



NCYSA Tournament Manual

**A Manual for NC Youth Soccer Associations
Hosting OPEN Tournaments
(revised 2022)**

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NCYSA TOURNAMENTS - Introduction

Member associations of NCYSA may host tournaments sanctioned by NCYSA, US Youth Soccer (USYS) and US Soccer Federation (USSF) by submitting the appropriate paperwork and/or fees as specified.

Groups wishing to sanction a tournament with NCYSA must be an NCYSA member association.

PURPOSE of SANCTIONING WITH NCYSA

- To ensure your tournament meets USYS Tournament and NCYSA Guidelines.
- To ensure a successful and well-run tournament!
- To ensure your association and all players have appropriate insurance coverage and protection.

WHAT IS THE DEFINITION OF A TOURNAMENT?

Any competition that charges an entry fee to cover expenses incurred for the event and desired profits and/or any event that engages in solicitation, i.e., mailings, website information, voicemail announcements, advertisements, mass emails, etc.

Intra-League within NCYSA Tournaments are excluded but their existence must be reported to NCYSA.

Permission to Host Requirements

An NCYSA stamped, approved Permission to Host Application form is REQUIRED for all tournaments, or friendly games/scrimmages with teams from out of state.

The information in this manual does not contain the necessary application, forms, and other paperwork required for sanctioning. To obtain these you must go to the NCYSA website>Tournaments>Hosting and Event to print all applicable forms.

The next 5 Sections contain all the information necessary to hold a successful tournament. Please read them carefully and follow all directions. Any questions or concerns, please do not hesitate to contact NCYSA.

Section 1: Hosting Association Letter and Tournament Director Notice

Dear Hosting Association,

As you may know or will soon find out, hosting a tournament is hard work, time-consuming and tedious. To “get it right,” it takes the combined efforts of the host organization, NCYSA, and the VP of Tournaments to ensure that everything is in order. By doing so, our hopes are that your tournament is successful.

Please:

- **READ** the enclosures of this packet carefully.
- **DISCUSS** with your organization what you wish to accomplish with your tournament. (i.e., restricted or unrestricted prior to sanctioning)
- **COMPLETE** the required documents and forms.
- **KNOW** that once your tournament has been sanctioned, any changes of said tournament requires you contact NCYSA Tournament Administrator ASAP. Revision of paperwork will be required!

Thank you and good luck with your tournament.

To: ALL TOURNAMENT DIRECTORS
PLEASE READ CAREFULLY

- 1) When sending in your tournament packet of documents, please **make sure that the packet is complete – THIS MEANS ALL DOCUMENTS/FEES AT ONE TIME!** If documents or fees are missing, or documents are incomplete, they will either be returned or marked pending until the packet IS complete. Incomplete documentation wastes valuable time in getting your tournaments SANCTIONED.
- 2) **PROOFING YOUR DOCUMENTS is MOST IMPORTANT** before submitting. Please **do not simply copy the previous years’ version without reviewing the information and dates.** While NCYSA will review/check your documentation, it is the host association’s responsibility to make sure the information is complete AND accurate!
- 3) **Do not wait to send in your tournament applications.** Three months or less is not ample time to engage your target audience, as many teams plan their tournaments at the beginning of the seasonal year. The application fee also increases the closer to the tournament.
- 4) Again, the purpose of seeking NCYSA sanctioning is:
 - To ensure your tournament meets USYS Tournament and NCYSA guidelines.
 - To ensure a successful and well-run tournament!
 - To ensure your association and all players have appropriate insurance coverage and protection.

Section 2: NCYSA Requirements to Host a Tournament

All required forms may be found on the NCYSA website. Choose Tournaments>Hosting an Event.

<https://www.ncsoccer.org/tournaments/hosting-an-event-overview/> Additional Hosting Supplement Forms and Important Information can be found under this section which includes policies such as Lightning Policy, No Heading Policy, Goal Safety, Drone Policy, Health Safety, etc. to be incorporated into the rules.

North Carolina member associations interested in hosting an NCYSA sanctioned tournament are **REQUIRED** to submit the following items:

1. **Required Items-** Your tournament will not be **REVIEWED** or **CONSIDERED** for sanctioning until the following items are submitted **COMPLETE** and **ALL** items received at **TOGETHER**:
 - A. **Application to Host a Tournament Form** with appropriate signatures- **President's signature REQUIRED!**
This form may be completed online but **must be printed** so that the president can sign the form.
 - B. **Tournament Rules-**(include NC Youth Soccer Academy Rules/Guidelines included if applicable)
Recommended rules to include – see p. 11
 - C. **A list of fields to be used**
 - D. **Tournament/Games Hosting Agreement** with signature of the “US Soccer Registered” referee assignor, and the **president** of the hosting association.
 - E. **NCYSA Tournament Application Fee-** Please refer to the NCYSA Hosting Fees included in this packet.
 - F. **UNRESTRICTED Tournaments- additional requirements – see page 13**
 1. **The NCYSA Hold Harmless Agreement** must be signed by Host's President and submitted
 2. Host Association must purchase and provide a copy of a \$1,000,000.00 **Comprehensive General Liability Policy** along with all above documents Effective- January 1, 2007
- **IF YOU PLAN TO INVITE TEAMS FROM OUTSIDE OF THE 50 STATES, YOU MUST ALSO SUBMIT A FOREIGN HOST FORM ALONG WITH OTHER DOCUMENTATION.** Please contact the NCYSA Tournament Administrator for instructions on hosting foreign teams. Please contact the NCYSA Tournament Sanctioning Administrator
2. **Official Tournament Invitation/Brochure**---Send NCYSA the official tournament application/ information that teams will receive either by email or on your website.
3. **Post Tournament Report and In-State Tournament Team Fees**--- The host organization must file a post tournament report with payment **within 30 days of the conclusion of the tournament** or a fine will occur. The report is to include:
 - A. The number of teams participating in each age division, for boys and girls.
 - B. The name of the Champion of each division, if a champion is determined.
 - C. The number of teams from each National State Association or foreign country.
 - D. If Sportsmanship awards are given, the criteria for the awards and the award winners.
 - E. The number of fields used for the tournament/games.
 - F. The name of the sponsor, if any.
 - G. The names and teams of all players issued red and yellow cards (cautions/ejections) and details of any other matters involving the improper or unsportsmanlike conduct of a team, its players, coaches or supporters.
 - H. The fee for NCYSA sanctioned tournaments is \$10 for each North Carolina Team entered for outdoor tournaments and \$5.00 for each team for indoor tournaments. This fee must be paid to NCYSA by the host organization/tournament at the same time they submit their post tournament report.
Please send ONE check payable to NCYSA. Do not send individual team checks.

Failure to file the report on time shall preclude the tournament host from receiving approval for hosting any further tournaments. Future tournament approval will not be granted to the host organization until the post tournament report is complete.

NOTE: Any incidents of referee abuse or referee assault or other incidents of a serious nature should be reported to the team's or player's home National State Association immediately, but no later than seven (7) days after the conclusion of the tournament.

Section 3: Helpful Information to Complete Forms and Required Documents

NCYSA Tournament Hosting Terms and Definitions

I. Tournament-

Any competition that charges an entry fee to cover expenses incurred for the event and desired profits and/or any event that engages in solicitation, i.e., mailings, website information, voicemail announcements, advertisements, mass emails, etc.

Intra-League Tournaments are excluded but their existence must be reported to NCYSA.

Permission to Host Requirements-

An approved Permission to Host Form is REQUIRED for all Tournaments

II. Games- A competition between teams

A- Friendly- any competition conducted between teams where the ONLY fees collected are to offset the exact cost of the match.

*NCYSA reserves the right to request a budget for a Friendly

Permission to Host Requirements-

REQUIRED if out of state teams are participating in a Friendly

Not required for NCYSA teams playing another NCYSA team in a Friendly

B-Scrimmage- Any competition conducted between teams where no fees are collected

Permission to Host Requirements-

REQUIRED if out of state teams are participating in a Scrimmage

Not required for NCYSA teams playing another NCYSA team in a Scrimmage

III League Play with Out of State Teams- any competition conducted between teams from different states- recreation, challenge, or classic.

Permission to Host Requirements- REQUIRED

Adopted January 5, 2003, NCYSA AGM

NCYSA Host Form Submittal Deadline Dates

NCYSA hosted events/activities shall take precedence over affiliate/associate sanctioned member events to include but not limited to tournaments, friendlies, pre-season warm-ups, scrimmages, or League Play. Decisions on sanctioned events shall be at the discretion of the NCYSA VP Tournaments and/or his/her designee.

Established Tournament- A tournament that has existed for at least two consecutive years on the same date, offers the same levels of play (recreation, challenge, classic), and is in 'Good Standing' with NCYSA. To retain this status, the post tournament report and fees must be submitted to NCYSA within thirty (30) days following the completion of the tournament.

A USYS Application to Host Tournaments or Games must be filled out in accordance with USYS and NCYSA procedures, signed by the Association President, accompanied by all required items and signatures, and submitted to the NCYSA State Office, **no later than one hundred-eighty (180) days in advance of the proposed date(s) of the competition.**

*If foreign teams will be invited, a USYS Application to Host Tournaments or Games AND a USSF Application to Host a tournament or Games involving Foreign Teams must be submitted along with the appropriate USSF fees and a signed Ted Stevens Olympic and Amateur Sports Act. (p.10)

A US Youth Soccer Tournament or Games Hosting Agreement must be completed along with the certified assignor's signature and the signature of the President of the Hosting Association (local association) and the Tournament Director. **The Hosting Agreement must accompany the host form and must be submitted no later than one hundred-eighty (180) days in advance of the proposed date(s) of the competition.**

Deadline dates to submit Permission to Host Forms:

Established Tournaments –

No more than twelve (12) months in advance of the scheduled tournament date. In addition, the post-tournament report and post-tournament fees must be submitted within thirty (30) days following the completion of the tournament. **The latest date a host form for established tournaments may be submitted is six (6) months before the scheduled tournament date.**

Exceptions to Established Tournaments: If for any reason an established tournament conflicts with a NCYSA Event (any cup – Recreation, Challenge, Classic or Festivals) the VP Tournaments and /or his/her designee will have the discretion to sanction or not to sanction.

Non-Established Tournaments: No more than eleven (11) months in advance of the scheduled tournament date for any tournament that is not an Established Tournament. **The latest date a host form may be submitted is six (6) months before the scheduled tournament.**

Criteria to be considered for Tournament Approval:

- 1) No direct conflict with a NCYSA Scheduled event
- 2) Post Tournament Report and fees (if applicable) have been submitted within the 30-day deadline- this requirement is for ALL tournaments
- 3) Established Tournament

If more than one host form is submitted for the same weekend:

1. The above criteria will be considered
2. The geographic distance between the two tournaments should be at least 60 miles apart
3. The levels of play (recreation, challenge, classic)
4. The field availability
5. The Referee Pool availability

Adopted January 5, 2003 - NCYSA AGM

NCYSA Hosting Fees

A-Tournament Application Fee

1. An Association check made payable to NCYSA in the amount of twenty-five (\$25.00) dollars is required
2. Fee is submitted with the completed Permission to Host Form along with all required items and appropriate signatures
3. The Tournament Application Fee must be submitted no less than six (6) months before the desired tournament date

**The \$25.00 Tournament Application Fee will be waived for any Tournament that files their Post-Tournament Report and Post Tournament Fee by the deadline (30 days after the tournament) AND submits a completed Permission to Host Form along with all required items and signatures for the next year.

B- Tournament Application Fees submitted later than 6 months before tournament onset:

NCYSA/USYS are not required to accept or approve any application submitted less than one hundred-eighty (180) days in advance of the desired tournament date. Permission to Host Forms submitted less than 180 days before the event will be subject to the following fees:

1. less than six (6) months: \$50
2. less than five (5) months: \$75
3. less than four (4) months: \$100
4. less than three (3) months: \$125

C- Post Tournament Fee

1. A fee of ten (\$10.00) dollars for each NCYSA team participating in an outdoor tournament is due thirty (30) days after the tournament along with a post tournament report.
2. A fee of five (\$5.00) dollars for each NCYSA team participating in an indoor tournament is due thirty (30) days after the tournament along with a post tournament report.
3. The post tournament fee is payable to NCYSA. ONE CHECK ONLY for the full amount.

D- Post Tournament Late Fees

Late fees will accrue if the NCYSA State Office does not receive a Post Tournament Report and Fees thirty (30) days after the completion of the tournament. *An "Established" Tournament will lose its status if the report and fees are not received within thirty (30) days after the tournament

1. 31 to 60 days late- \$100.00 late fee in addition to the Post-Tournament Fee
2. 61 to 90 days late- \$200.00 late fee in addition to the Post-Tournament Fee
3. 91 to 120 days late- \$300.00 late fee in addition to the Post-Tournament Fee
4. 121 to 150 days late- \$400.00 late fee in addition to the Post-Tournament Fee
5. 151 to 180 days late- \$500.00 late fee in addition to the Post-Tournament Fee

* *Established Tournament*- A tournament that has existed for at least two consecutive years on the same date, offers the same levels of play (recreation, challenge, classic), and is in 'Good Standing' with NCYSA. In order to retain this status, the post tournament report and fees along with a completed host form for the next year must be submitted to NCYSA within thirty (30) days following the completion of the tournament.

Games- Friendly or Scrimmage Late Fees

1. No fee if the Host Form is received by the NCYSA State Office, no less than seventy-two hours before the desired date.
2. If less than seventy-two hours a \$50.00 late fee will be assessed and due within seven (7) business days.
3. If the late fee is not received within seven (7) business days, the association will be placed in 'Bad Standing.'

Adopted January 5, 2003, NCYSA AGM

NCYSA TEAM CLASSIFICATIONS

For Application to Host a Tournament Form

RECOMMENDED DEFINITIONS OF TEAMS AND TOURNAMENTS

(Place corresponding letter/number in appropriate space on application.)

TYPES OF TOURNAMENTS:

UNRESTRICTED (UT) TOURNAMENT: A tournament that is open to all Federation affiliated participants. Any tournament that allows international participants must be an Unrestricted Tournament.

RESTRICTED (RT) TOURNAMENT: A tournament that is open only to members of US Youth Soccer and its member State Associations.

INTERNATIONAL TEAMS: If the tournament will accept international teams (any team outside of US), US Soccer requires additional paperwork and NCYSA requires a copy of that approval. *see p.10*

TYPES OF TEAMS:

SELECT TEAMS (teams formed by a selection or tryout process):

S1 generally, a team which competes at the highest level of play in a state or region

S2 generally, a team which competes at other than the highest level of play in a state or region

S3 generally, a team which competes in a local area or state tournament select teams

S4 a team which is created for the sole purpose of playing in a tournament or other sanctioned non-league competition, whose roster includes select players who are members of one club.

SA – Youth Academy level

RECREATIONAL TEAMS (RT): a team which was formed in a random nature without regard to players' abilities.

US YOUTH SOCCER OLYMPIC DEVELOPMENT PROGRAM(ODP) TEAM: the official US Youth Soccer Olympic Development team of US Youth Soccer, any of its regions, a State Association, an Affiliate, other Organization Member, or any district or geographical subdivisions thereof.

NATIONAL TEAM: the official national team of US Soccer or any other member of FIFA.

AGE DIVISIONS:

For a current seasonal Age Division Chart which includes maximum roster sizes, go to www.ncsoccer.org under Member Services>Registration. **Note:** if you are seeking sanctioning for a tournament in the NEXT seasonal year, please make sure you use the correct age groups for that seasonal year.

Note: **Combining Age Groups or Levels of Play:** If the tournament Rules/ Application/ Information does **NOT** address combining age groups or levels of play, AND your tournament chooses to **combine** age groups OR levels of play to create a division, **you must notify every team involved.**

If a team is NOT in agreement their **entry fee SHOULD be refunded.**

INTERNATIONAL TEAMS ATTENDING YOUR TOURNAMENT

Tournaments with foreign teams must complete the requirements from US Soccer and provide NCYSA with a copy of the approval from US Soccer. Associations must also indicate international teams on the Application to Host form for NCYSA.

From the US Soccer Federation website:

APPLICATION TO HOST A TOURNAMENT OR GAMES INVOLVING FOREIGN TEAMS

An organization that plans to host a tournament or games involving foreign teams must complete an [online hosting sanctioning application](#).

Applications must be submitted using the online form. Please do not mail or email your application.

This application consists of the following components, submitted via the online form available [here](#):

1. Basic information about the Tournament or Games;
2. Information about the foreign teams being hosted (template available [here](#));
3. Other sanctioning agreements as required by your State Association, National Association, and/or Sectional Director;
4. Copies of the letters from each foreign team's Federation granting permission to travel.
5. Completed Conditions Agreement for Hosting Foreign Teams in a Tournament or Games, with the appropriate supporting data, signed by the President or Chief Officer of the Host Organization and the Tournament Director (fillable PDF available for download [here](#));
6. Certificate of Insurance for liability coverage not less than \$100,000/\$200,000/\$25,000 for the Tournament or Games.
7. Copy of the Rules for the Tournament or Games (checklist available for download [here](#));
8. Audited or notarized financial reports of similar events, if any, conducted by the organization; and
9. Application fee (\$200.00) – credit card information collected as the last step of the application form

For information on travel restrictions to the U.S. due to COVID-19, check with the [Centers for Disease Control and Prevention](#).

In granting permission to host a tournament or games, U.S. Soccer is NOT liable for tournament/games logistics, overall tournament/game planning, invitation of participating team(s), transportation, accommodations, illness, loss of revenue, or injury to persons or property sustained in the course of the sanctioned event.

Please submit applications a minimum of thirty (30) days prior to the start date of the event. **U.S. Soccer is not required to accept or approve any applications submitted less than thirty (30) days in advance of the event or travel.**

Questions about the application process for hosting can be directed to hosting-travel@ussoccer.org.

REGISTRATION REQUIREMENTS AND RULES

The tournament must have a registration procedure that includes a credentials check. This procedure must be stated on the tournament website and in tournament rules.

**** If unrestricted**, the tournament must also list the team paperwork requirements for non-USYS teams.

Items to be checked will include:

A. Player's passes. Every player must have a current seasonal year player pass. Any player without a valid player pass, must have some documented proof of proper registration with his/her state and/or local association. The local tournament committee (in absence of an NCYSA official) has the right to decide if documentation is valid for players not in possession of a pass.

***When requiring LAMINATED player passes, you MUST include the word lamination in ALL literature that is mailed, emailed, and/or posted on a website.**

***NCYSA requires laminated passes, but there are a few states that prohibit the lamination of player passes. If those states attend your tournament, first, confirm policy with the state and then you will need to acknowledge an exception in your tournament rules to allow their participation. Any questions regarding the lamination issue, please contact the NCYSA Tournament Administrator.*

B. Medical Release/Liability forms. Each registered player must have a medical release/liability form signed by his/her parent(s). NCYSA does not allow its teams to upload the NCYSA med waiver for online check-in, but team must have NCYSA Waivers for players at event

C. Certified Match Roster. Teams must present a current seasonal year certified match roster from their state association.

D. Notification to Travel. Teams travelling from outside of North Carolina must have a Notification to Travel form signed by their state association.

RULES:

Rules must follow the FIFA/USYS/NCYSA rules used in youth league and tournament play.

Rules should include, but not limited to:

- Procedures/requirements as Unrestricted tournament for teams not registered as US Youth Soccer
- Team Check-In requirements
- Eligibility of players/teams – roster sizes not to exceed NCYSA/USYS rules. These are listed on the age chart available through the ncsoccer.org>Registration.
- Guest Player procedures if guest players are allowed – team may not have a mixture of players from USYS registered and players registered through a different youth organization. E.g., USYS registered player cannot guest play with US Club/SAY/ AYSO team.
For August tournaments, there cannot be a mixture rosters and/or passes of different seasonal years.
- Player equipment requirements
- Heading rules for younger players
- Inclement weather policy
- Substitution rules
- Match duration – may be less than USYS rules, but not longer
- Tie breaker, forfeit and advancement through tournament rules
- Policy regarding misconduct by players, coaches, or spectators
- Hotel requirements, if any
- Protests

FIFA Reduce to Equate for Penalty Kicks: When a team finishes a match with a greater number of players than their opponents, they shall reduce their numbers to equate with that of their opponents and inform the referee of the number of each player excluded. The captain has this responsibility.

Example: At the end of the match Team A has 10 players on the field (whatever the reason may be), then Team B must remove a player so both teams have an equal number of players to participate in the Penalty Kicks.

NOTE: The “FIFA REDUCE TO EQUATE” rule **does not** apply when using penalty kicks to resolve a tie breaker situation.

UNRESTRICTED TOURNAMENT SANCTIONING

If your tournament is planning to host an unrestricted tournament, NCYSA/USYS requires the following:

The Hosting tournament must provide -

1) **Liability** insurance for ALL participants in the tournament. This will be a CSL (Combined Single Limit) comprehensive general liability \$1,000,000 policy that the host association must obtain.

NCYSA 's liability coverage does not apply when a tournament chooses "unrestricted" due to opening the tournament to teams from ALL USSF affiliates.

**NC Youth Soccer (NCYSA) must be listed as the “Certificate Holder”.

2) **Medical** coverage for non-NCYSA/USYS team participants **only**. NCYSA/USYS affiliates will use their own insurance policy provided by their state for medical coverage.

3) Sign the ***Hold Harmless Agreement*** releasing NCYSA from any liabilities arising from or relating to the unrestricted tournament.

Unrestricted Tournament Insurance Requirements

UNRESTRICTED TOURNAMENT INSURANCE POLICY

A tournament sanctioned by NCYSA may declare itself to be “Restricted” – open only to teams from USSF National State Associations or “Unrestricted” – open to teams from all USSF affiliates. If a tournament desires to be “Unrestricted”, the tournament must purchase and provide evidence of a \$1,000,000.00 CSL comprehensive general liability policy including coverage for non-NCYSA participant/spectator medical payments. In lieu of medical payments, a sports accident policy with a \$10,000.00 limit of liability per injury is acceptable. NCYSA and the hosting NCYSA member association shall be listed as additional insured and a hold harmless and indemnification agreement in favor of NCYSA must be executed. Before NCYSA will sanction any “Unrestricted” tournament, the insurance policy must be approved by NCYSA.

CSL – Combined Single Limit

*Adopted 4/12/06 by NCYSA Executive Board
Effective 1/1/2007*

Section 4: Helpful Information Applicable to Tournament Rules and Regulations

RULES: See Section 3. Make sure all dates and age group listings are correct and information must match information on the Permission to Host (PTH)

STATEWIDE REFEREE FEES: *Passed by the NCYSA Board of Directors: June 2022; Effective August 1, 2022*

Age	Classic	Challenge	Recreation
Under-17 – Under 19			
Referee	\$75	\$65	\$60
Assistant	\$55	\$40	\$40
Game Total	\$185	\$145	\$140
Under-15 and Under-16			
Referee	\$70	\$55	\$50
Assistant	\$45	\$35	\$35
Game Total	\$160	\$125	\$120
Under-13 and Under-14			
Referee	\$60	\$50	\$45
Assistant	\$35	\$30	\$30
Game Total	\$130	\$110	\$105
Under-11 and Under-12			
Referee	\$50	\$45	\$40
Assistant	\$30	\$25	\$25
Game Total	\$110	\$95	\$90

NCYSA Youth Academy

Uses Challenge rates

Under-10 Single Referee Classic - **NCYSA DOES NOT HAVE A 10U CLASSIC LEAGUE**

Under-10 Single Referee Challenge \$35

Under-10 Single Referee Recreation \$35

NOTE:

- ▶ For Classic division matches the fees listed are the rates for all matches. They are the maximum allowed rates for match fees at tournaments, although any tournament may choose to set lower game fees in their discretion.
- ▶ For Challenge division matches the fees listed are the maximum allowable rates but local associations may elect to use lower rates in their discretion.

For Recreation division matches the fees listed are the maximum allowable rates but local associations may elect to use lower rates in their discretion.

NC YOUTH SOCCER ACADEMY TOURNAMENT RULES/GUIDELINES
(this is copied from the NCYSA Academy Rules)

Academy Pool: A player pool of (X) number of players, true 7U-10U & 11U-12U, which form teams and play matches with focus on technical development. No keeping score, standings, wins/losses are recorded. Academy players may not be registered with any other level of play.

NC YOUTH SOCCER ACADEMY TOURNAMENT RULES

1. The rules and policies of NCYSA, and USYS are applicable for tournaments, in accordance with the NC Youth Soccer Academy Program Rules and USSF Modified Rules.
2. Players must be registered with NCYSA/USYS and possess an Academy Player Pass.
3. Only players that are true 7U thru 12U as per USYS Guidelines are eligible.
4. Tournament play should follow the US Soccer Modified Rules for small-sided games.
5. Players who are enrolled in an NC Youth Soccer Academy Program cannot participate on any Recreational, Challenge, or Classic team as guest players.

It is recommended that players in game attendance should play a minimum of one half of each game and preferably more.

TOURNAMENT REGISTRATION FOR NC YOUTH SOCCER ACADEMY

It is the responsibility of the Association to file the tournament application form for all NC Youth Soccer Academy players to a tournament. The Association could be subjected to a per team entry fee that will be determined by the Tournament Host Association.

The following credentials must be presented and checked at tournament registration:

- The team must contact the Association's registrar to create an Academy Travel Team Roster for Academy groups to participate in tournaments. This roster will include only those players attending the tournament on that specific team and must be red stamped by the association registrar. The Travel team roster is based on the team's oldest player. Example: If the team includes 9U and 10U players, the team must apply as a 10U team for the tournament.
- Physical or electronic NC Youth Soccer Academy Player Passes
- Medical Wavers

TOURNAMENT PLAY FOR NC YOUTH SOCCER ACADEMY

1. The official NC Youth Academy Match Roster will be used as follows:

Presented before each scheduled game.

The maximum of participating players should be on each official NCYSA Match roster.

Physical or electronic NC Youth Soccer Academy Player Passes will be presented to coincide with the roster.

Medical waiver forms should be at the field of play.

2. For an 7U, 8U, 9U or 10U NC Youth Soccer Academy Division: Tournament division play is limited to Academy "teams" only. Academy teams will play in a separate division. No other "level of play" may be combined with Academy teams or their brackets.
3. For an 11U or 12U Academy Division: Tournament division play is limited to Academy "teams" only. Academy teams will play in a separate division. No other "level of play" may be combined with Academy teams or their brackets.
4. It is recommended that Academy teams not participate in any elimination bracket but could participate in a Festival format.

5. Games will be in the format of Academy league play with NO published scores or standings.
6. Games will have NO Champions or winners. It is up to the tournament's discretion to provide "gifts or participation tokens" to all players from all teams. These items are recommended to be the same.
7. It is recommended that an Academy player may not play more than 100 minutes in one day.
8. Games will be assigned one certified NCYSA referee (per USYS Rules). Referee fees will be the same as for age-appropriate Challenge level teams.
9. Ball size: 4

Roster size: Maximum 10 for 7U & 8U; 12 for 9U & 10U; 16 for 11U & 12U

Duration of the Match: Two 25-minute halves with half-time interval of 5 minutes Offside: None Substitutions: (Consistent with league play. See below.)

NCYSA EXCEPTION:

THAT THE SUBSTITUTION POLICY FOR AGE GROUPS PLAYING SMALL-SIDED GAMES CONFORM TO FIFA, BUT WITH UNLIMITED SUBSTITUTIONS, AS ADOPTED BY NCYSA. PASSED BY CHALLENGE COUNCIL 6/11/2005

THE FOLLOWING IS TAKEN FROM THE NCYSA RULES, AS REFERRED TO IN THE ABOVE EXCEPTION:

During Classic and Challenge games, players may be substituted only during a stoppage of the game (FIFA Law III, International Board decision #6, and Law *X paragraph [a] and [b], 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 [taken from NC Youth Soccer

Association Rules: Section 7, Rule 5] These would only apply to the 9U Fall Season.

10. On a goal kick all players for the opposing team need to retreat to the "build out line. Once the kick is taken the players from the opposing team can play per the US Soccer PDI, before the kick is taken.
11. For 9v9, players will follow the current US Soccer PDI.

ADVERTISEMENT OF TOURNAMENT

NO Advertising is allowed until a tournament has been approved by NCYSA and tournament receives the NCYSA approved Application to Host!

No information can be posted on a website, on flyers, on a calendar, etc. until the NCYSA approved form is received by hosting association!

**This is a USYS policy from the
Travel and Tournament Policy Manual
Part III-Section 303.C.2**

You could be denied sanctioning and run the risk of your association being placed in 'Bad Standing'

Questions? Contact the NCYSA Tournament Administrator at 336-856-7529

Tournament Hosting Checklist

This checklist will help you expedite the sanctioning process.

1. Application to Host

- Complete top part of the form completely, making sure the dates of tournament are entered correctly. Make sure the tournament URL is correct!
- Age Groups -confirm the age group matches birth year: e.g., 15U matches the correct birth year
*** if completing form for the next seasonal year, make sure the age group birth is correct for that seasonal year! (Seasonal year is Sept 1-Aug 31)*
- Roster size must be correct for the age group: *refer to NCYSA age chart*
- Mark the age groups accepted for each gender
- Enter # of guest players allowed
- The length of games must match your rules
- # Players on the field – must be the same as NCYSA allows in league play: e.g. 14U = 11 players on field
- Awards- mark if given; enter minimum # of games, entry fee – all must match what is listed in your rules
- Type of Tournament – indicate Restricted or Unrestricted
- If international teams are to be accepted, additional requirements by US Soccer
- Application **SIGNED BY PRESIDENT OR HIS/HER AUTHORIZED DESIGNEE (print form once completed for president to sign.)**

2. US Youth Soccer Tournament or Games Hosting Agreement

- Top section completed
- Liability Section completed
- Referee section completed with contact info of certified assignor, NOT the tournament director
- Required Signatures (p. 2)
- Required information section completed

3. Hold Harmless Agreement

- Required for UNRESTRICTED TOURNAMENTS ONLY!

4. Rules: Rules MUST be proofed prior to submission! Check for correct tournament year and dates, spelling errors, grammatical errors, and that information on Application to Host matches Rules

5. Field Information/Directions – list of fields to be used included

6. Fees: check for the Application fee to be included with packet to NCYSA

7. Copy of Certificate of Liability for Unrestricted tournament MUST be sent to NCYSA 7 days prior to tournament

Note: *The tournament will not be approved/sanctioned until all paperwork has been submitted correctly and application fee received. The Certificate of Insurance is not required for initial sanctioning but must be received at **least 7 days** prior to the start of the tournament to avoid issues with sanctioning.*