

WEST MICHIGAN YOUTH SOCCER ASSOCIATION



# RULES AND REGULATIONS

Revised August 14, 2023



# West Michigan Youth Soccer Association

## Rules and Regulations

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# West Michigan Youth Soccer Association

## A. Purpose and General Structure

West Michigan Youth Soccer Association (WMYSA) will provide a competitive experience for players whose skills qualify them to participate. WMYSA will continue the development of skilled players and will provide a framework for competitive soccer in West Michigan.

1. WMYSA is governed by a Board of Directors consisting of a President, Vice President, Secretary, Treasurer, Director of Communications, Disciplinary Chair, Clinic Coordinator and two At-Large Members. A paid administrator(s) performs Registration, Scheduling, Academy coordination, Player camp coordination, and many other tasks and communications with member clubs. The Board will strive for high quality, competitive and fair soccer for youth in West Michigan. Within the context of this broad principle, the Board may interpret the rules and regulations with discretion where appropriate. WMYSA will sponsor fall and spring seasons.
2. WMYSA is affiliated with the Michigan State Youth Soccer Association (MSYSA), the United States Youth Soccer Association (USYSA) and the United States Soccer Federation (USSF). WMYSA, through its affiliation with MSYSA, will provide insurance to registered players and officials of member teams and leagues. (See Section I).
3. WMYSA, upon request, will provide copies of its Bylaws to all first-time participants. WMYSA will make these rules and regulations available to coaches and team managers via posting on its website ([www.wmysa.org](http://www.wmysa.org)).
4. The WMYSA Board of Directors must approve all applications for new clubs to join the league. Clubs affiliated with WMYSA are expected to meet the following requirements. Exceptions may be granted only by specific vote of the WMYSA Board.
  - a. Member clubs should be building towards fielding at least 4 teams in WMYSA.
  - b. Member clubs shall hold open tryouts for at least 4 teams for the coming year. Tryout dates must conform to the WMSYA guidance and the MSYSA Rules and Regulations and be announced by May 1 of each year. No more than two tryout locations may be used by an individual club during a year.
  - c. All WMYSA invoices must be paid in full by due dates.
  - d. In an on-going fashion, member clubs shall update GotSport club accounts providing contact information of all club officers and indicating the registrar/community representative to the league. A club officer must submit acceptance of the Affiliation Agreement agreeing to abide by MSYSA and WMYSA Rules and Regulations and WMYSA Board policies and decisions. This will be done electronically.
  - e. Member clubs shall file with WMYSA initial copies of club by-laws and an indication of status as being for-profit or non-profit plus tax and incorporation status. This information shall be updated annually if it changes.
  - f. Fulfillment of requirements through the above combined with abiding by MSYSA and WMYSA Rules and Regulations during the current year shall be defined as being in good standing. Membership of clubs not in good standing may be reviewed by the WMYSA Board of Directors at



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any time and membership may be sanctioned or revoked at any time for failure to maintain good standing, although teams currently registered shall be allowed to complete any current seasonal competition.

5. WMYSA requires open published tryouts be held each year for its member clubs. All players must have an equal opportunity to try out for a team. All tryouts are subject to the WMSYA guidance and MSYSA tryout date guidelines.
  - a. Tryouts dates for all teams sponsored by WMYSA for fall and/or spring seasons may not be held prior to the date assigned by MSYSA. The schedule for tryout dates will be established every year by the league at least 120 days prior to the earliest MSYSA guideline tryout date.
  - b. Tryouts for all WMYSA high school age boys' teams playing only in the spring season may be held from the date assigned by WMYSA for open tryouts until August 15<sup>th</sup> and after November 8<sup>th</sup>.
  - c. Conflicts over tryout dates or sites between clubs which are registering their teams with WMYSA for the coming year can be mediated by the league.
  - d. WMYSA will not register any player from clubs that hold tryouts before the earliest MSYSA tryout date allowed.
6. The Administrator responsible for scheduling will organize the teams into appropriate age groups divisions, following USYSA age groupings whenever possible. The Scheduler may divide the teams into two or three divisions when more than 9 teams are in an age group or combine age divisions when less than 7 teams are available. Teams may apply for one division or the other and the WMYSA Administrator will assign each team to a division based upon the team's previous record, the team's player roster, and/or the club's performance history.
7. All club representatives are responsible for identifying playing and practice sites in their communities. Additionally, they need to provide any restrictions on game fields such as days of the week and times allowed to be scheduled. Maps and directions for playing sites must be provided to the Administrator responsible for scheduling. While schedules are typically balanced with equal numbers of home and away games for all teams, the WMYSA Board may require games to be played at alternative or opposing venues if fields are judged as not playable, do not meet size requirements, lack of referee availability, or if the number of home games on a balanced home-away schedule cannot be reasonably scheduled at the home field facility.

## **B. WMYSA Code Of Conduct**

For this policy, an Individual is defined as a league or club board member(s), coaches, assistant coaches, managers, paid employees of the league or a club, volunteers who work with youth associated with WMYSA and spectators.

### **Responsibility to Players**

- Individuals shall not place the value of winning over the safety and welfare of players.
- Individuals shall not seek unfair advantage by teaching unsporting behavior to players.
- Individuals shall not encourage players to violate any Law of the Game, or any rule of competition established by WMYSA (West Michigan Youth Soccer Association).

### **Responsibility to Opponents**



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- Individuals shall not encourage, condone, or permit any player to engage in conduct with the intent of causing an injury to an opponent.
- Individuals shall not engage in any physical or verbal confrontation with an opposing player, coach or supporter.

## **Responsibility to the Game**

- Individuals shall be aware of the laws of the game and shall adhere to the spirit of these laws. Individuals shall accept responsibilities of team leadership and shall be accountable for the conduct of the players, team Individuals and spectators affiliated with their teams.

## **Responsibility to Individuals**

- Individuals shall extend respect and courtesy to match and competition Individuals.
- Individuals shall not incite players, team Individuals, or spectators into conduct towards Individuals that is contrary to the rules of the game.
- Individuals shall employ only methods authorized by WMYSA or the rules of the competition, to pursue review of decisions by match or competition Individuals.

## **Responsibility to WMYSA and other Member Organizations**

- Individuals shall become aware of and comply with the rules, policies and procedures established by WMYSA and the governing organization(s).
- Individuals shall refer disputes, appeals, and disciplinary reports to proper authorities as designed by WMYSA and the governing organization(s).
- Individuals who have left a club and gone to another club shall not coach or train any player they coached the previous year without the previous club releasing them in writing. This includes running camps, clinics, and tryouts. The only exception to this is the coaching of your own child.

## **Responsibility Regarding Player Communication**

- Individuals shall comply with rules and policies pertaining to registration and player recruitment.
- Individuals shall not engage in any recruiting activity at any event sponsored by WMYSA until tryouts begin and up until July 31<sup>st</sup>.
- Individuals shall not allow any surrogate to engage in recruiting activities prohibited by WMYSA.
- Individuals shall not solicit or encourage the transfer of any player currently registered to another member organization.
- When Individuals are sharing social media content with players, that information shall not contain material that is deemed inappropriate where it offends, intimidates, humiliates, or bullies another person.
- When communicating through social media, Individuals shall not have private dialog with youth players.
- Individuals shall not promise or provoke any compensation to a player as an inducement to register or play with a particular team or member organization.
- Individuals shall not knowingly, recklessly, or negligently misrepresent or defame programs associated with a particular coach, team or member organization.



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## C. Coaches, Referees and Managers

1. Member clubs are responsible for selecting coaches for their teams. For their first season, it is recommended Head coaches have at least a USSF Grassroots coaching certification. It is recommended that head coaches obtain a Grassroots license for the oldest age group they will be coaching. If the head coach is not at least 18 years of age, an adult team manager must be registered with WMYSA. Please see WMYSA website for licensing equivalence and reimbursement policy.
2. A team U9 through U19 must register one head coach plus up to four assistant coaches and/or managers with WMYSA. A maximum of 5 individuals per team may be issued WMYSA pass cards and be listed on the certified USYSA roster. The fourth and fifth assistant coach/manager will be assessed a registration fee. A maximum of three registered individual team officials with pass cards issued for that specific team by WMYSA may be on the coaching sidelines during games. At least one registered coach or manager with that specific team or holding a WMYSA club pass card, at least 18 years of age must be on the coaching sidelines for a game to start or continue.
  - a. A team with up to five registered officials with pass cards may determine which three of the team officials may be on the team sideline.
3. Club Coach Pass Card: Each WMYSA member club may designate two club affiliated individual to receive a WMYSA Club pass card as the “Club Official”.
  - a. The Club Official(s) will be issued a unique card separate from any designated team’s pass card by WMYSA. This card will include their photo and a league stamp/signature.
  - b. For any game in which the Club Official participates as one of the three permitted team officials, they must be written on the official game report for that game in addition to any other team officials and present their WMYSA Club Official pass card.
4. All individuals who serve as coaches or team managers must have a coach/manager card indicating “KID SAFE” AND a specific risk management card through MSYSA or IYSA. Proof of current risk management certification must be maintained in GotSport.
5. Coaches and Managers must take and complete the Safe Sport and CDC concussion training and re-certify as required per MSYSA. This must be done via their coach/manager GotSport account to have it properly recorded.
6. WMYSA asks its member clubs to pay attention to broad areas of coaching qualifications when selecting a coach, including formal soccer coach training, suitability for work with the age group, soccer background and the ability to communicate and teach. All clubs should annually evaluate their coaches. The WMYSA Board has the right to reject a nominated coach.
7. Coaches are responsible for their team's conduct at practices and at games. Coaches who have been reported in violation of the FIFA Code of Conduct or the Rules and Regulations may be subject to disciplinary hearings and may be suspended. Dismissed coaches may not serve in any official capacity with a team in WMYSA or in any other capacity with WMYSA until the term of suspension is completed. Coaches are also responsible for their team’s parents.
8. Parents and others are not allowed to make derogatory remarks to players or referees. Any individual in a non-coaching capacity who may be reasonably construed to be associated with a team, such as a



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relative or spectator, shall be subject to the jurisdiction of the league. Any coach or team official shall be held responsible for the actions of any individual(s) who violates WMYSA rules and who, in the opinion of the disciplinary committee, is a supporter of that team.

9. WMYSA utilizes head coaches as the primary contact. They are expected to relay important information to players and parents as needed. The email contact in GotSport you provide will be utilized for this purpose.
10. Due to an on-going shortage of USSF registered referees, WMYSA may require all clubs to conduct a recruitment campaign to encourage older club players and, parents of club players, and other potential interested parties to attend the required courses and become registered referees. When there are insufficient referees located near a particular club's home fields to cover the club's home games of the balanced home-away schedule, the WMYSA Board may require games to be played at alternative or opposing venues or with a modified USSF approved referee system. Clubs in smaller communities should work with the WMYSA Administrator to coordinate home games between multiple club teams and/or consider working with the referee association(s) to utilize a travel premium for referees from other locations to work the club's home games and avoid WMYSA's need to potentially move games.

## **D. Player Registration**

1. WMYSA will set a calendar each season for deadlines for team commitments and for meeting the minimum registration number for team formations. The deadlines for the team commitments are especially important for development of game schedules, which must be completed and provided to referees' associations well in advance of the season. Deadlines may be extended only with the approval of the WMYSA Administrator responsible for Scheduling.
2. All players must be registered with WMYSA, which will, in turn, register them with MSYSA and USYSA. Players/Parent must fully complete and digitally sign the club specific electronic registration form using the electronic WMYSA registration format, currently GotSport.

Within the registration program all players must present the following for validation. A player shall not be validated until the required documents are submitted.

- An unedited copy of either a birth certificate, passport, driver's license, board of health records, certificate of naturalization, or alien registration card as sufficient proof of age, except in those competitions which specifically state otherwise.
- A headshot photo of a player, taken within the previous two calendar years. Player cards will not be issued without a valid photo as all players will get a USYSA identification card to be kept by the coach or the team manager for game procedures.

A late fee will be imposed if a photo or documentation is not submitted by registration deadlines. It is the Club Registrar's responsibility to work with the parents of the registered player to validate before the league deadlines.

3. Age is defined by the player's year of birth.
4. A team age bracket is to be defined by the age of the oldest player registered on the team. Teams may be comprised of players covering two-year age brackets up through U14. (U15 and older players may play up through U19 without restrictions or play-up request.)





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- a. Players between the league ages of U8 and U14, and not in 9th grade may be allowed to play up two age division brackets (i.e. a U11 player on in a U13 division). Playing up three divisions is not allowed. A player who is a U14, but is in 9th grade, may play on an U15 through U19 division without restrictions.
  - b. An U8 player may play on a U9 or U10 team. No U7 players may be rostered on any WMYSA team.
5. Player cards will be checked by the referee before every WMYSA game and will be immediately returned to the coach. Players who have not been registered by WMYSA may not play. Should the player have a valid card, but the card is not present at the game, for whatever reason, the following procedure should be used:
- a. The opposing coach should be notified, and the player is open to "Challenge". If the opposing coach desires to play under "Challenge" (not to be confused with Protest), he must notify the referee and the other coach prior to the start of the game.
  - b. If the game is to be played under Challenge, the referee should note this on the FRONT of the game report and the reason - that a player has played without his/her card.
  - c. The referee should record the player's name and birth date on the back of the game report and have the player sign the back of the game report.
  - d. Upon completion of the game, the game report should be sent to the Administrator responsible for scheduling following normal procedures.
  - e. The challenging coach should notify the WMYSA Administrator responsible for scheduling if a game has been played under Challenge and provide the details.
  - f. When WMYSA gets the game report, WMYSA will verify that the player is listed on the team's official roster. If the player is properly registered to the team, the game will be declared official. If the player is not properly registered on the team, the game will be forfeited by the team using the ineligible player and the coach and player may be subject to sanctions per paragraph D.6 below.
6. If an ineligible player plays or if a coach knowingly permits an ineligible player to participate in a WMYSA sanctioned game, the player and/or coach may be suspended for a period of time to be determined by the WMYSA Board. Players are ineligible if they were sent off in the previous game if they are not registered or if they were illegally registered.
7. The league will follow the MSYSA guidelines for dual roster players. See Rule 3.6, Section C of the MSYSA Rules, Regulations and Policies. Approval signatures of both team's coaches are required for consideration of approval by WMYSA.
- a. A Dual Request can only be made by players who are registered in the same season under a MSYSA sponsored affiliate team with the player type of "Recreational (In House)". The necessary forms should be sent to WMYSA, and any associated late fee(s) will be invoiced to the club at the end of the season.
    - 1) WMYSA will establish cutoff dates for dual rosters to be processed each playing season in accordance with MSYSA procedures and guidance. Dual roster paperwork must be received from the player/team by WMYSA prior to these dates. Dual registrations will not be





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permitted by WMYSA after the published deadlines unless a hardship case exists, and approval is provided by WMYSA.

- 2) Dual rostering at any age group is not allowed on two teams playing within or under sponsor of WMYSA at or above the “Select” or Travel” classification level.
  - 3) Dual Roster Limits: No team may have more than 3 dual rostered players on its roster and the roster size for the age level cannot be exceeded.
- b. If registrations are submitted for a player without the proper Dual Roster Request and fee, the player will not be registered.
  - c. If it is discovered that a player has been registered for two teams without the proper Dual Roster Request and fee, the registration will be rescinded for the team with the later registration date or the WMYSA registration revoked entirely (if registered with another league or MSPSP team above the “Recreational (In House) designation).
  - d. If the player registered is shown to have committed to another league or MSPSP team after a valid commitment to a WMYSA team as a dual rostered player, the WMYSA registration will be revoked, the MSYSA state office will be notified and a club fine of up to \$250 will be imposed.
8. Players are permitted and encouraged to play in other developmental soccer programs in their communities providing those teams are not registered with MSYSA.
  9. The submittal of a player registration form signed by the player and his/her parent or guardian (if the player is under 18 years of age) and at a minimum, the MSYSA player fee, binds the player to that team for the seasonal year unless granted a transfer or release approved by WMYSA. A player may transfer from one WMYSA club to another WMYSA club between seasons during the approved transfer window with the approval of both club’s president or his/her delegate and WMYSA. A player may transfer from one team to another team within a club (intra-club) during the seasonal year. A coach may involuntarily release a player only after notifying the player of an intention to release (if possible) and filing a Release Form and receiving approval due to valid reasons. Any attempt prior to tryouts or after they have signed and made payment to that club, to induce a player to change teams for the current seasonal year is defined as poaching and is in violation of MSYSA Rule 3.7.

## E. Team Roster Limits

In order to commit a team to play as a WMYSA sponsored team, the team can be formed with no more nor fewer than the below. The team age determines the limits for the team bench roster, not the division of play.

| TEAM AGE LEVEL | ROSTER MIN | ROSTER MAX | GAME MIN | TEAM FORMAT |
|----------------|------------|------------|----------|-------------|
| U9-U10         | 8          | 12         | 5        | 7v7         |
| U11-U12        | 10         | 15         | 7        | 9 v9        |
| U13-U19        | 13         | 22         | 7        | 11 v11      |

<sup>1</sup> Game day roster of 18

## F. Rules, Game Procedures

1. All WMYSA games will be played according to the FIFA "Laws of the Game", as modified by USYSA



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and MSYSA for youth players. USSF referees and (to all but the youngest divisions) assistant referees (AR) will be assigned, using the diagonal system of control. The dual system is not permitted. If one AR does not show up, use a club assistant referee, or club linesman, on one side. The one AR should call offside on his/her end and the center referee should call offside on the other end.

2. Youth Rules for U9-U12 Games: WMYSA follows the “USYSA Rules for Small Sided Games.” Significant notes from these rules are:

- a. For direct and indirect free kicks opponents are at least 8 yards from the ball until it is in play.
- b. The ball must be stationary when the kick is taken, and the kicker does not touch the ball a second time until it has touched another player.
- c. If a direct free kick is kicked directly into the opponent’s goal, a goal is awarded.
- d. If a free kick is kicked directly in to the team’s own goal a corner kick is awarded to the opposing team.
- e. Penalty kicks for U9–U10 are taken from 10 yards from goal. Penalty kicks for U11-U12 are taken from 10 yards from goal. (usyouthsoccer.org – 7v7 penalty mark is 10 yards)
- f. For U9-U10 WMYSA utilizes Build Out Lines:
  - 1) The build out line is used to denote where offside offenses can be called. Players cannot be penalized for an offside offense between the halfway line and the build out line. Players can be penalized for an offside offense between the build out line and goal line. They should be located equidistant between the center line and the penalty area.
  - 2) When the goalkeeper has the ball in his or her hands during play from the opponent, the opposing team must move behind the build out line until the ball is put into play. Once the opposing team is behind the build out line, the goalkeeper can pass, throw or roll the ball into play. If the keeper decides not to wait they do so at their own risk. Punting or drop kicking is not allowed and will result in an indirect free kick being awarded to the opposing team from the spot of the offense. If the punt or drop kick occurs within the goal area, the indirect free kick should be taken on the goal area line parallel to the goal line at the nearest point to where the infringement occurred.
  - 3) When the goalkeeper is taking a goal kick the opposing team must move behind the build out line until the ball is put into play. If the keeper decides not to wait, they do so at their own risk. Once the opposing team is behind the build out line, the goalkeeper can pass, throw or roll the ball into play (punts and drop kicks are not allowed). If the keeper decides not to wait they do so at their own risk.
- g. At the U9-U12 level, substitutions are allowed at any game stoppage and are unlimited with the referee’s permission. For small-sided games, substitutes may enter the field before the player has exited with the referee’s permission. See also WMYSA Policy Document 03 for additional information regarding the substitution procedure.
- h. Heading is not allowed at the U11 or younger age levels. Any heading will result in an indirect free



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kick for the opposing team.

### 3. Game Day Procedures Include:

- a. The home team will have the field prepared for play at least 30 minutes before the scheduled start time.

| Division | Game Length      | Ball Size | Field Size (Yards) |       | Goal Size |
|----------|------------------|-----------|--------------------|-------|-----------|
|          |                  |           | Length             | Width |           |
| U9, U10  | 25 minute halves | #4        | 55-65              | 35-45 | 6 x 12    |
| U11, U12 | 30 minute halves | #4        | 70-80              | 45-55 | 6 x 18    |
| U13, U14 | 35 minute halves | #5        | 100-120            | 65-75 | 8 x 24    |
| U15, U16 | 40 minute halves | #5        | 100-120            | 65-75 | 8 x 24    |
| U17-U19  | 45 minute halves | #5        | 100-120            | 65-75 | 8 x 24    |

- b. *Before every game*, both coaches shall provide the referee with a current WMYSA official roster and game sheet indicating the team lineup and providing for referee reporting and player pass cards.
- c. The referee must check player pass cards against the official team roster. Except for those players being utilized under the Pass Card System (PCS), players not listed on the official team roster will not be allowed to play.
  - i. Each coach utilizing players under the PCS must inform the opposing team and present the player's primary player card to the referees and ensure they are listed on the game day game card.
  - ii. Coaches utilizing players under the PCS must hand write the used players on the game sheet before presenting to the referee. Entries must include the players name, date of birth and uniform number.
  - iii. Players without pass cards having been issued may not play.

Note: A player who has been issued a card and is listed on the WMYSA Official Roster (which includes the WMYSA Registrar signature) does not have to be in possession of his/her card in order to play. Any player included on the game card under the Pass Card System **MUST** have their primary player card in order to play. Any player listed on the WMYSA Official Roster without a pass card must provide their name, signature, and date of birth for the referee to place onto the back of the game report. Referees shall return player cards to the teams after players are checked in.

- d. A proper size game ball.
- e. The Referee and Assistant Referees must be paid by the home team before the start of the game according to the fee schedule agreed upon by the referee association and WMYSA. **Teams are expected to have exact cash (no check) payment for each individual referee and assistant referee. Referees should not be expected to make change.** If one of the assistant referees does not show, the center official does not receive additional compensation. If neither assistant referee shows, the center official should be paid at the rate of the single official listed in the appendix. If one of the assistant referees does not show, use a club assistant referee or club linesman, with the single assistant referee calling offside on one end and the center referee calling offside on the end with the club assistant



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referee or club linesman. **DO NOT USE THE TWO-MAN SYSTEM TO REFEREE WMYSA GAMES!**

4. Teams and parents shall sit in accordance with Field Seating assignments appendix. Home teams have a choice of preferred sidelines. Adults without ID cards may not be within the team bench area or participate in coaching in any fashion in the bench area.
5. Teams should not play without a certified referee. In emergencies when no certified referee is available, teams have the option of either rescheduling the game or playing the game with a non-certified/non-scheduled referee. If they elect to play without a certified referee, then both coaches must agree, indicate this and sign on the back of the game sheet **prior to** the start of the game. This information should include a statement indicating you both agree to allow and to abide by the results making this an official game. The home team shall then notify the league administrator by email and include a photo of the game sheet. If a non-certified referee cannot be agreed upon, the game will need to be rescheduled following the Game Reschedule Process.
6. Substitution Procedure for Full Field Games (U13 through U19 age groups) AND U12 Elite Division Games played at WMYSA Home Fields. In accordance with MSYSA Rule 4.5, Substitutions may be made by either team at the following times:
  - a. Prior to a throw-in, with the following exception: If the team taking the throw-in does not substitute then substitution is prohibited.
  - b. Prior to a goal kick.
  - c. After a goal is scored.
  - d. After an injury, when the referee stops play.
  - e. At half time.
  - f. After a Caution (a Yellow card), the carded player(s) may be substituted, and if substituted, the opposing team may substitute a like number of players.
7. During the game, no coach or substitute or player is to be anywhere except on their respective touchline between the top of the penalty area and the halfway line during the game.
8. After the completion of the game:
  - a. Both teams must have an official (coach or manager) sign the game sheet report at the conclusion of the game to confirm the reported score.
  - b. The center referee will document the game using SportForms following the protocols provided to the Referee Associations.
9. Reporting Scores for Standings
  - a. The winning team coach/manager must report the game score ~~to the statistician~~ through the WMYSA GotSport reporting procedure.
  - b. Teams playing in interleague Elite should report all scores in the WMYSA GotSport event.



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10. The scores and standings will be posted on the WMYSA website.
11. Any game score not reported by the winning team will be left as an unplayed match.

## **G. Player Pass Card System (PCS)**

1. WMYSA registered teams may utilize players from within the same club to participate in the team's WMYSA league games.
2. Players utilized in this manner are considered "Club Pass Card Players".
3. Players can club pass card up a maximum of two age groups from their eligible age group.
4. Players of U7 and younger eligible age groups are not eligible as club pass card players.
5. WMYSA teams are limited to five (5) club pass carded players per game for WMYSA Select division (Elite division games are limited to three (3) club pass carded players per game).
6. Teams utilizing a WMYSA club pass card player must meet all other roster requirements.
7. Game day rosters may not exceed maximum roster numbers on the bench players including club pass card players.
8. Opposing coach must be aware club pass players are utilized in a game.
9. Players can club pass card a maximum of twice a week with the week starting on Sunday.
10. Players may club pass card within their own age group only from a lower division team to a higher division team.
11. Players cannot club pass card down in competition or age groups from their primarily rostered team.
12. Director's Academy, MSPSP, NLC and National League players may not participate in WMYSA as a club pass card player.
13. Players needing to serve a suspension for misconduct are not permitted to club pass card until their suspension is served with their primary rostered team. A suspension may not be served in club pass carded matches.

## **H. Discipline**

**Sideline Violations:** WMYSA expects its players and coaches to conduct themselves within the rules of WMYSA, the principles of fair play and good sportsmanship. If sideline rules are violated, they are subject to disciplinary action. Head coaches are held responsible for these infractions. A Fee may be assigned for each violation.

**Cautions and Send-Offs:** WMYSA expects its players and coaches to conduct themselves within the rules



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of WMYSA, the principles of fair play and good sportsmanship. MSYSA Rules & Regulations govern these violations: All suspensions must be served in succeeding games where the coach(s) or player(s) are listed on official rosters. Coaches will not be allowed to be added to another team's roster until the discipline has been served. MSYSA Rules & Regulations govern these violations:

1. Player Fighting ~ Players guilty of fighting or assaulting another player before, during or after games shall receive a two-game suspension.
2. Player Profanity ~ A player guilty of using profanity, either by word or sign, against another player, coach, spectator, or any league official shall receive a two-game suspension.
3. Player Threats ~ A player guilty of making threatening gestures or racial insults against another player, coach, spectator, or any league official shall receive a two-game suspension.
4. Player Striking Official ~ A player guilty of pushing or striking any coach, referee, assistant referee or club linesman, or any league official shall receive a one-year suspension.
5. Player Ejection. Players sent off by the referee shall receive a minimum of one game suspension.
6. Misconduct toward a Referee. Any player, coach, manager, or official committing some misconduct as defined by USSF Policy 531-9 shall be dealt with in accordance with that policy. Reporting procedures are included in the policy.
  - a. Referee abuse is a verbal statement or physical act not resulting on bodily contact which implies or threatens physical harm to a referee or the referee's property or equipment.
  - b. Abuse includes but is not limited to the following acts committed upon a referee: Using foul or abusive language toward a referee; spewing any beverage on a referee's property; spitting at (but not on) the referee; or verbally threatening a referee.
  - c. Referee assault involves physical contact with the referee, or the referee's uniform or personal property.
7. Coach Threats. Coaches or team officials who make threatening gestures or use threatening language to other players, coaches, or league officials shall be disciplined: first time = two game suspension; second time = the offender shall appear before the MSYSA Board and be suspended for a minimum of four games; third time – the offender will be suspended for not less than one year.
8. Coach Fights. Coaches or team officials who fight at any time shall be disciplined: first time – the offender shall appear before the MSYSA Board and shall be suspended for a minimum of one year; second time – the offender shall be suspended for not less than three years.
9. Coach and Fan Misconduct. Any coach allowing a suspended player to play shall be suspended for two games. His team forfeits the game. Coaches and other team officials shall be subject to all rules pertaining to misconduct contained in MSYSA Playing Rules & Regulations and as set by USSF including cautions, send offs and standard suspensions. If an individual (coach, team official or spectator) who supports a team abuses, or assaults a referee or player, such action shall be deemed loss of control by the coach and other team officials. Upon review of reports of the incident, the disciplinary committee shall determine if a charge of abuse or assault shall be sustained. Should such a charge be sustained, a financial bond of up to \$1000 will be required within 5 days for the team to be allowed to continue to





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play. If a second such offense occurs within two years, the initial bond will be forfeited and a second bond required within 5 days. A third such offense involving any supporter of the same team within two years shall result in the forfeit of the bond and suspension of the team. Outstanding bonds not forfeited shall be returned to the team through their club after two years.

10. Falsifying Records. Clubs, players, coaches, managers or any Club/team official who alters a tryout roster, official team roster, falsifies a birth certificate or affixes a wrong photo to a player registration form or player ID card shall receive up to a seven-year suspension.
11. Tournament Suspensions: The following applies to suspensions associated with USSF-sanctioned tournament play.
  - a. Red card suspensions issued on the final match of a tournament shall be carried forward to the team's next USYSA match. Red card suspensions issued in the final match of the team's final tournament of the season shall be carried forward to the next WMYSA league match (carried forward to the following league season if necessary).
  - b. WMYSA league suspensions must be served during WMYSA league play. WMYSA suspensions cannot be served during a tournament game unless approval is received in advance from the WMYSA Board. If approval is received from the WMYSA Board, the coach must provide the WMYSA Board written evidence, signed by a tournament official, which documents the suspension was served.
  - c. WMYSA Penalties. Players, coaches, managers or team officials receiving three cautions during a playing season shall be suspended for the next game. Players sent off twice during a season are suspended pending an appeal to the Disciplinary Investigative Committee. Any team receiving 2 red cards in one game or 5 red cards in a season is considered on probation. Its coach shall provide a statement to the Disciplinary Investigative Committee regarding actions taken with players and/or coaches to improve team discipline and behavior. Sanctions include restricted tournament play. WMYSA recommends (but does not require) that players be substituted when cautioned (yellow cards). A sent off (red carded) coach may attend the next game as a spectator in the spectator areas only. Players sent off may attend the next game as a spectator and may not be in team uniform. The suspended player may be within the team bench area. Suspensions carry over to the next season.
12. Pass Card System Player Suspensions: The following applies to suspensions associated with WMYSA and Elite games.
  - a. Red card suspensions issued to a player while utilizing the PCS can only be served on the team in which the player is rostered and will be treated like any other suspension.
  - b. Any players utilizing PCS who receive a red card suspension is ineligible for participation in the WMYSA PCS until the suspension is served with the primary team.

## **I. Game Protests**

Protests must be submitted to the Administrator responsible for scheduling within 72 hours and must be accompanied by a completed WMYSA Referee Evaluation form. Only factual errors which can be shown to have altered the match win/loss outcome may be protested. Judgment calls will not be considered. Concerns involving referee decisions or behavior which do not meet the above protest threshold should be documented



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via a Referee Evaluation form and submitted to the appropriate Referee's Association per form instructions. Matches for which a protest is upheld as determined by the Disciplinary Investigative Committee shall be rescheduled.

## **J. Injuries**

1. MSYSA insurance applies to outdoor and indoor activities if the location has been submitted by the club to WMYSA for inclusion under the MSYSA insurance policy.
2. All injury claims are handled directly by MSYSA. WMYSA requests a courtesy notification for injuries requiring medical care, to the WMYSA Administrator responsible for scheduling within 72 hours of the injury. All injuries from MSYSA or US Youth Soccer activities must be reported, in writing, to both the member organization and MSYSA via phone or email within 7 days.
3. All claims are required to first be made through member's primary insurance carrier prior to being submitted to MSYSA. Any claims not submitted to MSYSA within 30 days will be denied. Additional information can be found at <http://www.michiganyouthsoccer.org>
4. Partial MSYSA Insurance Claim Checklist (as of 9/15/14)
  - a. The claimant must be registered at the time the injury took place.
  - b. Claimant's injury must have taken place on an insured field location
  - c. Timeline: All injuries from MSYSA or US Youth Soccer activities must be reported, in writing, to both the member organization and MSYSA via phone or email within 7 days. Claim form must be submitted and received by MSYSA State Office no later than 30 days from date of injury. Once the actual claim is filed with MSYSA, an adjuster is assigned and communication between the parties exists on the need for multiple visits, surgery that may be needed down the road, additional treatments, etc. Payment will be made for any expenses incurred up to 104 weeks from the date of injury.
  - d. \$500 deductible applies for all eligible claims
  - e. Include a copy of Permission to Travel approval (if injury took place outside Michigan)
5. Head Injuries: When a player is suspected of a head injury, based on Michigan state law the player should:
  - a. Immediately Be removed from the practice or game and seek medical attention.
  - b. The team should notify both the club and WMYSA Administrator responsible for scheduling.
  - c. The Player should only return to play when:
    - i. They have received permission to do so from a health care professional experienced in evaluating concussions.



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- ii. They have received the completed Michigan Department of Community Health “Medical Clearance To Return To Play” Form and submitted it to both their club and the WMYSA Administrator responsible for scheduling.

## **K. Uniforms**

1. All players must be in full uniform: shirt (tucked in), shorts, socks (covering the shin guards), shin guards and shoes. When colors of uniforms are similar, the home team must effect a change to colors which are distinct from the opponent. Goalkeepers shall wear colors that distinguish them from all other players and referees. Soft sided headwear worn for religious or medical purposes is acceptable providing a letter of notification has been sent to the WMYSA Administrator responsible for scheduling. A letter of approval will then be sent back to the coach to hang onto in case the need arises to show an official.
2. Numerals, at least six inches high, must be worn on the back of each player's jersey. Numbers on goalkeepers' uniforms are optional on either front or back or both.

## **L. Home Team Responsibilities**

The home team must make sure its field is playable and meets minimum playing dimensions as outlined in section F Rules, Game Procedures subsection 3. If a field is not playable, the referee must issue a report to the statistician, who then has the authority to rule if the game will be forfeited. The home team must have a first aid kit at the game site and provide a ball that satisfies the Laws of the Game. The home team must pay the referees.

## **M. Schedules, Cancellations and Forfeits**

1. Whenever feasible, the WMYSA Administrator responsible for scheduling will arrange for at least eight games each in fall and spring. All teams are required to provide any requests for blackout dates through the online commitment process. Each team is limited to request up to four individual days for blackout in the fall and two individual blackout days in the spring seasons. They will be reflected in initial schedules. Only oversight errors (i.e. missed blackouts, incorrect home venue or missed coach integration) will be changed during the preliminary review days. Once the preliminary review days expire, WMYSA will allow Game Reschedule Requests to be made for a fee.
2. The game reschedule procedure applies to any request to reschedule after schedules have been released unless there has been an error or oversight by WMYSA.
3. Reschedules will not be accepted for games when requests are submitted less than seven (7) days of the original game date.
4. Games may only be rescheduled for valid reasons, such as a State Cup game, conflict with school or church activities affecting multiple players or all registered coaches and managers.
5. Team Responsibilities:
  - a. Contact the opposing coach and agree on a new time and date. Complete the reschedule form with proper signatures. This form can be downloaded at [wmysa.org](http://wmysa.org).
  - b. Submit the reschedule form to the WMYSA Administrator responsible for scheduling to note the



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game cancelled and request for a new time and date. WMYSA will then look at the reason, check field availability, referee assignor considerations and if approved will make the appropriate change to the league schedule.

- c. The appropriate fee will be billed to the club of the team requesting the change.
  - d. Obtaining referee coverage for remote sites is difficult as we typically are unable to obtain referees for single matches. In the event a team wishes to reschedule a game which would result in creating isolated games at that venue, it will be their responsibility to coordinate not only their game change, but the other games change as well. If the game change cannot be coordinated in a way which eliminates game isolation the game change request will not be accepted.
6. WMYSA Responsibilities
- a. WMYSA will notify the referee assignor of any cancelled game.
  - b. WMYSA will notify the referee scheduler of approved new dates and times for rescheduled games.
  - c. The affiliated referee association will assign referees for the rescheduled games.
7. If a team requests to cancel a game and it is never rescheduled the team cancelling the game will be subject to possible forfeit.
8. If a game is cancelled due to weather, teams will have some options. If both teams agree to not make the game up, there is no fee and the game will simply go un-played. If they decide to make the game up, they will be charged a Level I make up fee which is split between the two teams. If the game is never made up, WMYSA will mediate a course of action. All teams are expected to make a sincere effort to reschedule.
9. A fine may be assessed through a team's club in the event of a forfeit or if a game is rescheduled and played without being reported to WMYSA.
10. WMYSA requires that when lightning is observed, or thunder is heard by the referee during a game, the game must be suspended, and the playing field kept clear of participants until 30 minutes after the last thunder or lightning is noted; or it must be terminated. Suspended games may result in termination at the discretion of the referee if subsequent scheduled games require use of the same field or referees. If a game is terminated because of weather and one half of the game has been completed, the game will be considered complete and the score at the time of suspension will be recorded as the final result. If the game is terminated in the first half, it will be rescheduled and replayed. The home team must notify the WMYSA Administrator responsible for scheduling of the cancelation and new date.
11. If a team fails to appear for a scheduled game without prior notification of the opposing team and WMYSA, a fine will automatically be imposed by WMYSA. The fine will be set to cover such expenses as referee fees, field rental, travel reimbursement and WMYSA Administrative costs. WMYSA will then distribute the proceeds deemed appropriate.
12. Severe Weather Policy: If a severe weather "warning" or a tornado "warning" exists in the venue's area during game time or 2 hours prior to or 1 hour after the scheduled game time, the venue's management or either team's coach may reschedule the game to an alternative time and/or date without concern of forfeiture. If referees are assigned to a match that falls under these conditions, they may also be excused



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from officiating. The venue management, coach or official that elects to cancel a game due to severe weather or tornado “warnings” must contact all other parties to inform them of their decision prior to game time.

## **N. Practice and Scrimmage Frequencies**

Teams may practice as frequently as they wish. Teams may have as many inter-squad scrimmages as they wish. It is recommended all U7/U8 Academy teams practice no more than once per week.

## **O. Standings and Championships**

1. Each team is required to report the game score through the WMYSA Scheduling System (GotSport). A point system will be used to determine the standing of teams in each division according to the FIFA standard of awarding a winning team - 3 points, each team in a tied match - 1 point and a losing team - 0 points.
2. In addition, a team which forfeits a game gets a point deducted from its point total. The opposing team will have the game recorded as a 3-0 win (and will receive the full 3 points for the win).
3. At the conclusion of the WMYSA season, the team with the most points shall be declared the champion of its division. If two or more teams are tied on the basis of points earned, placement will be determined as follows: Most Wins, Goal Differential, Head to Head and then most shutouts. If two teams are still tied, they will be declared co-champions. WMYSA awards championship teams with individual awards such as pins, t-shirts, etc.

## **P. WMYSA Premier**

Within the WMYSA league, players have the ability to develop through club/select, elite and premier programs within their local community. This arrangement is designed to offer a wide range of opportunity and options for players. Premier teams are sponsored by WMYSA and are then governed by MSPSP. WMYSA will provide premier sponsorship to teams from WMYSA clubs based on the following criteria.

1. WMYSA will offer automatic premier sponsorship for clubs which:
  - a. Have a minimum of four teams playing in WMYSA (Select or Elite)
  - b. Have paid their WMYSA pre-and post-season invoices in a timely fashion.
  - c. Have paid all MSPSP fines/fees from previous season.
2. WMYSA may grant premier sponsorship for any team that does not meet the criteria listed above. Factors which it will consider:
  - a. Plan to expand number of teams for the club. If approved, full premier fee must be paid to WMYSA at time of premier packet submission.
  - b. Reason or justification for non-timely invoice payments.
  - c. Amount and reason for outstanding MSPSP fees/fines. If approved WMYSA will require either



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proof of payment or full premier fee must be paid to WMYSA, which includes the MSPSP fees/fines at time of premier packet submission.

3. WMYSA will charge a fee for premier sponsorship which will cover the GotSport fees and administrative costs incurred as outlined in the appendix.
4. Per MSYSA Rule 3.4, Section A-8, "All tryouts for teams for the MSPSP must be announced in the Michigan Soccer Publication." For clubs which utilize WMYSA to **exclusively** sponsor their MSPSP teams, WMYSA will provide this advertisement for those clubs at no additional cost.

## **Q. Due Process**

In case of problems between teams or clubs, a team or club may contact the WMYSA Board, in writing, to describe the problem.

Referees shall report problems to the WMYSA Administrator responsible for scheduling on game reports or via email. Once investigated, The Disciplinary Investigative Committee will communicate its decisions to the coaches, clubs involved. If sanctioned by this committee, those clubs, teams or individuals will have the option of having the matter heard by the Disciplinary Review Board. Disciplinary actions may be appealed to the WMYSA President in writing (using the appeal form on the leagues website), within 7 days. Disciplinary Review Board hearings shall follow the MSYSA Bylaws. A copy of these Bylaws is available upon request from the WMYSA website. If the Disciplinary Review Board reprimands a club, team or individual and if the problem is not corrected, the offending club, team or individual may be removed from WMYSA.

## **R. Interleague Play with GVSA and CASL**

1. WMYSA will strive to organize inter-league play with the Grand Valley Soccer Association and the Capital Area Soccer Association each season for "Elite" teams.
2. WMYSA will strive to recommend promotion of up to 3 teams for play in the U12 Elite divisions beginning each fall season. U12 Elite positions are only available for age appropriate teams. Teams will be recommended by the WMYSA Administrator responsible for scheduling based upon performance during the prior season based on the following from the Spring season.

- a. 1<sup>st</sup> Place U11A Division.

**Tie breaking determinations will be used for the 2<sup>nd</sup> and 3<sup>rd</sup> Elite spot.**

- b. U11A 2<sup>nd</sup> place & Top U12 A Division U11 team.
- c. U11A 2<sup>nd</sup> place & 2<sup>nd</sup> U12A Division U11 team or: U11 A 3<sup>rd</sup> place and Top U12ADivision U11 team.

Tie Breaking Determination is based on the following:

1. Most Wins
2. Goal Differential
3. Head to Head (\*if documents record exists)





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## 4. Most Shutouts

3. Continued eligibility for Elite play shall depend upon Elite division standings. The bottom 3 Elite teams in each division will be relegated after each season, regardless of league affiliation. WMYSA will then strive to recommend promotion of one team from the A division.
4. Teams to be recommended for promotion to Elite will be selected by the WMYSA Administrator responsible for scheduling. Such teams will typically, but not necessarily, be the winners of the A division the prior season. A team recommended for promotion does not have the option to decline a promotion but may appeal the selection to the WMYSA Board of Directors for review. Teams relegated out of Elite and wish to remain will be considered after consultation with the other leagues participating in the Elite division.
5. WMYSA divisions will generally not be reduced below 5 teams in order to provide teams for Elite play.
6. Teams will not be promoted from one Elite division to a higher Elite division between the fall and spring season. For example, a WMYSA team finishing first in the U13 Elite division will not earn promotion to U14 Elite. The U13 Elite team may elect to play in the U14 WMYSA division, if they desire.

## **S. MSYSA Rules and Regulations and Matters Not Provided For**

These WMYSA Rules and Regulations are intended as a supplement to and not a replacement of the Rules and Regulations of the Michigan State Youth Soccer Association, which is the governing body. The MSYSA Rules and Regulations are available on the [www.michiganyouthsoccer.org](http://www.michiganyouthsoccer.org) website. Any matters not provided for in these Rules and Regulations shall be determined by the WMYSA Board of Directors and decisions so made shall be binding.

## **T. Pleas of Ignorance**

A plea of ignorance to the Rules and Regulations is not sufficient and violators may expect appropriate action by the Board of Directors of the Association.



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## APPENDIX 1: Inclement Weather

A severe weather warning is defined as either a Tornado Warning, Severe Thunderstorm Warning or High Wind Warning.

If a severe weather “warning” or “Advisory” as defined below exists in the venue’s area during game time or 2 hours prior to or 1 hour after the scheduled game time, the venue’s management or either team’s coach may reschedule the game to an alternative time and/or date without concern of forfeiture.

If referees are assigned to a match that falls under these conditions, they may also be excused from officiating. The venue management, coach or official that elects to cancel a game due to severe weather must contact WMYSA Administrator Responsible for scheduling and the opposing team to inform them of their decision prior to game time. If the referee is the one making the determination they should contact WMYSA.

A **High wind warning** is issued when either sustained winds of 40 mph or higher exist for one hour or more or wind gusts are 58 mph or higher for any duration. Immediate shelter should be sought.

A **Severe Thunderstorm Watch** does not necessarily mean that severe weather is occurring, only that atmospheric conditions have created a significant risk for severe weather to occur.

A **Severe Thunderstorm Warning** is an alert issued when trained storm spotters or a Doppler weather radar indicate that a thunderstorm is producing or will soon produce dangerously large hail or high winds, capable of causing significant damage. Immediate shelter should be sought.

A **Tornado Watch** is issued when weather conditions are favorable for the development of severe thunderstorms called a Supercell capable of producing tornadoes. A tornado watch therefore implies that it is also a severe thunderstorm watch.

A **Tornado Warning** is defined as an alert issued by national weather forecasting agencies to warn the public that severe thunderstorms with tornadoes are imminent or occurring. Immediate shelter should be sought.

A **Winter Weather Advisory** is issued when conditions are such we have one of the following: snow 3”-5” within a 12-hour period, sleet < ½”, freezing rain with snow, sleet and blowing snow or ice accumulation <1/4”.



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## APPENDIX 2: Referee Fee Schedule

1. Each home team is responsible for the specific game referee fees. These fees should be paid at the following rate:

| Age Bracket   | Single Referee | Three Referee System |      |      |
|---------------|----------------|----------------------|------|------|
|               | Center         | Center               | AR 1 | AR 2 |
| U9, U10       | \$35           | N/A                  | N/A  | N/A  |
| U11, U12      | \$50           | \$40                 | \$30 | \$30 |
| U13, U14      | \$60           | \$50                 | \$35 | \$35 |
| U15, U16      | \$65           | \$55                 | \$40 | \$40 |
| U17, U18, U19 | \$70           | \$60                 | \$45 | \$45 |

2. If one of the three referees do not show up for the game, the others are not entitled to the extra pay. If only one of the three referees show up they are entitled to the pay as described above.
3. If either or both teams do not show up for properly scheduled game and the official(s) does show up, as assigned, then official(s) are entitled to full compensation. Also, a team forfeit is considered played and referees are entitled to full compensation. The league is liable for payment to the association if the involved teams do not pay and the club will be charged accordingly.
4. WMYSA will compensate the referee directly after coordination with referee assignor and the Referee Association, in situations where a game is cancelled or rescheduled within 24 hours of the match and the referees do not receive notification and show up to the field. The club rescheduling the game will be charged fines accordingly, in addition to the payment(s) made to the referee.



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## **APPENDIX 3: Coach Education Reimbursement Policy**

Reimbursement is available to clubs for coaches who successfully complete specific Grassroots Pathway certifications.

- 1) Reimbursement submittals will be accepted by WMYSA twice annually, April and October. April submissions must be for courses completed between October 1 of the previous year and April 30th. October submissions must be for courses completed between April 1st and October 31st of the current year.
- 2) The coach achieving the certificate must be a current coach during the time of the completion and/or submission.
- 3) Clubs must fill out the reimbursement request form and submit it along with copies of the Certificate of completion to their respective WMYSA Registrar. Once approved WMYSA will apply the credit to the club's season ending invoice.
- 4) WMYSA does not reimburse coaches directly. Coaches should check with their respective club to determine their specific policy.
- 5) A club can only be reimbursed once per coach for each given level. Once reimbursed for a certification, WMYSA will not reimburse for future equivalent level courses. Reimbursement for successful coaching education courses is done based on the below levels. WMYSA will reimburse up to 50% per course with the maximum reimbursement as listed below.
  - Level I: Reimbursement maximum of \$35 4 v 4
  - Level II: Reimbursement maximum of \$47.50 7 v 7 9 v 9
  - Level III: reimbursement maximum of \$47.50 11 v 11

\*For this program WMYSA will only reimburse 1 coach per club every 3 years.



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## **APPENDIX 4: Fees & Fines**

- All fees and fines can be found on our website.



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## APPENDIX 5: Venue Information

### A. Venue Seating Assignments

During the game only carded players and coaches/managers are allowed to be on the team bench touchline/sideline. Anyone in this bench area must be listed as a member on the Official Roster. The only exception is the allowed (three) pass players which must possess their current primary team card and be listed on the Game Report Sheet.

As designated by MSYSA Rule 4.12 and WMYSA Rule F.5, for all sanctioned league games, parents and spectators must take the same touchline as their respective teams. Neither may cross the centerline during the game. Home teams have choice of preferred touchlines.

Venues with field exemptions:

- Portage Soccer Complex: U11 and above games: and above spectators take the touchline closest to the paved center walkway opposite the team benches.
- St. Joe Kickers Complex: All fields, spectators take the same touchline opposite the team benches.
- Force Soccer Complex: All fields, spectators take the same touchline opposite the team benches.

B. Venue Maps – All venue maps can be found on our website.

~~C. WMYSA Complex Google Maps and Addresses can be found on our website.~~





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## APPENDIX 6: League Boundary Map

West Michigan Youth Soccer Association boundaries cover all or parts of Allegan, Barry, Berrien, Branch, Calhoun, Cass, Kalamazoo, St Joe and Van Buren counties. More specifically we cover the geographical area that ranges:

1. South of Allegan
2. North of Indiana
3. East of Lake Michigan
4. West of Albion.

