

BAY AREA YOUTH SOCCER ASSOCIATION
REGISTRARS' HANDBOOK 2026-27 SEASON



BAYSAs
BAY AREA YOUTH SOCCER ASSOCIATION
www.baysa.org

HANDBOOK INDEX

	<u>Page</u>
GENERAL INFORMATION	4
Registrar Duties and Responsibilities	4
Communications	4
Resources	4
Division/Player Descriptions	5
Competitions	5
Academy and Rec Plus	6
Tryouts and Assessments	6
Other Information	7
PLAYER REGISTRATION	8
Verification of Date of Birth	9
Age Eligibility Chart	9
18 Year Old Athletes	10
Play-ups	10
Play-downs	10
Releases	10
Transfers	11
Transfer/Releases – U8 and Younger Players	11
Identification Cards	11
Other	12
Club Pass Players	13
ADULT REGISTRATION	14
Adult Information – General	14
Background Checks	14
License Requirements	14
TEAMS	15
Team Formation	15
BAYSA Team Formation	15
Teams – Roster Size	16
Tournament Teams	16
EVENTS	17
Spring and Summer Registration	17
Cup Play – Spring	17
OTHER INFORMATION	17
Policies	17
Soccer Across America	17
TOPSoccer	18
E-Travel	18
Uploads (Third Registration Party Vendor)	18
Player Grants	18
Certificate of Insurance and Goal Post Inspections	18
Medical Claims	19
Guest Players	19
Out-of-State Players	19

Interstate Players	19
International Clearances	20
STYSA Policies	25
Concussion Procedures and Protocol	25
STYSA Policy on Heading	27
Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017	28
STYSA Policy on 10U Teams	30
STYSA Policy on Alcohol and Tobacco Products	30
Advertising/Sponsorship	30
Player/Team Gear Logo Policy	30
STYSA Open Carry Policy	31
STYSA Inclement Weather Policy	31
STYSA Age Verification Protocol	31
Additional BAYSA Information	32
Field Closures and Rainouts	32
Coaches Quick Guide	32
FORMS (forms located on STYSA website www.stxsoccer.org)	
Agreement of Confidentiality	
STYSA Player Transfer/Release Form	
Concussion Notification	
Interstate Permission Form	
International Clearance – Form P12 5-11)	
International Clearance – First Registration Form	
International Clearance Form	

GENERAL INFORMATION

REGISTRAR DUTIES AND RESPONSIBILITIES

Club registrars will be responsible for:

- Act as the primary point of contact for registration questions from parents and coaches
- Establish club deadlines to facilitate timely reports to BAYSA and state
- Conduct club registration and manage club data for players, coaches, and teams in compliance with club, association and state rules and policies
- Manage registration for all adults who participate in the program and ensure coaches have completed required training and background checks
- Verify player age documentation (birth certificates) and ensuring compliance
- Assist treasurer with tracking and verifying registration numbers for STYSA reports on or about October 1, November 1, April 15, and July 31
- Facilitate information on teams to club schedulers and officers, as requested
- Notify BAYSA registrar by Tuesday weekly of any adds/transfers/releases after teams are approved. Please attach forms.
- Uphold and ensure the security and confidentiality of registration records and information

BAYSA Registrar will be responsible for:

- Organize and implement the annual registration of players and adults
- Reconcile player registrations and prepare a player count report for the BAYSA treasurer, due to the state on or around October 1, November 1, April 15, and July 31.
- Handle and file player transfers, releases, and adds after rosters are approved
- Report to the BAYSA Executive Board and general membership on general registration progress, issues, and deadlines
- Solve general problems and concerns regarding registration matters and review any database discrepancies
- Communicate with BAYSA board members on registration matters and interface with D&P Chair on registration, when necessary
- Communicate general registration information (deadlines, registration-related information) to club registrars and other club officers as needed

COMMUNICATIONS



Registrar Shirley McGraw
Email: Shirleysoccer@gmail.com

RESOURCES:

www.baysa.org	(BAYSA website)
www.stxsoccer.org	(South Texas website)
GotSport State Help Center	Systemgotsport.com

DIVISION/PLAYER DESCRIPTIONS

(source: South Texas Youth Soccer Association)

LEVELS OF PLAY OFFERED IN STYSA

It is the mission of South Texas Youth Soccer Association to foster the physical, mental and emotional growth and development of the youth of South Texas by offering an environment that makes soccer fun and instills a lifelong passion for the game in its players and their families. To accomplish this goal, STYSA provides various levels of play designed to fulfill the needs of players ages 4 through 19 of various skill levels. For DII, DIII, and DIV, there is a 50% play requirement.

Division IV - Recreational and Academy –10U and younger players

Specifically for 10U and younger. Includes traditional Recreational and "Rec Plus/Academy" (7U–10U) focused on player development.

Division III - Recreational –11U through 19U

Recreational soccer focused on participation and enjoyment of the game.

Division II – Competitive –11U through 19U

Introductory competitive level designed for players wanting to develop skills through higher competition, allowing, but not requiring, player selection based on ability. Eligible for Directors Cup or South Texas Cup.

Super II – Competitive –11U through 19U

High-level competitive, requiring more travel and commitment, geared toward skilled players. They are eligible for the Directors Cup or Presidents Cup.

Division I – Competitive –11U through 19U

Highest competitive level. Teams are formed through competitive tryouts and often participate in state-level leagues like [State Classic League \(SCL\)](#) or the USYS Frontier Conference. They are eligible for the State Cup.

Levels of Competition within Division I

- **Frontier (13U – 19U)** National League Frontier Conference (Frontier) is the most competitive league within Southern Region (Regional Play). The league comprises both boys and girls teams in the U13-U19 age groups and includes four teams from each State Association (STX, NTX, and OK).
- **STYSA State Classic League (SCL; 13U – 19U)** This league is a fully sanctioned US Youth Soccer and South Texas Youth Soccer Association competitive league. SCL will provide an opportunity for the most competitive play possible for qualified teams within the South Texas Youth Soccer Association to aid in the development of the competitive youth soccer player.
- **Division I (11U-19U)**
The third highest level of competition, these teams generally comprise the top players within the regional association. Tryouts are held with skilled players selected for this level of play. Teams must qualify according to their District requirements and play a District-wide schedule. League play for these teams is managed by WDDOA for the Western District and EDPL for the Eastern District.
- **New Comp**
US Club Soccer and US Youth Soccer are unaching a new joint, top-tier competition platform, informally termed "New Comp" starting in the 2026-27 season. It integrates National Premier Leagues (NPL) and National League into a unified structure focusing on team-based qualification across eight regional conferences.

COMPETITIONS: The competitions offered by South Texas Youth Soccer Association and the levels of play eligible for each competition are:

- **Fall Championships-** South Texas Youth Soccer Fall Championships is a two stage tournament for Division II and Division III STX Soccer Member Association Fall Leagues. Team eligibility for Fall Championships is based on the allocations given to each Member Association and a team's performance in their respective Fall League play.
- **South Texas Cup** – South Texas Cup is the entry level of state competition in the South Texas Spring Cups Series. South Texas Cup is a restricted-entry competition for 11U to 19U teams that competed in a South Texas Youth Soccer Division II or Division III level league. South Texas reserves the right to place teams in a different competition, dependent on their seasonal league results.
- **Directors Cup** – South Texas Directors Cup is the third highest level of competition in the South Texas Spring Cups Series. Directors Cup is a restricted-entry competition for 11U through 19U teams that participated in Super II level leagues or lower Member Association Leagues. South Texas reserves the right to place teams in a different competition, dependent on their seasonal league results.
- **Presidents Cup** – South Texas Presidents Cup, part of the US Youth Soccer National Presidents Cup, is designed for those teams seeking additional challenges to play against teams of similar abilities for a national title (national title opportunity for 13U-19U age groups only). Presidents Cup is an open-entry competition recommended for STX Youth Soccer Division I teams not seeded into State Cup and mid-to-high level Super II teams. The competition is open to 11U to 19U boys and girls teams.
- **US Youth Soccer National Championships (State Cup)** – South Texas State Cup, part of the US Youth Soccer National Championships, is the highest level of competition in the South Texas Spring Cup Series. It is an open entry competition for South Texas Youth Soccer registered teams in the 11U to 19U age groups who competed in a South Texas Youth Soccer Association qualifying league. Top Division I teams are typically defined as teams playing in the US Youth Soccer National League Frontier Conference (Premier 1), State Classic League (SCL), and the 11U-13U Division I teams competing in the EDPL Division I or WDDOA Prime league brackets.

ACADEMY VERSUS TRYOUTS

- **Academy** is not a play level, but a certified program which uses a defined and approved curriculum and qualified staff to teach individual skills to players registered as U10 and younger. Players register for Division IV and, in addition to playing with their team, they can take part in academy training. It is important to categorize academy players as "Academy 4" instead of Division 4.
- **Rec Plus** is a level of play. If 9U or 10U teams training in the academy program want to play together as a team, then they need to be rostered as a Rec Plus team.

TRYOUTS AND ASSESSMENTS

Team formation should be a fair and unbiased process to assign and roster players. Check appropriate roster sizes for different age and play levels.

- **Assessments (Recreational)**. Every child that signs up to play soccer is assigned to a team; no one is turned away due to skills. A limit can be placed on the number of children who are accepted for a season, and recreational registration should be noted on a first-come, first-served basis. Players must be accepted in the order of registration date and time. Anything else would be considered a form of a tryout because it might imply the club is accepting only those who are "good" for the team. Once signed up, each child can be skills tested and evaluated to determine team assignment. Clubs should have a policy on recreational team formation in their rules or bylaws.
- **Tryouts (Competitive)**. The organization uses skills testing to determine who makes the team. Some players may be denied a place on the team.

OTHER INFORMATION

- Team coaches and officials, all officers (club and associations) will be required to complete the SafeSport course, background check, and one-time CDC module. Renewals begin on June 1 each year (SafeSport – annually; background checks – every two years; concussion module – once).
- Clubs and associations will be required to fill out an affiliation form through GotSport for STYSA that lists information on the president, treasurer, registrar, and an option to provide two additional officers. This must be completed annually; should be done by August 1.
- Virtual Cards. BAYSA utilizes virtual cards; however, as a best practice, teams should have a printed, laminated set of cards available if the need arises. When using virtual cards, teams must be generated and player accounts locked in GotSport. Printed cards will be required for fall championship and spring cup games. All adults must wear the current printed adult participation passes card at all South Texas events; virtual cards are not permitted for adults.
- Teams should check their roster and player/adult cards at the beginning of the seasonal year and routinely as rosters are changed to verify completeness and accuracy. If a player is no longer with team, a release/transfer form should be signed and completed. (Refer to transfer/release).
- All ID cards need to be pictured and laminated by the first game of the season. Effective February 24, 2013, only signature required on card is the state registrar. It is preferable they be kept in alphabetical order on a ring. Photo sleeves are not considered lamination.
- GotSport is the official repository for all BAYSA players, coaches, and team information. All adults must be processed through GotSport. All rosters, player cards, and KidSafe / Adult Participation Passes will be managed within GotSport. Rosters and player cards are required to be printed from GotSport. Adult passes are required to be printed from GotSport. All updates such as transfers or releases must be processed within the GotSport system. Paper documentation of transfers/releases is still required for all BAYSA players.
- Summary sheet with weekly requests for transfers, releases, etc. should be sent to Shirley McGraw. Club registrars will load the transfer information in GotSport. On the dashboard, go to “affiliations” then “South Texas forms” and you will find the transfer form option. Clubs should plan for adequate time to obtain and process transfers. Please refer to transfer section for more information. Please attach STYSA paper transfer forms (complete and accurate) with weekly request form. One weekly request form per week.
- Please remind your coaches that BAYSA Rules of Competition do NOT allow for write-in on game cards.).
- Paper copies (registration forms, age verification certificates, etc.) may be returned to parent after entry into the database. Best practice, however is to have age verification loaded in the GotSport document repository. If any parents express objections, please return the copies to them and refrain from uploading the documents.
- In the fall season, rosters are frozen as of November 1 for all teams participating in competition that may result in advancement to fall championships. In order to be eligible, a player must participate in at least two regularly schedule, regular season games. The two-game requirements must be considered when registering players.
- For spring cup competitions, dates and guidelines are set on the STYSA website. All players eligible for these teams must be properly registered through the association in order to participate.

PLAYER REGISTRATION

- A player is considered registered when the Club / Association Registrar has: (1) in their possession registration of the type normally used by that local club / association, (2) the date of birth has been verified, and (3) the applicable member registration fees have been collected. Collection of fees and other charges is a club matter, and a written policy should be available to members.
 - Registration Period: August 1 through July 31 annually
 - Seasonal Year – September 1 through August 31 annually
 - STYSA Age Group Formation Cycle –August 1 –July 31 (used to determine age for registration)
- An eligible player is a registered player who is properly registered and rostered to a team and is not suspended.
- A player may be rostered to a generic team to be registered. A player has to be rostered to a team to have a card printed. Registrar may create generic tournament teams in GotSport (tournament season) to handle special cases. Player will pay regular BAYSA player fee.
- If US Club players want to play in STYSA, they must register as new players and birth certificates verified. If US Club players are registered in error, they will be counted in the STYSA player count, and appropriate fees collected.
- A player may register at any time. Although there are four established registration deadlines, individual registrations can be submitted at any time as long as it does not affect the eligibility of the team. Official deadlines for reporting registration to the state are:
 - Initial Fall – October 1
 - Final Fall – November 1
 - Spring Cup – As specified for the competitions on the STYSA website and cup guidelines
 - Spring – April 15
 - Summer – July 31
- Players should be registered at the time they take part in tryouts. Most clubs collect the full registration fee only after selections have been made and team players identified.
- Players have only one ID number per seasonal year. If a player is transferring to another club or team, registrar must use the assigned ID# and not enter player as a new player. The player transfer form should be completed and submitted to the BAYSA registrar.
- Player Bound to Team. A player rostered to a primary team is bound to the team to which he /she is first rostered from August 1 until July 31 unless the player requests and obtains a transfer or release. STYSA does not have secondary players.
- Date of Rostering. The date of a player’s rostering shall be no earlier than August 1 of the current registration period and is determined by assignment to a team or player’s first participation in any competition (excluding tryouts and scrimmages leading to team formation). In GotSport, however, team rosters can be generated before August 1 so that registrars and club officials can verify players.
- 100% Registration Rule (USSF Policy 212-1 – Participation in Affiliated Organizations).
“Every participant in every Affiliated Organization must be registered with at least one Organization Member. A participant may be registered with more than one Organization Member.” This is often referred to as the 100% rule, and the policy referred to when inquiring about dual registration in US Youth Soccer and US Club.
- The medical release on the registration forms may be helpful if injury should occur. Notarized medical forms are not required for league play or playoffs and are no longer required by US Youth Soccer for tournaments. Religious beliefs will sometimes prevent a parent from signing the Medical Release portion of the form. You have the right to refuse registration or you can require the parent to send an email stating that refuse medical release portion of the form. Players over the age of 18 are not required to have a form signed by the parent nor is a Medical Release required.

VERIFICATION OF DATE OF BIRTH

- Age Verification Forms. It is mandatory that a club official verify the date of birth by looking at the original birth certificate or a certified copy. Once the date of birth has been verified for a player, it is acceptable to accept the date in the database following years. Best practice is to have the age verification form loaded in the player document section. Coaches and parents should be aware that it may be necessary in future years or even that current season, for the club to request a review of the original or certificated copy again for verification purposes. The following documents are acceptable for verifying the date of birth:
 - Birth Certificate (certified or verified copy)
 - Uniformed Services Identification and Privilege Card (Form DD1173)
 - Birth Registration issued by the appropriate government agency
 - Board of Health Records, Passport
 - Alien Registration Card issued by the US Government
 - Certificate issued by Immigration and Naturalization Service
 - Current Driver's License
 - Unexpired federal, state, or local government identification card
 - Certification of an American citizen born abroad issued by appropriate government agency
- IMPORTANT. Hospital, baptismal or religious certificates are NOT acceptable proof of date of birth.
- Birth dates need to be verified in GotSport and locked by the club registrar (Check box next to player name and click on verify above)

AGE ELIGIBILITY CHART

Birth Year	2026/27 Seasonal Year Age Chart (Team Age Banding)											
	January	February	March	April	May	June	July	August	September	October	November	December
2007	N/A	N/A	N/A	N/A	N/A	N/A	N/A		U19	U19	U19	U19
2008	U19	U19	U19	U19	U19	U19	U19	U18	U18	U18	U18	U18
2009	U18	U18	U18	U18	U18	U18	U18	U17	U17	U17	U17	U17
2010	U17	U17	U17	U17	U17	U17	U17	U16	U16	U16	U16	U16
2011	U16	U16	U16	U16	U16	U16	U16	U15	U15	U15	U15	U15
2012	U15	U15	U15	U15	U15	U15	U15	U14	U14	U14	U14	U14
2013	U14	U14	U14	U14	U14	U14	U14	U13	U13	U13	U13	U13
2014	U13	U13	U13	U13	U13	U13	U13	U12	U12	U12	U12	U12
2015	U12	U12	U12	U12	U12	U12	U12	U11	U11	U11	U11	U11
2016	U11	U11	U11	U11	U11	U11	U11	U10	U10	U10	U10	U10
2017	U10	U10	U10	U10	U10	U10	U10	U9	U9	U9	U9	U9
2018	U9	U9	U9	U9	U9	U9	U9	U8	U8	U8	U8	U8
2019	U8	U8	U8	U8	U8	U8	U8	U7	U7	U7	U7	U7
2020	U7	U7	U7	U7	U7	U7	U7	U6	U6	U6	U6	U6
2021	U6	U6	U6	U6	U6	U6	U6	U5	U5	U5	U5	U5
2022	U5	U5	U5	U5	U5	U5	U5	U4	U4	U4	U4	U4
2023	U4	U4	U4	U4	U4	U4	U4	U3	U3	U3	U3	U3

18 YEAR OLD ATHLETES. Rule change was passed to require 18-year old athletes to complete the Safe Sport training. This is a mandate from US Youth Soccer. GotSport will cue registrants when Safe Sport training is needed. GotSport is set to require anyone turning 18 during the registration year to complete the training when registering that registration year.

PLAY-UPS

- There are no BAYSA or STYSA rules that limits the number of play-ups on competitive or recreational teams.

PLAY-DOWNS

- Players cannot join teams in younger age divisions. If a roster includes someone over the age limit, games played with that player will be forfeited.
- In recreational divisions (Division III and Division IV), club registrars may email Shirley McGraw to find out the BAYSA procedure to follow for a medical exception. If a medical conditions exists (documented by a license physician) that will hinder a player from playing in his/her own age group, the player may seek special approval from the club. If approved by the club, the request should be sent onto BAYSA, and if approved, it will be sent by BAYSA onto the STYSA Executive Committee.

RELEASES (Rule 3.6)

- Player may request a release any time. Parents should complete the first two sections on the paper form. Information must be included on the weekly summary sheet and completed transfer/release form attached to Shirley McGraw. There is no online form for releases.
- Once a player is rostered to a team, a coach, manager or registrar cannot involuntarily release a player unless the situation meets one of the following situations and is properly documented: (1) the player has violated the rules of USSF, USYSA or STYSA; (2) the player has moved a distance too far away to make participation practical; and (3) the player is injured too severely to play.
- Abandonment Option. If a club would like consideration that a player has abandoned the team, a completed release form accompanied by detailed documentation of attempts to reach the player must be submitted to the state office. Each request will be reviewed by the state registrar who will make a decision whether the player has voluntarily abandoned the team. Player cannot be removed until a final decision is made. Request must be made in a timely manner.
- If a released player decides to return to his original team or any other primary team within a seasonal year, it is considered a transfer.
- For competitive teams, be cautious when releasing a player from a team subject to 50%+1 eligibility rule.

TRANSFERS

- Information must be complete on player online transfer form and must entered into the GotSport portal in a timely manner. Requirement to attach signed paper form in the GotSport online portal.
- Definition of a Transfer (Rule 3.1.10).
 - a. Club to Club (Association to Association) Player Transfer is defined as the movement of a player from a team to which the player was initially rostered in the current seasonal year to a team in a different Club as defined in 3.8.4. Club to Club player transfers meet the definition of previously rostered player and will count toward the receiving team's maximum transfer limit. To complete a transfer between clubs or associations, please use link below.
 - b. Internal Club Player Transfer is defined as the movement of a player from one team to another team within the same Club. This type of player movement does not meet the definition of previously rostered player and does not count toward the receiving team's maximum transfer limit.

- A club-to-club or association-to-association change is considered a transfer. Moving between teams within a club also follows transfer deadlines.
- Maximum five transfers per year on teams participating in STYSA Fall Championships, President's Cup or Director's Cup during the course of the seasonal year.
- Maximum three transfers per year on small sided teams (1U1/12U) during the course of the seasonal year and five transfers on. (Rule 3.12.1)
- For USYSNC and USYS Presidents Cup, STYSA adopts the USYS South Region rules pertaining to rostering (Rule 3.12.2).
- Transfer on competitive teams (Division II, Super2, Division I) begins on August 1 annually.
- Parents initiate transfers and releases. They will need to complete the transfer/release paper form located under publications on the STYSA website, www.stxsoccer.org. Club registrars may need to help parents with the process. Club registrar will then submit the transfer information for approval online (under affiliations) and attach the paper form in the portal. Weekly summary form must be submitted to Shirley McGraw by Tuesday so transfers can be approved online.
- A player or parent may request a release from a team any time during the seasonal year (unless the roster is frozen), but the transfer/release form needs to be completed. No reason is required.
- Division IV players do not need transfers or releases unless they move up to Division II or higher. Similarly, a 10U player who played up in 11U Division II or above in the fall needs approval to play back down in the spring.
- If teams have any doubt in the summer about whether a player will play on a team, they should take players as guests to August tournaments or form tournament teams. Spring and tournament teams are considered secondary teams.
- Rosters for all teams participating in competition leading to fall championships are frozen as of November 1. Transfers and releases must be complete in time for the player to participate in two regularly-scheduled, regular season games with the team prior to the fall championships. (Rule 3.12.4)

TRANSFER/RELEASES – 8U AND YOUNGER PLAYERS

If a player is rostered to a 8U or younger team, recommend parents send club registrar an email requesting the release or transfer. Club registrar should request this in the weekly BAYSA registrar report. There is no limit on number of transfers for the younger teams.

IDENTIFICATION CARDS

- Rosters, player cards, and adult participation passes are required for the first game, no exception. Referee cannot prevent player from playing in the game, but game will be forfeited if ID's are not ready and presented at the game.
- ID cards must be signed by the state registrar, pictured, and properly laminated. Signature of player no longer required. Photos on cards (virtual/printed) must be recent photos and meet passport ID standards (e.g., no glasses or hats, clear full-face, recent photo).
- All team members (players and coach) are issued an ID annually.
- Legal Name. The name, date of birth, and ID number on the player ID card must be the same as it appears on the roster and as it appears on the birth certificate. Nicknames should not be used. Registrant signatures (players and adults) are no longer required on the ID card. The signature of the state registrar and a recent photograph of

the player or adult must be part of the official identification card. ID cards must be prepared (picture and laminated) by first game or tournament and if using virtual cards, accounts must be locked.

- The ID card belongs to the player not the coach; however, the coach or manager usually maintains cards to ensure they arrive at the game weekly.
- Clubs may choose not to print cards for “In-house” players. This is acceptable as long as the teams are not playing outside their home association.
- ID cards will be collected from players who transfer to another team and should be returned to the association registrar. New cards will be issued after the transfer is approved.
- Handwritten cards are not valid.
- Card Printing.
 - Use the USYS "ID" template on GotSport to print player and adult passes which includes the required USYS watermark. Laminate all printed cards. Copies or screenshots of virtual cards are not valid for printed cards.
 - Adult cards are no longer printed from the “Risk Management” section because the card does not document completed requirements. Colored adult passes have been phased out.
 - All IDs (for players and adults) will be printed on white card stock (not regular paper). You may use any remaining USYS card stock until supplies run out. Afterward, clubs and associations should purchase plain white card stock. Cards must be 3.5” x 2.5”; do not change the print size. Use ID code “ID” when printing to include USYS watermarks. Cards must be cut and laminated.
 - To print cards: club management -> teams -> click on team -> go to roster tab on top -> select event BAYSA cards and rosters -> go to document tab -> click on ID cards.
 - Adults will be required to wear the current Adult Participation Pass (APP) at all STYSA-related events.

OTHER

- A primary team is any team that is in competition for participation in Fall Championships, US Youth Soccer National Championships, President’s Cup, Director’s Cup, or South Texas Cup.
- A player may register with the club or league of their choice.
- A player residing outside the boundaries of South Texas must obtain permission from their state of residence and the state in which they wish to register prior to being allowed to register. (See Out-of-State Permission)
- A player residing outside the United States must obtain the appropriate International Clearance and approval by the state in which they wish to register prior to being allowed to register. (See International Clearance). This includes foreign exchange students.
- A player from another state wishing to guest play with a South Texas team or a South Texas player wishing to guest play with a team from another state must obtain the appropriate permission from the state with which they are registered and the state with which they wish to play prior to participation. (See Interstate Permission)
- Invoices. STYSA invoices around October 1, November 1, April 15, and July 31.
- FIFA and USSF ID Numbers. Beginning in the seasonal year 2018-19, players were assigned a USSF ID number as well as a FIFA Connect number. In order to meet data collection requirements from USSF and FIFA, the following data will be collected and reported to these entities for each player through GotSport: player ID, first name, last name, date of birth, gender, zip, email address, country of birth, country of citizenship, and whether player has played outside US.
- International Clearance. International clearance will be checked carefully with implementation of the FIFA Connect and USSF ID’s.

CLUB PASS SYSTEM

The club player pass system of play is for Division II, Division III, and Division IV (9U and 10U) levels of play. It is designed to maximize the development of the player by allowing players to club pass play on a temporary basis on a team from the same club at the same age group as the player's calendar birth year or a team from the same club in an older age group.

- Club pass player must play in the same or older age level within the club as the primary team to which he or she is rostered.
- A Club pass player may play in no more than two games in a day as a club pass player.
- Under no circumstances may a club pass player be used that is not properly registered with STYSA.
- Club pass player must play in the same or higher level competition within their club as his or her primary team. Club pass player may play down one level of competition, but in the same age group or true age group in the case of play up, if the player is rehabilitating from a serious injury or illness. A serious injury or illness is defined as an injury or illness that required verifiable medical treatment and required the player to have not participate in games for a period of sixty (60) days or longer
- Individual Penalty Points will accumulate jointly for all games played (separate accumulations by team or competition will not be allowed). Penalty Point suspensions for the player must be served with the player's Primary team and the player is ineligible to play as a club pass player until the suspension has been served. The player, coach (of both the Primary and team(s) for which the player could play as a club pass player), and the coaching director of each club are responsible for monitoring and complying with STYSA's Progressive Disciplinary System.
- A team may have a pool of players available as club pass players not to exceed the per game limit as set forth below. A club pass player appearing in a team's player pool may not be removed during the season of play (fall or spring). A player in the team's pool may play as a club pass player for the team multiple times during the season of play (fall or spring). A player may appear in multiple team(s) pools during a season of play (fall or spring).

13U - 19U teams – four (4) players per game. There shall be no limit to the number of club pass players in a team's pool.

11U – 12U teams – three (3) players per game. There shall be no limit to the number of club pass players in a team's pool.

9U-10U teams – two (2) players per game. There shall be no limit to the number of club pass players in a team's pool.

- Club. For the purposes of this rule, a club having a similar name with other clubs will be considered to be the same club if the club shares a common Board of Directors and is within the same metropolitan area. If the clubs are outside of the metropolitan area, then a fifty (50) mile radius will be used, combined with a common Board of Directors.
- Reminder. To add a club pass player, go to club management -> roster builder -> on the event select the league, e.g., EDPL spring, BAYSA fall then your team -> select the club pass button and then search for your players.

ADULT REGISTRATION

- Each team must have one coach rostered to the team. Teams may not have “ghost coaches”, e.g., adult that is assigned to two or more teams.
- All adults (coach, assistant coach, manager, team officials, team mom, trainer, volunteer administrator, board members, staff/employees, referees, etc.) over the age of 17 must submit required information and complete an online background check.
- Adult Participation Passes must be pictured and laminated by the first game. For information on printing, refer to the Identification Card section. All cards must be visibly worn at all STYSA sanctioned events including practices.
- All club officers should be listed in the club’s user accounts in GotSport and have an approved background check. Any user without an approved background check should be deleted from the club account until approved.
- All clubs and associations will be required to complete the STYSA annual affiliation form in GotSport listing primary club officers.
- Adult Registration. In addition to the required background check every two years, STYSA requires completion of the CDC module on concussion management and the Safe Sport module. Safe Sport training is required for all administrators, coaches, and volunteers. SafeSport offers basic training in three 30 - minute online modules covering sexual misconduct/abuse awareness, mandatory reporting, and emotional/physical misconduct/abuse (bullying, harassment, and hazing). In addition, SafeSport offers a toolkit and online training for parents that are very informative. In addition, you can download the SafeSport Handbooks on recognizing, reducing and responding to misconduct in sport and on preventing bullying. Adults must complete the refresher for the next three years. In year five, the process begins all over, e.g., 90-minute training then three years of refresher courses.
- Club should submit information on officers annually after club elections and update when vacancies occur or they are filled to the BAYSA Secretary. This information is forwarded to STYSA. Information should include full name, mailing address, telephone numbers, email addresses, position, and term of office. Clubs should indicate officers/club members with voting rights with an asterisk. Successful background checks are required for club officers.

BACKGROUND CHECK

Adults will need to register online in GotSport and perform the background check. There is no paper application. Background checks are required every two years. If the risk management status shows as pending, application is still being processed and reviewed.

LICENSE REQUIREMENTS

Local soccer clubs set their coaches’ selection requirements; however, BAYSA adheres to STYSA’s requirement that all adults identified as coach, assistant coach, trainer, or managers who perform coaching duties must have or obtain a coaching license within one year of the date the individual begins coaching. Coaches should have at least a minimum “G” license (10/1/99) or age appropriate module (after 10/1/99). Local soccer clubs are the enforcing authority, and may set stricter requirements for various level teams as they judge appropriate. Questions or problem on coaches’ licenses should be directed to the South Texas Youth Soccer Association (www.stxsoccer.org).

TEAMS

- Team name cannot be longer than 30-digits. Club name will appear as initials, e.g., Alvin = AYSC.
- Within team name, use year (example 00, 99) not age level (13U, 12U), Alvin 00B Red.
- Teams should change names no more than twice a year to avoid league confusion. Name changes are due by July 15 for fall and January 15 for spring (non-cup teams only). Cup participants should keep their fall season name.
- When the team is created annually, the club registrar will identify the play level for the team (Division I, II, III, IV). Once the team is approved and schedules are prepared, the level cannot be changed even if the team is playing in a mixed bracket because of the implications with playoff/cup allocations.
- If for some reason, the team is built before the name change deadline, team name will need to be changed in both the league and registration events (GotSport).
- Information on weekly spreadsheet must be accurate for registration event; rosters changes will not be made if team is not available in the registration event.
- In the spring season, recreational (non-cup) teams may be rebuilt and rosters will be reset (cleared) to populate new teams. After reset, all requests must be made with transfer/release forms or email to move D4 player.
- Clubs should lock competitive teams August 1 and changes (transfers, releases, adds) will need to be submitted to BAYSA registrar.
- Players eligible to participate on newly-formed 11 and under teams participating in a fall season league may begin practicing and participating in tryouts, tournaments, scrimmages and friendly games on May 1 or the day after the end of each associations' spring season, whichever is later.
- An existing 10U team may participate in an invitational tournament in an 11U age group in 8-side play during spring season play only.
- When do 10U Player's become Eligible for 11U? Each year, there are questions regarding whether 10U teams are allowed to play up to 11U in the Spring. The answer is no. US Youth Soccer mandates that 10U teams play small-sided for the entire seasonal year. Realizing that this age group will be moving up to 11U the following fall, US Youth Soccer allows each state association to establish the date upon which 10U teams may begin preparing for entry into the 11U age group. STYSA has adopted the following policy: *Players eligible to participate on newly-formed 11U teams may begin practicing and participating in tryouts, tournaments, scrimmages and friendly games on May 1 or the day after the end of each association's spring season, whichever is later.*
- Multiple rostering. The player has one primary team but may be rostered to tournament teams or a team competing in a local league competition. These teams are not eligible to participate in post season or cup play.
- If a team has one boy, it is considered a boys' team. There are NO co-ed teams in STYSA or BAYSA.
- South Texas Cup Exceptions. South Texas Cup is an open competition for Division II and III teams. Previously registered players transferring to these teams will be treated as adds. A team participating in South Texas Cup may not have more than two previously registered players from Division I and not more than two previously registered player from Super II in the current seasonal year.

BAYSA TEAM FORMATION RULES.

- Team formation and rostering shall be the responsibility of each member club participating in Association sponsored competitions. Each member club will determine a consistent method to be used for formation of its teams subject to compliance with the rules and regulations of the Association. Anyone participating in Association sponsored competitions must be in good standing with the Association, STYSA, and USYSA.
- Teams formed to play Division IV are prohibited from receiving team training from a soccer professional paid to train the team; however, this does not prohibit training for players or teams in a league in the basic skills of soccer as long as that training is available to all members of the league. Individuals are allowed to participate in Association, league or club provided training which would be available at a minimal charge to all individuals participating in the Association, league or club. Teams are allowed to receive training by paid professionals between seasons of play, or during a holiday period during which league play is suspended, i.e., spring break or Easter.
- When forming a team, one individual must be designated as the head coach. All others should be identified as an assistant, manager, trainer, or volunteer.

Team Roster Sizes

Age Group	Max Roster	Max player on field per team	Min On field to avoid forfeit	Format	Division	Notes
13U-19U	22	11	7	11-aside	1,2,S2,3	18 in uniform at any game
11U/12U	16	9	6	Small-sided 9v9	1, 2, 3, S2,	
10U/9U	12	7	5	Small sided 7v7	4, Academy	
8U/6U	8	4	3	Small sided 4v4	4, Academy	
5U/4U	8	4	3	Small sided 4v4	4	
Soccer Across America	18			Regular		

TOURNAMENT TEAMS

- A “tournament team” is one formed for the sole purpose of participating in invitational tournaments or an in-house league. These teams are not eligible for seasonal league play. With the permission of the member association, the player may be rostered to these additional “tournament” teams, but not to another primary team.
- Teams should check with tournament directors if they have questions on player eligibility, e.g., age, Division I players on teams, etc.
- Players should use their regular ID in tournaments.
- Club registrars may sign tournament rosters and lists. For tournaments, registrars should hand mark rosters (refer to information on guest players)
- No player may play with more than one (1) team in the same competition without utilizing a Club Player Pass (e.g., STYSA fall championships is one competition, an invitational tournament is one competition, USYSNC is one competition.) Division I fall play shall be considered the same competition as STYSA fall championships for purpose of this limitation. (Rule 3.7.d)
- For August tournaments, the seasonal year runs from September 1 – August 31; therefore, player and adult cards are valid until August 31. It is also acceptable to use the next season’s cards at August tournaments, but not mandatory.

EVENTS

SPRING AND SUMMER SEASONS

- The BAYSA calendar and guidelines for spring play are approved by the BAYSA membership at the January Presidents' Meeting annually, and published on the website.
- Players register once per seasonal year. Fall players do not need to re-register for spring or cup play. Only new players need to be registered in the spring (or summer) in GotSport.
- Forming Spring Teams. For teams playing recreational soccer and not advancing to cups, the club registrar reassigns players as needed. If the team is completely new, the club registrar needs to submit it into the registration cards/rosters event. Recreational teams not participating in cups may reset their rosters to facilitate building spring teams.

CUP PLAY - SPRING

- When teams enter the spring cup competitions, only the roster with approved modifications (transfers/releases/adds) from the fall season will be accepted. Processing of paperwork for each spring cup varies each year. Check the STYSA website and cup guidelines for instructions.

OTHER INFORMATION

POLICIES.

Listed below are several policies clubs may want to consider. Policies cannot be more lenient than the association (BAYSA) or the state (STYSA), but can address specific needs of the club, i.e., play-ups, and how to handle situations

- Late Registrations. Registration requests can come in year-round. Each club should publish clear policies for late or special registrations. Players may register with the state anytime from August 1 to July 31. Associations and clubs can close registration, but must define and post these dates.
- Medical Releases. As online registration increases, paper forms are fading out. This raises concerns for some because there is no longer a physical record of parental medical consent. Some clubs still require a Medical Release form from parents for coaches. US Youth Soccer no longer mandates this in tournament hosting agreements, and the state only recommends it, not requires it.
- Late Fees and Refunds. Clubs should post their policies on late registration fees and refunds online and in publications. Some clubs offer no refund after uniforms and ID cards are issued, while others charge an administrative fee or provide a full refund.
- Playing Time: In Divisions II, III, and IV coaches should ensure every present registered player plays at least half the game, except for illness, injury, or disciplinary reasons. If a player is present but will not play, the coach must notify both the referee and opposing coach with the reason. Division I and Super 2 have no minimum playing time requirement.
- Zero Tolerance Policy for Sideline Misconduct and Referee Abuse. BAYSA enforces strict rules on sideline misconduct and referee abuse by spectators. Referees will warn coaches if there is misconduct; repeated incidents result in game termination. Coaches are responsible for managing sideline behavior. Referees must report issues for review. Verbal or physical referee assault may lead to a soccer ban.

SOCCER ACROSS AMERICA

Soccer Across America (previously Soccer Start) is a sports participation program designed to introduce the sport to children living in economically depressed areas. The program targets "at risk" children in rural, suburban and urban areas who need an activity outside of school. "At risk" is defined as:

- low income households
- exposure to crime and drugs
- language and cultural barriers
- single parent homes
- children with learning disabilities
- children without organized after school supervision (latchkey)
- children who score low in state testing and need additional motivation to excel in school

It is a nation-wide program geared toward the development of the sport, but more importantly, the education and development of children. The program is available to players age 6 through 18 participating through recreational leagues (no competitive level teams are eligible). Associations or clubs wishing to establish a Soccer Across America Program must file an Application for Participation with the Soccer Across America Committee prior to September 1 for the fall season. Once approved, the program is eligible for reduced registration fees. Participants of the Soccer Across America programs may be mainstreamed (placed on league teams) or Soccer Across America teams may be formed within the league only. Several existing programs are operated through city or school programs. Soccer start program have to be approved annually. After approval, play level will be made available to club for player registration in GotSport.

TOPSOCCER

TopSoccer opens up the game of soccer to boys and girls who have a mental or physical disability. Starting as a small, grassroots program through US Youth Soccer, SAA programs have sprung up across the nation and now, with the support of Uniroyal Tire, it's possible to offer an individual with a mental or physical disability the opportunity to do more than sit on the sideline. It brings a sense of accomplishment and sheer joy to participants as well as to the parents and volunteers. Reduced registration fees are offered by the state association to established SAA Programs.

E-TRAVEL

Travel permits are processed through GotSport. The instructions on the STYSA website have been updated and the e-Travel Quick Link takes you to the GotSport login page. Your team has been set up in GotSport, and you have to have a GotSport team login and password. If you have difficulty, contact the GotSport Help Center.

UPLOADS

- If a club chooses another vendor for player registration, the initial upload into GotSport will need to be performed on or before August 1.
- GotSport has an upload feature for clubs to use. Management of players after the upload will be handled in GotSport (transfers/releases). Upload player fields: first, last, gender, DOB, city, state, zip, player phone, email, parent name, parent phone
- If a field is blank, it will not load.
- Transfers involving uploaded players are more complicated and sometimes require the association registrar to manually complete the task.

PLAYER GRANTS

Player grants are available to assist clubs in enrolling players who otherwise would not be able to participate due to economic restrictions. Copies of the guidelines and application are located on the BAYSA website. BAYSA Treasurer administers the player grant program for BAYSA.

CERTIFICATES OF INSURANCE AND GOAL POST INSPECTIONS

- Certificates of Insurance including goal post inspections are due from clubs annually by August 1. It is the responsibility of the appropriate club to submit the application online for all facilities (practice, fields, game fields, etc.).
- Forms can be downloaded from STYSA (www.stxsoccer.org) website under resources – forms <https://landing.playershealth.com/stxsoccer-coi/>. One form is required per location for game and/or practice fields. Home games for teams failing to meet deadline will be rescheduled until forms are received.

MEDICAL CLAIMS

Insurance claim forms can be accessed on www.stxsoccer.org. There are English and Spanish versions of the form. Parents should file a claim immediately after the injury, and not wait for medical bills. This insurance pays secondary to claimant's primary health insurance carrier.

GUEST PLAYERS

- Non-US Youth Soccer registered players cannot guest on a BAYSA (STYSA) registered team and vice versa.
- Guest players, who are registered BAYSA players, will use their regular ID. They should obtain this from the team before going to the event.
- Typically there are no guest players in the fall or spring seasons because of club pass.
- Players, who wish to guest play out of state (North Texas is considered out-of-state), will need to complete an interstate permission form. (Refer to on out-of-state players)
- Verify with competition if guests are permitted and any guidelines.

Following are tips on how to accomplish the task of putting a guest player on the roster. There are really only three possible situations:

A player is currently registered through your club/association and wishes to guest play with another team from your club/association.

Whether the event is within South Texas or out-of-state, being a guest player is a matter of the player getting their ID Card from their current coach and the player being added to the team's roster. Putting the player on the roster can be accomplished through GotSport. Reminder: The player ID card belongs to the player and is proof of registration. While the coach or manager may retain the cards for safekeeping, there is no valid reason for the coach to withhold the card if the player or parent requests it so that they may guest play with another team.

A player is registered with another STYSA Member Association or club but wishes to guest play with a team from your club / association.

Whether the event is within South Texas or out-of-state, the player has to be added to the roster of the team with which they will be a guest player. It is the responsibility of the player to get their ID Card from their current coach as proof of registration. Information may be added through GotSport.

A player is not registered but wishes to be a guest player with a team from your club / association.

Register the player and print ID card. Putting the player on the roster can be accomplished through GotSport.

A player is registered in one state and wishes to play with a team from another state.

If a South Texas player wishes to guest play with a team from another state association in either a South Texas event or an out-of-state event, the player's parent must complete an Interstate Permission form. The form should be submitted to the State Office of the state association in which the player resides for approval. Once signed, the form will be forwarded to the other state association's State Office for final approval. The Interstate Permission form must be signed by both state associations prior to the player being eligible to participate.

OUT-OF-STATE PLAYERS

Out-of-state is defined as outside the boundaries of South Texas Youth Soccer Association. Since "South Texas Youth Soccer Association" covers only the southern part of the state, the northern portion of the state is considered "out-of-state." In order to play in a "state" other than the one in which you reside, permission must be granted by both state associations involved. Whether the individual is wishing to participate in regular league play or simply guest play in a tournament, the appropriate permission must be obtained prior to participation.

INTERSTATE PERMISSION FORM

The Interstate Permission form addresses the following three different categories. A player should not be registered and added roster until approved.

Interstate Permission – permission to play in a state other than the state of residence. In some instances, a player may actually live closer to a league with a different state association than the one in which they reside (Example: El Paso to New Mexico; Lufkin to North Texas; Beaumont area to Louisiana). In such situations, the player (or their

parent) must obtain permission from both the state in which they reside and the state in which they wish to play before the player is eligible to participate with the other state.

ODP Interstate Permission – permission to play in one state and participate in ODP with another state. This involves only the El Paso area players at this time. To reduce travel and expenses, players from El Paso participate in the ODP Program in New Mexico. A player who resides in El Paso may participate in league play with El Paso and South Texas but be given permission to participate in the New Mexico ODP program.

Relocation – if a player moves out of the area and wishes to register and roster to a team in the new state of residence, this form can be used to release the player from their original state association.

Guest Player – Often players from one state wish to guest play with a team from another state association. Whether the tournament is within the players’ state of residence, the state through which the team is registered, or even a state different than either the player or team’s home state, permission is required.

In all of these situations, the parent of the player must complete an Interstate Permission form and submit it to the State Office of the state in which the player is registered. This form requires basic information about the player (name, address, date of birth, ID Number) and must be signed by the player’s parent or guardian. While the form calls for the signature of the coach, this is not a requirement of South Texas (but may be required by any other state association). The completed form should be submitted to the appropriate State Office for approval. It will then be sent on to the other state for approval. Once signed by both state associations involved, the player is eligible to participate with the other state association. A copy will be provided to the coach or parent upon request. As indicated, these same scenarios are true for players from other state associations. If a player lives in Waco (which is in North Texas) and wishes to play in Temple (which is in South Texas), they would need to complete an Interstate Permission form, submit it to North Texas for approval who would then submit it to South Texas for approval. After permission is granted by both states, the player would be allowed to play in South Texas. Because approval is required from two different State Associations, it is important that parents allow sufficient time for the form to be processed by both states. The Interstate Permission form is available on the STSYA website at www.stxsoccer.org under Forms.

INTERNATIONAL CLEARANCE REQUIREMENTS

(Rule 3.2.3.3)

A player who comes to the United States on or after the player is 10 years of age must request and receive an International Clearance from the U.S. Soccer Federation. Registrars are reminded that this includes foreign exchange students.

International Clearance (table from US Soccer)

	Living in U.S. prior to age of 10	Moved to U.S. after age 10, but was never registered outside U.S.	Previously registered outside the U.S.
Age 10-17, U.S. Citizen	Prior to 10	First Registration	Minors Process
Age 10-17, Non-U.S. Citizen	Prior to 10	Minors Process	Minors Process
Age 18+	Prior to 10	First Registration	ITC Request

For more information, visit [US Soccer website](#) or contact the [U.S. Soccer Registration Department](#). [Once clearance form is completed and materials compiled, please send to STSYA state office.](#)

Prior to 10: Required documentation proving the player lived in the US prior to 10th birthday

- Cleared by USSF
- The player’s documentation is reviewed and approved by USSF which can take three to five business days to process
- Players who entered the US prior to age of 10 (regardless of their current age) can supply a copy of an official document to prove that fact. Acceptable forms of proof documentation include, but are not limited to, the following: school report cards, doctor records and immunization records. Process simply needs proof in order to be cleared to register with U.S. Soccer.
- Submit the completed form to STYSA.
- Player’s documents will be reviewed by U.S. Soccer
- Player should not be rostered to team until approved

Documentation
<input type="checkbox"/> Complete “Prior to 10” Submission Form
<input type="checkbox"/> School report cards or immunization records. Immunization records must be date and signed by US-based physician

First Registration: Required documentation for players who have never been registered to a club affiliated with another national association.

- Cleared by USSF
- After receiving and approving forms, an inquiry is sent to the birth/home country to confirm any previous registration history
- If there is previous registration history, the process will start over under the proper ITC process
- Waiting for a response from the birth/home country can take weeks to several months.
- This international clearance process is only for players who have never been registered to a club affiliated with another national association. US Citizens – U.S. Citizens born outside of the U.S. may be cleared to register by simply completing and signing the First Registration Form. This process is available to all players, regardless of current age and skill level. Non-US Citizens – A player who is not a U.S. Citizen and is currently aged 18 or over may also be cleared to register by the First Registration process. However, there is an additional step required.
- For Non-US Citizens – U.S. Soccer will contact the foreign national association of the player and inquire whether they have any prior registrations. If the foreign federation states, however, that the player had been previously registered, the player cannot use the First Registration option and will have to be cleared via a different method.
- Submit the completed form to STYSA
- Player’s documents will be reviewed by U.S. Soccer
- Player should not be rostered to team until approved

Documentation – US Citizen
<input type="checkbox"/> Complete “First Registration” Form
<input type="checkbox"/> Player’s Passport
<input type="checkbox"/> Player’s Birth Certificate
Documentation – Non US Citizen (over 18)
<input type="checkbox"/> Complete “First Registration” Form
<input type="checkbox"/> Player’s Passport
<input type="checkbox"/> Player’s Birth Certificate

Minors: Required documentation to prove that player meets exception (general, foreign exchange, 50 kilometers, refugee).

- Cleared by FIFA’s Status Committee
- All documents are reviewed by FIFA which can take several weeks to several months to process
- Additional documentation may be requested
- Submit the completed International Transfer Clearance form and all required paperwork to STYSA.
- Player’s documents will be reviewed by U.S. Soccer and sent to FIFA for clearance

Minors – General: Required documentation to prove that player meets the ‘parents’ exception. The player’s parents move to the country in which the new club is located for reasons not linked to soccer.

- If there is previous registration history, the process will start over under the proper ITC process.
- Waiting for a response from the birth/home country can take weeks to several months.

Documentation – US Citizen
<input type="checkbox"/> Complete “ITC Request” or “First Registration” Form
<input type="checkbox"/> Player’s Passport
<input type="checkbox"/> Player’s Birth Certificate
<input type="checkbox"/> Player’s Parents’ Passports (both parents)
<input type="checkbox"/> Player’s Parents’ Work Visas (both parents)
<input type="checkbox"/> Player’s Parents’ Proof of Residence (lease or mortgage agreement). Must include the following information: name(s) of occupants, residence start date, and address
<input type="checkbox"/> Player’s Parents’ Proof of Employment. Employment certification letter that confirms the employment start date, the nature of the work performed, and the term of the employment (ongoing or contracted) or an offer letter that is signed and verified by the employer. Pay stubs are not accepted.
<input type="checkbox"/> Statement from club indicating first contact with the player. Information about how the first contact was made needs to be included (e.g., tryouts, parent email to club, friend of current player at club, etc.)
<input type="checkbox"/> Statement from the player’s parents regarding the reasons and circumstances for their move to the United States. This is a simple letter typed and signed by the player’s parents.

Minors – 50 Kilometers: Required documentation to prove that player meets the ‘50 KM’ exception. The player lives outside the country, but no further than 50 kilometers from a national border. In addition, the club in which the player wishes to be registered is also within 50 kilometers of that border.

50 Kilometers = 31.0686 miles; 100 Kilometers = 62.1371 miles

Documentation
<input type="checkbox"/> Complete “ITC Request” or “First Registration” Form
<input type="checkbox"/> Player’s Passport
<input type="checkbox"/> Player’s Birth Certificate
<input type="checkbox"/> Player’s Parents’ Passports (both parents)
<input type="checkbox"/> Player’s Parents’ Work Visas (both parents)
<input type="checkbox"/> Player’s Parents’ Proof of Residence (lease or mortgage agreement). Must include the following information: name(s) of occupants, residence start date, and address
<input type="checkbox"/> Proof of address of the club in the US (must be within 50 kilometer of the border)
<input type="checkbox"/> Statement from club indicating first contact with the player. Information about how the first contact was made needs to be included (e.g., tryouts, parent email to club, friend of current player at club, etc.)
<input type="checkbox"/> Proof of distance between player’s residence and club (cannot exceed 100 kilometers)

Minors – Refugee: Required documentation to prove that player meets the ‘refugee’ exception. The player has been issued refugee status by the US government.

Documentation (unaccompanied refugee player moving without parents)
<input type="checkbox"/> Complete “ITC Request” or “First Registration Form”
<input type="checkbox"/> Player’s Passport
<input type="checkbox"/> Player’s Birth Certificate
<input type="checkbox"/> Proof of refugee status issued by US government
<input type="checkbox"/> Government decision regarding legal custody of the player and custody holder’s authorization to register
<input type="checkbox"/> Declaration of status of player’s parents
Documentation: Unaccompanied refugee player moving with parents

<input type="checkbox"/> Complete "ITC Request" or "First Registration Form"
<input type="checkbox"/> Player's Passport
<input type="checkbox"/> Player's Birth Certificate
<input type="checkbox"/> Player's parents' Passports (both parents)
<input type="checkbox"/> Proof of refugee status issued by US government
<input type="checkbox"/> Player's Parents' Proof of Residence (Lease or Mortgage agreement). Must include the following information: name(s) of occupants, residence start date, and address.
<input type="checkbox"/> Statement from club indicating first contact with the player. Information about how the first contact was made needs to be included (e.g., tryouts, parent email to club, friend of current player at club, etc.)
<input type="checkbox"/> Statement from the Player's Parents regarding the Reasons and Circumstances behind their move to the United States. This is just a simple letter typed and signed by the player's parents.

Minors – Foreign Exchange Student: Required documentation to prove that player meets the 'foreign exchange student' exception. Player taking part in an academic foreign exchange student program. Duration of program must be less than a year, or if longer than a year, the player must be turning 18 in less than a year or have less than a year remaining.

Documentation
<input type="checkbox"/> Complete "ITC Request"
<input type="checkbox"/> Player's Passport
<input type="checkbox"/> Player's Birth Certificate
<input type="checkbox"/> Player's Visa
<input type="checkbox"/> Player's Parents' Passports (both parents)
<input type="checkbox"/> Player's Parents' Work Visas (both parents)
<input type="checkbox"/> Documentation of exchange program. Official information about the exchange program (name, purpose, funding, duration, etc.) provided by the organizers of the exchange program.
<input type="checkbox"/> Registration form and application of the player with the exchange program. A copy of the registration form for the relevant exchange program signed by the player and/or his or her parents
<input type="checkbox"/> Confirmation of player's return from the program. A confirmation, issued and signed by the organizers of the exchange program or the minor's parents that the layer will return to home country upon completion of the program.
<input type="checkbox"/> Documentation Academic Education. A confirmation, issued and signed by the minor player's academic institute (school/college) in the host country that indicates the dates of the envisaged duration of the relevant studies and includes a detailed timetable of the player's classes. Enrollment date, class schedule and planned de-enrollment date of the student the school in the host country to show that the player is going to school "normally" while in the US.
<input type="checkbox"/> Confirmation of Player's Participation from Academic Institute in Home Country. A confirmation of the player's participation in the relevant exchange program, issued by the player's academic institute in home country.
<input type="checkbox"/> Documentation of accommodation/care. (Specific details concerning the supervision and accommodation of the minor player during the exchange program that include, in particular, the exact name and address of the player's host parents. Government issued ID for the host parent(s) – passports, driver's license. Proof of residence of the host parent(s) – recent utility bill rental agreement, mortgage statement, etc.0
<input type="checkbox"/> Authorization of Host Parents. A signed statement issued by the player's host parents giving their consent to the player's registration for the club of the host country's football association (letter saying they are okay with the player registering and how it would be beneficial for his/her experience to play soccer while in the US)
<input type="checkbox"/> Parental Authorization. A signed statement issued by the player's own parents giving their consent to the player's registration with a team in the US

- | |
|---|
| <ul style="list-style-type: none">❑ Statement from club indicating first contact with player. Information about how the first contact was made needs to be included (e.g., tryouts, parent email to club, friend of current player at club, etc.) |
|---|

International Transfer Certificate: Required documentation for players over the age of 18 previously registered to a club in another country.

- Cleared by USSF
- After receiving and approving forms, an inquiry is sent to the birth/home country to obtain clearance/release
- After receiving and approving forms, an inquiry is sent to the birth/home country to obtain clearance/release.
- Waiting for a response from the birth/home country can take weeks to several months.
- Any player over the age of 18 who has been previously registered to a club in another country cannot be registered to an affiliated club in the United States until U.S. Soccer has received an International Transfer Certificate (ITC) from the player's former association.
- Submit the completed paperwork to STYSA.
- U.S. Soccer will process and request the player's international clearance from their former federation
- The foreign federation has up to thirty (30) days to respond to our request
- Once a response is received, U.S. Soccer will notify the STYSA via email

Documentation – US Citizen
❑ Complete "ITC" Form
❑ Player's Passport
❑ Player's Birth Certificate

STYSA POLICIES

CONCUSSION PROCEDURE AND PROTOCOL FOR US YOUTH SOCCER EVENTS

Concussion: a traumatic brain injury that interferes with normal brain function. Medically, a concussion is a complex, pathophysiological event to the brain that is induced by trauma which may or may not involve a loss of consciousness (LOC). Concussion results in a constellation of physical, cognitive, emotional, and sleep-related symptoms. Signs or symptoms may last from several minutes to days, weeks, months or even longer in some cases.

Concussion Signs, Symptoms, and Management at Training and Competitions

Step 1: Did a concussion occur?

Evaluate the player and note if any of the following signs and/or symptoms are present:

- Dazed look or confusion about what happened
- Memory difficulties
- Neck pain, headaches, nausea, vomiting, double vision, blurriness, ringing noise or sensitive to sounds
- Short attention span. Cannot keep focused
- Slow reaction time, slurred speech, bodily movements are lagging, fatigue and slowly answers questions or has difficulty answering questions
- Abnormal physical and/or mental behavior
- Coordination skills are behind, example: balancing, dizziness, clumsiness, reaction time

Step 2: Is emergency treatment needed?

This would include the following scenarios:

- Spine or neck injury or pain
- Behavior patterns change, unable to recognize people/places, less responsive than usual
- Loss of consciousness
- Headaches that worsen
- Seizures
- Very drowsy, cannot be awakened
- Repeated vomiting
- Increasing confusion or irritability
- Weakness, numbness in arms and legs

Step 3: If a possible concussion occurred, but no emergency treatment is needed, what should be done now?

Focus on these areas every 5-10 minutes for the next one to two hours, without returning to any activities:

- Balance, movement
- Speech
- Memory, instructions, and responses
- Attention on topics, details, confusion, ability to concentrate
- State of consciousness
- Mood, behavior, and personality
- Headache or "pressure" in head
- Nausea or vomiting
- Sensitivity to light and noise

Players shall not re-enter competition, training, or partake in any activities for at least 24 hours. Even if there are no signs or symptoms after 15-20 minutes, activity should not be taken by the player

Step 4: A player diagnosed with a possible concussion may return to US Youth Soccer play only after release from a medical doctor or doctor of osteopathy specializing in concussion treatment and management

Step 5: If there is possibility of a concussion, do the following

- Concussion Notification Form should be filled out in duplicate and signed by a team official of the player's team
- If the player is able to do so, have the player sign and date the form. If the player is not able to sign, note on the player's signature line "unavailable".
- If a parent/legal guardian of the player is present, have the parent/legal guardian sign and date the form, and give the parent/legal guardian one of the copies of the completed form. If the parent/legal guardian is not present, then the team official is responsible for notifying the parent/legal guardian as soon as possible by telephone or email and then submitting the form to the parent/legal guardian by email or mail. When the parent/legal guardian is not present, the team official must make a record of how and when the parent/legal guardian was notified. The notification will include a request for the parent/legal guardian to provide confirmation and completion of the Concussion Notification Form whether in writing or electronically.
- The team official must also get the player's pass from the referee, and attach it to the copy of the form retained by the team.

References:

Kissick MD, James and Karen M. Johnston MD, PhD. "Return to Play After Concussion." Collegiate Sports Medical Foundation. Volume 15, Number 6, November 2005. <http://www.csmfoundation.org/Kissick> - return to play after concussion – CJSM 2005.pdf. April 22, 2011

National Federation of State High School Associations. "Suggested Guidelines for Management of Concussion in Sports". 2008 NFHS Sports Medicine Handbook (Third Edition). 2008 77-82. <http://www.nfhs.org>. April 21, 2011.

STYSA POLICY ON HEADING THE BALL
Passed July 22, 2016, effective August 1, 2016

The South Texas Youth Soccer Association (STYSA) has adopted the following recommendations from the U.S. Soccer Concussion Initiative regarding heading the ball.

All players and teams participating in STYSA-sanctioned activities are subject to this policy. Players on U11 and younger teams are prohibited from heading the ball in practices and games. If in the opinion of the referee a player deliberately heads the ball in a game, an indirect free kick (IFK) shall be awarded to the opposing team from the spot of the offense. If the deliberate header occurs within the goal area, the indirect free kick shall be taken on the goal area line parallel to the goal line at the point nearest to where the infringement occurred. If in the opinion of the referee a player does not deliberately head the ball, then play should continue.

Players on 12U and 13U teams shall be allowed to head the ball during games. Heading the ball in practices, for 12U and 13U players, shall be limited to a maximum of 30 minutes per week with no more than 15-20 headers per player, per week.

There shall be no restrictions on heading the ball for 14U and older players.

Coaches should enforce these restrictions by the age group of the team according to the specified policies.

Referees should enforce these restrictions by the age group of the team according to the specified policies. Referees will not be assessing the age of individual players on the fields; they will enforce the policy for the age group.

PROTECTING YOUNG VICTIMS FROM SEXUAL ABUSE AND SAFE SPORT AUTHORIZATION ACT OF 2017

On February 14, 2018, the **Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017** was signed into law and became effective immediately. The U.S. Center for SafeSport has released the following fact sheet about the legislation (section on amateur sports from this document is noted below).

Amateur Sports Act of 1978

The bill also amends the Amateur Sports Act of 1978.

(a) Designation of United States Center for SafeSport

It designates the United States Center for SafeSport to serve as the independent national safe sport organization, with the responsibility for developing policies and procedures to prevent the emotional, physical, and sexual abuse of amateur athletes. These policies and procedures developed by the Center must include:

- A requirement that (a) all adult members of a national governing body or a facility under the jurisdiction of a national governing body or at any event sanctioned by a national governing body, and (b) all adults authorized by such members to interact with an amateur athlete, immediately report an allegation of child abuse of an amateur athlete who is a minor to: (i) the Center, and (ii) to law enforcement*
- A mechanism that allows a complainant to easily report child abuse*
- Reasonable procedures to limit one-on-one interactions between a minor and an adult*
- Procedures to prohibit retaliation*
- Oversight procedures, including:*
 - Audits, to ensure the policies and procedures are followed correctly*
 - Consistent training is offered*
- A mechanism for national governing bodies to share reports of suspected child abuse*

(b) General requirements for youth-serving amateur athletic organizations

The bill also modifies the obligations of amateur athletic organizations – a not-for-profit corporation, association, or other group organized in the United States that sponsors or arranges an amateur athletic competition.

- Amateur sports organizations seeking a sanction for amateur athletic competitions must implement and abide by the policies and procedures to prevent emotional, physical, and child abuse of amateur athletes.*
- Amateur sports organizations, which participate in an interstate or international amateur*

athletic competition and whose membership includes any adult who is in regular contact with an amateur athlete who is a minor, must:

- Comply with the reporting requirements of the Victims of Child Abuse Act

- Establish reasonable procedures to limit one-on-one interactions between an amateur athlete who is a minor and an adult

- Offer and provide consistent training to adult members who are in contact with amateur athletes who are minors

-Prohibits retaliation

In addition to the U.S. Center for SafeSport's factsheet, which provides information regarding the entire law, we wanted to provide additional detail on the specific mandatory reporting of child abuse requirements included in the new legislation because these requirements may impact you immediately:

- The bill amends the Victims of Child Abuse Act of 1990 **to extend the duty to report suspected child abuse, including sexual abuse, within 24 hours to all adults who are authorized to interact with minor or amateur athletes** by a national governing body, a member of a national governing body, or an amateur sports organization that participates in interstate or international amateur athletic competition. These individuals are called "covered individuals" in the new legislation.
- Child abuse is defined as physical or mental injury, sexual abuse or exploitation, or negligent treatment of a child.
- Per current federal regulations, reports of child abuse should be made to the local law enforcement agency or local child protective services agency that has jurisdiction to investigate reports of child abuse or to protect child abuse victims or to the FBI. These regulations have not yet been updated to reflect the recent change in the law. Until such time as the regulations are updated, U.S. Soccer will make reports to (1) local law enforcement where any alleged incident took place to the extent it can be determined and the incident occurred in the United States, (2) local law enforcement where the victim resides if different than (1), and (3) the FBI.
- An individual who is required, but fails, to report suspected child sexual abuse is subject to criminal penalties including fines and up to one (1) year in jail.
- These obligations are in addition to any State law requirements that an individual may have in a particular jurisdiction.

If you make a report of child abuse to law enforcement, please also communicate this report to the U.S. Soccer integrity hotline at <https://www.ussoccer.com/integrity-hotline> or (312) 528-7004 and the U.S. Center for SafeSport at <https://www.safesport.org/report-a-concern>. As a reminder, as a member or affiliate of U.S. Soccer, you may be subject to the jurisdiction of the U.S. Center for SafeSport under certain circumstances. The Center serves an important investigatory and remedial function where law enforcement may choose or be unable to act.

If you have any questions, you can contact either Lydia Wahlke (lwahlke@ussoccer.org) or Greg Fike (gfake@ussoccer.org) in the U.S. Soccer legal department.

Reference: US Youth Soccer

STYSA Policy on 10U Teams

Players eligible to participate on newly-formed 11U teams participating in a fall season league may begin practicing and participating in tryouts, tournaments, scrimmages and friendly games on May 1 or the day after the end of each Associations' spring season, whichever is later. An existing 10U team may participate in an invitational tournament in an 11U age group in 8-a-side play during spring season play only. 10U teams are not eligible to participate in 11-a-side tournaments in any age groups. Adopted by the STYSA Executive Committee: January 14, 2011

Alcohol and Tobacco Product Policy

It is the policy of South Texas Youth Soccer Association (STYSA) that no alcohol be sold at, brought to or consumed at STYSA-sanctioned league games or tournaments. No tobacco or alternative tobacco products (electronic cigarettes / vaping devices) may be sold at STYSA sanctioned league games or tournaments. The use of tobacco or alternative tobacco products is prohibited at or near the playing fields and is limited to designated smoking areas or to the parking lot(s) of the event facility. It is the responsibility of the organizers of STYSA events to ensure that this policy is strictly adhered to.

Adopted by the STYSA Executive Committee: May 12, 2016

Advertising / Sponsorship

South Texas Youth Soccer Association (STYSA) prohibits solicitation and/or sponsorship by distributors or manufacturers of alcoholic beverages or tobacco products. This includes imprinting the brand names of tobacco products or alcoholic beverages on any player's equipment and/or uniforms.

Adopted by the STYSA Executive Committee: March 11, 2001

Player / Team Gear Logo Policy

At every level of South Texas Youth Soccer Association (STYSA) competitions, each player or team official at a game may only have on his/her/their apparel the name, logo, or other identifying mark of a member directly or indirectly of STYSA or US Youth Soccer

A name, logo, or other identifying mark of any youth soccer organization other than STYSA or US Youth Soccer or its member must be removed, replaced, or covered before a player, team, or team official may participate in a STYSA sanctioned Fall league or Spring Cup competition.

Adopted by the STYSA Executive Committee: January 30, 2014

STYSA Policy on Unmanned Aircraft Systems

Section 1. Commitment

As an organization committed to providing a developmental, healthy, and safe environment, STYSA recognizes that the safety of its youth players is paramount. Therefore, the use of unmanned aircrafts is not permitted at any STYSA events. It is the responsibility of the Competition Authority of STYSA events to ensure that this policy is strictly enforced.

Section 2. Definition

"Unmanned Aircraft Systems" (UAS) an aircraft which is intended to operate and its associated element which are operated with no pilot on board or can fly autonomously based on pre-programmed flight plans or more complex dynamic automation systems.

Section 3. Prohibitions

- (a) The use of non-approved UAS at any event that is sanctioned by STYSA is strictly prohibited.
- (b) The use of UAS at STYSA events may be approved by STYSA
 - (1) for a specified promotional activity at an event, and
 - (2) in a designated area or areas that are away from youth soccer players, spectators and over any field of play or practice.

Section 4. Enforcement

- (a) Any person violating Section 3(a) of this policy shall be immediately removed from the event by the STYSA competition official managing the event.
- (b) If a person is removed from an Event for a violation of this policy, the party may appeal as provided by Section 4, Discipline, Protest, and Grievance Procedures, of the STYSA Administrative Handbook.

(c) No soccer match will be allowed to start or continue if there is a UAS flown above or in the immediate area of the field. The referee will have full discretion to determine the area surrounding the field.

Adopted by the STYSA Executive Committee: October 23, 2016

STYSA Open Carry Policy

(a) The open display of any firearm or weapon at any STYSA sanctioned competition, practice, meeting or other event, other than by a licensed law enforcement officer, shall be considered a dangerous condition such as would preclude the safety of participants, officials and spectators.

(b) No STYSA member association shall permit the start or continuation of any STYSA sanctioned game, practice, meeting or event if a dangerous condition exists under paragraph (a) of this Rule.

(c) Any designated official of a member association, or in the absence of such, the referee, shall be the sole judge of whether an open display is at the competition, practice, meeting or other event.

(d) Nothing in this rule shall be construed as limiting the referee's authority to abandon or delay a match.

Adopted by the STYSA Executive Committee: October 23, 2016

STYSA Inclement Weather Policy

This Inclement Weather Policy applies for all STYSA sanctioned activities. This policy is intended to be a minimum requirement; more stringent policies at local organizations or facilities may apply. Monitoring weather conditions is the responsibility of game officials, coaches, tournament directors and club administrators. Everyone should be aware of the potential dangers posed by different weather conditions and work together to keep the players and other participants as safe as possible. It is strongly recommended that clubs purchase weather radios and lightning detectors and have them available for on-site monitoring. Coaches may wish to consider obtaining their own weather radios and lightning detectors.

Severe Storms

Severe storms can produce high winds, heavy rain, hail, lightning, thunder and tornados. If a severe storm approaches the playing area, the safety of the players must be the number one priority for coaches and referees, and may require that the game be suspended while shelter is sought. In the event the game is suspended; all participants must clear the field immediately and seek appropriate shelter.

Lightning and Thunder

Lightning can strike up to 10 miles away from a thunderstorm. The danger from lightning can persist for 30 minutes or more after a thunderstorm has passed. The National Weather Service does not issue watches or warnings for lightning by itself; however, the National Weather Service does advise that if you see a lightning bolt and hear the thunder in 30 seconds or less, you seek shelter immediately and wait 30 minutes before resuming outdoor activity. Should a lightning detector be available, it should be monitored regularly throughout the duration of the event. Activity should be suspended so that the fields can be cleared by the time lightning reaches 10 miles away from the event location. When lightning is observed as detailed above, all soccer activity must be stopped immediately. The fields must be cleared and all participants must seek shelter in a safe place such as a car or building. Keep car windows rolled up and avoid contact with metal and other conducting materials. Avoid open structures, tents, canopies, trees, and other unprotected areas. Soccer activity shall not resume for a minimum of 30 minutes following the last lightning or thunder observed.

STYSA Administrative Handbook – Section 16 – General Policies – Age Verification

Associations and Clubs may periodically audit and recertify birth dates as a best practice in maintaining databases and ensuring fair play. Coaches and parents should be aware that it may be necessary in a current season or in a future seasonal year for an Association or Club to request a review of an original form of acceptable birth verification documents for re-verification purposes. Please review STYSA rule 3.2.8 or the STYSA Registrar's Manual for the current list of acceptable birth verification documents.

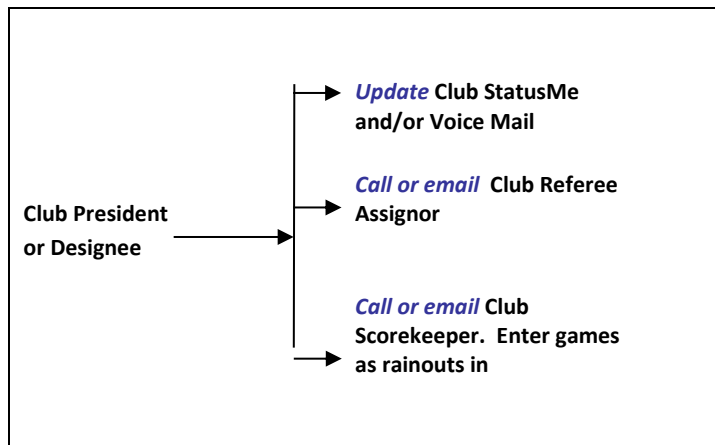
For inter-club or inter-association age verification requests, the requestor must submit an Age Verification Request Form to STYSA Membership Services. All age verification requests must be received from an Eligible Adult or Registered Coach as defined in Section 3 of the STYSA Administrative Handbook. All mandatory fields on the Age Verification Request Form must be filled out for the request to be processed.

ADDITIONAL BAYSA INFORMATION

BAYSA FIELD CLOSURES AND RAINOUTS

Each member club controls the use of fields within their boundaries. Only the club president (or designated board member) can close club fields before the start of regularly scheduled BAYSA game times. It is expected that fields will be closed a minimum of two (2) hours before the affected games as a courtesy to teams traveling to the affected club.

If a significant number of BAYSA member clubs close all fields, the BAYSA Executive Board will evaluate whether or not to cancel the entire Association's weekend game schedule. Finally, if there is an impending weather threat or condition that would affect the entire BAYSA area, the BAYSA President has the authority to announce a complete shutdown of the entire Association's weekend game schedule. If BAYSA finds it necessary to cancel the entire weekend's schedule, each club president will be notified to inform his/her club's coaches by a BAYSA Executive Board member.



Information through statusme.com on the www.baysa.org

Rainouts: Update the Statusme a minimum of 2 hours before the first scheduled game. Contact the BAYSA Scheduler and the Referee Assignor by email or voice mail before the end of the day.

COACHES QUICK GUIDE

Bay Area Youth Soccer Association Coach's Quick Guide to Sanctions	
Offense	Minimum Sanction
No laminated cards	Forfeit
Write-ins (fall season)	Forfeit
Red Card (non-violent)	1 week sit out
Referee Abuse	2 weeks sit out
Ineligible Player	Forfeit
Protesting a game must be done before game cards are signed	

Bay Area Youth Soccer Association Guia de Sanciones Para del Entrenador	
Offensa	Sancion Minima
Credenciales no laminadas	Partido Perdido
Escribir jugadores en la cedula de juego	Partido Perdido
Tarjeta Roja (no – violenta)	1 Semana de Suspension
Abuso del Arbitro	2 Seminas de Suspension
Jugador Inelegible	Partido Perdido
Protestas de juego tienen que hacerse antes de firmar la cedula de juego	