Preliminaries updated 10/14/04
- 7.2 Travel and Grace Periods updated 10/14/04
- 7.4 Before the Game Starts
 - 7.4.1 Game Cards updated 10/14/04
 - 7.4.5 Referee Evaluation Form updated 10/14/04
 - 7.4.6 Paying the Referee updated 10/14/04
 -Referee fees now split for all games. Fee Chart also updated.
- 7.5 During the Game
 - 7.5.1 Positioning on the sides of the field updated 10/14/04
 - 7.5.5 Substitutions updated 08/30/05
- 7.6 After the Game
 - 7.6.2 Referee Evaluation Form updated 10/14/04
 - 7.6.3 Reporting the score updated 10/14/04
- AB Forms updated 02/13/05
 -Now updated to show links and forms on NJYS site (10/14/04)
 -Corrected Links to MCYSA forms (2/13/05)