

THINGS TO REMEMBER AS A STYSA REGISTRAR



PLAYERS, ROSTERS AND ID CARDS.

- Coach or manager must verify ID cards and roster before the first game and after any roster changes. Avoid last-minute or Friday night checks.
- Players must register and have their accounts verified in GotSport before participating on the field. All corrections—such as spelling errors, nicknames, or incorrect birth dates—must be completed before the event deadline.
- Player ID Card (printed and virtual) must be generated in the STYSA official registration system, signed by the registrar or his/her designee and include a recent photograph of registrant. (Rule 3.2.9). Paper cards must be laminated. Player and coach signatures are no longer required; only the state registrar's signature. Acceptable proofs of age are listed in Rule 3.2.8. 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). The player ID card should be given to the player upon request.
- Adult Cards. Adult requirement, including background checks and Safe Sport training, must be renewed and completed each year beginning June 1. All adult cards are produced in GotSport and should be printed with the team batch. Background checks are also handled through GotSport. Adults are expected to visibly wear their printed participation pass ID at all South Texas events. Adults are not allowed to use virtual cards.

COMMUNICATIONS AND DEADLINES.

- Identify your club or association's communication process and reach out to the relevant person if you have questions or concerns.
- Establish deadlines in advance to ensure compliance with association and state requirements for registration, competitions, and player transfers.
- Clubs should publish policies regarding refunds, late registrations, and play-up requests on their official websites.

REGISTRATION.

Eligible Player:

- Players cannot be registered more than once per seasonal year. (Rule 3.8)
- Players are registered when (1) registrar has in their possession a registration form of the type used by that STYSA member or information submitted electronically online, (2) required fees have been received, (3) date of birth (players) verified, and (4) player's (if a minor) parent or guardian has given permission either by signing the form or indicating permission electronically and if 18 or older, has completed annual SafeSport training. (Rule 3.2.7.1).

Eligible Adult:

- Adult registration includes but not limited to coaches, assistant coaches, trainers, managers, administrators, anyone associated with the program that has contact with players.
- Adults are registered when (1) registrar has in their possession a registration form of the type used by that STYSA member or information submitted electronically online, (2) required fees have been received, STYSA background check has been completed and approved, concussion module training has been successfully completed, and basic SafeSport training and any subsequent annual courses have been successfully completed (Rule 3.2.7.2)

Timelines

- Registration period August 1 – July 31 (Rule 3.1.23)
- Seasonal Year September 1 – August 31 (Rule 3.1.26)
- STYSA Age Group Play Formation Cycle –August 1 – July 31 (used to determine a player's age for registration (Rule 3.1.32)
- Adult Registration Requirements (SafeSport and Background Checks) – due June 1

PLAY-UPS. There are no STYSA rules regarding play-ups. Clubs and associations may have rules and policies in place for play-ups.

PLAY-DOWNS. Players cannot compete in younger age divisions. There is a provision, however, for medical exemptions for Divisions III and IV that require written proof from an unrelated licensed physician, plus the player's birth certificate and team information. The STYSA Executive Committee reviews these requests; associations and clubs do not have this authority. (Rules 6.1.0b)

TEAM FORMATION. (Rule 3.9) and **ACADEMY PROGRAMS** (Rule 3.11)

- Verify age and play level eligibility and note roster size limits for each group. (See age and roster matrix). All teams must have at least one coach rostered.
- Assign and roster players to Division III and IV recreational teams using a fair, unbiased process.
- Players eligible to participate on newly-formed Under-11 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 Under-10 team may participate in an invitational tournament in an Under-11 age group in 8-a-side play during spring season play only.

- Academy Programs and Players (Rule 3.11). Associations may have both a youth academy program and recreational program.
- Under-10 teams are not eligible to participate in 11-a-side tournaments in any age groups. (STYSA General Policy - adopted by the STYSA Executive Committee: January 14, 2011.)
- For 10U and younger teams, a tournament team may not be formed or created until May 1 of the seasonal year (Rule 3.10).

CLUB PASS AND MULTIPLE TEAMS.

- Player can be rostered to only one primary team or academy program at any time during the seasonal year (Rule 3.7.a). Player registered (duplicate player) with more than one team can jeopardize eligibility.
- When a player is rostered to multiple teams (primary and tournament teams), the player cannot play with more than one team in the same competition without utilizing the Club Player Pass. (Rule 3.7.d).
- Club Player Pass System is for Division IV (9U and 10U), Recreational Plus, Division III, Division II, Super 2, and Division I level of play and is designed to maximize player development. (Rule 3.8)
- Player can be rostered to multiple tournament teams.
- Primary team means any team playing in competition for STYSA fall championships, USYSNC championships, President's Cup, Director's Cup, or South Texas Cup (3.1.15)

TRANSFERS (Rule 3.12)

- Any player rostered to a primary team or academy program is bound to the team to which he/she is first rostered from August 1 through July 31 unless the player requests and obtains a transfer or release. (Rule 3.5)
- 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. Club to Club player transfers meet the definition of previously rostered player and will count toward the receiving team's maximum transfer limit.
 - 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 count toward the receiving team's maximum transfer limit but is considered a transfer.
- Maximum **five transfers** per year on teams participating in STYSA Fall Championships or Director's Cup during the seasonal year. (Rule 3.12.1)
- Maximum **three transfers** per year on **small sided teams** (11/12U) during the seasonal year. (Rule 3.12.1)
- For USYSNC and USYS Presidents Cup, STYSA adopts the USYS South Region rules pertaining to rostering for National Championship Series (NCS) and Presidents Cup (Rule 3.12.2)
- To be eligible to participate in USYSNC, Presidents Cup and Director's Cup, previously rostered players must be transferred to the team by the final roster deadline date published in the STYSA website and cup guidelines. (Rule 3.12.5)
- To be eligible for fall championship play, player must play in two regular scheduled, regular season games (Rule 3.12.4)
- Releasing coach does not have to sign paperwork. No reason is required to transfer or release a player.
- The first step of a transfer is to have a parent or guardian accurately complete the STYSA Transfer/Release form ensuring correct team name, signatures, and dates. Enter the information online in GotSport transfer portal and attach copy of the paper form.
- **To submit an online form:** Sign into club and go to affiliations -> South Texas Youth Soccer Association -> 2025/26 STYSA Transfer form. Complete the form as you would the paper form. There has been no change in the workflow: player, parent or team initiates -> to releasing organization: club registrar then association registrar for release -> to receiving organization: club registrar then association registrar for transfer. GotSport will automatically affix "T" to roster. If opted in, an email acknowledgement will be sent to principal registrars. Helpful to use "cntrl F" to find information in online form.
- **To approve an online form:** MUST BE APPROVED BY RELEASING CLUB, RELEASING ASSOCIATION, RECEIVING CLUB, RECEIVING ASSOCIATION AND THE STATE. Go to Club Management -> Forms and Requests -> click in form box and select 2025/26 STYSA Transfer Form and search. When the list comes up, click on the ID. The transfer will come up and you click green (approve), red (disapprove), yellow (pending). This has to be completed by clubs AND associations.

RELEASES (Rule 3.6)

- Player may request a release any time
- 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 the state registrar to consider if 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 decide 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.

(Handout revised 3-21-26)