

**Section 7**  
**REGISTRATION**  
**Policies and Procedures**

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**7.1 Definitions**

- The definitions found in UYSA Bylaw 102 shall apply to this policy section.
- The term “**should**” means that the action is recommended or encouraged.
- The terms “**must**” and “**shall**” mean that the action is required.
- “**CLR**” means Certified League Registrar.
- “**Club**” means an Organization that has an identifiable membership of Youth Players on whose behalf the Organization conducts or engages in youth soccer activities.
- “**Competition League**” means a League that is not a Recreation League.
- “**Competition Team**” means a Team that use tryouts, invitations, recruiting, or similar processes to roster players.
- “**D-Pass**” means a player development pass.
- “**IRL**” means the Interregional League.
- “**XL**” means the X.-League
- “**Recreation League**” means a League with the following characteristics: (1) the use of tryouts, invitations, recruiting, or similar process to roster players to a Team is prohibited; (2) the League accepts as participants any eligible youths subject to reasonable terms on registration; and (3) League rules require that each player must play at least one-half of each game except for reasons of injury, illness, or discipline.
- “**Recreation Team**” means a Team that is not a Competition Team.
- “**SCL**” means the State Competition League.
- “**SOMS**” means UYSA’s state online management system.
- “**Technical Director**” shall mean UYSA’s State Technical Director.

**7.2 Administration**

**721 State Registrar**

The state registrar shall be appointed by the UYSA President to oversee all registration matters and provide training for CLRs.

**722 State Office**

The Member Services Manager or other employee in the State Office designated by the Chief Executive Officer shall work with the State Registrar in all registration matters and be the State Office’s liaison with the CLRs.

**723 Certified League Registrars**

**7231 Certification Process**

1. The State Registrar, in concurrence with the Member Services Manager, shall design and implement a certification process for registrars. New Registrars must complete the certification process no later than April 1 to serve as a registrar the next Seasonal Year.
2. The certification process shall consist of individual training, the passing of a certification test, and payment of a designated certification fee.
3. Training for registrar certification will take place between the months of November through February.
4. Individuals must successfully complete the certification process to be a CLR.

5. CLRs must recertify each Seasonal Year by passing a re-certification test and paying a re-certification fee no later than May 1.

#### **7232 Eligibility**

1. An individual is eligible to enroll in the certification process if they have contracted or will be contracting to provide registration services for at least one Organization Member.
2. An individual is ineligible to enroll in the certification process if they are serving as the president, technical director, or director of coaching of an OM.

### **7.3 Policies**

#### **731 Unaffiliated Registration**

##### **7311 General**

A youth player may register with UYSA at any time without being affiliated with or registered to a Team or Organizational Member.

1. An unaffiliated player may be referred to as a Tournament Only Player registered in SOMS.
2. Tournament Only Players may not compete in any UYSA league matches.
3. Tournament Only players may request to be released from their Tournament Player Reserve team at any time.

##### **7312 Required Fees**

The fee for unaffiliated registration is found in UYSA Policy 1452.

##### **7313 Required Documentation**

1. An appropriately formatted photo must be uploaded to the player's profile in SOMS.
2. A valid proof of birth document must be verified and uploaded in SOMS. See paragraph 3 of policy 7323.

#### **732 Competition Registration**

##### **7321 Registrants**

1. Competition Teams must register for participation in competition programs using SOMS.
2. Individuals must register to a Competition Team as a player, coach, or administrator using SOMS.
3. Players shall be registered under the account of their parent or guardian.
4. Coaches and administrators shall register under their own account.
5. Registration procedures are set forth in section 7.4 below.

##### **7322 Required Fees**

The fee for competition registration is found in UYSA Policies 1452, 1453 and 1454.

##### **7323 Required Documentation**

1. Each Team must provide an alignment request on UYSA form to its applicable registrar no later than the deadline set forth in policy 7323 below.
2. Each player and administrator shall upload an appropriately formatted photo in SOMS.

- a. The photo must be a head shot with no sunglasses, hats, or funny faces.
  - b. The photo must not have been taken more than a year prior to upload.
3. Each player shall provide appropriate proof of age to a certified registrar to be uploaded in SOMS. Only the following will be accepted:
    - a. Birth Certificate;
    - b. Current Driver's License;
    - c. Passport;
    - d. Alien Registration Card issued by the U.S. Government (USCIS Form I-551);
    - e. Uniformed Services Identification and Privilege Card (DD Form 1173); and/or
    - f. A document issued by a legitimate government agency wherein birth date is verified as part of the document issuance process.
  4. Each player/team must pay the registration fees required by UYSA at the time of registration. This includes the registration fee, competition league fee, and the UYSA Legacy Fields Project fee. Fee waiver players must pay UYSA fees at the time of registration. If an Organizational Member or any other entity is paying fees for a fee waiver or player whose fees have been waived, fees must be paid to the UYSA Office within 30 days of player(s) registration.
  5. The registration fee and the UYSA Legacy Fields Project fee are not refundable. The competition league fee is refundable before alignment has taken place. Furthermore, UYSA reserves the right to refund on a case by case basis if exceptional circumstances exist.
  6. There is no refund for the difference of the registration fee for players transferring from competition to recreation.
  7. An executed Volunteer Disclosure on UYSA form must be submitted for each coach and administrator. This may be done online as part of the background check before the individual can be listed as team administrator or coach.
  8. An executed Code of Conduct on UYSA form must be submitted for each coach and administrator as well as every parent of every player. Such form may be completed and submitted through SOMS.
  9. The name the player registers under in SOMS must exactly match the name on his/her proof-of-age document.
  10. All team administrators must complete the HEADS UP Concussion in Youth Sports: Online Training course. The certificate of completion must be uploaded in SOMS in order for the coach to appear on a game day roster.
  11. All team administrators must complete SafeSport Online Certification prior to their interaction with youth participants. The certificate of completion must include Emotional and Physical Misconduct, Mandatory Reporting, and Sexual Misconduct Awareness Education and must be initially uploaded into SOMS in order for the coach to appear on the Affinity game day rosters. The official SafeSport refresher course; Recognizing and Reporting Misconduct is required each following year in order for a coach to be eligible to participate within UYSA.

### **7324 Completion**

A player is considered registered to a Team at the occurrence of the earliest of the following on or after the registration opening date in policy 7325:

1. When the player completes the registration process in SOMS by or with the written authorization of the player's parents or guardian in accordance with the policies and procedures set forth in Section 7 of UYSA's policies and procedures; or
2. Upon delivery to a Team official of an executed Player Registration Form along with all waivers and acknowledgements and State Registration Fees, unless covered by a fee waiver.

### **7325 Deadlines**

1. Fall Season – For a player who will compete in the next Seasonal Year, registration will open two (2) days following the first day tryouts may be held for that player's specific age group pursuant to UYSA Policy 6316. Teams must register by July 1. Girls' high school provisional teams must register no later than 14 days after high school tryout results have been published. The UYSA office will publish a hard deadline each year.
2. Spring Season – Registration for the Spring season will open the Monday immediately following the first Saturday in November. Teams must register by February 1. Boys' high school provisional teams must register no later than 14 days after high school tryout results have been published. The UYSA office will publish a hard deadline each year.
3. CLRs may require submission by an earlier date to allow for processing. This date may not be before June 15 for fall season and January 15 for spring season.

### **7326 Age Groups**

1. UYSA shall have competition age groups from under-9 (U-9) through under-19/20 (U-19/20).
2. A 12U-19U Team shall be registered to the age group of its oldest player. In other words, a Team may not play up in an age group older than the age group of its oldest player.
  - (a) Once a team is applied into the State Gaming League they may not change their age group for the Seasonal Year by adding a player older than their current age group or between fall and spring seasons.
3. A player's age group is determined by the year the player was born.
4. Playing Up
  - a. A player in the U-15 age group or above may register to a Team competing in any higher age group.
  - b. A player in the U-11 through U-14 age groups may register to a Team competing in an age group up to two (2) years higher.
  - c. A player in the U-9 and U-10 age groups may register to a Team competing in an age group up to one (1) year higher.
  - d. A player's parent must consent to the player's registering to a Team competing in a higher age group. Such consent is implied if the parent registers online, and no special form is required in such case.
  - e. Play up exception: Players wishing to play up more than what is stated in Sections(s) 4b and 4c may do so under the following guidelines/procedures.
    - (1) Player is in good standing.

- (2) Recommendation from the Organizational Member DOC, Technical Director or President.
- (3) Final Approval from the current UYSA President.
- f. Notwithstanding the foregoing guidelines, any player attending ninth grade or higher may participate on a high school provisional Team

#### 5. Recreation Age Groups

An Organizational Member that facilitates a recreation based play type may have the ability to combine age groups to accommodate play. Recreation programs may modify cut off dates for age groups based upon the local school year cut off dates. If recreation players are playing in an age modified recreation program, they will be ineligible for national tournaments if they are in an age group that will not mirror the state competition league policies.

*Explanatory Note: You may combine ages U6 and U7 to be one age group. Or combine U12, U13 and U14 together to form one age group. (Keeping in mind the 2 year play up rule.)*

### 7327 Player Releases, Drops and Transfers

#### 1. Definitions

- a. **“Release”** – a player is removed from a Team’s roster and is placed into the unassigned or pending player pool of the Organization.
- b. **“Drop”** – a player is removed from a Team’s roster and placed into the pending pool of the Team’s Organization.
- c. **“Transfer Window”** – November 15<sup>th</sup> through the following January 15<sup>th</sup>. There is no transfer window for players primarily rostered to a team competing in the Premier League, which includes Premier 1, Premier 2, Silver, Black, Orange and Purple divisions of the Premier League.
- d. **“Release Restrictions”**
  - (1) The Release request is initiated outside of the Transfer Window;
  - (2) The Release request is to a Team that is in or is anticipated will be in the same division for the current Seasonal Year;
  - (3) Release of the player would drop the number of players on the Team below the minimum number of players required to be rostered by state policy;
  - (4) The player has outstanding fees with the Team and/or Organization that have been contracted for in writing.
  - (5) Release Restrictions shall not apply to Drops. Release Restrictions described in subparagraphs (1) and (3) above shall not apply to intra-club transfers.
- e. **“Exceptional Circumstances”** – circumstances, evaluated on a case-by-case basis, justifying a player release despite the existence of Release Restrictions. The mutual agreement of both Teams and the player is considered “Exceptional Circumstances”.
- f. **“Player Transfer Form (PTF)”** – Official UYSA Document used to request a player release, transfers or multi rostering.

#### 2. Release or Drop without Player Request

- a. Without a request from a player, a Competition Team may not release such player from its roster unless one of the following conditions exists:
  - (1) The player has committed a substantial violation or multiple minor violations of USSF, USYSA or UYSA bylaws or policies:

- (2) The player has committed a substantial violation or multiple minor violations of the Team's or Organization's rules;
  - b. Without a request from a player, a Competition Team may not drop such player from its roster unless one of the following conditions exists:
    - (1) The player and the player's parents have not contacted the Team for at least six (6) weeks and the Team has made diligent effort to contact the player;
    - (2) The player has moved out of state;
    - (3) The player has an injury that will prevent the player from competing for at least four (4) months and the Team is at maximum roster size.
  - c. A Team releasing or dropping a player under this provision must fill out and execute the appropriate section of UYSA's Player Action Form with an adequate description of the grounds supporting the release or drop, and deliver it to the appropriate registrar.
  - d. The player being released or dropped shall be afforded notice and an opportunity for a hearing with the Organization prior to effecting the release.
  - e. A decision to involuntarily release a player may be protested by the player to UYSA's Adjudication Committee in accordance with such committee's policies and procedures.
3. Release Requested by Player
- a. Player Action
    - (1) A player may request release from a Competition Team by filling out the appropriate section of UYSA's Player Transfer Form (PTF) and delivering such form by hand, mail, or electronic means to the coach of the player's Team.
    - (2) If any of the Release Restrictions exist, the PTF should be accompanied by a statement setting forth the "Exceptional Circumstances" that justify release despite the existence of a Release Restriction.
  - b. Coach Action
    - (1) Within three (3) business days of receipt of the PTF, the coach must take one of the following actions:
      - (a) If no Release Restrictions exist, the coach must execute and return the PTF to the player;
      - (b) If any Release Restriction exists, the coach must not execute the PTF, but shall forward the PTF and any support documentation to the player's Organization's designated representative.
    - (2) If the coach fails to take any of the foregoing actions within three (3) business days of receipt of the PTF, the player may forward the PTF and supporting documentation to the UYSA League Commissioner.
  - c. League Commissioner Action
    - (1) Within five (5) business days of receipt of a forwarded Player Transfer Form, the League Commissioner shall confirm receipt of the PTF. Within fifteen (15) business days the League Commissioner shall deny or approve the request in writing.
      - (a) The League Commissioner shall approve the release if there is insufficient evidence of any Release Restriction.
      - (b) After review by a panel, the League Commissioner shall approve the release despite the existence of a Release Restriction if the player has adequately demonstrated the existence of Exceptional Circumstances.
      - (c) After review by a panel, the League Commissioner must deny the release if a Release Restriction exists and the player has failed to demonstrate the existence of Exceptional Circumstances.
      - (d) The League Commissioner shall deny the release if the request is made outside the Transfer Window and the player will be registering with a Team competing in a

higher division than the player's current Team, or in the same or anticipated to be the same division in the Seasonal Year, regardless of age group. For purposes of this policy, Premier 1 shall be considered to be a higher division than Premier 2.

- (2) If the League Commissioner denies the request, the player may protest such decision to UYSA's Adjudication Committee pursuant to such committee's policies and procedures.
- (3) If the League Commissioner approves the request, the Organization from which the player is being released may protest such decision to UYSA's Adjudication Committee pursuant to such committee's policies and procedures.
- d. A player may not be released and re-registered to another Team more than three (3) times in a Seasonal Year. This includes intra-club transfers
- e. A player released under this policy and registered to a new Team in a new Organization must compete with that Team and may not be transferred or club passed to another Team within the Organization for the remainder of that season.
- f. League Commissioner Process
  - (1) Review the PTF and make sure roster rules, Organization rules, and UYSA rules are met.
  - (2) Verify that the PTF has all required signatures.
  - (3) If the PTF has been signed by the releasing Team's coach, email or call that coach and verify that such coach signed the PTF with an understanding of the circumstances of the PTF.
  - (4) Call or email the player's Organization to ensure that no Organization fees are due.
  - (5) Call or email the player's parent to verify the release request and the exceptional circumstances supporting the release.
  - (6) Make a decision on the request and notify the player the player's parents, the player's Organizational Member, and the player's certified registrar.

*Explanatory Note: Releases outside the Transfer Window are presumed to be prohibited, which presumption can only be overcome by exceptional circumstances proven to and verified by the League Commissioner prior to approval.*

4. Automatic Release.

A player is automatically released from a Team on June 1 or upon dissolution of the Team, whichever occurs earlier.

### **7328 Team Rosters**

1. The following roster sizes shall apply to registered Teams.
  - a. U9/U10 – no less than nine (9) and no more than twelve (12) players.
  - b. U11-U12 – no less than eleven (11) and no more than fifteen (15) players.
  - c. U13-U14 – no less than thirteen (13) and no more than eighteen (18) players.
  - d. U15-U19 –no less than thirteen (13) and no more than twenty-two (22) players.  
Coaches are responsible to ensure that the Game Day Roster (GDR) shall not have more than 18 players.
  - e. Players who are required to serve a suspension must remain active on the roster until the suspension is served and count toward the max allowed on the Game Day Roster.
2. A Team may not roster more than five (5) players who were rostered to other UYSA-registered Teams during the same Seasonal Year unless the one of the following circumstances exist:
  - a. All previously rostered players over the limit are from a Team where the coach has voluntarily resigned or has been suspended, a new coach cannot be found, and the transferring players would not otherwise be able to play; or



- b. The action is approved by the Board.
- 3. A Team obtaining a waiver under the previous paragraph is not eligible to compete in State Cup for that Seasonal Year.
- 4. U10 and younger players are not allowed to be rostered to more than one (1) team at a time, regardless of play type.

**7329 Team Registration and Movement**

- 1. Organizational Member Teams
  - a. If a Team registers through an Organizational Member, such Team is bound to such Organization Member for the Seasonal Year once the Team is activated by a certified registrar.
  - b. A Team may not move to another Organizational Member during the Seasonal Year unless the Team obtains a judicial ruling that the Team’s current Organizational Member has breached a contract with the Team.
- 2. Independent Teams
  - a. An independent Team may register as an independent Team with no affiliation.
  - b. During the Seasonal Year, an independent Team or group of independent Teams may apply for Organizational Member status or join an existing Organizational Member with the following exception:
    - (1) Independent teams cannot join an existing Organizational Member during the months of February and July.

**733 Recreation Registration**

**7331 Registrants**

Players, coaches, and Team parents must register for participation in Recreation Leagues using SOMS.

**7332 Required Fees**

The fee for recreation registration is found in UYSA Policy 1542.

**7333 Required Documentation**

- 1. Each player, coach, and Team parent may upload a picture in SOM, but is not required.
- 2. Each player may upload appropriate proof of age in SOMS, but is not required. Only the following will be accepted:
  - a. Birth Certificate;
  - b. Current Driver’s License;
  - c. Passport;
  - d. Alien Registration Card issued by the U.S. Government (Form I-551);
  - e. Uniformed Services Identification and Privilege Card (DD Form 1173); and/or
  - f. A document issued by a legitimate government agency wherein birth date is verified as part of the document issuance process.

3. Each player must pay the registration fees required by UYSA at the time of registration.
4. The UYSA registration fee is non refundable.
5. There is no refund for the recreation registration fee for players transferring from recreation to competition.
6. An executed Volunteer Disclosure on UYSA form must be submitted for each coach and Team parent.
7. An executed Code of Conduct on UYSA form must be submitted for each coach and Team parent as well as every parent of every player.
8. The name the player registers under in SOMS must exactly match the name on his/her proof-of-age document.
9. All team administrators must complete the HEADS UP Concussion in Youth Sports: Online Training course. The certificate of completion must be uploaded in SOMS.
10. All team administrators must complete SafeSport Online Certification prior to their interaction with youth participants. The certificate of completion must include Emotional and Physical Misconduct, Mandatory Reporting, and Sexual Misconduct Awareness Education and must be initially uploaded into SOMS in order for the coach to appear on the Affinity game day rosters. The official SafeSport refresher course; Recognizing and Reporting Misconduct is required each following year in order for a coach to be eligible to participate within UYSA.

#### **7334 Deadlines**

1. Fall Season – Teams must register by July 1.
2. Spring Season – Teams must register by February 1.

#### **7335 Player Releases and Drops**

1. Recreation to Competition Transfer Requested by Player
  - a. A player may request to be released from a Recreation Team to join a Competition Team by contacting the recreation program administrator and verbally or electronically requesting the transfer.
  - b. Upon financial clearance from the current program, the recreation program administrator will contact the State Office to process the recreation player release and shall notify the player that the release has been approved. Any outstanding balance shall result in a denial of the recreation to competition transfer request.
  - c. The State Office will release the player from their current recreation program to allow them to register to the competitive team.

### **7.4 Procedures**

#### **741 Individual Activities**

##### **7411 Establishing a SOMS Account**

A SOMS account is created when registering an individual as a player, coach, or administrator with UYSA.

#### **7412 Registering a Player**

1. Proceed to the online registration page of the Organization to which you will be registering the player.
2. Click the “Registration” tab in the upper right-hand corner of the screen.
3. Login
  - a. If you are a returning user, check the box by “Player Registration” in the first section, enter your username and password in the Option 1 section, and click on the “Login” button.
  - b. If you do not have an account, check the box by “Player Registration” in the first section and click the “Create New Account” button in the Option 2 section. Enter the all the required information in the popup box and save it, which will return you back to the login screen.
4. On the “Add Family Member” page, verify whether the player you want to register is listed.
  - a. If the player is listed, click the “Continue” button.
  - b. If the player is not listed, click the “Add New Player” button and enter the player’s information in the new screen.
5. On the “Create Registration” screen, eligible players are listed in the top section. Click the “Register as Player” button to the right of the appropriate player’s name.
6. In the popup screen, you will be asked to either select a player level or input an assignment code. If utilizing an assignment code, enter the player assignment code given to you by the Team of Organization. The code is in the following format: xxxx-xxxxx-PLxx. If prompted to select a play level, select the desired play level. Once this is done, you will be presented with more data fields to complete. Then click the “Save” button.
7. Once the application is saved, click the “Continue” button, which will send you to the “Electronic Legal Agreements” page. Check the box in each section, then select the “Continue” button to go to the payment page.
8. Input all required information and enter.
9. After you are done, you should print out the registration and receipt forms to take to the Team manager.

#### **7413 Registering a Coach or Administrator**

1. Proceed to the online registration page of the Organization to which you will be registering the coach or administrator.
2. Click the “Registration” tab in the upper right-hand corner of the screen.
3. Login
  - a. If you are a returning user, check the box by “Coach/Admin” in the first section, enter your username and password in the Option 1 section, and click on the “Login” button.

- b. If you do not have an account, check the box by “Coach/Admin” in the first section and click the “Create New Account” button in the Option 2 section. Enter the all the required information in the popup box and save it, which will return you back to the login screen.
4. On the “Add Family Member” page, verify whether the individual you want to register is listed.
  - a. If the individual is listed, click the “Continue” button.
  - b. If the individual is not listed, click the “Add New Parent/Guardian” button and enter the individual’s information in the new screen.
5. On the “Create Registration” screen, eligible individuals are listed in the top section. Click the “Register as Coach/Admin” button to the right of the appropriate individual’s name.
6. In the popup screen, you will be asked to input an assignment code. Enter the assignment code given to you by the Team of Organization. The code is in the following format: xxxx-xxxxx-HCxx or ACxx or TMxx. Then click the “Save” button.
7. Once the application is saved, click the “Continue” button, which will send you to the “Electronic Legal Agreements” page. Check the box in each section, then select the “Continue” button which will take you to the “Thank You” page.
8. Print out your forms.

## **742 Registrar Activities**

### **7421 Registration Setup in SOMS**

CLRs are responsible for setting up registration pods in SOMS for its associate members and Organizational Members and handling all rostering requests and requirements.

### **7422 Player Acceptance**

A player must be “accepted” to complete the registration process. Acceptance includes clicking the accepted and age legal boxes in the player look up function. A player must be accepted before he/she can be assigned to a team either manually or through an assignment code.

### **7423 Team Activation**

Once a team meets the minimum roster requirements of players and administrators the team must be Activated before it can apply to the SCL, accept transfers of players, initiate transfers of players or apply to State Cup or Presidents Cup. Activating a team consists of clicking the activation tab from the team details screen. The activation tab will also indicate number of players playing up (if any), the number of years playing up, and any players that are in violation of association age or play up policies.

#### **7424 Multi-rostering Players**

1. A player may multi-roster between recreation and state competition leagues (XL, IRL, SCL, PL or SU-IRL), with permission of both coaches and the recreation OM President. An OM with recreation play types may set its own policy whether to allow or deny currently registered competitive players from multi-rostering within its recreation program(s).
2. A player may not multi-roster in the same age group in XL, IRL SCL and PL. The CLR must collect the Multi Roster fee and verify that the player action form has been filled out correctly and signed by the appropriate parties.
3. SU-IRL Exception  
A Player may multi roster in the same age group, but may not multi-roster to teams that player in the same bracket/division in any given season of the SU-IRL. The CLR must collect the Multi-Roster fee and verify that the player action form has been filled out correctly and signed by the appropriate parties.

#### **7425 Releases and Transfers**

1. Releases
  - a. The CLR shall not process a release until receiving a Player Transfer Form with all required information including the following:
    - (1) All information in the Player Information section including signatures of the player and the player's guardian.
    - (2) All information in Section 1 (Release) including the reason for release and either (1) the signature of the player's current coach or (2) the signature of the player's Organization president or the Region Director if the release is outside the transfer window or fees were due and owing to the Organization.
  - b. The CLR shall not process the release until the player's pass has been obtained, if one has been issued.
2. Transfers
  - a. The CLR may register a player to a new team once the player has been properly released from his/her previous team.
  - b. The CLR may not register a player to a new team if such team already has five (5) players that were previously rostered to another team unless at least one of the provisions in policy 7328 is met.

#### **7426 Activating and Applying SCL Teams**

1. The CLR is responsible for activating all teams wishing to participate in the SCL and applying them to the SCL before 11:59 pm Mountain Standard Time on the deadline date.
2. To apply a team to the SCL, the CLR should do the following:
  - a. Search for the team in the Team lookup;
  - b. Click on the "Tournament" tab;
  - c. Choose "SCL" from the drop-down box;
  - d. Click "Register."

## **7427 Collection and Submission of Fees**

1. The majority of state fees will be processed and collected through SOMS. Some state fees are not capable of being collected through SOMS and will have to be collected manually by the CLR. These fees are multi-roster fees, high school provisional fees, tournament only fees, and internal registration fees.
2. All fees are set forth in UYSA Policy 1422.
3. CLRs will use the UYSA-provided Tally Sheet to keep track of manually collected fees. Checks must be made out to UYSA. All manually collected fees should be turned into the state no later than December 1 for the fall season and summer tournaments, and July 1 for the spring season. All fees should be mailed in or delivered to the State Office with the Tally Sheet attached.
4. Organizational Members, Associate Members, or Co-Ops that submit one check for all manually collected fees should be submitted to the state no later than December 1 for the fall season and summer tournaments, and July 1 for the spring.
5. CLR who submit manually collected fees with multiple checks from the players should submit fees no later than the following dates:
  - a. September 1: Players registered from the Monday after Memorial Day through July 31
  - b. December 1: Players registered from August 1 through November 30
  - c. April 1: Players registered from December 1 through March 31
  - d. July 1: Players registered from April 1 through June 1

## **7.5 Violations**

### **751 Players, Parents, and Team Officials**

Players, parents, or team officials violating any of the policies found in this section may be referred to the Adjudication Committee in accordance with the policies and procedures found in UYSA Section 5.2.

### **752 Registrars**

Any CLR found to be violating UYSA, USYSA, or USSF Rules will be subject to suspension and/or permanent loss of certification.