

ECYSA

ESSEX COUNTY YOUTH SOCCER ASSOCIATION

Registration Section Only

www.ecysa.org

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REGISTRATION SECTION ONLY

Notes: Rules with an (*) asterisk are conditions of forfeiture.

All referenced fees are per the current fee schedule addendum

Version: Fall 2016

I. Registration

A. Overview

1. The focus of ECYSA is to provide competition between participating Member Organizations.
2. Each ECYSA Member Organization has jurisdiction over a unique geographic region that may include a town, a city, or multiple towns, as recognized by the Massachusetts Youth Soccer Association (Mass Youth Soccer) and ECYSA.
3. Member Organizations in good standing with both Massachusetts Youth Soccer and ECYSA may register teams with ECYSA subject to the following:
 - a. Every member organization must submit at least three teams to participate in a given season;
 - b. Waivers to team minimums must be submitted to the regional vice president;
 - c. For Member Organizations not in good standing, registration of teams is at the discretion of ECYSA.
 - d. *To ensure that both boys and girls have the same opportunity to play soccer, ECYSA expects the number of boys teams and girls teams submitted by each Member Organization to be roughly equal. ECYSA may decline to roster any number of teams submitted by a Member Organization if the number of boys teams to girls teams or girls teams to boys teams exceeds a five to one ratio.*
4. Registration date will be set by the Registrar and approved by the Board of Directors of ECYSA. The Registrar will publish registration requirements in advance of each season.
5. Rosters and Identification cards:
 - a. All rosters and computer printed/type written cards with photographs taken within two years of current grade shall be submitted to the Registrar on or before the dates established. Players with unacceptable photographs will not be rostered at registration and must be added later. **The determination of acceptability lies with the ECYSA Registrar.**
 - b. Hand written rosters and cards are NOT acceptable.
 - c. Every player and coach listed on the initial roster and in the registration file must have an *identification card conforming to USYSA approved formats* submitted at registration. Players and/or coaches without cards will not be accepted as registered and must be placed using the Add/Drop/Transfer process at such time as the card is available.
 - d. (*) Players and coaches may only have one (1) card. Possession and/or use of multiple cards is strictly prohibited.
 - e. Coaches may be listed on more than one roster provided

they submit a card with one of the teams at registration or through the Add/Drop/Transfer process.

f. Player identification cards are valid for up to two years and must be re-used until the player grades up to a higher Grade Group. Coaches cards are valid provided they are physically intact and are affixed with a current season registration sticker. ECYSA will charge Member Organizations to replace damaged or lost cards.

6. ECYSA shall have the right to refuse any forms not properly completed.
7. Only approved ECYSA forms will be accepted. An electronic registration file formatted as specified by the Registrar must be submitted on or before the announced registration date. By submitting the registration file, the submitting organization certifies the accuracy of all data contained therein to the best of their knowledge and ability. Team strength charts must be completed and released no later than the specified registration date.
8. At registration, the Member Organization must submit *rosters per the seasonal instructions*. A non-resident player report form shall be completed online prior to registration. Players who require approval per section I.C.6 may not be added to the online non-resident form and may not be placed on a roster until AFTER approval is received.
9. Each Member Organization shall provide the ECYSA Treasurer with a Fees Submission Form and payment for all fees due at registration. Member Organizations with unpaid invoiced fees may only register with approval from the President of ECYSA or their designee.
10. Member Organizations may form and register combined teams under the following conditions:
 - a. One of the organizations shall be the focal point for registration. *A Regional Name may be used in lieu of the lead Member Organization's Name. If a Regional Name is used it must be used by all combined teams submitted by those Member Organizations and all rosters and player cards must use the Regional Name.*
 - b. Each of the organizations must provide the ECYSA regional vice president and registrar with a written statement acknowledging their intent to form a combined team and designating the single organization that will be responsible for registration.
 - c. The player eligibility and residency requirements of section I.C.6 apply to combined teams. A player is obligated to participate on the combined team unless they have a release from their Home Organization.

d. Acceptance of the combined team into the league and placement of the combined team is at the discretion of the ECYSA Board of Directors.

e. The focal point for registration is also responsible to identify the home field that will be used for each combined team.

11. Member Organizations and coaches are forbidden from recruiting another organization's players without that organization's permission:

a. Recruiting includes directly or indirectly (e.g. through an intermediary) contacting a player in another organization without the consent of the player's Home Organization.

b. In cases where a player initiates contact with a different organization, that organization and/or its coaches must advise the player to contact their Home Organization and obtain written permission BEFORE further discussions take place.

c. Organizations, teams, or coaches who violate this rule may be subject to disciplinary action including forfeiture of post-season play for the organization and/or the team.

12. Grade Verification:

a. ECYSA has the right to request grade, age *and* residence verification. This request must be complied with within seven (7) calendar days or the player involved will be considered unregistered and ineligible to play.

b. Any Member Organization wishing to request grade or age verification of players from another Member Organization is restricted to a maximum of three (3) players *per season*. Such requests must be accompanied by the required fee, which will be refunded if the grade or age of the challenged player is in error.

c. ECYSA reserves the right to randomly select a team or teams from any Member Organization(s) for grade, age *and/or* residence verification purposes. This request must be complied with within *seven (7)* working days or the team(s) involved will be considered unregistered and ineligible to play.

13. Rosters:

a. Roster Requirements:

(1) A team consists of all Registered Players and Coaches meeting the minimum and maximum size limits set forth in the table below.

(2) A team composed of players of both genders will be registered as a boy's team.

(3) Each team must have a minimum of one (1) coach on the roster to be accepted at registration.

(4) Each coach and player must have a valid ID card submitted at registration to count toward the minimum requirement.

Grade Group	Registration Minimum	Maximum ECYSA Roster Size	Maximum MTOC Roster Size
G4	7	14	N/A
G6	9	16	16
G8	11	22	22
G10	11	22	22
G12	11	22	22
PG	11	22	22

b. Roster Exceptions:

(1) Waivers to the Roster Size Limits (min or max) must be submitted to the regional Vice President for consideration and approval.

(2) ECYSA is not authorized to grant size limit waivers for MTOC rosters.

(3) All G8, G10, G12, and PG rosters may carry up to 22 players for MTOC.

(4) For any MTOC eligible team that exceeds the MTOC Roster Size, the Travel Director and Coach must provide the ECYSA Registrar with an Acknowledgement Form stating they understand the implications for post season play contained in Section VI.

(5) *ECYSA may change roster limits at any time in order to comply with roster limit changes adopted by the Leagues Committee*

14. Any member organization that has not participated for one (1) calendar year (365 days) may be dropped from the membership by a vote of the membership and upon written notification from the ECYSA President. The dropped organization will have to reapply for acceptance for future play.
15. Prior to registration each Member Organization shall verify their list of key contacts using ECYSA's online system. Key contacts include the Travel Director, President, Vice President(s), and Registrar. Whenever a Member Organization changes one or more key contact, they shall update the online system.
16. A Member Organization that wants to register a team AFTER the published registration date may apply to the Regional Vice President for an exception.
17. If a Member Organization withdraws a team from the league after the ECYSA Team Placement Meeting, they shall forfeit all fees.

B. Grade Groups

1. Birth date ranges for specific Grade Groups will be listed on a seasonal handout to member organizations and posted on the ECYSA website.
2. Requests for exceptions to and exemptions from the grade guidelines must be submitted via email to the appropriate Regional Vice-President for review and decision.
3. Should the Massachusetts Youth Soccer Association and/or the Leagues Committee revise Grade Groups, ECYSA may adopt the new Grade Groups and make exceptions to its operating rules required to implement the change.

C. Player Eligibility

1. (*) All Players must be affiliated with Mass Youth Soccer before they may be registered with ECYSA. Member organizations are responsible to ensure that players are properly registered and affiliated with Mass Youth Soccer. **No player may be simultaneously rostered on more than one team participating in ECYSA.**
2. (*) Each player is eligible to compete on a team in their Grade Group. Grade Group eligibility is based on grade and birth dates that Mass Youth Soccer establishes the Grade Groups. ECYSA will distribute a list of Grade Groups to Member Organizations with seasonal registration documents.
 - a. Member Organizations may place players in the G4, G6 & G8, grade groups one level above their eligible grade group.
 - b. Players in the G2 or lower grade groups may not be placed above their eligible Grade Group without permission from ECYSA and conform to MYSAG2 policies.
 - c. A Member Organization wishing to place a player more than one level above their eligible group (e.g. G8 playing G12) must obtain permission from ECYSA.
 - d. A player who is eligible to play in the G10 Grade Group is eligible to play in the G12 or PG Grade Group.
 - e. Once the first game of the season is played, a player placed on a team in a higher Grade Group must remain in the higher Grade Group for the duration of the season including any post-season competition.
3. (*) To participate in post-season play, a player must be registered on or before the date stipulated in the current Mass Youth Soccer Leagues Agreement.
4. (*) Residency. Players are obligated to register with the Member Organization that has jurisdiction where they have their primary residence. This is called the player's Home Organization:
 - a. Players who have parents or legal guardians residing

within the jurisdiction of two different Member Organizations may register with either organization. They may not register with both organizations.

b. Players who move may continue to register with their previous Home Organizations until the first time they play for their new Home Organization. The player is considered “grandfathered” to that Member Organization.

c. Players who attend school in a different community may register with the Member Organization that has jurisdiction where the school is located.

d. If Member Organizations, parents, or legal guardians cannot agree on a player’s single Home Organization, ECYSA may assign that player to a single Home Organization and such assignment will be binding on the player.

e. For players who register with other than their Home Organization, ECYSA may request substantiation that they meet one or more of the conditions provided by sections I.C.5.a, I.C.5.b, or I.C.5.c. Member Organizations must provide substantiation within seven (7) calendar days or the player involved will be considered unregistered and ineligible to play.

5. (*) Non-Resident Players - Players who do not register with their Home Organization are termed non-resident Players.

a. Players who desire to register with a different Member Organization must obtain written permission (a release) from their Home Organization and provide the release to the Member Organization for which they want to play.

b. Member Organizations seeking to roster non-resident players must do the following:

- (1) obtain a written release for each non-resident player from the player’s Home Organization,
- (2) notify each non-resident player’s Home Organization in writing that they plan to register the player,
- (3) provide a copy of the release to the ECYSA Registrar at initial registration or when added to a roster,
- (4) provide ECYSA with a new or updated Non-Resident Player Report listing all non-resident players.

c. Releases to play for a different Member Organization are valid for one season only.

d. If a Member Organization declines permission to play for a different Member Organization or does not respond to a request within seven (7) days of the request’s date, the player may re-submit the original, dated request to the appropriate ECYSA Vice President, who may authorize or deny the request.

e. If a player’s Home Organization does not offer a team in

the player's grade and gender group, the player must still obtain a note from their Home Organization confirming that there is not an opportunity for them to play. If a player does not have a grade assignment then they shall play with the grade based on their birthdate of their home organization's local public school system.

f. ECYSA may deny any Member Organization from rostering a non-resident player, if that player's participation is inconsistent with the principles of the league.

g. Email is considered an acceptable form of written communication for player releases.

6. (*) Players who do not belong to an ECYSA Member Organization who want to register on an ECYSA team must follow the following procedure:
 - (1) obtain a written release from their Home Organization,
 - (2) obtain a written release from their League President or designee,
 - (3) obtain a written release from the ECYSA President or designee,
 - (4) provide a copy of the release to the ECYSA Registrar at initial registration or when added to a roster,
 - (5) provide ECYSA with a new or updated Non-Resident Player Report listing all non-resident players.
7. (*) Players residing outside of Massachusetts who want to register on an ECYSA team must comply with Mass Youth Soccer's out of state release process and any applicable process required by their local and state organization.
8. A player who is serving a suspension issued by Mass Youth Soccer or ECYSA of three or more consecutive games is not eligible for placement on a roster while serving such suspension. A suspended player must apply to and be reinstated by the ECYSA Board of Directors prior to being placed on a roster.
9. *Playing Down*
 - a. *The term "playing down" refers to a situation where a player from an older Grade Group may be allowed to participate on a team in a younger Grade Group.*
 - b. *Requests to play down must be submitted to the regional vice president along with substantiation.*
 - c. *Member Organizations may substantiate a play down request based on physical, mental, or behavioral issues as well as accommodations based on the Americans with Disabilities Act (ADA). Member Organizations may place players one grade group down to play with classmates based on Mass Youth Soccer Policy. These players may be at most 1 year older than their classmates by MYSA designated grade groups.*

D. Coaches Eligibility(*)

1. Every Coach and Assistant coach must be properly registered and affiliated with the Massachusetts Youth Soccer Association. Each Member Organization certifies that all coaches they register with ECYSA are fully compliant with Massachusetts Criminal Offender Record Information (CORI) requirements *and have completed a Concussion Awareness Training course specified by ECYSA.*
2. Each Coach and Assistant coach must have a valid ECYSA photo I.D. card stamped by the ECYSA Registrar. Regardless of when a coach's card is initially stamped by the ECYSA Registrar, it will only remain valid on a season-by-season basis. Every season the coach's card must be submitted and receive a new, seasonal sticker.
3. Any coach presenting an invalid I.D. card at any ECYSA sanctioned or recognized events (games, tournaments, exhibitions, etc.) will not be allowed to coach, will be treated as a spectator, and their card will be retained by the referee or any other ECYSA official for submission to ECYSA.
4. Coaches and Assistant Coaches may be transferred, dropped and added to any team without limitation or deadline.
5. The coach's name does not have to be listed on the laminated roster.
6. Properly registered coaches with a valid ECYSA ID card are eligible to coach any ECYSA team.
7. Either the head coach or assistant coaches listed on the registration roster must attend the Spring Coaches Meeting. If one of the coaches does not attend one of the scheduled meetings, then the coaches will not be eligible to coach the first game of the season. The team can play the first game with a registered substitute coach. Games affected by this situation cannot be rescheduled for any reason. Coaches not attending a scheduled meeting will be required to attend a special make-up meeting on/or before the first day of the season. If the coach does not attend the special meeting, he/she will not be allowed to coach during the entire season.
8. A coach who is serving a suspension issued by Mass Youth Soccer or ECYSA of three or more consecutive games is not eligible to participate in any ECYSA sanctioned event or be issued an ECYSA coaches card. A suspended coach must apply to and be reinstated by the ECYSA Board of Directors prior to being placed on a roster or participating with any Member Organization.

E. Player and Coach Registration

1. A player is considered registered if he/she is properly affiliat-

ed and listed on the proper affiliated approved roster for the team he/she is playing for and has a current identification card, stamped by the ECYSA Registrar. To be acceptable, cards must be completed in accordance with the instructions issued by the ECYSA Registrar. They must be submitted by the date set by the Board of Directors.

2. The head coach and the assistant coaches of each team are considered registered if they are properly registered and affiliated with MYSA and ECYSA and have a current/validated identification card, stamped by the ECYSA Registrar. Additional coaches I.D. cards will be issued, upon proof of Mass Youth Soccer affiliation, to any individual who is in good standing with this league. Coaches' cards must be submitted to the ECYSA registrar for validation each season.

F. Transfers/Adds

1. Note: A team shall be limited to a total of three transferred players per season. A transaction fee will be charged for transfers/adds after the initial registration file and packgrade is submitted. The completed add/drop/transfer form accompanied by two (2) copies of the teams paper "Mass Youth Soccer/ECYSA Team Roster Form" noting the changes player pass cards with current photographs attached must be submitted to the Registrar when Transferring, Adding or Dropping a player. When making changes to a team roster, the laminated roster must also be submitted. If the player is not on the laminated roster, they cannot play.
2. Registered, affiliated players may be transferred until 9:00 p.m. on the Wednesday after their current team's second game has been played.

Note: A Registered affiliated player is a player who is affiliated with their Member Organization, ECYSA, and Mass Youth Soccer through proper registration procedures and is included on a team roster as submitted to the ECYSA Registrar.

3. Non registered affiliated players may be added at any time to teams that have less than maximum allowed players rostered per I.A.8.a.

Note: A Non registered affiliated player is a player who is affiliated with their Member Organization, ECYSA, and Mass Youth Soccer through proper registration procedures, however is not included on a team roster as submitted to the ECYSA Registrar.

4. Transfers are based upon a standard ECYSA roster according

to Section I.A. A drop and add of a registered affiliated player is considered a transfer. (See Section I.F.2 above for deadlines) The replacement being a registered affiliated player from another team is a transfer, who is counted against the maximum, limits both teams participating in the transfer.

5. A drop and add of a previously non-registered affiliated player counts as an add (See Section I.F.2 above for deadlines).
6. Players may be transferred up to an older Grade Group, or a higher competition level subject to Section I.C.2.c.
7. For player transfers or adds that do not fall within other sections of the rules, a Travel Director, or authorized designee approved by ECYSA, may submit a written transfer or add request to the appropriate regional Vice President for review and written approval.
8. Replacement ID cards and/or rosters will be treated as "adds" and be charged the associated fee.