

North Carolina Youth Soccer Association

# DISCIPLINE & APPEALS MANUAL



**A MANUAL FOR NCYSA MEMBERS**

**PUBLISHED BY NORTH CAROLINA YOUTH SOCCER ASSOCIATION**

**NCYSA - PO Box 18229 - Greensboro, North Carolina – 27419 336-856-7529**

# TABLE OF CONTENTS

1) Cover Letter .....	3
2) D&A Philosophy.....	4
3) Code of Conduct.....	4-6
4) Association’s Responsibilities.....	6
a. Association D&A procedural checklist.....	7
5) Discipline and Appeals Procedures.....	8-13
6) Disciplinary Ruling and Suggested Punishments Chart.....	14-16
7) Card Accumulation and Penalties for Classic Play.....	16-21
8) Additional Policies and Procedures.....	21
8.1 – Misconduct towards Games Officials – USSF Policy 531-9.....	21-24
8.2 – Recruitment.....	24-25
8.3 - What constitutes a valid match protest.....	25
9) Official NC Youth Soccer Discipline and Appeals Forms .....	26-31



***"The future of our youth soccer community depends on the character with which we arrive."***

# North Carolina Youth Soccer Association

---

P.O. Box 18229  
Greensboro, North Carolina 27419  
State Office 336.856.7529

[www.ncsoccer.org](http://www.ncsoccer.org)



August, 2012

To: Association Presidents, Discipline and Appeals Liaisons, Classic/Challenge/Rec Teams

From: Bill Sweeney, NCYSA Discipline and Appeals, Chair

RE: Discipline and Appeals Manual

**This Manual is designed for the entire membership of NCYSA.** It is very important that you read the D & A Manual, and go over this with your players and parents. Special sections for Classic and/or Challenge are noted in the table of contents. Everyone on the team is responsible to know the Code of Conduct, the card accumulation system, NCYSA Rules, Section 5, Rules 2 and 3 and the Suggested Disciplinary Chart the D & A Committee uses for player, coach and or spectator infractions. We strongly suggest that you make copies of this manual to pass out at a team meeting and instruct everyone concerned to be informed of the rules prior to the start of the season.

If you have any questions, please do not hesitate to call or e-mail. For D&A, the number is 336-856-7529. Your call will be returned as soon as possible. For questions contact Bryce Kenny at [bryce@ncsoccer.org](mailto:bryce@ncsoccer.org).

## **2) D&A PHILOSOPHY**

The D&A Committee is guided by the NCYSA Code of Conduct as much as the NCYSA Rules and Bylaws in both charges and sanctions. The Code of Conduct should remind members that they are required to operate within the spirit of the rules as well as the letter of the law.

The D&A Committee's philosophy is to find ways to change the behavior of individuals who run afoul of the rules. Regarding sanctions, that philosophy plays out as follows:

1. Players are sanctioned according to the standard sanctions outlined in the rules and Discipline and Appeals Manual unless behavior warrants otherwise. Note that when a player is sent off with a straight red card (as opposed to two yellow cards), the sanctions outlined are in addition to the required one-match sit out for being sent off.
2. Coaches are generally placed on probation for an initial offense (unless specific sanctions are detailed in the rules or Discipline and Appeals Manual). Subsequent offenses will result in suspension and/or fine.
3. Parents are either suspended for bad behavior, or required to perform club/community service. D&A has also used "stadium bans" against teams to get the attention of all team parents, because peer pressure among parents gets the ill-behaved to change behavior.
4. Clubs are fined, because financial penalties get their attention. How clubs impose/assess those fines on the teams or individuals responsible for the infraction that caused the fine is for the club to determine.

## **3) NCYSA CODE OF CONDUCT AND GUIDELINES**

The Code of Conduct and Penalty Guidelines are by be read to and understood by all coaches, assistant coaches, managers, players and parents of each NCYSA registered team. All coaches and managers are instructed to review this material with their players and parents. Players added to teams after these dates, will be required to read the document at the time of their carding or registration.

### **GENERAL CONSIDERATIONS**

The North Carolina Youth Soccer Association supports youth soccer activity that is governed by a strong sense of individual and team sportsmanship.

This Code of Conduct and Penalty Guidelines has been prepared as a guide to the principles and expectations of NCYSA and is intended to apply to everybody involved in NCYSA activities regardless of their role or affiliation. Adherence to the spirit as well as the letter of the Code is required.

Persons unwilling to abide by this Code should reconsider their involvement in NCYSA activities.

### **PRINCIPLES AND EXPECTATIONS**

- NCYSA believes in the principles of fair play, ethical behavior and the right of every individual to fully enjoy the sport of soccer without undue interference from others.
- NCYSA recognizes that participation in competitive activities is a source of strong feelings which will often lead to misunderstandings, disagreements and other conflicts. However, NCYSA also believes that every participant has a duty to respect the right of competitors to hold conflicting views.
- NCYSA therefore expects its coaches, players, referees and spectators, as well as their friends and families to deal with conflicts in a spirit of good sportsmanship and to cooperate in promoting the enjoyment of soccer to the greatest extent possible.

- NCYSA expects adherence to the spirit, the letter of its Rules and the Laws of the Game. Illegal, unfair, rowdy, violent, dangerous and unsportsmanlike behavior will not be tolerated, whether on the field of play or away from the playing area.
- NCYSA expects all participants to show respect for opponents, regardless of their skill. Since NCYSA activities usually involve children from a very young age and since children are influenced by the behavior of adults, adult participants will be held to the very highest standards of conduct.

As passed by Board of Directors - 11/8/93

## **UNACCEPTABLE CONDUCT**

- Vulgarity by coaches, players or spectators directed towards anyone.
- Harassment of referees, coaches or players by anyone.
- Debasing of referees, coaches or players by anyone.
- Physical violence or threat of violence directed toward anyone or encouraged by anyone.
- Verbal or physical assault on a referee. Physical assault is defined as any physical contact initiated by a player, coach, team official, spectator, elected officer or appointed official.
- Consumption of alcoholic beverages in and around the playing area before, during or after a youth match.
- Use of illegal drugs under any circumstance.

## **COACHES, REFEREES, AND SPECTATORS**

NCYSA expects coaches, referees and spectators to conform to the spirit and intent of applicable rules at all times.

### **COACHES**

Coaches are responsible for their own conduct **as well as the conduct of their assistant coaches, players and spectators.**

#### *THE COACH AS AN EXAMPLE*

The behavior of the coach is the most important guide for player and spectator behavior. The coach can exert strong player and spectator control by the example he/she sets, and by a few words of caution directed to the appropriate place when necessary.

### **REFEREES**

- NCYSA has taken action in support of good conduct and referees are expected to use their authority to maintain acceptable conduct on the sidelines as well as on the field.
- NCYSA expects that red cards will not be passed out indiscriminately, nor threats of red cards given capriciously. However, referees are expected to use their authority without hesitation when necessary to maintain order at matches.
- NCYSA supports the authority of a referee to dismiss any coach, player or spectator from the area of the match for failure to comply with this code and to terminate the match if necessary. Referees are expected whenever possible to advise coaches of any

unacceptable conduct and to give the coach an opportunity to correct the situation before taking other corrective action.

- Referees shown to have misused their authority will be held to be in violation of this Code and subject to appropriate penalties.

## **ENFORCEMENT**

- Any behavior deemed unacceptable by this Code of Conduct will be dealt with as provided in the NCYSA Rules and Regulations.
- Suspensions, fines, periods of probation or team dissolution may result from violations of the Code by members and others subject to the authority of NCYSA including players, coaches, team officials, elected officials and appointed officials or referees.
- In the event of a person being sent off, suggested punishments are in addition to any automatic suspensions as the result of being sent off.

## **4) RESPONSIBILITIES OF NCYSA MEMBER ASSOCIATIONS**

### **D&A Liaison**

Each NCYSA member association is REQUIRED to have a D&A Liaison designated to handle Discipline and Appeals issues, as well as help educate players, parents, and coaches on rules and expectations within that association and NCYSA. The D&A Liaison is also encouraged and expected to attend at least one D&A training program offered by NCYSA throughout the year. This person should also familiarize themselves with their Association By-laws/Policies & Procedures.

### **Incidents Involving Only One Association**

The NCYSA D&A Committee will not hear a matter in question within an individual association's own members until due process to a hearing and a right of appeal has been completed. This includes the member association providing the following to all involved parties:

- 1) Procedures for protests
- 2) Allegations of violation of a member association's Constitution, By-Laws, Rules and Regulations, and/or Code of Conduct
- 3) The Appeal process following the hearing. This must include having the right to appeal to NCYSA and USSF following a decision from the member association.

Each member association is encouraged, but not required, to adopt procedures for hearings and appeals substantially similar to those set out in NCYSA Discipline and Appeals Procedures on pages 11-15.

**NCYSA MUST be notified of any suspensions, fines, or other disciplinary action taken by a member association.**

### **Member Association's Decision Appealed to NCYSA**

For Member Association Appeals only. The D & A Committee Chairperson will notify the member association when an appeal is filed regarding a member association decision. After a member association has received notification of an appeal, the member association shall forward copies of the evidence, findings and decisions regarding the matter to the D & A Committee Chairperson. All pertinent data must be forwarded within seven (7) days of the appeal notification. NCYSA Appeals and Hearing Procedures will be made available to all parties with notification of appeal.

### **Member Association Example Checklist for Handling Filed Protests/Complaints**

Upon receiving a formal complaint from your association membership against another member of your association, this checklist may be used to ensure that due process is given to all parties.

- Determine if the protest/complaint meets the criteria for a hearing, and notify association leadership of the filed protest/complaint.
  
- Provide all parties involved your association's procedures for protests/complaints
  
- Provide all parties the alleged violation of association's Constitution, By-Laws, Rules and Regulations, and/or Code of Conduct
  
- Schedule and notify all parties of the proposed hearing date, time, and location according to the time frame outlined in your rules/bylaws. Proper time frames must allow participants enough time to mount a defense and give them reasonable time to schedule for the hearing. If no time frame is specified, use NCYSA's Procedural Rules for hearings (pages 11-15 of NCYSA D&A Manual) which is 10 days in advance of the hearing.
  
- Assemble an odd numbered unbiased panel made of association officials.
  
- Advise the accused of the panel members prior to the hearing in accordance with your rules. If no time frame is specified, use NCYSA's Procedural Rules for hearings (pages 11-15 of NCYSA D&A Manual), which is 5 days in advance of the hearing. Allow the accused the option to claim a bias panel member and request a replacement.
  
- Collect expected testimony and distribute to all parties at least 2 days in advance.
  
- Render panel findings following the hearings and distribute to all parties within 15 days of hearing. Include instructions for appealing the panel's decision. Notify NCYSA of ruling.
  
- Provide all parties the appeal process following the hearing. Include the option to appeal the decision to NCYSA and USSF.

## **5) DISCIPLINE AND APPEALS PROCEDURES**

Every member association of NCYSA shall be required to send a representative to a yearly Discipline and Appeals certification meeting. This person will also serve as an active member of the NCYSA Discipline and Appeals Committee (hereinafter referred to as “the D & A Committee”).

### **5.1 - JURISDICTION AND PROCEDURES.**

The D & A Committee has jurisdiction over the following matters assigned to the D & A Committee Chairperson appointed by the NCYSA President.

- A. Allegations of violation of the NCYSA/USYSA/USSF Constitution, By-laws, Rules and Regulations, Procedures, or Code of Conduct.
- B. Any appeal from a member association’s disciplinary action.
- C. Any protest involving two or more member associations.
- D. Any incident involving an allegation of referee assault or referee abuse, as required by USSF Policy. Clubs must notify NCYSA of such allegations and may not handle such matters internally, according to USSF Policy.
- E. Any other matter assigned to it by the NCYSA Executive Board or Board of Directors.

### **5.2 – Procedures for NCYSA Hosted Tournaments**

#### 1) Tournament Committee

Where National Championship Rules are in use, the appointed NCYSA Tournament Committee will be the governing body. The Tournament Committee reserves the right to interpret the implementation of all tournament rules pertaining to matches being played as part of the State Cup Series. The Tournament Committee’s decisions are FINAL for the purpose of tournament play and play will continue even if such decisions are appealed.

#### 2) Protests and Appeals

No protests will be entertained concerning interpretation of the Laws of the Game by the referee. The Appeals Committee will rule upon any other protests if any such protests are made in writing no more than one hour after the conclusion of the match being protested and the protest must be accompanied by \$100.00 in cash. The \$100 will only be returned if the protest is upheld. The committee will be made up of the NCYSA representative and at least two other ex-officio members. A quorum will consist of at least three (3) members of the committee for purposes of NCYSA State Cup play ONLY. DECISIONS RENDERED WILL BE CONSIDERED FINAL. Please refer to Rule 226 of the National Championship Rules for anything not otherwise covered in these rules

#### 3) Inclement Weather

The Tournament Committee, (Site Director, Referee Coordinator and the NCYSA Representative) has the discretion of modifying game times, locations; canceling in whole or in part the individual games or the tournament due to inclement weather or field conditions.

### **5.3 - Hearing Procedures**

The procedure as set out in this Part 3 shall be followed upon receipt by the NCYSA State Office of a complaint alleging violation of NCYSA/USYSA/USSF Constitution, By-laws, Rules and Regulations, Procedures, Code of Conduct or referee abuse by an individual or entity over which NCYSA has jurisdiction:

1. NCYSA State Office staff shall fax or electronically mail the Complaint to the D & A Committee Chairperson
2. The D & A Committee Chairperson or his/her designee shall review the Complaint and determine whether it appears to adequately state an allegation of actionable misconduct

on the part of a person or entity over whom NCYSA has jurisdiction.

3. If the D & A Committee Chairperson or his/her designee finds the allegations inadequate, a written statement informing the complainant of the decision not to proceed with the Complaint shall be prepared and sent to the Complainant by the NCYSA State Office (State Office) along with a Statement that the decision not to proceed may be appealed to the NCYSA Executive Board for Review of the determination not to proceed.

4. If the D & A Committee Chairperson or his/her designee finds the allegations adequate to demonstrate, if verified, an actionable violation of any NCYSA/USYSA/USSF Constitution, By-laws, Rules and Regulations, Procedures, Code of Conduct or referee abuse then a hearing will be scheduled to address the complaint. The State Office shall issue a notice to the accused party stating that a complaint has been received. The notice shall indicate:

- a) the alleged facts of the violation;
- b) the provision, if applicable, of the Constitution, By-law, Rule, Regulation, Procedure or Code of Conduct allegedly violated;
- c) the potential sanctions, if such violation is found at the hearing;
- d) a statement that a hearing will be set before a Hearing Panel (Panel) of the D&A Committee and the accused and complainant will be notified of the date, time, and place of the hearing, by email (if available), by telephone, regular mail and certified mail.
- e) In the initial notification the accused shall be provided with a copy of the hearing procedures, rights, duties, responsibilities and requirements of the D & A Committee Hearing Process.

5. The notification to an accused party of the hearing procedures of the D & A Committee shall specify at a minimum the following information:

- a) the fact that the accused is entitled to a hearing before neutral and unbiased members of the Panel of the D&A Committee.
- b) a notification that the accused shall be advised at least five (5) days before the scheduled hearing date of the identities of the members of the Panel.
- c) a notification that any claim of bias against any of the designated members of the Panel must be received in the State Office at least seventy two (72) hours prior to the scheduled date and time of the hearing or any such claim is waived.
- d) a notification that the accused is entitled to assistance at the hearing, including the assistance of legal counsel, to advise and consult with the accused, if desired.
- e) a statement that any hearing shall be scheduled at least ten (10) days after notice of the hearing has been provided to the accused and an indication that a request for the hearing to be rescheduled for any reasonable conflict may be made if requested no later than five (5) days before the scheduled hearing date. A request to reschedule the hearing made within five (5) days of the hearing date will be granted only upon a showing of extraordinary circumstances.
- f) a notification that at the hearing the accused may call witnesses to offer relevant evidence in his behalf, may submit sworn written statements on his behalf, and may submit other written documentation.
- g) a notification that the name and a brief summary of the expected testimony of each witness must be provided in writing at least forty eight (48) hours in advance of the hearing to the State Office and the opposing party. Any such witness testimony offered at the hearing and whose information has not been provided in compliance with this section may be disallowed by the Panel in its discretion.
- h) a notification that all parties have the right to confront and cross-examine any witness offering evidence on behalf of the opposing party.
- i) a notification that the Panel may, upon the stated objection of the opposing

party, refuse to admit any evidence, including sworn statements or written documentation for which there is no accompanying witness testimony, on the grounds that the opposing party has been denied an opportunity to confront and cross-examine the witnesses purporting to create such evidence.

- j) a notification that any sworn statements or other written materials that either party wishes to be considered by the Panel must be provided to the opposing party at least forty eight (48) hours prior to the hearing date and time.
- k) a notification that any written material found to be objectionable by the opposing party must be objected to in writing and such written statement of objections provided to all parties and the Panel prior to the taking of evidence at the hearing. The Panel shall not consider any material that has been properly objected to that does not allow the opposing party to confront and cross-examine such evidence unless the Panel specifically finds that the proffered evidence is reliable and is unavailable in any other form. For a witness to be unavailable the Panel must be provided documentation that the presence of the witness was requested by the party seeking to use the statement and a statement from the witness that they were requested to attend the hearing and that they refuse to do so, either in person or telephonically. If the Panel allows the introduction of any such material, previously objected to by the opposing party, then the proponent of such evidence, at the request of the opposing party, must answer any and all reasonable questions of the opposing party as to the circumstances surrounding the taking of the statement and the relationship of the person making the statement to the party offering the statement. All such information so elicited may be considered by the Panel in determining what weight, if any, the Panel should give to the substance and credibility of the proffered evidence.
- l) a notification that witnesses may testify at the hearing telephonically and that any party wishing to have a witness testify telephonically must provide to the State Office at least forty eight (48) hours in advance of the hearing the name and contact telephone number of the witness and indicate that the witness has been advised to be available at that contact number on the date of the hearing.
- m) a notification that if requested at least forty eight (48) hours in advance by any party, the proceedings shall be recorded in their entirety and a copy provided to any party.
- n) a notification that any decision of the Panel shall be made in writing and rendered within fifteen (15) days of the hearing, with a copy provided to all parties and with instructions as to any appeal rights that a party may have if the decision is adverse to the party.

6. At any Hearing conducted by the D & A Committee, the following minimum procedural rules shall be followed as well as any rules and procedures of the D & A Committee that may be published from time to time.

- a) When the case is called, the Hearing Panel members (Panel) shall first determine the admissibility of any witnesses and evidence that have been previously objected to by any party and shall make a determination for purposes of the hearing as to its admissibility.
- b) For any witness who is to appear telephonically, an agent of the D & A Committee shall telephone the contact number of the listed witness half an hour prior to the scheduled commencement of the hearing, shall confirm the witness' availability, and shall ask the witness to remain near the telephone so they may give evidence if called during the next two (2) hours.

- c) The Panel shall determine that the Hearing is prepared to be recorded in its entirety if either party has requested it.
- d) The Panel shall determine that arrangements for any witness to testify telephonically, if such has been requested, are in place such that all parties and the Panel will be able to hear any such testimony, interactively question any such witness, and have such witness' testimony adequately recorded if recording has been requested.
- e) The Panel shall inform the parties of the Hearing procedures. Each party shall have forty five (45) minutes to present their evidence. Additionally, the complainant shall have ten (10) minutes allotted for rebuttal to the accused's evidence, and five (5) minutes of surrebuttal to the accused's surrebuttal. The accused shall have fifteen (15) minutes of surrebuttal to the complainant's rebuttal. Furthermore, each party shall have fifteen (15) minutes of total argument time to the Panel. The complainant shall open and close the argument and may allot his time as he wishes, including waiving his initial Closing Argument. The complainant bears the burden of proof and must convince the Panel by a preponderance of the evidence to prevail. After the conclusion of all evidence and argument, the Panel shall declare the Hearing concluded, dismiss all parties, and shall retire to deliberate. A decision of the Panel shall be issued in writing to all parties within fifteen (15) days of the hearing.
- f) At the Hearing, the Panel may be advised as to procedural questions by Legal Counsel to the D & A Committee. The Panel shall determine all facts of the case and their determination of any such facts, if supported by competent evidence in the record, shall be binding upon any appellate reviewing body.

#### **5.4 - Disputes and Grievances By or Among Organization Members**

Upon Receipt by the NCYSA State Office of any complaint by one member association against another member association or by any other entity against a member association that said member association has violated any provision of the NCYSA/USYSA/USSF Constitution, By-laws, Rules and Regulation, Procedures or Code of Conduct the procedures outlined in Rule 2- Discipline and Appeals, Part 5-Hearing Procedure will be followed. NCYSA reserves the right for mediation to be used when appropriate.

#### **5.5 - Appeals Procedure**

The appeal fee, established by the NCYSA Board of Directors is three hundred dollars (\$300.00) (certified check or money order), non-refundable, for any matter appealed to the D & A Committee. The appeal fee must be included with the formal appeal packet submitted to NCYSA. For all appeals from any decision rendered under the Authority of the D & A Committee these procedures shall be followed:

1. Appeal from a Decision of the D & A Committee Chairperson or his/her designee that the allegations of a Complaint are inadequate to proceed with a Hearing, are appealable to the NCYSA Executive Board whose determination shall be final. In such an appeal these procedures must be followed:
  - a) Within ten (10) days of the mailing of the notification of the decision not to proceed, the initial Complainant must send in writing to the State Office a notice of appeal regarding the decision, a request to review the decision, and a three hundred dollar (\$300) appeal fee. Said appeal fee shall be in cash or certified funds and will not be returned.
  - b) The State Office shall request the D & A Committee Chairperson or his/her designee to forward to the State Office immediately, all documentation utilized in formulating the decision not to proceed. The State Office shall copy all such material upon receipt and distribute said material to all members of the Executive Board and the appealing party.

- c) All members of the Executive Board shall indicate to the State Office after review of the material, whether the Executive Board Member votes to affirm the decision of the D & A Committee Chairperson or his/her designee, reverse the decision of the D & A Committee Chairperson or his/her designee, needs further information from the appellant as the initial D & A Committee Chairperson's or his/her designee's investigation did not appear to have provided the appellant an adequate opportunity to supply evidence, or needs to have a conference call with the other members of the Executive Board in order to render a decision.
- d) The State Office shall then tally and record the votes of the Executive Board Members. A simple majority of the votes shall determine the decision of the Executive Board. If no majority on any position is obtained, the State Office shall schedule a Conference Call for the Executive Board to render a decision as to the appeal. If a majority of the Executive Board votes to allow the appellant additional opportunity to provide information, the State Office shall inform the appellant and shall require the appellant to submit whatever additional information the appellant desires within ten (10) days. Upon receipt of the appellant's additional material, the State Office shall copy the material and distribute it to the members of the Executive Board who shall again vote in accordance with these procedures. If after additional material has been provided there is no majority vote obtained or a majority vote for a Conference Call is obtained then the State Office shall schedule a Conference Call for the Executive Board wherein a decision shall be rendered by majority vote. If a majority vote is not obtained after implementation of these procedures, the appeal is deemed denied and the decision of the D & A Committee Chairperson or his/her designee not to proceed with the Complaint is affirmed. The decision of the Executive Board is final and is not subject to appeal unless such decision is deemed by the USSF Appeals Committee to be in conflict with the rules of the USSF, in which case appeal lies to the USSF Appeals Committee.

2. For all appeals from any Panel of the D & A Committee, these procedures shall be followed:

- a) Within ten (10) days of the issuance of the written decision of the Panel, the State Office must receive in writing an initial notice of appeal and an appeal fee in cash or certified funds of three hundred dollars (\$300). Such appeal fee shall not be returned.
- b) Upon receipt of the initial notice of appeal the State Office shall notify the D & A Committee Chairperson of the Appeal.
- c) The D & A Committee Chairperson shall appoint three members of the D & A Committee to hear the appeal. Such D & A Committee Members shall have not taken any part in the determination of the matters underlying the appeal.
- d) The State Office shall prepare a complete record of the Hearing in the matter and provide a copy to all parties to the appealed action.
- e) At the time the State Office sends a copy of the Record to all parties it shall send to the appellant a notice that within fifteen (15) days of the mailing of the Appeal Record, the appellant must designate in writing each error claimed to have been made in the Hearing and must further provide any argument in support of any claimed error that the Appellant wishes the Appeals Panel to consider. The appellant must also serve a complete copy of this designation of error and argument upon the opposing party.
- f) The opposing party shall have an additional ten (10) days to provide a response to the appellant's assigned errors and argument and the opposing party shall serve its response on the appellant and the State Office.

- g) When all responses have been received, the State Office shall provide a copy of the record and all parties responses to each member of the Appeals Panel.
  - h) The Chairperson of the Appeals Panel, who shall be designated by the D & A Committee Chairperson, shall set a date for the Appeals Panel to meet either in person or by telephone to discuss and decide the appeal. The meeting shall not be held less than five (5) days after receipt by all members of the Appeal Panel of the material of the appeal unless all members of the Appeals Panel agree to an earlier meeting.
  - i) At the Appeals Panel meeting a decision regarding the appeal shall be made by a majority vote of the Appeals Panel. A written decision of the Appeals Panel shall be rendered within five (5) days of the meeting by the Chairperson of the Appeals Panel or by an Appeals Panel member in the majority designated by the Appeals Panel Chairperson if the Chairperson is not in the majority. The Appeals Panel may Affirm the Panel decision, may Reverse the Panel Decision, may Reverse and Remand for a new hearing the Panel Decision, or may Affirm the Panel decision but remand the case for reconsideration of the penalty imposed.
  - j) Appeal of any decision of an Appeals Panel of the D & A Committee is to the USSF Appeals Committee.
3. The decision of the D & A Committee Chairperson not to proceed shall remain in effect until and unless an appeal of that decision is upheld.
4. The decision of any Panel of the D & A Committee shall be in effect and binding, including the imposition of any penalties, during the pendency of an appeal, unless the Appeals Panel specifically orders the decision stayed pending review. The Appeals Panel shall only order the decision stayed if after a preliminary review the Appeals Panel finds by clear and convincing evidence that the appellant will suffer irreparable harm without a stay and the appellant is likely to prevail upon the merits of the appeal.

### **5.6 – Legal Counsel at Hearings**

No member association, commissioner, league official, team official, spectator, league, team, referee, player or this association may invoke the aid of any lawyer or courts of any state or of the United States without first exhausting all available remedies within the body of organized soccer (i.e. United States Soccer Federation).

### **5.7 – Order of Appeals**

The order of appeals is as follows: member association; NCYSA; USSF.

**NORTH CAROLINA YOUTH SOCCER ASSOCIATION**  
**SUGGESTED DISCIPLINARY CHART**

OFFENSE	COACH/SPECTATOR	PLAYER	MINIMUM DISCIPLINE
FIGHTING		X	2 GAMES
FOUL/ABUSIVE LANGUAGE	C/SP	X	1 GAME
THREATENING GESTURES		X	1 GAME
PUSHING/STRIKING A COACH/TEAM OFFICIAL		X	2 GAMES
REFEREE ASSAULT	C/SP	X	MINIMUM 3 MONTHS TO 5 YEARS
REFEREE IS A MINOR (17 OR YOUNGER)	C/SP	X	3 YEARS
REFEREE ABUSE	C/SP	X	3 GAMES
VERBAL THREATS	C/SP	X	1 GAME 2 GAMES
VIOLENT CONDUCT	C/SP	X	1 GAME MINIMUM 1 YEAR
VIOLENT CONDUCT WITH INTENT TO INJURE	C/SP	X	MINIMUM 5 GAMES UP TO 1 YEAR
SERIOUS FOUL PLAY	C	X	1 GAME
REMOVING TEAM FROM FIELD	C		1 GAME
USYS Rule 4076: Ejection from any Championship game INCLUDES NCYSA PLAYIN MATCH	C	X	1 GAME

C= COACH (OR ASST COACHES)

SP= SPECTATORS

X= PLAYERS

## **6) DISCIPLINARY RULINGS AND SUGGESTED PUNISHMENTS**

These are minimum suggested guidelines. Member association's guidelines may be more stringent. Suggested punishments may be altered based on specific information.

**6.1-** Players, coaches, spectators, team officials or league officials found guilty of referee assault and/or referee abuse of a game official shall be subject to penalties set out in USSF Policy 531-9: Misconduct toward Game Officials; as stated in Section 5, Rule 1, Part A above.

**6.2-** Players guilty of pushing, striking and/or fighting other players, coaches, team officials, league officials or spectators before, during or after a game shall receive a minimum two (2) game suspension.

**6.3-** Players guilty of using profanity, either by word or sign, against other players, coaches, spectators, referees, team officials or any league official before, during or after a game shall receive a minimum one (1) game suspension.

**6.4-** Players guilty of making threatening gestures against other players, coaches, spectators, team officials or any league official before, during or after a game shall receive a minimum one (1) game suspension.

**6.5-** Players guilty of violent conduct committed either off the field or on the field against an opposing player while the ball is dead or not in the area of play for the ball, or on the field while the ball is in play or serious foul play (intentionally striking or kicking another player while the ball is in play and while the players are challenging the ball) shall receive a minimum one (1) game suspension.

**6.6-** Players found guilty of violent conduct with the intent to seriously injure or encouraging such conduct against other players, coaches, spectators, team officials, or any league official before, during or after a game shall receive not less than a five (5) game suspension, up to one (1) year suspension.

**6.7-** Coaches, spectators, team officials or league officials who are found guilty of making threatening gestures or using threatening language or profanity to players, coaches, spectators, team officials or league officials before, during or after a game shall receive a minimum two (2) game suspension.

**6.8-** Coaches, spectators, team officials, referees or league officials who are guilty of pushing, striking and/or fighting before, during or after a game shall receive a minimum two (2) game suspension.

**6.9-** Any coach, spectator, league official, referee or team official found guilty of violent conduct with the intent to seriously injure, or encouraging such conduct against any player, coach, spectator, team officials or any league official before, during or after a game, shall receive a minimum of a one (1) year suspension.

**6.10-** Any violations of any provisions of the NCYSA/USYSA/USSF Constitution, By-Laws, Rules and Regulations, Procedures or Code of Conduct not specifically covered in the provisions above will be heard by a Hearing Panel of the D & A Committee. Persons who are found guilty of violating any of the above can be penalized by probation, suspension or fines.

**6.11-** In Classic Play, the D & A Chairperson will investigate every match when a coach or team official removes his/her team from the field of play before the end of a match. A one (1) game suspension shall be given to the coach, plus penalties for forfeiting the match. If a coach or team official abandons a match for safety reasons, the team must request the D & A Chairperson to investigate the matter within forty eight (48) hours of the match to determine if sanctions apply to the match, otherwise the one (1) game suspension and penalty of forfeiting the match will be enforced.

Original approved 11/8/93

\*Approved 8/27/94

\*\*Approved 8/10/96



## **7) CARD ACCUMULATION AND PENALTIES FOR CLASSIC PLAY**

### **7.1 - League Play – General Provisions**

- Cards accumulated during league play apply to League Play only.
- Card accumulation is wiped clean at the beginning of each seasonal year, but unfulfilled penalties are not.
- Penalties associated with card accumulation are enforced during the next scheduled and played NCYSA game(s).
- Penalties associated with card accumulation that are unfulfilled at the end of a seasonal year will carry over to the following seasonal year.

## 7.2 - League Play – Players

- a) If a player is required to sit out a game because of an accumulation of cards, ***that player must be in attendance at the next scheduled game to fulfill the sit out obligation.*** Any player not in attendance at the match for which a sit out is required remains ineligible until the player attends and sits out a match.
- b) If the player transfers from one association/team to another the card accumulation sit out will follow the player.
- c) The following are the card accumulations penalties:
  - i. Yellow Cards in 4 separate matches – required one game sit out.
  - ii. Yellow Cards in 2 subsequent matches – required one game sit out (repeats).
  - iii. 3rd Red Card – the required sit out and a 1 match accumulation sit out.

<b>PLAYER CARD ACCUMULATIONS AND PENALTIES</b> (League Play carries over to League Play ONLY)		
<b>Card or Card Accumulation</b>	<b>PENALTY to be served</b>	
IF a player receives: 4 Yellow cards* in one seasonal year	Receives a required: 1 GAME SITOUT Must be present to fulfill	*NOTE: If 2 yellow cards are received in one match, it is the equivalent of a red card and the yellows DO NOT count toward the yellow card accumulation.
After fulfilling the 4 Yellow card sit out, if a player receives: 2 additional Yellow cards* in one seasonal year	Receives a required: 1 GAME SITOUT for each additional 2 yellow cards received (ex.1 game sit out for 6 yellows, another at 8 yellows, etc.) Must be present to fulfill	
IF a player receives: 1 Red card	Receives a required: 1 GAME SITOUT Must be present to fulfill	IF a player is required to sit out a game because of an accumulation of cards or a red card in their previous match, <b><i>that player must be in attendance at that team's next scheduled league match in order to fulfill the sit out obligation; if not, they cannot play, until that obligation is met.</i></b>
IF a player receives: 1 Red card for: <b>Spitting Violent Conduct or Serious Foul Play</b>	Receives a required: 1 GAME SITOUT (for the Red Card) + 1 GAME SITOUT NOTE: (Additional penalties may be imposed by NCYSA for these 3 offenses) Must be present to fulfill	
IF a player receives: a 3rd Red card in one seasonal year	Receives a required: 1 GAME SITOUT (for the Red Card) + 1 additional GAME SITOUT for accumulating 3 Red Cards NOTE: Additional penalties may be imposed by NCYSA for these 3 offenses) Must be present to fulfill	

### 7.3 - League Play – Coaches

*Coaches of multiple teams* -- sit outs apply to the matches for the team for which the cards were accumulated.

- a) If a coach moves from association to association, the card accumulation sit out will follow the coach.
- b) If a coach is assigned to a different team (other than a coach who coaches multiple teams), the accumulation sit out follows the coach.
- c) Card accumulations penalties for the 2nd and Each Subsequent Red Card – the required one game sit out and a 1 match accumulation sit out.

<b>COACH CARD ACCUMULATIONS AND PENALTIES</b> (League Play carries over to League Play ONLY)		
<b>Card or Card Accumulation</b>	<b>PENALTY to be served</b>	
IF a coach receives: 3 Cautions in one seasonal year	Receives a required: 1 GAME SITOUT <i>CANNOT BE PRESENT WITHIN SIGHT OR SOUND</i>	*NOTE: SITOUT POLICY: Applies to coaches that coach multiple teams and have to sit out game(s) because of his/her accumulation of cautions and/or send offs in their previous match. Either penalty will follow the team the coach received the penalty with. (Ex. A coach receives a 3 <sup>rd</sup> Caution when coaching a U16 team, the required sit out must be fulfilled for that U16 team's next scheduled league match.)
After fulfilling the 3 Cautions accumulation sit out, if a coach receives: 1 additional Caution in one seasonal year	Receives a required: 1 GAME SITOUT for each additional caution received (ex. 1 game sit out for 4 cautions, another at 5 cautions, etc.) <i>CANNOT BE PRESENT WITHIN SIGHT OR SOUND</i>	
IF a coach receives: 1 Send off	Receives a required: 1 GAME SITOUT <i>CANNOT BE PRESENT WITHIN SIGHT OR SOUND</i>	IF a coach is required to sit out a game because of an accumulation of cautions or send offs or a send off in their previous match, <b>that coach cannot be within sight or sound of the field that the sit out match is being played. If violated, they cannot coach for that team, until that obligation is met.</b>
IF a coach receives: a 2nd Send off in one seasonal year	Receives a required: 1 GAME SITOUT (for the 2 <sup>nd</sup> Send off) + 1 additional GAME SITOUT for accumulating 2 Send offs <i>CANNOT BE PRESENT WITHIN SIGHT OR SOUND</i>	

## 7.4 - State Cup Play – Players

- a) If a player is required to sit out a game because of an accumulation of cards, that player must be in attendance at the next scheduled State Cup game to fulfill the sit out obligation. Any player not in attendance at the match for which a sit out is required remains ineligible until the player attends and sits out a match.
- b) If the player transfers from one association/team to another the card accumulation sit out will follow the player.
- c) Card accumulations penalties for the 2nd and Each Subsequent Red Card – the required one game sit out and a 1 match accumulation sit out.

PLAYER- State Cup Series CARD ACCUMULATIONS AND PENALTIES (STATE CUP Play carries over to STATE CUP Play ONLY) <i>*Teams advancing to Regionals, USYS and President's Cup; Red cards and penalties would follow those players and coaches to those events.</i>		
<b>Card or Card Accumulation</b>	<b>PENALTY to be served</b>	
IF a player receives: 1 Red card	Receives a required: 1 GAME SITOUT Must be present to fulfill	IF a player is required to sit out a game because of an accumulation of cards or a red card in their previous match, <b>that player must be in attendance at that team's next scheduled State Cup match in order to fulfill the sit out obligation; if not, they cannot play, until that obligation is met.</b>
IF a player receives: 1 Red card for: <b>Spitting</b> <b>Violent Conduct</b> or <b>Serious Foul Play</b>	Receives a required: 1 GAME SITOUT (for the Red Card) + 1 GAME SITOUT NOTE: (Additional penalties may be imposed by NCYSA State Cup Tournament Committee for these 3 offenses) Must be present to fulfill	
IF a player receives: a 2 <sup>nd</sup> Red card	Receives a required: 1 GAME SITOUT (for the Red Card) + 1 additional GAME SITOUT for accumulating 2 Red Cards NOTE: Additional penalties may be imposed by NCYSA State Cup Tournament Committee) Must be present to fulfill	

### 7.5 - State Cup Play – Coaches

- a) Coaches of multiple teams -- sit outs apply to the matches for the team for which the cards were accumulated.
- b) If a coach moves from association to association, the card accumulation sit out will follow the coach.
- c) If a coach is assigned to a different team (other than a coach who coaches multiple teams), the accumulation sit out follows the coach.
- d) Card accumulations penalties for the 2nd and Each Subsequent Red Card – the required one game sit out and a 1 match accumulation sit out.

COACH- State Cup Series CARD ACCUMULATIONS AND PENALTIES (STATE CUP Play carries over to STATE CUP Play ONLY) <i>*Teams advancing to Regionals, USYS and President's Cup; Red cards and penalties would follow those players and coaches to those events.</i>		
<b>Card or Card Accumulation</b>	<b>PENALTY to be served</b>	
IF a coach receives: 1 Send Off	Receives a required: 1 GAME SITOUT <i>CANNOT BE PRESENT WITHIN SIGHT OR SOUND*</i>	*NOTE: SITOUT POLICY: Applies to coaches that coach multiple teams and have to sit out game(s) because of his/her accumulation of cautions and/or send offs in their previous match Either penalty will follow the team the coach received the penalty with. (Ex. A coach receives a 3 <sup>rd</sup> Caution when coaching a U16 team, the required sit out must be fulfilled for that team's next scheduled State Cup match.)
IF a coach receives: a 2nd Send off	Receives a required: 1 GAME SITOUT (for the Send off) + 1 additional GAME SITOUT for accumulating 2 Send offs <i>CANNOT BE PRESENT WITHIN SIGHT OR SOUND*</i>	
*IF a coach is required to sit out a game because of an accumulation of cautions or send offs or a send off in their previous match, <b>that coach cannot be within sight or sound of the field that the sit out match is being played. If violated, they cannot coach for that team, until that obligation is met.</b>		

## **7.6 - Association Obligations for Card Accumulation**

If a player or coach or team accumulates any of the following:

- Player – receives a 6th yellow card or a 4th red card
- Coach – receives a 3rd send off
- Team – has had 3 or more players reach the 6th yellow card or 4th red card

The association's President or President's designee must meet with the offending party/parties within ten days of receiving notice from NC Youth Soccer Office. Within seven (7) days of the meeting, the association's President or President's designee must provide the D & A Administrator at the NC Youth Soccer Office with a written report of completing one of the tasks below:

1. Attend a rules clinic by an approved referee of the State Youth Referee Administration **or**
2. Complete 4 hours of community service at the discretion of the President or Presidents designee

## **7.7 - Match Report**

Accuracy of the match report is each team's responsibility. It is each team's responsibility to verify the information on the match report is correct. A match report that contains erroneous information and is signed by someone on a team will stand as an official match report. Take time to verify score, cautions and ejections before you sign and mail the report. NCYSA will not take responsibility for correcting or sorting out incorrect information on match reports.

## **7.8 – Challenge and Recreation Red Cards and/or Misconduct**

- The Challenge Scheduling Leagues will administer sanctions for misconduct according to their Rules and Procedures. Exceptions are Referee Abuse and Referee Assault reports.\*
- Recreation misconduct will be handled by the local Association and/or Recreation Scheduling League. Exceptions are Referee Abuse and Referee Assault reports.\*

**\*ALL Referee Abuse and Referee Assault reports MUST be submitted to and handled by the State Association, NCYSA.**

# **8) ADDITIONAL POLICIES AND PROCEDURES**

## **8.1 - USSF Policy 531-9 - Misconduct toward Game Officials**

### ***Section 1. General***

Misconduct against referees may occur before, during and after the match, including travel to and from the match. Misconduct may occur also at later times when directly related to duties of a game official as a referee.

### ***Section 2. Rule Application***

(A) This policy shall supersede all rules of Organization Members that pertain to assaults or abuse upon Federation referees, assistant referees, the manner and means of hearings, appeals, and rehearings in matters pertaining thereto.

(B) Nothing in this policy rule shall be construed to restrict or limit any league, event/tournament or State Association from applying equal or greater restrictions to anyone not listed in section 4(a)(1) of this policy (i.e., a spectator associated with a club or team).

(C) This policy shall not apply to players, coaches, managers, club officials, or league officials while participating in Professional League Member activities.

### ***Section 3. Terms and References***

As used in this policy --

- (1) "Referee" includes the following:

- (a) all currently registered USSF referees, assistant referees, 4<sup>th</sup> officials or others duly appointed to assist in officiating in a match.
  - (b) any non-licensed, non-registered person serving in an emergency capacity as a referee (under Rule 3040).
  - (c) any club assistant referee.
- (2) “Hearing” means a meeting of at least three neutral members, one of which is designated or elected to serve as chairman. The hearing shall be conducted pursuant to guidelines established by the State Association.
- (3) (a)
- (i) Referee assault is an intentional act of physical violence at or upon a referee.
  - (ii) For purposes of this policy, “intentional act” shall mean an act intended to bring about a result which will invade the interests of another in a way that is socially unacceptable. Unintended consequences of the act are irrelevant.
  - (b) Assault includes, but is not limited to the following acts committed upon a referee: hitting, kicking, punching, choking, spitting on, grabbing or bodily running into a referee; head butting; the act of kicking or throwing any object at a referee that could inflict injury; damaging the referee’s uniform or personal property, i.e. car, equipment, etc.
- (4) (a) Referee abuse is a verbal statement or physical act not resulting in bodily contact which implies or threatens physical harm to a referee or the referee’s property or equipment.
- (b) Abuse includes, but is not limited to the following acts committed upon a referee: using foul or abusive language toward a referee; spewing any beverage on a referee’s personal property; spitting at (but not on) the referee; or verbally threatening a referee.
  - (c) Verbal threats are remarks that carry the implied or direct threat of physical harm. Such remarks as “I’ll get you after the game” or “You won’t get out of here in one piece” shall be deemed referee abuse.

## **Abuse Regarding Junior Referees**

Abuse is a verbal statement or physical act **not resulting in body contact** which implies or threatens physical harm to a referee or their property or equipment. Abuse includes but is not limited to the following: using foul or abusive language, spewing any beverage on their personal property; spitting at (but not on) the referee; or verbally threatening with such remarks as “I’ll get you after the game” or “You won’t get out of here in one piece.” (As referenced above in D&A Section 8.1, Section 3, (4)(a))

In instances of Referee Abuse by an individual who has reached the age of 21 years against a junior referee (one who has not reached his/her 19<sup>th</sup> birthday), the abusing individual shall be suspended and banned from participating or being involved in all NCYSA sanctioned matters until such time as a D&A Hearing is conducted. Participation shall be construed widely, as opposed to narrowly. Participation shall include, but is not limited to the following: coaching, refereeing, managing a team, or spectating. This suspension shall apply to ALL NCYSA sanctioned matters.

In the event that the individual is found guilty of abuse of a junior referee following a D&A Hearing, the individual shall be suspended from all NCYSA sanctioned events for a period of no less than the next 6 scheduled matches of the team playing when the abuse occurred.

This period of suspension may be modified at the discretion of the D&A Committee if 1) the team is either a single season team and the suspension would carry over to the next season, or the team will not form in the next season, and 2) the abusing individual is involved with multiple teams.

The abusing individual shall be suspended from participating in any NCYSA sanctioned matters while the suspension is in effect. For example, if a person is suspended due to an event that occurred during Team A’s game, and the suspension shall last until October 1, 2012, the individual may not, among other things, coach, referee or be a spectator at any NCYSA sanctioned events until after October 1, 2012.

\*\*\*Approved by Executive Board on 10/9/12

#### ***Section 4. Jurisdiction and Hearings***

##### **(A) General**

- (1) When any amateur or professional player, coach, manager, club official or game official assaults or abuses a referee, the original jurisdiction to adjudicate the matter shall vest immediately in the responsible State Association which is affiliated with the United States Soccer Federation.
- (2) When an allegation of assault is verified by the State Association the person is automatically suspended until the hearing on the assault.
- (3) The State Association must hold a hearing within thirty (30) days of the verification by the Association of the abuse or assault or, if applicable, the thirty-day period provided by subsection (b)(3) of this section. If the Association does not adjudicate the matter within that period of time, original jurisdiction shall immediately vest in the Federation's Appeals Committee to adjudicate the matter, to which the same provisions as to the term of suspension shall apply.
- (4) Failure to hold the initial hearing shall not rescind the automatic suspension.
- (5) In cases of report of referee abuse, a hearing is held only when requested by the alleged assailant or otherwise deemed appropriate by the convening authority.

##### **(B) Events and Tournaments**

- (1) In the event an assault or abuse of a referee occurs in an event outside the alleged offender's home state, the referee shall (A) immediately notify the Event/Tournament Chairman, and (B) forward a copy of the game report and his/her comments on the incident to the Event/Tournament Chairman.
- (2) The Event/Tournament Chairman shall have the right to immediately convene a hearing at the site of the Event/Tournament, at which the alleged offender, the coach of the alleged offender when the offender is a player, and the game official should be present. Information presented at this hearing shall promptly be relayed to the alleged offender's State Association President by the Event/Tournament Chairman, both orally and in writing; however, failure to provide written information shall not restrict the offender's home State Association from taking action with regard to any referee abuse or assault.
- (3) Final jurisdiction shall vest with the alleged offender's home State Association. A hearing shall be held by that State Association within thirty (30) days of the receipt of the initial report of the abuse or assault on a referee.

#### ***Section 5. Penalties and Suspensions***

##### **(A) Assault**

- (1) The player, coach, manager, or official committing the referee assault is automatically suspended as follows:
  - (a) for a minor or slight touching of the referee or the referee's uniform or personal property, at least 3 months from the time of the assault;
  - (b) except as provided in clause (c) or (d), for any other assault, at least 6 months from the time of the assault;
  - (c) for an assault committed by an adult and the referee is 17 years of age or younger, at least 3 years; or
  - (d) for an assault when serious injuries are inflicted, at least 5 years.
- (2) A State Association adjudicating the matter may not provide shorter period of suspension but, if circumstances warrant, may provide a longer period of suspension.

##### **(B) Abuse**

The minimum suspension period for referee abuse shall be at least three (3) scheduled matches within the rules of that competition. The State Association adjudicating the matter may provide a longer period of suspension when circumstances warrant (e.g., habitual offenders).

## **Section 6. Appeals**

### **(A) Assault**

A player, coach, manager, or official who is found to have committed the assault may appeal to the Appeals Committee by following the procedures of Federation Bylaw 705 within ten (10) days from receipt of the decision of the State Association.

### **(B) Abuse**

A player, coach, manager, or official who is found to have committed the abuse may appeal to the Appeals Committee by following the procedures of Federation Bylaw 705 within ten (10) days from receipt of the decision of the State Association.

## **Section 7. Procedure for Reporting Assault and Abuse**

(A) Procedures for reporting of referee assault and/or abuse shall be developed and disseminated by the National Referee Committee to all Federation registered referees for use in their National State Association.

(B) Referees shall transmit a written report of the alleged assault or abuse, or both, within 48 hours of the incident (unless there is a valid reason for later reporting) to the designee of the State Association and the State Referee Administrator. For tournaments or special events, the referee shall transmit a written report to the tournament director on the day of the incident and to his home state SRA within 10 days of the incident.

## **8.2 - RECRUITMENT**

**Rule VI. Part 3.:** "Recruitment of players ..." is defined as any effort to induce a registered player of any team under the jurisdiction of this association to transfer from his/her team to a new team. Recruiting is any action or statement, made by any team official, as defined, either verbally or in writing that encourages or entices a player to register with a particular coach, team, club and/or organization. Recruitment of players by coaches or team officials, officers or representatives is prohibited with the defined exceptions:

- A. \*\*\*\*\*Any recruitment of players U14 and younger at the time of a tryout is prohibited and illegal.** There is no acceptable window of time where the recruitment of players is allowed. The time period between the first Monday after State Cup until June 30 is **NOT** an acceptable recruiting window for U14 and younger age groups.
  
- B.** Recruitment of all boys players U15 and older will only be allowed between the first Monday after State Cup Finals, until June 30. If the team the player is being recruited from is involved in USYS Regional Tournament or National Tournament an additional three (3) weeks will be added to the recruitment time. After June 30, (or the additional three (3) week period due to USYS Regional Competition), recruitment is prohibited and illegal. However if a team going to Regionals is actively recruiting or is involved with the try-out process any team can recruit their players.
  
- C. \*\*\***Recruitment of all girls players U15 and older will only be allowed between January 1<sup>st</sup> and June 30<sup>th</sup>. If the team the player is being recruited from is involved in the USYS Regional Tournament or National Tournament an additional three (3) weeks will be added to the recruitment time. After June 30, (or the additional three (3) week period due to USYS Regional Competition), recruitment is prohibited and illegal. However if a team going to Regionals is actively recruiting or is involved with the try-out process any team can recruit their players.

Team officials guilty of illegal recruitment shall be dealt with by the Board of Directors of NCYSA.

### **Guidelines for Recruiting**

1. Team representatives include parents and players.
2. Definition of any effort to induce will include but shall not be limited by the following:

- a. A player participating in any type of unauthorized practice or tryout with a team other than the one the player is currently registered. This restriction will not apply for a player who freely chooses to tryout for another team during the time period including the first Monday after the State Cup until June 30<sup>th</sup>. (Older girls from Jan. 1<sup>st</sup> to June 30<sup>th</sup>.)
- b. An offer or promise of college scholarships, free uniforms, discounted team fees, and/or negative statements which could affect the decision of a player regarding choice of teams.
- c. Guest players must have a signed authorization from their current teams' coach to participate in practices, scrimmages, camps, or games with another team. The coach of the team in which the guest player is playing, is responsible for the proper completion of this form or risk being found guilty of recruiting.

\*\*\* Approved 12/13/97      \*\*\*\* Approved 6/6/99      \*\*\*\*\*Approved 12/16/00

## 8.3 - PROTESTS

### What Constitutes a Valid Match Protest?

- Protests about the adequacy of the field: the objection must be made to the referee before the start of the game.
- Protests about the neutrality of the referee: the protesting coach must make his charges known to the referee. If the referee agrees and disqualifies himself, the senior lineman will become the referee. If the referee does not feel there is sufficient conflict, then the only avenue of appeal is to protest to the assigning authority. Such appeals are generally not upheld.
- Protests about the eligibility of a player to participate: If a team uses an ineligible player in a match, the match is forfeited. The sanctioning association (NCYSA) upon receiving written allegation will investigate and act accordingly.
- Protests about technical errors by the referee in applying the laws of the game during the match. The technical error must have affected or had the potential to affect the outcome of the match. The Protest must be based on FIFA Laws of the Game. Referee errors of judgment are not protestable.

### How to File a Match Protest?

- The protest must state the level of competition of the match (Classic, Challenge, Recreation).
- The protest must **state the rule violation**.
- A Recreation match protests must be filed with ~~by~~ the local Association and/or Recreation Scheduling League.
- A Challenge match protests must be filed with the appropriate Challenge Scheduling League.
- A Classic Protest must be filed in writing **48 hours** (excluding weekends and holidays) after the match. Mail to:

NCYSA  
PO Box 18229  
Greensboro, NC 27419

For a Classic match protest, the fee of **\$100.00 (certified check or money order) must** accompany the protest. For Recreation and Challenge, check the protest fee at the local level.

This procedure must be followed and the timeline adhered to or else there is no protest.

### Classic Protests

- Upon receipt of protest, it will be forwarded immediately to VP of Classic for investigation and preliminary decision.
- You will be notified of the preliminary decision which is binding unless an appeal is filed within 7 days of receipt of decision and the proper fee (\$100.00, certified check or money order) is enclosed with the appeal. The appeal process is included with the preliminary decision.

# Official NC Youth Soccer Discipline and Appeals Forms





## FORMAL COMPLAINT FORM

1. Date Submitted: \_\_\_\_\_
2. Complaint by: \_\_\_\_\_
3. Status/Official Position (President, Coach, Parent, etc.): \_\_\_\_\_
4. Phone Numbers: (w) \_\_\_\_\_ (h) \_\_\_\_\_
5. E-mail Address: \_\_\_\_\_
6. Mailing Address (must be a residence or business street address, not a PO Box)  
\_\_\_\_\_  
\_\_\_\_\_
7. Association/Affiliation: \_\_\_\_\_
8. Please summarize the complaint/violation and the relevant NCYSA governing rule alleged to have been violated. If additional space is needed, you may attach additional pages.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. State Name of alleged violator: \_\_\_\_\_
10. Alleged violator's Phone number (if available): \_\_\_\_\_
11. E-mail Address (if available): \_\_\_\_\_
12. In order to state a valid complaint, you must specify in reasonable detail all relevant factual allegations (e.g. persons involved, locations of events, chronology of events, etc.) of which you have personal knowledge. You may attach additional pages. Unspecified allegations based on hearsay generally will not be sufficient.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Name of Witness(es) Status/Title (Referee, administrator, coach, parent) Phone Number

---

1.

---

2.

---

3.

---

4.

---

Additional Comments:

---

---

---

---

Name of Association Discipline and Appeals (D & A) Representative:

---

---

I verify my knowledge of this complaint being filed with North Carolina Youth Soccer Association's Discipline and Appeals Committee.

---

Signature of Association D&A Representative

Date

***PLEASE ATTACH SUPPORTING DOCUMENTS*** (Examples: letters, match report, e-mail, Referee report, etc.)

Mail to: NCYSA – Attn: Discipline & Appeals - PO Box 18229 - Greensboro, NC 27419

Shipping Address: NCYSA – Attn: Discipline & Appeals - 136 Manley Avenue - Greensboro, NC 27407

# North Carolina Youth Soccer Association

P.O. Box 18229  
Greensboro, North Carolina 27419  
State Office 336.856.7529  
Fax 336.856.0204

www.ncsoccer.org



## NOTICE OF APPEAL

\_\_\_\_\_  
***PLEASE ATTACH NON-REFUNDABLE APPEAL FEE: \$300 (Cashier's check or Money Order ONLY)***  
\_\_\_\_\_  
**PLEASE ATTACH COPY OF THE DECISION**  
\_\_\_\_\_  
***PLEASE ATTACH COPY OF STATEMENT OF APPEAL FORM***

A. Individual/Organization Filing Appeal (the "Appellant"):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Street/PO Box City State Zip

Home Phone \_\_\_\_\_ Home Fax \_\_\_\_\_

Work Phone \_\_\_\_\_ Work Fax \_\_\_\_\_

B. Opposing Party (The "Appellee")

Name/Group: \_\_\_\_\_

C. \*Date of Decision being Appealed: \_\_\_\_\_

*\*Appellant: Please be sure to attach a copy of the decision being appealed to this notice of appeal.*

D. Date Decision was received\* by Appellant: \_\_\_\_\_

\*Appellant has ten (10) days from date of receipt of the decision within which to file this notice of appeal with the NCYSA Appeals Committee, to the attention of the person and at the address set forth below:

I hereby certify that a true and correct copy of this Notice of Appeal, together with appropriate non-refundable appeals fee in the amount of \$300 (in the form of a cashier's check or money order), made payable to: North Carolina Youth Soccer Association (NCYSA), has been sent to:

North Carolina Youth Soccer Association  
c/o Discipline & Appeals  
PO Box 18229, Greensboro, North Carolina 27419

I further certify that a true and correct copy of this Notice of Appeal was sent to the Chairman of the NCYSA Discipline and Appeals Committee: Bill Sweeney, C/O: NCYSA, PO Box 18229, GSO, NC 27419

Dated: \_\_\_\_\_

---

Signature of Appellant

---

Print Name

# North Carolina Youth Soccer Association

P.O. Box 18229  
Greensboro, North Carolina 27419  
State Office 336.856.7529  
Fax 336.856.0204

www.ncsoccer.org



## STATEMENT OF APPEAL

D. Individual/Organization Filing Appeal (the "Appellant"):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Street/PO Box City State Zip

Home Phone \_\_\_\_\_ Home Fax \_\_\_\_\_

Work Phone \_\_\_\_\_ Work Fax \_\_\_\_\_

E. Statement of Appeal:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that upon receipt of my Notice of Appeal, Statement for Appeal, and fee; the NCYSA Discipline and Appeals Committee will notify me as to the procedures for the appeal.

Date: \_\_\_\_\_

Signature of Appellant \_\_\_\_\_

Print Name \_\_\_\_\_