

# **The Challenge Soccer Handbook**

*Seasonal Year*



**A Manual for NC Youth Soccer Association Challenge Teams**  
Published by the North Carolina Youth Soccer Association  
PO Box 29308 Greensboro, NC 27429  
336-856-0460

**Updated February, 2012**

<b>Table of Contents</b>	<b>Page</b>
Challenge Soccer-An Overview.....	3-4
1. Introduction	
2. Philosophy of Training/Competition	
3. Dissemination of Information	
4. Voting at Challenge Council	
5. Updating Information	
6. Challenge Handbook/Discipline & Appeals Manual	
How to Begin the Challenge Experience.....	4
1. The Challenge Association	
Playing the Season.....	4-10
1. Seasonal Year	
2. League Play	
3. Age Divisions	
4. Field Recommendations	
5. Small Sided Game Info	
6. Time Periods and Ball Sizes	
7. Substitutions	
8. Items Needed for Game Day	
9. Standings	
10. Referees and Referee Assignors	
11. Referee Fees & Payments	
12. High School (HS) U15-U18 Small-Sided Challenge Division (optional program)	
Risk Management.....	10
Registration.....	11
Notification to Travel.....	11
Discipline and Appeals.....	11
Tournaments.....	11
NCYSA State Cup Series.....	12
NCYSA Imposed Fines.....	12
Scheduling League Policies .....	13-14
1. Addendum #1.....	15
2. Addendum #2.....	16
NCYSA Policy – Participation in NCYSA Programs.....	17-19

## **CHALLENGE SOCCER - AN OVERVIEW**

### **Introduction**

The NCYSA Challenge Program and the NCYSA Challenge Council were created at the June 1995 Annual General Meeting by a vote of the general membership of the NCYSA. The challenge program is under the direction of the Challenge Council, chaired by the Vice President of Challenge, which is also a voting position on the NCYSA Executive Board.

The Challenge Council meets quarterly and is made up of representatives from each challenge association that is a current member of the NCYSA. The NCYSA Challenge Council may address issues and rules that relate to Challenge Soccer and the Challenge State Cup only. Any rule or issue that would affect the NCYSA full membership (challenge, classic, & recreation) will be addressed and voted on by the Board of Directors. Challenge Council Representatives are *your* representatives. If anyone has an issue, rule, or policy they want addressed, they should contact their association's representative with their input or concern.

By USYS and USSF standards, the NCYSA Challenge program is a *competitive level of play*, because tryouts are conducted to form teams. Challenge teams travel throughout the state of North Carolina; however, travel is usually limited to a smaller radius than the Classic level. The NCYSA Challenge program allows for players developing beyond the Recreation level to play at a more competitive level with modified travel time to and from games. The Challenge program is available for U10 to U19 age groups. All Challenge Teams must be a member of a currently registered association that is in good standing with the NCYSA.

### **Philosophy of Training/Competition**

While the NCYSA does not dictate how an association should "run their program", a concise guideline of what is expected of your association's players, parents, coaches, spectators, etc. is strongly encouraged. It is also suggested that you establish training and development guidelines.

It is well known that children's learning abilities are different at different ages, so age-appropriate training is an important step in both the developments of your players, as well as your teams. Young children who "sit the bench" because this is Challenge soccer are not only NOT going to develop, we may lose those children from the sport altogether. Because children develop at different rates, the "bench player" at 11 years old may be the starter at 14, if he/she is given the chance.

All coaches are encouraged to attend coaching schools that are offered by the NCYSA, including FREE youth modules. The duration of courses varies from two days to one week long (youth modules are one day). Call the state office for more information on our coaching schools and youth modules, or visit the Education section.

### **Dissemination of Information**

Your association must have a President and should have a Challenge Representative/Liaison. The representative acts as a liaison between the State Office and your teams. This is especially helpful if your association has multiple levels of play (Classic and/or Rec.). The information that comes from the State Office needs to be viewed by everyone in your association. It is NCYSA's responsibility to get this information to your association, and your association's responsibility to get it to their member teams.

### **Voting at Challenge Council**

The Challenge Council (as previously written) is made up of representatives of associations with Challenge teams. When the above-mentioned information is sent to your association, some of that information will be in the form of proposals to be voted on at Council meetings. The Council will set the policy YOU will play by; therefore, it is extremely important that you express your opinions on information/proposals sent out to your President or Challenge Representative/Liaison so that they may vote your association's wishes at the Council Meetings.

Challenge Council Meetings are conducted by the VP of Challenge with the following guidelines:

- Establishment of a quorum- attendance must be 10% of the total number of currently registered NCYSA Challenge Associations
- Voting will be based on the number of registered Challenge Players from each member association:  
1-225 Challenge Players      1 Vote  
226-450 Challenge Players    2 Votes  
Over 451 Challenge Players    3 Votes
- A Challenge Council Representative may hold a maximum of four proxies from associations not in attendance (four includes their own association)

### **Updating Information**

NCYSA Association Presidents and NCYSA Challenge Liaisons, if you have any changes in your email address or other information, please make sure to contact Rachel Jones, [rachel@ncsoccer.org](mailto:rachel@ncsoccer.org), as soon as possible.

### **Challenge Handbook/Discipline and Appeals Manual**

NCYSA strongly suggests team managers to download a copy of the Challenge Handbook and the Discipline and Appeals manual. Both of these can be found online at [www.ncsoccer.org](http://www.ncsoccer.org).

## ***HOW TO BEGIN THE CHALLENGE EXPERIENCE***

### **The Challenge Association**

Before a team can form, they must belong to an association that offers Challenge level soccer. Teams are not allowed to participate without local affiliation. Try-outs, team formation, etc. must be under the policies and procedures of the member association. When the situation arises where a team is dissatisfied with their current local association, serious discussion and/or negotiation should take place between the team and the local association to resolve differences.

*A ruling was passed at the Board of Directors Meeting on December 1998 – Any association seeking new membership affiliation with the NCYSA must comply with the 60/40 rule. This rule states that new associations must have or shall have a ratio of sixty percent (60%) of their registered player base as Recreation players. In order to add the Challenge or Classic levels of play, approval must be granted by NCYSA.*

## **PLAYING THE SEASON**

### **USYS/NCYSA Seasonal Year**

The soccer seasonal year operates from September 1 to August 31 of each year. Your player passes, team roster, and medical release forms are valid between these dates.

### **League Play**

All Challenge matches are scheduled by your local scheduling league and NOT by NCYSA. A scheduling league is any group of associations that have bound together for league play that does inter/intra scheduling of NCYSA challenge teams, and are members of NCYSA. Examples: Triad Challenge League (TCL) and Eastern Carolina Soccer Association (ECSA). Any new applications for formation of any new scheduling leagues should follow guidelines for new membership of NCYSA.

Any group or body intending on becoming a Challenge Scheduling League must be sanctioned by NCYSA by at least receiving an Associate Membership status by September 1, 2003. Any new applications for the formation of any new scheduling leagues should follow the guidelines of new membership of NCYSA.

NCYSA Challenge Leagues will establish playing rules for those individual leagues. Rules must be consistent with USYSA, USSF and FIFA, unless otherwise notated in those rules. All rules not consistent with USYSA, USSF or FIFA must be proposed and passed by the NCYSA Challenge Council.

Before forming a team, **it is very important** that you check with your local scheduling league as to the availability of accommodating your team in their scheduled league play. Once a team is selected on a try-out basis, they CANNOT become a Recreation team, therefore it is IMPERATIVE that a team is cleared to play in a Challenge Scheduling League. Further information regarding Challenge scheduling leagues may be viewed on the NCYSA website. For a team to participate in a NCYSA sanctioned Challenge scheduling league, said team must be registered with NCYSA as a challenge team. (*Challenge Council 6/3/06*)

ALL OUT OF STATE TEAMS PARTICIPATING IN THE NCYSA CHALLENGE LEAGUE MUST REGISTER IN NORTH CAROLINA AND HAVE NORTH CAROLINA ROSTERS AND PLAYING PASSES (*Challenge Council 11/3/03*)

### **Age Divisions (Seasonal Year)**

NCYSA currently offers Challenge competition for both men and women in the U10 through U19 age groups. Effective Fall 2005, the minimum age for players to participate in Challenge soccer must be that of a **true U8 player**. (*Challenge Council 2/5/05*) Current Age Divisions can be found on the website under Registration Handbook.

### **U-18 Challenge Play Procedures**

(Proposal adopted on 8/12/06 at the Challenge Council Meeting)

- **U-18 Challenge Division Team makeup:**

**“A” Team:** U-18 teams - all players are U-18 only age appropriate and are eligible to play U-18 Challenge League Play and State Cup series.

**“B” Team:** U-18 with U-19 supplemental roster – Are registered U-18 challenge teams with players who are either U-18 age appropriate OR are U-19’s who are enrolled in High School of the current school year and are eligible to play in U-18 Challenge League play only.

- **Eligibility for State Cup:**

**“A” Team – Current U-18 roster is valid for Challenge State Cup eligibility in their age bracket.**

**“B” Team – Use of the U-18 Roster and the U-19 Supplemental Roster will be ineligible for play in the U-18 age bracket of Challenge State Cup unless the supplemental roster is not used. The U-18 teams using the U-19 supplemental roster can register for state cup in the U-19 division if that division is available.**

The intention of the Challenge Council was to follow the Classic Council in allowing U-19 players still enrolled in High School of the current school year to play within the NCYSA Challenge Scheduling Leagues.

In order to accomplish this, NCYSA has developed a list of procedures and explanations to address to the **U-18 challenge teams**.

1. At the time of registration a team will register as a U-18 team. (This is required because of the current limitations of registration software.)
2. NCYSA U-18 Challenge teams will contain any combination of teams “A” and “B” listed above under U-18 Challenge Division Team makeup.
3. Any “A” team will register as a U-18 team and they would not be allowed to use U-19 players.
4. Any “B” team will register as a U-18 team and they would be allowed to use U-18 and U-19 players, but U-19 players for challenge league play only, not for state cup.
5. U-19 players that are to play with a “B” team in challenge league play will be registered as U-19 challenge players and placed on a supplemental roster.
6. Each supplemental roster will tie players to a specific team and those players will count against the maximum roster of 22.
7. Players on a supplemental roster will have the team name designated to which they belong and listed as U-19 on their player pass.
8. If a “B” team plans to apply to a tournament (your team is registered as a U-18 team in NC), the U-19 players may have to go as guest players and the team play in the tournament U-19 Division. You should contact the tournament before applying to see whether they will accept the supplemental roster or require any other registration documentation.
9. Coaches/Clubs are responsible for ensuring that players listed as U-19’s are enrolled in high school of the current school year.
10. Players who are registered and play but are not eligible, per the previous point, will be treated as any other illegal player and violations will be referred to the D&A committee.

### **Field Recommendations** *(see below for small sided field dimensions)*

The field must be rectangular. The length should always exceed the width.

For all teams playing 11v11 (U13 – U19 for 2005-2006 seasonal years and beyond):

Length: minimum 100 yd  
maximum 120 yd

Width: minimum 50 yd  
Width: maximum 100 yd

All soccer goals owned or used by any association affiliated with NCYSA must be anchored or secured to the ground in an approved manner so they will not tip over. The safety of the goal will be judged by the referee before each match.

#### • **Small Sided Game Information**

Please visit the NCYSA [Small Sided Games Information Center](#) for detailed explanations of small-sided games rules and NCYSA exceptions.

The following information is for all Recreation, Challenge and Classic levels of play:

U10	Maximum Roster – 12	Playing 6v6	Field Dimensions - 50 yd long x 40 yd wide*
U11	Maximum Roster – 14	Playing 8v8	Field Dimensions - 70 yd long x 50 yd wide*
U12	Maximum Roster – 14	Playing 8v8	Field Dimensions - 70 yd long x 50 yd wide*

*\*Field Dimensions are recommended based on USYS. Minimum and Maximum mandates can be found on NCYSA website.*

**There will be NO OFFSIDE for any U10 Challenge League Play and U10 State Festival Cup series play. This is a NCYSA statewide rule. (Adopted Challenge Council 6/9/2007)**

### **Time Periods and Ball Sizes**

The following times will be used in the various age divisions. Ball sizes are also listed below.

<b>Age Division</b>	<b>Minutes/Half</b>	<b>Halftime</b>	<b>Ball Size</b>
U19, 18, 17	45 minutes*	15 min*	5
U16, 15	40 minutes*	15 min*	5
U14, 13	35 minutes*	15 min*	5
U12, 11,	30 minutes*	15 min*	4
U10	25 minutes*	5 min*	4

\*This is the maximum allowed by FIFA. Most half times will be approximately five (5) minutes in duration.

### **Substitutions**

During Challenge games, players may be substituted only during certain stoppages of the game. The number of substitutions shall be unlimited unless the rules of a competition superseding the jurisdiction of this association specifically determine otherwise. Substitutions may be made, with the approval of the referee, at the following times:

**A.** Prior to a throw-in, by the team in possession.

**B.** Prior to a goal kick, by either team.

**C.** After an injury, by either team.

**D.** At half-time.

**E.** Before the taking of a kick-off.

**F.** After a yellow card has been awarded, a substitution may be made for the player receiving the yellow card. (This does not apply to Cup Competitions).

In any case, a substitute may not enter the middle of field of play until he/she has been given a signal to do so by the referee and the player being replaced has come off the field.

**Items Needed For Game Day** *(Items 1-8 are **required** by NCYSA)*

There are a number of items that the team, players and coach need at game time. Listed below are those items.

1. **PLAYER PASSES AND MATCH ROSTER/NO PASS=NO PLAY.** Referees must check ALL player passes before each game. **NO PASS=NO PLAY.** According to FIFA rules, the "wait time" is 15 minutes for delay of match. **Failure to have your player passes within this time frame will result in forfeiting your matches. Failure to have passes for an individual(s) or improper passes (no picture, not signed, etc.) will result in that/those individual(s) NOT PLAYING until the pass (es) are corrected.** . The Council wants each association to educate their coaches, managers and players of this rule. No exceptions will be allowed. *(Clarification Challenge Council 6/9/2007)*  
NCYSA Official Match Rosters list all the players' numbers and pass numbers for the referee's use. All teams must get a NEW NCYSA Official Match Roster from their Registrar and make copies, to avoid giving away their official red-stamped roster.
2. **OFFICIAL NCYSA TEAM ROSTER.** Team rosters that are **red** stamped, dated, and signed by a certified NCYSA registrar should not be given to anyone (rosters with addresses and phone numbers). Only the **match** rosters should be given out.
3. **MEDICAL RELEASE FORMS.** Even though these forms are not checked, it is important that you have them at the field. In case of injury, these forms are usually required by a hospital to expedite treatment of the injured player (especially if the player's parents are not available).
4. **TWO JERSEYS.** In case of color conflict, the HOME team (home team is the team listed first on the schedule) changes jerseys. Each team and their spectators will occupy one side of the field (the home team chooses their side of the field). If this is not possible, then opposite ends of the same sideline (midfield being the separating line). The area between the goal line and the penalty box (eighteen-yard line) must remain free of spectators, coaches and players.
5. **GAME BALL.** It is the responsibility of the home team to provide a game ball. However, both teams should have an adequate "back up" in case of an errant kick that loses the game ball.
6. **FIELDS.** Fields should be properly lined, with spectator restraining lines. Goals must be anchored before play can begin. TEAMS SHOULD KEEP SOME TYPE OF ANCHORING DEVICE IN A CAR TRUNK in case of un-anchored goals. Fields should also have corner flags. Nets should be secure. TEAMS SHOULD ALSO CARRY SOME TYPE OF TAPE OR TIES TO ASSIST IN SECURING NETS should they become unfastened during play.
7. **SHIN GUARDS.** It is an NCYSA requirement that shin guards be worn by ALL players.
8. **MEDICAL KIT.** Band-Aids, ace bandage, ice pack or baggie for ice, scissors, bee sting relief, etc. should be included.

Other suggestions: extra shoe laces; a ball pump w/needle; a trash bag for cups, tape, etc.; extra shin guards; tape for numbering jerseys (if a jersey is forgotten or lost); players should actually have extra jerseys; and a city map of the area that you are traveling into.

### **Standings**

NCYSA does not track Challenge standings. Standings (if kept by your scheduling league) will be posted on the scheduling league websites. Seeding for the Challenge State Cup is based on your season/league standings as provided to NCYSA by your scheduling league.

## **Referees and Referee Assignors**

Associations are obligated to begin certifying referees and forming their own referee pools. This is especially important if the teams that are sponsored are “older” teams, as this is where NCYSA experiences shortages. It is the responsibility of your association to send a person to the Referee Assignor Certification Class. The assignor classes are usually held in January or February at the NCYSA State office. Certification is good for one year. Each Challenge Association **must** have a Registered Referee Assignor to book its Challenge matches.

**If your association has NO referee program, then you are required to find a Registered Referee Assignor (from another area) that will book your home matches.**

**Only Referees who are Grade 8 or above are to be used for center and linemen for all Challenge matches.**  
(Clarification Challenge Council 6/9/2007)

**Challenge State Cup** requires a 3-man referee system, while within Challenge league play, either a 1 or 3-man referee system can be used (*Challenge Council 2/5/05*).

Officials **ARE NOT ALLOWED** to run a two-man system (two center officials with no linesman). If only two officials show up for your match, then they receive THEIR appropriate fees: one center fee and one linesman fee, and an unpaid club linesman are used. If only one official shows up for your match, then he/she is paid the center’s fee PLUS one linesman fee, and two unpaid club linesman are used.

## **Referee Fees**

No league or playing association may pay referee fees higher than the following rates established by the NCYSA Board of Directors. The following statewide mandatory referee fees for youth matches were adopted by the Board of Directors at the February 13, 2005 Annual General Meeting and are effective Fall of 2005:

	<b>Referee</b>	<b>Assistant Referees</b>	<b>Game Total</b>	<b>Per Team</b>
U17 and up	\$44	\$29	\$102	\$51
U15 - U16	\$38	\$23	\$84	\$42
U13 - U14	\$32	\$21	\$74	\$37
U12 and down	\$28	\$15	\$58	\$29
U10 one man	\$28	-	\$28	\$14

Scheduling Leagues, using one referee, as approved by NCYSA Challenge Council, will pay the referee \$28 per match. SL’s choosing to continue to use the 3-man system at U10 will pay up to the maximum as indicated above for U11-U12. (*Passed AGM – January 2008*)

No league or playing association may pay referee fees higher than these established rates for referee services for the designated division and competition level.

No tournament may pay referee fees higher than these established rates for referee services for the designated division and competition level, unless authorized in writing prior to the sanctioning of the tournament by NCYSA after consultation with NCSRA.

The Classic League rates are mandatory for all state league games and the Challenge and Recreation rates are guidelines but represent a maximum cap. Local playing groups may set lower rates for payment.

## **Referee Payment**

Check with your local association for policy regarding referee payment. Referee fees are listed above.

## **High School U15-U18 Small-Sided Challenge Division**

(*Passed at the December 9, 2008 Challenge Council meeting*)

Challenge Council passed a proposal for to adopt optional small sided play for male and female U15 through U18. No age separation. These teams will be refereed to as the High School “HS” Division. Rules of Play, field size options and equipment, referee information and fees, and registration requirements are list below.

**Recommendation for High School U15-U18**  
**(Small Sided) Challenge Division Playing Rules**  
**Modified 8v8**

**TEAMS WILL BE FORMED BY COMBINING U15-U18 AGE GROUPS.**

NCYSA recommended modifications to the FIFA Laws of the Game.

*FIFA Laws of the Game can be found at [www.fifa.com](http://www.fifa.com)*

**Law I-The Field:** Dimensions: The field of play shall be rectangular, its length being not more than 80 yards nor less than 70 yards and its width not more than 55 yards or less than 45 yards. The length in all cases shall exceed the width. *NCYSA Recommendation: 8v8 Length: 80 yards Width: 50 yards*

Markings: Distinctive lines not more than (5) inches wide. A halfway line shall be marked out across the field. A center circle with an eight (8) yard radius. Four corner arcs each with a three (3) foot radius.

Goal area: six (6) yards from each goal post and six (6) yards into the field of play joined by a line drawn parallel with the goal line.

Penalty area: fourteen (14) yards from each goal post and fourteen (14) yards into the field of play joined by a line drawn parallel with the goal line.

Penalty Spot: eight (8) yards out from center of goal line.

Goals: Six (6) feet high and eighteen feet wide up to Seven (7) feet high and twenty-one (21) feet wide.

**Law II-The Ball:** Size five (5)

**Law III-Number of Players:** Maximum number of players on the field at any one time is: 8v8: eight (8) including the goalkeeper.

Substitutions: Prior to throw-in, in your favor; Prior to a goal, kick, by either team; After a goal, by either team; After an injury, by either team, when the referee stops the play; At half-time. Maximum roster size would be 14 players and the minimum to begin a match would be 6 players.

**Law IV-Players Equipment:** Conform to FIFA.

**Law V-The Referee:** Currently certified referee.

**Law VI-Assistant Referee:** Use of "club" linesmen permitted.

**Law VII-Duration of the Game:** The game shall be divided into two (2) equal halves of thirty-five (35) minutes each. There shall be a half-time break of five (5) minutes.

**Law VIII-The Start of Play:** Conform to FIFA, with the following exception: Opponent must be eight (8) yards from the center mark while kick-off is in progress.

**Law IX-Ball in and Out of Play:** Conform to FIFA.

**Law X-Method of Scoring:** Conform to FIFA.

**Law XI-Off-Side:** Conform to FIFA

**Law XII-Fouls and Misconduct:** Conform to FIFA

**Law XIII-Free Kicks:** Conform to FIFA with the following exception: Opponents must be eight (8) yards away before kick is allowed.

**Law XIV-Penalty Kicks:** Conform to FIFA with the following exception: Opponents must be eight (8) yards away before kick is allowed.

**Law XV-Throw-In:** Conform to FIFA

**Law XVI-Goal Kick:** Conform to FIFA

**Law XVII-Corner Kick:** Conform to FIFA with the following exception: Opponents must be eight (8) yards away from the ball.

#### **Referee Requirements and Fees for S/S HS Games**

A 3-man system is required for HS matches. (Use of a two-man system is illegal.)

Fees: Based on U15-U16 Challenge fees (time vs. age).

Center Referee: \$38

AR: \$23

#### **Registration for S/S HS Games**

1. All teams would be registered in the U18 age group (age range of U15-U18).
2. Prefix designation: HS  
The teams would be named: (Ex: **HS** BSC Black; **HS** CASL White) as space permitted (25 characters).
3. The player's birth date will be printed on the card. This would allow any members of the HS team to guest play for any other regular team that is the age appropriate.
4. All HS player's cards would be NON-CUP cards.
5. Minimum number on Roster – 7 players (Same)
6. Maximum on Roster – 14
7. Player Movement – Same as current policy set in the Registrar's Manual.
8. Multi-rostering – Same rules as current policy dictated by the player's scheduling league of which they are assigned. A player cannot be rostered to two HS teams.
9. Registration Fees – Same as current Challenge Fees: \$22 (\$17 registration + \$5 insurance)
10. HS teams can play both seasons. No limitations.

#### **RISK MANAGEMENT**

All associations are required to complete the risk management application (**RMA**). This includes all team coaches, managers, and other officials on rosters. Team rosters and passes will not be released from NCYSA until the RMA is completed. For any questions regarding risk management, please contact your association's risk management liaison.

## **REGISTRATION**

### **• CERTIFIED REGISTRAR**

Challenge players and teams must register through a “Certified NCYSA Registrar”. Each association is responsible for providing a certified registrar by sending one or more persons to a Registrar Certification Workshop. These workshops are held during the summer in various locations around North Carolina. You may contact the NCYSA State Office or check the NCYSA website, for more details concerning time and locations.

**The Certified Registrar is an agent of NCYSA and will be the person that submits all paperwork to NCYSA for your team’s rosters and player passes.**

- A. A NCYSA medical release/liability form must be completed for each player on a team’s roster.
- B. All girls’ team names will have the suffix “G” (as of the 1999-2000 seasonal year).
- C. Out of state teams participating in the North Carolina Youth Soccer Association Challenge League must register in North Carolina and have North Carolina rosters and playing passes effective for September 1, 2003 season.

### **• PLAYER REGISTRATION**

Players must register with their local association through their Certified Registrar. Your registrar has the appropriate forms available. It is the registrar who maintains contact with the State Office. **Teams failing to register in a timely manner run the risk of not having their passes/rosters when needed. No registration will be processed until payment and all paperwork is received into NCYSA**

**Contact your local registrar for:** Player registration

Transfers

Add/Drop a player or coach

Multi-roster of players

Team Rosters

Guest Players/Interstate Permission for Guest Players (or any additional forms needed to register a player to a team)

### **NOTIFICATION TO TRAVEL** *(Only the NCYSA State Office can approve a notification to travel)*

Any team wishing to play in a USYS sanctioned event outside of North Carolina must fill out the Notification to Travel form and submit it to the NCYSA State Office for approval. Out of state play shall include tournaments, scrimmages, “friendlies”, or league play in another state. In order for a team to receive notification to travel out of state they must submit their request **thirty (30) days prior to leaving the state.**

Please contact **Val O’Keeffe** [val@ncsoccer.org](mailto:val@ncsoccer.org) for Notification to Travel instructions, guidelines and appropriate forms.

**International Travel** – (Playing outside of the 50 United States and the District of Columbia)

Please contact Val O’Keeffe for instructions, guidelines and appropriate forms at [val@ncsoccer.org](mailto:val@ncsoccer.org)

## **NCYSA DISCIPLINE AND APPEALS**

NCYSA publishes a “Discipline and Appeals Manual” yearly. This manual addresses the NCYSA Code of Conduct, NCYSA appeals procedures, recruitment, and suggested discipline actions. The Discipline and Appeals Manual can be downloaded from the website. ([www.ncsoccer.org](http://www.ncsoccer.org))

## **TOURNAMENTS**

NCYSA publishes a “Tournament Manual” which addresses Hosting and attending a tournament. The Tournament Manual can be downloaded from the website. ([www.ncsoccer.org](http://www.ncsoccer.org))

## **NCYSA STATE CUP SERIES**

*PLEASE SEE THE [STATE CUP PAGE](#) ON OUR WEBSITE FOR ALL CURRENT STATE CUP INFORMATION OR CONTACT THE STATE CUP ADMINISTRATOR.*

NCYSA currently sponsors three state cup series that Challenge teams may consider for entry: the Singer Challenge State Cup, the Kepners/Director's Cup, and the USYS State Cup. YOU MAY APPLY TO ONE OF THE ABOVE CUPS. All three cups are hosted by local associations that "bid" for the right to bring that particular leg of the series to their local associations. Please contact the state office for more information on hosting a state cup series.

**Please see the STATE CUP website for more information.**

**Please note:** No rostered Classic players will be allowed to participate in Singer Challenge State Cup (*Challenge Council 11/21/04*).

## **NCYSA IMPOSED FINES**

Associations are required to pay all NCYSA imposed fines within 30 days of the certified mail receipt date of the official written notification of the fines. Associations which fail to do so are in bad standing. Teams affiliated with the association which is in bad standing may not participate in NCYSA, USSF or USYSA sponsored events (i.e., NCYSA Classic League, NCYSA Challenge League, NCYSA Recreation Leagues, NCYSA Recreation Cup, NCYSA Challenge Cup and NCYSA State Cup Series) and will not be approved for out-of-state travel. If an association wishes to appeal a fine, they must do so within 10 days of the receipt of the official written notification of the fine.

## **POLICY ON CHALLENGE SCHEDULING LEAGUES**

### **ADOPTED: 3/28/04 NCYSA Challenge Council**

The Challenge Council has adopted the following Policy for Challenge scheduling leagues. It is applicable to applications for admission as an NCYSA associate (scheduling league) member and to the continuing recognition of those associate members currently approved as Challenge scheduling leagues. This Policy is effective as of March 28, 2004.

1. Except as provided in item 2, all scheduling leagues must be associate members of NCYSA. No scheduling league may register players or sponsor its own teams.
2. Each existing affiliate member which schedules Challenge matches only for teams composed wholly of players registered with such affiliate member (and identified as its registered players for all purposes) shall continue to be recognized as a Challenge scheduling league (i.e. grandfathered) for so long as it satisfies the conditions in this sentence. Items 1, 6, 7, 8, 9 and 11 shall not be applicable to such grandfathered scheduling leagues.
3. All teams participating in Challenge scheduling leagues must be teams of affiliate (or provisional affiliate) members of NCYSA in good standing.
4. For a team to participate in a NCYSA sanctioned Challenge Scheduling League, said team must be registered with NCYSA as a challenge team. *(This policy was adopted by Challenge Council on 6/3/06).*
5. All players who are members of teams participating in Challenge scheduling leagues must be registered with an NCYSA affiliate member and NCYSA.
6. All scheduling leagues must comply with NCYSA rules governing non-profit status.
7. All scheduling leagues shall be awarded a defined geographic area subject to their jurisdiction. Any NCYSA affiliate member who has been authorized to offer the Challenge level of play may participate as a member of a Challenge scheduling league only of the league having jurisdiction over the area in which it is located. In the event such an affiliate member has field locations in more than one such geographic area, it will be deemed to be located in the area wherein the majority of its registered Challenge players resided during the most recently completed season (or, if it did not have a Challenge program during such season, a majority of its registered Recreation players). A scheduling league may impose minimal additional requirements that are applied to all prospective members. Such requirements must be fair and equitable and must have a specified purpose which is directly applicable to the fulfillment of the league's purpose and/or preservation of its financial stability. A provision for the posting of a reasonable member or team performance bond, that a member have a minimum of three participating teams, or that all head coaches of a member achieve a coaching license status reasonably related to the Challenge level of play are examples of reasonable additional requirements.
8. Each member association of a scheduling league shall have one vote on all matters submitted to a vote of the members, and each member shall be entitled to elect one member of the Board of Directors. Each member of the Board of Directors shall have one vote on all matters submitted to a vote of the Board. No person who is not a director elected by a member shall serve as a director.
9. All officers of a scheduling league shall be persons who are then serving as directors of the league.
10. Each scheduling league shall properly account for revenues received and expenses incurred by it, and shall make its financial records available to its members. Within 90 days following the end of each of its fiscal years, each scheduling league shall provide annual financial statements to each club that was a member of the league during such fiscal year.
11. Each scheduling league shall have fair and equitable procedures for resolution of disputes and grievances between it and any of its members and between or among its members, in each case relating to scheduling league matters. Each scheduling league shall be subject to NCYSA's discipline and appeal rules and procedures.
12. Each scheduling league shall adopt and continue to maintain by-laws implementing each of the foregoing items.

13. In addition to the above requirements, the Challenge Council recommends that each scheduling league provide for annual rotation of its President and Vice Presidents (with the intent that representatives of all members have opportunities to serve in such roles) and, if it has an Executive Committee, for annual rotation of the membership of such Committee.

The Challenge Council, acting in conjunction with the Membership Committee of NCYSA, shall establish the geographic area awarded to each scheduling league as its area of jurisdiction. The Challenge Council acknowledges that the Recreation Council may establish Recreation Regions that may be congruent with the geographic areas of jurisdiction of Challenge scheduling leagues. In such event, the two Councils shall confer and evaluate the usefulness of making Recreation Regions and such areas of jurisdiction congruent and of Challenge scheduling leagues also providing scheduling services for inter-association Recreation play. Any such initiatives shall be subject to review and approval by NCYSA.

**POLICY ON CHALLENGE SCHEDULING LEAGUES**  
**ADDENDUM #1**  
**8/14/06**  
**SCHEDULING LEAGUES**

**Mission:**

- An NCYSA Sanctioned Scheduling League will be an extension of the North Carolina Youth Soccer Association.
- Centralized scheduling for the group of associations
- Member associations have a forum in place for dealing with problems, concerns, and dissemination of information - VOTE
- Combine member association resources to promote, educate, develop players – COACHING CLINICS, PLAYER DEVELOPMENT CLINICS, LEAGUE TOURNAMENTS, and FUNDRAISING, (Funds to be used for the standard day today operation of the league. Disbursement of funds to be approved by the League's Board of Directors.)

**Membership of Scheduling Leagues would insure:**

- That all participants (teams/players) being scheduled are registered and in good standing – THE SCHEDULING LEAGUE WOULD NOT BE ABLE TO SCHEDULE TEAMS TO PLAY THAT ARE NOT REGISTERED MEMBERS (This has happened without the knowledge of the member association)
- That a format would be in place for dealing with issues that impact more than one association. (IF A TEAM FROM EACH ASSOCIATION HAS A PROBLEM IN A MATCH IT WOULD GUARANTEE EQUITABLE TREATMENT FOR BOTH TEAMS – RULES SET BY THE MEMBER SCHEDULING LEAGUE)
- Member associations would know that the “affiliated” league would be held accountable to function under USSF, USYSA, NCYSA bylaws, rules and guidelines
- That only certified referees would be used for matches (MEMBERS WOULD BE HELD ACCOUNTABLE)
- D & A issues would be reported to the proper member association for action
- Would allow the member league to set standards for sanctioning players/teams/officials – if not a member, the individual associations may choose not to adhere giving the member scheduling league the right to address the issue with NCYSA.
- A set of bylaws and rules for governing would be submitted to NCYSA therefore giving the league required procedures for operation... THIS WOULD REQUIRE THE MEMBER ASSOCIATIONS TO SIT DOWN AND COME TO AGREEMENT ON THE LEAGUE'S OPERATION, GIVING THE MEMBER ASSOCIATION RECOURSE IF PROCEDURES ARE NOT BEING FOLLOWED.
- Receive all NCYSA correspondence helping the league to adhere to regulations and to disseminate information more efficiently. THE MEMBER LEAGUE WOULD BE “IN THE KNOW” ABOUT WHAT IS HAPPENING AND WOULD HAVE THE OPPORTUNITY TO ATTEND COUNCIL MEETINGS (Would not have a vote)
- Ability to Host NCYSA Sanctioned Tournaments as a League.

**Associate Membership:**

1. Associate Membership may be extended to any group, association, club, or person

Requesting such membership and who is active in promoting and fostering the purpose of the NCYSA. Associate members may attend regular or special meetings of the NCYSA Board of Directors, but may not introduce nor vote on any business before the NCYSA.

1. A scheduling league would fall under the Associate Membership category. A league is made up of NCYSA member Associations.
2. A \$250 fee is required for Associate Membership.

**POLICY ON CHALLENGE SCHEDULING LEAGUES**  
**ADDENDUM #2**  
**8/14/06 CHALLENGE SCHEDULING LEAGUES**  
**Guidelines for Team Placement**

North Carolina is divided into 6 geographical areas representing the 6 NCYSA sanctioned Challenge Scheduling Leagues (“LEAGUE”). The Members for each LEAGUE come from the NCYSA Member Associations located within said geographical boundary, which are sanctioned for Challenge level of play.

Each Member Association and its teams must play in the LEAGUE established for the geographical boundary in which the member association is domiciled. New members and existing Level 1, Recreation members adding Level 2, Challenge are not allowed to choose the LEAGUE they wish to participate in. Exceptions to this requirement are rare.

A team requesting to play in a LEAGUE other than their own must complete the following steps before consideration:

1. Advise the local association to which they are registered/held try-outs, of their request. The local association must support the team’s request. If the local association does not support the request, it will not be granted.
2. Their association representative must contact their designated LEAGUE and explain the reason for the request, and must garner the support of the LEAGUE for their request and provide in writing to the Vice President of Challenge. If the LEAGUE does not support the request it will not be granted.
3. Their association representative must garner the support of the LEAGUE said team wishes to participate in and provide approval in writing to the Vice President of Challenge. If this LEAGUE does not support the request, it will not be granted.

**Reasonable Request:** Teams formed in a specific age group, but are not supported by their LEAGUE with a division in said age group may petition the NCYSA Vice President of Challenge to allow said team to participate in a LEAGUE that does support the age group. These requests are typically granted. Reasons such as length of travel and quality of POLICY ON CHALLENGE SCHEDULING LEAGUES competition are generally not considered as viable reasons to grant exceptions to the guideline.

*Decisions of the Vice President of Challenge can be appealed to the Challenge Council at the next scheduled meeting.*

**If permission is granted:**

A team playing in a LEAGUE other than their own must play under the banner of a host association which is a member of the LEAGUE which said team wishes to participate in. The host will be responsible for, but not limited to, scheduling of league games, providing officials, any applicable fees, and D&A issues. Said team must play their home games on the fields of their host. Said team must adhere to all rules, policies, and guidelines of the LEAGUE in which they are participating.

It is the opinion of Challenge Council that all teams should participate in their designated LEAGUE if at all possible. All steps should be taken by all parties involved to make this happen. A request for an exception to the guideline should be a last resort.

**NCYSA POLICY**  
**PARTICIPATION IN NCYSA PROGRAMS**

The Executive Board of NCYSA has promulgated this Policy in order to comply with Bylaws 212 and 603 and Policy 212-1 of the United States Soccer Federation (“USSF”). This Policy shall be in effect for the period that NCYSA is an Organization Member of the USSF.

A player, coach, trainer, manager, or administrator of an Organization (which shall mean a club, league, team, association or other group of persons that is not a member organization of NCYSA and that participates in amateur youth soccer activities) may apply to participate in NCYSA programs subject to the following conditions.

**A. Amateur Youth Soccer Players.**

1. The minimum number of amateur youth soccer players of an Organization (“Affiliate Players”) which may apply to participate in NCYSA programs during any Fall or Spring season shall be seventy-five (75).

2. The Organization with which the Affiliate Players are registered must:

(a) register all of its youth players with an Organization Member of the USSF;  
and

(b) have at least sixty percent (60%) of its total number of registered youth players participating solely in recreation level programs at the time a registration application to participate in NCYSA is filed by one or more Affiliate Players with a member organization of NCYSA (with the determination of whether a program is a “recreational level” program being made under NCYSA’s definition of such term set forth in its Bylaws, Rules and/or Policies for application to NCYSA member organizations); and

(c) File an application with NCYSA on the form provided by NCYSA.

3. All Affiliate Players of an Organization who desire to participate in NCYSA programs must register as a member of the NCYSA member organization having the program level in which they desire to participate which is geographically the closest to the Organization. If such member organization of NCYSA is unable to accept such Affiliate Players (for example, because of insufficient field or referee capacity), then such Affiliate Players must register with the member organization of NCYSA which is geographically the next closest (and continuing in such fashion until there shall be a member organization able to accept such registrations). Geographic proximity shall be determined by NCYSA using the primary fields site of the Organization and the primary fields sites of NCYSA organization members.

4. All Affiliate Players who desire to participate in the Challenge or Classic programs of the member organization of NCYSA accepting their registrations must participate in such member organization’s regular open tryouts for the applicable program. All such tryouts must be conducted by such NCYSA member organization and the Affiliate Players of the Organization shall be considered for bids together with the registered players of the NCYSA member organization (“Registered Players”) and other youth participating in such tryout.

The Organization may make announcements to prospective Affiliate Players of the times and places of the tryouts of the NCYSA member organization. Each such announcement, whether made orally

or in written form, shall clearly state the identity and affiliation of the member organization conducting the tryouts. Example: ABC Youth Soccer Club, a member of the North Carolina Youth Soccer Association, will conduct tryouts for [age group and level of play] at [place] on [dates and times] for the purpose of forming an [age group and level] team to participate in NCYSA's [level of play] program.

5. All Affiliate Players who are registered by a NCYSA member organization in a particular NCYSA program must wear uniforms that are the same (in terms of affiliation names) as the uniforms worn by the Registered Players of that member organization participating in that program. Example: if the Registered Players of a member organization have the NCYSA logo and/or the member association's name on their uniforms, all Affiliate Players who are registered with the member organization must have the NCYSA logo and/or the member association's name on their uniforms.

6. In the event that a team formed by a member organization is composed solely of Affiliate Players (and no guarantee or promise of such team composition can be offered by NCYSA or any of its member organizations), the team's name must reflect the name of the member organization (e.g. ABC Soccer Club Riptides, ABCSC Riptides, etc.) and the roster of such team be an official NCYSA roster reflecting the team's membership in the member organization (e.g. ABC Soccer Club Riptides). All references to such team in connection with its NCYSA activities must use such team name.

7. In the event a Challenge or Classic team of a member organization is composed solely of Affiliate Players, such team must play all of its home matches on the fields of such member organization.

8. All NCYSA, applicable scheduling league and applicable member organization competition, team formation, recruiting, and other rules generally applicable to Registered Players shall be applicable to Affiliate Players.

9. All Affiliate Players shall be subject to the disciplinary rules of the applicable member organization, any applicable scheduling league and NCYSA. All teams composed solely of Affiliate Players shall be subject to the team disciplinary rules of the applicable member association, any applicable scheduling league and NCYSA.

10. A parent or legal guardian of each Affiliate Player must sign and return (or have the relevant member organization return) to NCYSA a Participation Letter with such Affiliate Player's NCYSA registration documents. The Participation Letter shall explain the mechanics and effects of registration with the member organization and NCYSA. NCYSA shall provide a form of Participation Letters to relevant member organizations.

#### B. Coaches, Trainers, Managers and Administrators.

1. Coaches, trainers, managers and administrators of an Organization ("Affiliate Persons") who desire to participate in NCYSA programs in connection with the participation of Affiliate Players may apply to NCYSA to do so.

2. All Affiliate Persons of Organization who desire to participate in NCYSA programs must register as a member of the NCYSA member organization having the program level in which they desire to participate which is geographically the closest to the Organization. If such member organization of NCYSA is unable to accept such Affiliate Persons (for example, because additional coaches are not needed), then such Affiliate Persons must register with the member organization of NCYSA which is geographically the next closest (and continuing in such fashion until there shall be a member organization able to accept such registrations). Geographic proximity shall be determined by NCYSA using the primary fields site of the Organization and the primary fields sites of NCYSA organization members.

3. All Affiliate Persons must successfully comply with NCYSA's Risk Management Program.

4. All NCYSA, applicable scheduling league and applicable member association rules generally applicable to persons serving in the capacity of one or more classes of Affiliate Persons shall be applicable to Affiliate Persons serving in such capacity or capacities.

5. All Affiliate Persons shall be subject to the disciplinary rules of the applicable member organization, any applicable scheduling league and NCYSA.

C. Governing Body.

Each Organization which has any Affiliate Players and/or Affiliate Persons registered with NCYSA and a member organization of NCYSA must identify a board or governing body of such Organization which (a) will address all administrative issues arising from the participation of such Affiliate Players and/or Affiliate Persons in NCYSA programs, (b) will be responsible for ensuring compliance by such Affiliate Players and Affiliate Persons with the rules of NCYSA, its scheduling leagues and/or its member organizations, and (c) will be responsible for enforcing disciplinary rulings of NCYSA, its scheduling leagues and/or its member organizations which are applicable to the participation of such Affiliate Players and/or Affiliate Persons in programs of the Organization.

D. Referee.

All matches occurring in NCYSA programs involving one or more Affiliate Players shall be subject to all referee and referee assignor requirements under the rules of the applicable member association, any applicable scheduling league and NCYSA.

E. Financial Accountability and Transparency.

As a condition of the acceptance of the registration or other participation of an Affiliate Player or Affiliate Person with or in the programs of NCYSA, NCYSA may require the applicable Organization to disclose in written form to such Affiliate Player or Affiliate Person the recipients of any funds paid by such Affiliate Player or Affiliate Person to such Organization. For example, if Affiliate Player X pays \$1,000 to the Organization, the Organization shall disclose the amounts of such funds paid to coaches of the team of which the Affiliate Player is a member, to trainers of such team, to the Organization, to Organization Members of the USSF, to NCYSA, to a member organization of NCYSA, etc.

F. Sufficient Evidentiary Material.

NCYSA may require an Organization, its Affiliate Players and/or its Affiliate Persons to provide in written form such evidence as NCYSA may reasonably deem necessary or useful to determine whether such Organization, Affiliate Player and/or Affiliate Person has satisfied the conditions set forth herein applicable to it, him or her.