

MORGANTOWN (BUCKSKIN SOCCER) ADULT SOCCER LEAGUE MANUAL

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MORGANTOWN ADULT SOCCER LEAGUE (BUCKSKIN SOCCER)

Chapter 1

CONSTITUTION

1.1 NAME:

The name of this organization is Morgantown Adult Soccer League. Herein called Buckskin Soccer.

1.2 PURPOSE:

To foster and advance the cause of adult soccer within the territory under the jurisdiction of the Buckskin Soccer. The primary purpose is to plan, establish, approve and administer all rules and regulations of all play sponsored by and under this association and to provide for the prompt and equitable resolution of grievances in the Buckskin Soccer.

1.3 BOUNDARIES:

Boundaries of Buckskin Soccer shall consist of all that certain territory in the northern part of West Virginia

1.4 COLORS:

The representative colors of Buckskin Soccer shall be blue and gold.

1.5 ORGANIZATION:

The Buckskin Soccer shall operate pursuant to the laws of the State of West Virginia and the United States of America.

1.6 AFFILIATION:

The Buckskin Soccer shall be affiliated through the West Virginia Soccer Association, with the United States Soccer Federation, Inc. and the United States Adult Soccer Association. The Buckskin Soccer will recognize and comply with their authority and pay the appropriate annual affiliation fees and registration fees.

1.7 NON-PROFIT STATUS:

The Buckskin Soccer shall operate as a non-profit organization.

1.8 HEADQUARTERS:

The headquarters of the Buckskin Soccer shall be within its territorial boundaries as defined in 1.3. The Buckskin Soccer headquarters shall be determined from time to time by the voting members of the Buckskin Soccer (herein after referred to as the Buckskin Soccer) or by the Board of Directors in whom the association may vest such authority. All general meetings shall be held within the territorial limits defined in 1.3.

1.9 JURISDICTION:

The Buckskin Soccer shall have jurisdiction over all members. Each member shall retain their own autonomy, but will adhere to the constitution, by-laws and rules and regulations of the Buckskin Soccer, West Virginia Soccer Association (WVSA) and will comply with their authority and allow representatives of the WVSA to attend any such meetings with the privilege of the floor. Upon request each person listed in 1.10.7 will complete the volunteer staff disclosure form, and submit the forms to the WVSA. Honor all suspensions issued by WVSA, its members or US Soccer.

1.10 ADMINISTRATION:

1.10.1 RULES OF ORDER:

The current edition of the Robert's Rules of Order shall run all meetings.

1.10.2 GOVERNMENT OF THE BUCKSKIN SOCCER: The Buckskin Soccer shall be governed by its members, which shall consist of the Board of Directors (the elected officers of the league and the recognized At-Large representatives), each of whom shall be entitled to a vote. No representative or officer shall be entitled to vote on behalf of more than one office. Only the recognized representative or officer will have the right to vote at the meeting. Any elected officers or delegates may introduce anyone to speak provided he has the permission of the chair.

1.10.3 ANNUAL GENERAL MEETING (AGM):

The AGM of the Buckskin Soccer shall be held in March or April of each year as determined by the Board of Directors with a minimum of thirty days notice to the membership. The notice shall include the meeting

agenda. The order of business for such meeting shall be:

Roll Call and Vote Accreditation
Approval of minutes of previous meeting
Communications
Reports of the BOD
Reports of Chairpersons of Committees
Unfinished business
Amendments to Constitution and by-laws
Election of Officers
New Business
Adjournment

1.10.4 GENERAL BOD MEETINGS:

The President or any three members of the Board of Directors shall determine the time and place for a general meeting with a minimum of ten days notice to the membership. The order of business for such a meeting shall be:

Roll Call
Approval of minutes of previous meeting
Communications
Continuing business
Reports of Officers and Committees
New Business
Good of the Game
Adjournment

1.10.5 SPECIAL MEETINGS:

The president or any three members of the Board of Directors, unless otherwise prescribed by the constitution and bylaws, may call special meetings of the Buckskin Soccer for any purpose or purposes. Business transacted at all special meetings shall be confined to the purpose stated in the notice of the meeting.

1.10.6 ATTENDANCE:

All meetings are open to any member of this organization.

1.10.7 BOARD OF DIRECTORS (BOD):

Its board of directors, which shall consist of the elected officers, shall manage the business and affairs of the Buckskin Soccer. Each director shall have one vote, in accordance with 1.10.2. The Board of Directors shall transact all business of the Buckskin Soccer and shall have the power to enforce the laws of the game, rules of the United States Soccer Federation and the constitution and by-laws and rules and regulations of this league.

1.10.7.1 Meetings of the Board of Directors:

The Board of Directors shall meet a minimum of four times a year. Such meetings shall be held at the discretion of the president at a time and place appointed by the President with a minimum of ten days notice to all members. Meetings may be held in person or by conference call. A simple majority constitutes a quorum.

1.10.8 Notice: Notice can be given via US mail, email, the Buckskin Soccer website, the media (newspaper or radio) or by phone.

1.11 Elected Officers:

The Officers shall be elected for a term of two years and may succeed themselves in office. Elections shall be held at the annual general meeting with one half of the Officers being elected each year in the

following manner:

President	Even year
VP- Disciplinary Chair	Odd year
Secretary	Even year
Treasurer/Registrar	Odd year
At-Large Representative	Even year
At-Large Representative	Odd year
At-Large Representative	Even year

No person may serve more than three consecutive terms in one office unless the office is uncontested, in which case, they may serve three more terms.

1.11.1 Term of Office: The term of office shall be from May 1 to April 30.

1.11.2 Actions of the BOD Ratified:

The Board of Directors shall ratify all actions of Special Committees at its next meeting. The Board of Directors may delegate various authority to a Special Committee, which shall conduct business between meetings of the board of directors.

1.11.3 Authorities and Compliance: Except as provided for in the USS Federation, the USASA bylaws and the WVSA Constitution and by-laws, Buckskin Soccer has exclusive jurisdiction over its own programs and activities

The Buckskin Soccer will do the following:

1.11.3.1 Comply with all bylaws, policies, and requirements of the WVSA, to the extent applicable.

1.11.3.2 Submit for approval, when requested to the WVSA, copies of its constitution or articles of incorporation, bylaws, policies, procedures, rules, and regulations not later than 90 days after request.

1.11.3.3 Submit to the WVSA the current annual reports and financial statements within 90 days after the start of the Federation's seasonal year.

1.11.3.4 Register with the WVSA at least each seasonal year the names and addresses of all players, coaches, and teams and organization administrators.

1.11.3. 4.1 All such individuals shall have the membership rights accorded to the under WVSA bylaws.

1.11.3.5 Pay all fees due the Federation, USASA and WVSA by the deadlines that the fees are required to be paid

1.11.3.6 Comply with the Amateur Sports Act, to the extent applicable.

1.11.3.7 Sanction must be obtained from the WVSA and/or USS Federation prior to conducting any soccer competition between teams outside the jurisdiction of the Buckskin Soccer.

1.11.4 League responsibilities:

1.11.4.1 Membership in Buckskin Soccer shall be open to any soccer player, coach, trainer, manager, administrator and official not subject to suspension under US Soccer law 24.1, section 4 and to any amateur soccer organization located in WV.

1.11.4.2 Buckskin Soccer shall not discriminate against any individual on the basis of race, color, religion, age, sex or national origin.

1.11.4.3 The West Virginia Soccer Association articles of incorporation, bylaws, policy and requirements take precedence over and supersede the governing documents and decisions of Buckskin Soccer and its members to the extent applicable under state law, and Buckskin Soccer and its members will abide by those articles, bylaws, policies and requirements.

1.11.4.4 Buckskin Soccer will not join any organization that has requirements that conflict with WVSA articles, by laws, policies and requirements

1.11.4.5 Buckskin Soccer will abide with WVSA bylaws, policies and requirements when playing teams from other leagues.

1.11.4.6 All actions taken by the Executive Committee, officers and committees of Buckskin Soccer shall be available to the membership.

1.11.4.7 Buckskin Soccer will do the following:

1.11.4.7.1 Submit changes to those documents to the WVSA for approval not later than 90 days after adoption.

1.11.4.7.2 Make copies of those documents available to the membership.

1.11.4.8 Buckskin Soccer will provide equitable and prompt hearing and appeal procedure to

guarantee the rights of individuals to participate and compete.

1.11.4.9 Buckskin Soccer has policies prohibiting sexual and physical abuse and shall insure that those policies meet the criteria established by US Soccer subject to any contrary requirements of WV State Law.

1.11.4.10 Buckskin Soccer will allow the WVSA to review all documents and procedures, on request, not less than once every four years to determine compliance with US Soccer articles, bylaws, policies and procedures.

1.12 DISSOLUTION:

If for any reason the Buckskin Soccer intends to dissolve, the WVSA shall be notified immediately. The assets of Buckskin Soccer shall be held for one (1) year by the WVSA. If a new adult league in the same area is formed, the assets of Buckskin Soccer shall be transferred to the new league. If a new adult league is not formed, the assets shall be distributed among the Youth Soccer Organizations in Monongalia County in accordance with WV State Law and WVSA bylaws.

1.13 AMENDMENTS:

Amendments to this constitution may be amended at the AGM. Any amendments must be published to the membership 30 days in advance of the AGM. No proxies will be permitted.

1.13.1 Three-fourths of the members eligible to vote are required to amend this constitution, providing a quorum is present.

1.13.2 Amendments are effective at the close of the AGM.

1.13.3 The Buckskin Soccer Board of Directors and/or Executive Committee is authorized to make necessary changes to the Buckskin Soccer Constitution, bylaws, policy and procedures to ensure compliance with WVSA constitution and by-laws and US Soccer bylaws.

1.14.RATIFICATION:

Ratification and signature of ten of the members of the Morgantown Adult Soccer League shall be sufficient for the establishment of this constitution in the following form:

In witness thereof, we have thereunto subscribed our names the 4th day of April 2005.

Morgantown Adult Soccer League

Chapter 2

By-laws

April 4, 2005

2.1 MEMBERSHIP

2.1.1 MEMBERSHIP IN THE Buckskin Soccer

Membership in Buckskin Soccer, and any Buckskin Soccer member, shall be open to any soccer player, coach, trainer, manager, administrator and official not subject to suspension under USSF Law 24.1, Sec.4. Membership in Buckskin Soccer shall also be open to any player 18 years and older. See section 6 of the By-laws. The Board of directors has final authority to determine the qualifications of, and to accept or reject, any application or status of membership. Any youth player must comply with the existing WVSA, USASA, USYSA and the USSF rules of participation.

2.1.2 Requirements: Any person that desires to join Buckskin Soccer shall do the following:

2.1.2.1 Register on the proper form supplied by the Registrar.

2.1.2.2 Pay the fees specified by the Board of Directors.

2.1.2.3 Agree that all coaches, trainers, administrators and officials will comply with all child safety, non-discrimination, sexual and physical abuse requirements of Buckskin Soccer, United States Soccer Federation (USSF), United States Adult Soccer Association (USASA) and the West Virginia Soccer Association (WVSA).

2.1.3 Acceptance: The Executive Board by a majority vote may grant probationary membership to any soccer club or team or player that meets all requirements of 2.1.2. The Board of Directors must vote on full membership at the next general meeting,

2.1.4 Team Representation: Buckskin Soccer will recognize only one representative or Team Captain from each club and/or team at a Special Meetings. A written proxy signed by a team captain who has registered as a team captain will be accepted.

2.1.5 Autonomy: Each Buckskin Soccer team, club or member will maintain his or her own autonomy in all areas not specifically mentioned.

2.1.6 Territory: There are no exclusive territories in the Buckskin Soccer. Any club, team or individual may join with the Buckskin Soccer.

2.1.7 ASSOCIATE MEMBERSHIP: Any soccer organization that does not directly register players or teams, but wants to sponsor soccer programs and or events through Buckskin Soccer, that wishes to affiliate with Buckskin Soccer, may do so after paying the fees set by the BOD and completing the registration process.

2.1.7.1 Representation: Associate members shall elect one member to the BOD and shall have a total of one vote at any meeting of the Board of Directors.

2.1.8 DENIAL OF MEMBERSHIP:

2.1.8.1 Deny/Suspend: The Buckskin Soccer will deny membership or employment or dismiss any persons convicted and suspend any person arrested for child abuse, physical abuse, domestic violence, sexual abuse or any felony or other crime which is detrimental to soccer players, in accordance with WV Law, WVSA, USYSA, USASA and US Soccer bylaws, policies and procedures.

2.1.8.2 Right to Appeal: Any soccer organization or individual that feels they have been unfairly excluded from membership in Buckskin Soccer shall have the right to appeal to WVSA.

2.1.9 RESPONSIBILITIES AND RIGHTS OF MEMBERS: All Buckskin Soccer members and individuals who are associated with any Buckskin Soccer member organization agree to accept the Jurisdiction and Authority of Buckskin Soccer and USSF and WVSA. All members of Buckskin Soccer are members of the USSF and WVSA and have all rights granted to them by the bylaws.

2.1.9.1 Good Standing: All Buckskin Soccer member organizations must do the following in order to remain in good standing with Buckskin Soccer.

2.1.9.1.1 Pay all dues, fees and assessments to Buckskin Soccer when due.

2.1.9.1.2 Dues are payable at the time of registration.

2.1.9.1.3 All players, coaches, administrators, trainers, officials and associate members that are part of the Buckskin Soccer members program must be properly registered with Buckskin Soccer each seasonal year.

2.1.9.1.4 All registrations must be filed with the registrar using the forms and computer programs approved by the WVSA. Registration deadline is by midnight of June 30.

2.1.9.1.5 The registrar may extend the deadlines upon written request for good cause with the approval of the Board of Directors.

2.1.9.1.6 Each member must provide and maintain an up to date mailing address and phone number to the Buckskin Soccer registrar.

2.1.9.1.7 Failure to Comply: Any Buckskin Soccer member that fails to comply with one or more of the sections of this rule (2.1.9) will be considered not in good standing.

2.1.9.2 A member not in good standing will mean that member will be denied:

1. Entry into WVSA cups and tournaments.
2. Entry into any tournament sponsored by a WVSA member.
3. Permission to play or travel out of WV.
4. Permission to host games or tournaments.

2.1.9.3 A team not in good standing will mean that the team and its registered players will be denied:

1. Permission to play games or tournament.
2. The right to vote, of a Board member at any Buckskin Soccer meeting.
3. The right to register.
4. The right to sponsor any soccer program.

2.1.9.4 Any Buckskin Soccer member that remains in 'not in good standing' for a period of 60 days or at the end of the seasonal year may have its membership revoked by a majority vote or the Board of Directors.

2.1.9.5 Any member found not in good standing may be brought in good standing by the fulfillment of all membership obligations and a majority vote of the BOD.

2.1.9.6 Any member found not in good standing may appeal to WVSA.

2.1.9.7 A report shall be sent to the WVSA office.

2.1.9.8 Jurisdiction over members: Every team, club or individual member that accepts membership in Buckskin Soccer thereby agrees to accept the jurisdiction of Buckskin Soccer, WVSA, and or USASA and US Soccer. Further, each member accepts supports and adheres to their regulatory authority as provided and as may hereafter be formulated through such rules, regulations, policies, procedures, constitution and bylaws, which they may enact.

2.2 BOARD OF DIRECTORS: Each member of the board of directors is to receive a copy of the constitution and by-laws.

2.2.1 Board of Directors:

2.2.1.1 Selection: Elected by the Members at the AGM.

2.2.1.2 Duties:

2.2.1.2.1 President: The president of the league shall preside at all league meetings. The president shall appoint all service committees with the advice and consent of the Board of Directors. The President shall cast the deciding vote in the event of a tie at any meeting, or the President may waive the right to do so. The President may appoint any delegate to the WVSA or other association with the advice and consent of the Board of Directors. The President shall submit an annual report in writing at the Annual General Meeting and said report shall become a part of the minutes of such meeting. The President may sign checks when the Treasurer is not available.

2.2.1.2.2 Vice-President: The executive vice-president shall succeed to the office of president in the event that that office becomes vacant. He shall serve in that office until the next annual general meeting at which time the office is scheduled for election. Upon becoming president, he shall call a special election to fill the office of executive vice-president. The executive vice-president shall succeed to the powers of president in the president's absence. The executive vice-president or his representative shall chair the Appeals and Disciplinary Committee. The executive vice-president shall submit an annual report in writing at the Annual

General Meeting and said report shall become a part of the minutes of such meeting. This report is to include any decision of the Appeals and Disciplinary Committee along with a report of the referee's issue of any cautions and ejection during the seasonal year. In the event the Executive Vice- President is a team member of a matter brought before the Appeals and Disciplinary Committee, a member of the Executive Committee will chair the Appeals and Disciplinary Committee or appoint a chairperson.

2.2.1.2.2.1 Appeals and Disciplinary Committee Procedures: See Section 4 of the By-laws.

2.2.1.2.3 Secretary: The secretary shall keep minutes of the Board meetings and shall distribute written copies to all members prior to the next meeting. Minutes should include detailed description of any decisions made. The minutes should also briefly summarize any discussion held that did not come up for a vote. Minutes shall be filed and held for five years. The secretary, with the help of the registrar shall maintain a mailing list for all registered members. The secretary shall be the custodian of the league's records. The secretary shall prepare and sign all legal documents for the Buckskin Soccer. The secretary will send an annual calendar to all members when finalized. The secretary shall send copy of the minutes as well as copies of all official documents to the WWSA Office. The secretary will certify the voting members and a quorum is present and each meeting.

2.2.1.2.4 Treasurer/Registrar: The treasurer shall serve as the financial officer of the league and shall be responsible for coordinating budget, appropriations, and complete financial reconciliation. The treasurer's duties include writing checks for league expenses. Keep all records in a secure place. Present in writing a budget, an income and expense report and a balance sheet once a year at the AGM and at BOD meetings.

As Registrar: The registrar shall be responsible for the registration and eligibility of all players and teams within the jurisdiction of the Buckskin Soccer. The registrar may appoint such assistant registrars, as the Registrar deems necessary to carry out this function, with the advice and consent of the Board of Directors. The Registrar shall be the co-chairperson of the Appeals and Disciplinary Committee, advisor to the Tournament Procedures and Rules Committee and the Coaches and Player Development Committee. The Registrar may suspend players and or teams for failure to register properly. The Registrar shall report, in writing, all such actions taken to the Appeals and Disciplinary Committee for review and further action.

2.2.1.2.5.1 Registration Procedures: See Section 3.

2.3.1 Team Representatives:

2.3.1.1 Selection: The team representative may be the team captain or a team member chosen by the team. Only one team member shall represent at Special meetings.

2.3.1.2 Duties: To represent their team at a Special Meetings called by the BOD. The team captains also interface with the BOD officers, referees and players.

2.4 STANDING COMMITTEES:

2.4.1 Registrar Committee: the Treasurer/Registrar with the advice and consent of the Board of Directors shall appoint the members.

2.4.1.1 Registration Procedures: See Section 7.

2.4.2 Referee Committee: the Referee Chairperson with the advice and consent of the Board of Directors shall appoint the members. The referee Coordinator shall assign referees to all matches throughout the regular season as well as the playoffs and any additional games that the Buckskin Soccer may hold. The Referee Chair shall forward all referee reports and Player Passes the A & D Committee.

2.4.2.1 Referees: See Section 8.

2.4.3 Scheduling Committee: the Scheduler with the advice and consent of the Board of Directors shall appoint the members. The Scheduler shall schedule games for the season after receiving final word on the number of teams from the Executive Committee. They will be responsible for sending the final written schedule to the Executive Committee for final approval.

2.4.4 Programs/Tournaments Committee: the President with the advice and consent of the Board of Directors shall appoint The Programs/Tournaments Committee. They are the committee that is in charge of all tournaments. In addition, this committee will handle public relations.

2.4.5 Appeals & Discipline Committee: The chairperson of this committee shall be the Vice-President of the Buckskin Soccer. This committee shall follow the guidelines and procedures set out by the WWSA, USASA and the US Soccer Federation.

2.4.5.1 Right of Protest: All individual and team members of the Buckskin Soccer have the right to protest any finding against them, in accordance with USSF by-laws, policies and requirements prior to any suspension taking place excluding, in the case of referee assault, and Red Card match minimum suspensions, all Buckskin Soccer members have full rights as granted by the WWSA and the USSF at all levels of this process.

2.4.5.2 Appeals and Disciplinary Procedures: See Section 4.

2.5 AMENDMENTS:

2.5.1 The By-Laws of the Morgantown Adult Soccer League may be amended at any meeting of the Buckskin Soccer by a majority vote of all members of the Morgantown Adult Soccer League who are allowed to vote. The membership (see 2.1-membership) shall be notified of any changes.

2.6 RATIFICATION:

Ratification and signature of ten of the members of the Morgantown Adult Soccer League shall be sufficient for the establishment of these by-laws in the following form:

In witness thereof, we have thereunto subscribed our names the 4th day of April 2005.

Morgantown Adult Soccer League

Chapter 3

Rules of Play

And changes to the FIFA Laws of the Game for all divisions

April 4, 2005

3.0 The Spirit of the Game: The USSF current edition of the Laws of the Game shall be used. Participants are expected to uphold a high degree of sportsmanship at all times. Any use of profanity or harassment because of race, color, religion, age or national origin or arguing with officials will not be tolerated. The

safety of the participants is of primary importance to the referee crew. The referee's decision as regards safety is final. The **team captain** is permitted to approach the referees during a stoppage of the game to clarify a call made by the referee. Referees are expected to help the participants understand the Laws of the Game. All participants, especially first time players, should realize the importance of staying under control at all times on the field or off the field. A collision between two adults running at full speed can easily injure both players. Consequently, if a player is running for a loose ball, he or she must always be able to stop or change course to attempt to avoid a collision. Goalkeepers who go down on the ground to collect balls should be careful not to injure players. This is especially true in Division C. **ALWAYS REMEMBER THAT THE PURPOSE OF THE PROGRAM IS TO HAVE FUN AND WINNING A GAME IS NOT WORTH AN INJURY TO ONE'S SELF OR ANOTHER PLAYER**

Clarifications/Modifications to The laws of the Game;

3.1 The Field of Play: No change.

3.2 The Ball: No change

3.3 The Number of Players:

3.3.1 Roster & Player Pass Cards: A roster along with player passes shall be given to the referees before the game may start. The player pass cards will be held by the referees until after the game. The referees and the team captains must remember to collect their player passes after the game. If a player is ejected from a game the player's pass card shall be sent to the league with the referee's report. When player passes are not available, for the whole team (this does not apply to individual players) the center referee shall require some form of identification. Each team's roster shall have no more than twenty five players. A Player can play in more than one division but can only play on one team in each division. Players in the A Division may also play in the B Division but not the C Division.

3.3.1.1 'B' Division

In order to play men must be 30 years of age or older and females must be 18 years of age or older. Two females must be on the field of play at all times. If a female is not on the field of play the team will play down by one person.

3.3.1.2 'C' Division

Players must be 18 years of age or older. Two females must be on the field of play at all times. If a female is not on the field of play the team will play down by one person.

3.3.2 Substitutions: Unlimited substitutions shall be allowed to the teams in the following circumstances: during an injury, after a goal has been scored, at half time and during a goal kick. The team that is in possession of the ball at a throw-in (in the team's favor) may substitute. The substitute must be at the half way line prior to the substitution. The player leaving the field may leave the field in any direction. The player leaving the field must inform the referee he/she is leaving the field of play. The referee may allow a substitute to enter the field prior to the other player leaving the field of play. However, the substitute entering the field does not become a player until the other player is off the field.

3.3.2.1 Games (C Div): Substitutions may be made at any stoppage of play. The active player must be off the field before the substitute may enter. Goalkeepers are substituted during a stoppage of the game.

3.3.3 Registration: Any person under the age of 18 years of age may NOT play in the WVSA Adult. Only registered players may participate. To be properly registered a player must fill out and sign the designated Registration Form (s) and pay the registration fee before the player may participate in a sanctioned game. If a player who is not registered participates in a sanctioned game(s) the team will forfeit that game(s). The registrar will set a date by which every player must have a completed player pass. A completed player Pass will be filled out with the information required, a picture of the player and sealed. It is the player's responsibility to notify the league when the player's address or phone number changes. Every player must meet the age requirements of that particular Division — **NO EXCEPTIONS!**

3.3.3.1 Requirements for playing in more than one Division: A Division players may not play in 'C' Division. Players may only play for one team per division.

3.3.3.1.1 Addition Fee to play in more than one Division:

If the player is an A Division player and the player wishes to play in B Division the player must pay an

additional registration fee. If a player wishes to play in both B and C Divisions the player must first pay the registration fee for B Division and then pay an additional registration fee to play in the C Division.

3.3.2 Replacing Player Passes: There will be a \$5.00 fee for replacing a Player Pass.

3.3.3 Late Registration: A late registration fee of \$5.00 will be assessed on a player's registration not received the day before the first scheduled league game. The Registrar has the power to waive the late registration fee.

3.4 The Player's Equipment: A player must not use equipment, which is dangerous to himself or another player. The referee at the field makes the final decision.

3.4.1 Law 4 — Shin guards: Mandatory

3.4.2 Shirt Conflicts: The home team shall be required to change their shirts in the event of a shirt color conflict.

3.4.3 Casts:

1. Player must have a doctor's release stating they can play soccer with a cast.
2. A Buckskin Soccer release of liability must be signed.

NOTE: The above two items must be presented for the referee's records at each game.

3. The cast must be padded to make it safe for all participants.
4. The referee will make the final decision.

3.4.4 Hats/Headgear: No hats or headgear may be worn with the following exceptions:

1. Soft billed caps for goalkeepers per FIFA
2. Religious headgear per USSF
3. Soft caps (no bills) or headbands in cold weather
4. Headgear for medical reasons under the following conditions:
 - a. Soft, closed cell material
 - b. US Soccer Specific Release signed by player or parent
 - c. Doctor's written permission to play soccer with headgear.

NOTE: The above two items must be presented for the referee's records at each game.

d. Approval in advance by WWSA

5. Any exception is with the approval of the referee. In such cases the liability will remain with the Center Referee

3.4.5 Jewelry: NO JEWELRY IS PERMITTED. THE EXCEPTIONS ARE WEDDING BANDS, MEDICAL BRACELETS AND MEDICAL NECKLACES. WRITTEN INFORMATION MUST BE VISIBLE AND CHAINS MUST BE SECURED WITH TAPE.

3.5 The Referee:

3.5.1 Report: A USSF written Referee Report shall be submitted for each game. Team rosters, player passes for players sent off, and any doctor's permission note(s) pursuant to Rule 3.4.3 Item 1 or Rule 3.4.4 Item 4 © along with 3.4.3.2 shall be attached to this report and sent to the Buckskin Soccer Vice President.

3.5.2 Decision of the Referee: "The decisions of the referee regarding facts connected with play are final. The referee may only change a decision on realizing that it is incorrect or, at his discretion, on the advice of an assistant referee, provided that he or she has not restarted play."

3.6 The Assistant Referee:

3.6.1 Games (C Div): Assistant Referees will not be used. It will be the responsibility of the team captains to provide one Club Assistant per team. Their only duty is to indicate when the ball has gone out of touch.

3.7 The Duration of the Match: A match abandoned after a suspension of play, provided the game has completed the first half, will stand as a complete match. The score at the time of a suspended or termination shall be the final score. The Appeals and Disciplinary Committee will review all suspended and terminated games. Any game that is to be re-played will be replayed in its entirety. The prior incomplete match shall be null and void.

3.8 The Start and Restart of Play: If a team does not have at least seven players on the field fifteen minutes after the scheduled start of the game, the game is considered a forfeit. A scrimmage may then be played. The assigned referees are expected to stay and referee the scrimmage. Only registered players may participate!

3.9 The Ball: In and Out of Play: No Change

3.10 The Method of Scoring: Tie games will remain ties during regular season play.

3.11 Offside: No Change.

3.12 Fouls and Misconduct:

3.12.1 Minimum Sanctions: The Appeals and Disciplinary Committee shall review each caution, send-off, suspensions and game termination or other report by a member of this organization. Any player receiving a caution in three games in the same division during the season will receive an automatic minimum one game suspension to take effect and to be served by the player at the next regularly scheduled (1) game in that division. Any player receiving five cautions during any season in the same division will sit out a minimum of the next regularly scheduled (1) game in that particular division. If a player receives yellow/red in a game, that player will sit out a minimum of the next regularly scheduled game in that particular division. If a player receives hard red in a game, that player will sit out a minimum of the next regularly scheduled (1) games in that particular division. If a player is ejected from a game a second time during the Seasonal Year, that player will sit out a minimum of the next two (2) regularly scheduled games in all divisions. In the event of third ejection during a seasonal year, the player is suspended from all games in all divisions. In addition, the WWSA VP of Amateurs will hold an inquiry for further action. The sanctions listed above are the minimum required by this league. Any additional penalties require a hearing. The player will serve sanctions not served in one season in the next season after registering to play.

3.12.2 B & C Div): NO SLIDE TACKLES ARE PERMITTED. A slide tackle is to be judged as dangerous play which results in an indirect kick.

3.12.3 'C' Division: THE GOALKEEPER IS NOT TO BE CHARGED.

3.13 Free Kicks: No Change

3.14 The Penalty Kick: No Change.

3.15 The Throw-in: The throw-in must be taken from one yard in any direction from where the ball went into touch.

3.16 The Goal kick: No Change.

3.17 The Corner Kick: No Change

3.18 Technical Area: The technical or team benches and a center area will be on one side of the field. These areas will consist of one area for each team and one area in the center for the game officials. See FIFA Laws of the Game.

3.19 Common Sense: Both teams must pick up all trash before they leave the field for the day.

3.20 Protests and Appeals: A team is free to protest. Notice of appeal must be made in writing or by electronic mail to the Chairperson of the A & D Committee within 48 hours of the completion of the match in question. The player who is affected must make the appeal unless it concerns the team as a whole in which case the captain will make the appeal. The Chairperson of the A & D Committee must receive a written report of protest, by US Mail or by hand delivery, within 5 days of the incident accompanied with a payment of \$50.00. The BOD may waive the fee at its discretion. If the fee is not waived the following rules shall apply: When the Committee rules against the person protesting, the \$50.00 the fee shall be retained by Buckskin Soccer. When the Committee finds in favor of the person protesting the fee shall be returned.

3.20.1 Other Incidents and Concerns: This league does not discriminate against any individual on the basis of race, color, religion, age or national origin. Any incident (this includes but is not limited to racial comments or gender harassment) on or off the field during a sanctioned event is to be reported in writing to the Chairperson of the A & D Committee. Any member of the Buckskin Soccer may submit their concern, in writing, to a member of the Executive Board. Any referees hearing such comments are directed to consider such comments a foul language and eject the individual.

3.21 Games Played Under Protest: The referee must receive a written protest for the game to be played under protest.

3.22 Scheduling and Ranking Teams:

An individual or committee will make up a schedule at the beginning of each season. The ranking will be based on the win/lose record during the season. This record will not include play-off wins or losses.

3.23 Tournaments: A play-off may be held at the end of the particular season at the discretion of the Board for Divisions A and B. Placement will be determined by the win/loss record of the team. The most favorable Play-off schedule being given to the highest ranked team. The next ranked team will receive the next favorable schedule and so forth. To participate, each team will be required to pay \$60.00. This amount will be returned as long as the team fully participates in each of the team's play-off game(s). If the team does not participate in a scheduled play-off game the deposit will be retained by the Buckskin. A forfeit will be

considered non-participation. If the team wishes to continue playing in the tournament, the team must submit another \$60.00 fee.

3.23.2 C Division: Division C will not participate in any play-off.

3.24 Seasonal Year: The seasonal year will be from April 1st to August 15.

3.25 Amendment: The rules of play may be amended by a majority vote, of a quorum of the BOD.

Morgantown Adult Soccer League

Chapter 4

Appeals and Disciplinary Committee

April 4, 2005

4.1 RIGHTS OF PROTESTS AND APPEALS: All members of the Buckskin Soccer have the right to appeal any finding against them, in accordance with USSF By-laws, polices and requirements prior to any suspension taking place. Excluded are the cases of suspension for a possible referee assault (4.2.6), and red card match minimum suspensions (4.2.2). All members have full rights as granted by the USSF at all levels of this process.

4.1.1 PROCEDURE: All matters brought before the Appeals and Disciplinary Committee (A&D) must be submitted in writing to the chairperson with a postmark date of no more than five business days from the date of the incident.

4.1.1.1 The Board of Directors shall set fees. See Rules of Play — 3.1.9

4.1.1.2 All protests will be set on the form to be determined by the A&D Chairperson.

4.1.1.3 A letter informing the effected parties shall be sent. All persons claiming the right of an expedited hearing under USSF rules must contact the Buckskin Soccer immediately.

4.1.1.4 The Chairperson will schedule a hearing at a time and place convenient to the appellant.

4.1.1.5 The hearing shall be held no later than seven business days from the date that a protest notice was received by the A&D Chairperson

4.1.1.6 All procedures and policies for protest hearings shall be set by the A&D Committee and approved by the Board of Directors and shall be in compliance with the WVSA and USSF. **4.1.1.7** All parties to protest must receive these procedures and policies with the hearing notice.

4.1.1.7 All decisions of the A&D Committee may be appealed to the BOARD OF DIRECTORS of the Buckskin Soccer. The next level of appeal is to the WWSA Vice-President of Amateurs. The next level of appeal is to the WWSA A&D Committee. All parties to an appeal must receive their rights to appeal with the decision letter.

4.1.1.8 All decisions at all levels shall stand until overturned or unless a higher authority orders a stay.

4.1.2 JURISDICTION: Any decision by any Buckskin Soccer A&D Committee may be appealed to the to the WWSA Vice-President of Amateurs. If that VP declines to hear the case, it will be referred to the WWSA A&D Committee.

4.1.2.1 A decision by the Buckskin Soccer may be appealed to no more than one level below the WWSA.

4.1.2.2 No more than twenty business days may be taken for a Buckskin Soccer level appeal.

4.1.2.3 Any appeal not heard or decision not given within twenty business days from the date the protest was received shall immediately go to the WWSA A&D Committee.

4.1.2.4 All those under the jurisdiction of the WWSA and it members must exhaust all remedies with WWSA and USSF prior to invoking the aid of the courts.

4.2 DISCIPLINE: All Buckskin Soccer members are charged with the responsibility of seeing that these rules are distributed to every player, coach, team staff member, administrator and referee. Parents of minors and spectators should be made aware of these rules.

4.2.1 AUTHORITY: All members and participants in the Buckskin Soccer programs have requested to participate in WWSA programs. Therefore these participants have agreed to abide by the constitution, by-laws, policies, procedures, rules and regulations of FIFA, US Soccer USASA and the WWSA.

4.2.1.1 The A&D Chairperson will review all persons named in a misconduct report, except in cases of referee assault and abuse, which should be forwarded to the WWSA. If the Chairperson brings the matter before the Buckskin Soccer A&D committee, the US Soccer and the WWSA rules will be followed. All decisions made by the Buckskin Soccer A&D Committee are to be forwarded to the WWSA A&D Chairperson. This includes all documentation received before, during and after the decision was made. In cases where the WWSA VP of Amateurs will make an inquiry and render a decision, all information is to be forwarded to the VP of Amateurs.

4.2.1.2 The WWSA VP of Amateurs shall have authority over all members in their respective programs and shall investigate all reports of misconduct and refer action to the WWSA A&D Committee, the club or the WWSA VP of Programs.

4.2.1.3 Any coach or team staff member participating in a match while under suspension or allowing a player to participate while under suspension shall be reported to the VP of Amateurs.

4.2.1.4 Any coach and or team staff member found guilty of playing an ineligible player or participating while under suspension shall be subject to a minimum suspension of one year for each offense.

4.2.2 MISCONDUCT BY PLAYERS/COACHES/CAPTAINS: Any player, coach, or other team staff member receiving a red card or ejection shall receive the following minimum sanctions:

1. First offense — one game suspension
2. Second offense — two game suspensions
3. Third offense — suspension for season plus mandatory inquiry by VP Amateurs.

4.2.2.1 The above are minimums. Nothing herein prevents the Buckskin Soccer from more severe sanctions after providing each person a hearing in accordance with WWSA / US Soccer Rules.

4.2.2.2 Suspensions under the above rules shall be in effect for all WWSA Sanctioned games and tournaments and for any out of state event attended with permission. **4.2.2.3** Match suspensions shall be served at the next regularly scheduled match.

4.2.2.3 Regularly scheduled means a match scheduled prior to the red card being issued.

4.2.2.4 Exceptions for a match scheduled prior to the red card may only grant by the VP of Amateurs

4.2.2.5 Any misconduct by a player, coach or other team staff member that is reported by the referee or other person appointed per US Soccer policy 3041 2.1, A, B, C, shall be directed to the State Referee Administrator, the VP of Amateurs and the Buckskin Soccer chair of the A&D Committee.

4.2.2.5.1 All game terminations must be reported to the WWSA office. When an ejection or game suspension is issued to a player, the responsible authority shall forward a copy of the referee's report or action of the Buckskin Soccer A& D Committee to the WWSA office.

4.2.2.5.2 The State Referee Administrator and the VP of Amateurs shall compile all reports and investigate the report and may give the results of their investigation to the WVSA A&D Committee or the Buckskin Soccer A&D Committee or the WVSAL VP of Programs.

4.2.2.6 Violent conduct by any player, coach and or other team staff member during a match and violence toward any person or property after a match shall be reported to the WVSA office and handled per

4.2.2.7 The Board of Directors of the Buckskin Soccer may enact penalties for yellow card accumulation.

4.2.2.8 Any action taken under 4.2.2, other than the minimum penalties in 4.2.2 requires a hearing.

4.2.3 MISCONDUCT BY SPECTATORS:

4.2.3.1 Each team or club is responsible for the conduct of its spectators. Therefore, the coach or captain and team staff is expected to control the team's spectators.

4.2.3.2 The A&D of the Buckskin Soccer will take action against any identifiable spectator that is guilty of misconduct.

4.2.3.3 Reports of misconduct by spectators and reports of any action taken by the Buckskin Soccer shall be forwarded to the WVSA office.

4.2.4 MISCONDUCT BY TEAMS:

4.2.4.1 The Buckskin Soccer will not hesitate to deny members and teams within its jurisdiction the privilege of participation in all or sanctioned activities for repeated offenses and for a serious offense considered bringing the game into disrepute.

4.2.4.2 Any member of the Buckskin Soccer who is concerned about a particular team or member's conduct should contact the Chair of the A&D with a written report. **4.2.4.2** The Chair of the Buckskin Soccer will investigate the matter and make a report to the A&D Committee who shall then hold a hearing prior to any action being taken.

4.2.5 GAMES DIRECTLY SPONSORED BY THE Buckskin Soccer:

4.2.5.1 Misconduct by any participant or spectator in a match, tournament of event directly sponsored by the Buckskin Soccer, shall be reported to the appropriate Buckskin Soccer committee. The committee shall take action per Buckskin Soccer and WVSA rules and competition rules. The VP of Programs shall report any action taken to the A&D Committee. The committee will hear any cases needing further action.

4.2.6 MISCONDUCT TOWARD OFFICIALS:

4.2.6.1 The WVSA has exclusive jurisdiction over assault and abuse of soccer officials as defined by the USSF.

4.2.6.2 When an assault or abuse of an official(s) has been alleged, the referee and the match organizers shall forward a report to the WVSA office, the State Referee Administrator and the VP of Amateurs.

4.2.6.3 The report shall be investigated and all WVSA members are directed to cooperate in the investigation.

4.2.6.3.1 If it shall be determined that a referee assault may have occurred per USSF policies then the matter shall be given to the WVSA A&D Committee for action.

4.2.6.3.1.1 The person(s) that has been charged with referee assault shall be suspended pending a hearing per USSF policies.

4.2.6.3.1.2 All persons charged under this rule shall be given a copy of the USSF policies and the WVSA hearing procedures.

4.2.6.3.1.3 Any person found guilty of referee assault may appeal to the USSF appeals Committee.

4.2.6.3.2 If it shall be determined that referee abuse may have been committed, the matter will be given to the VP of Amateurs.

4.2.6.3.2.1 The hearing shall be carried out following USSF and WVSA rules.

4.2.6.3.2.2 Any person found guilty of referee abuse may appeal to the WVSA A&D Committee.

4.2.6.3.3 If a referee assault or abuse is not found to have occurred, the person may be charged with misconduct toward a game official.

4.2.6.3.3.1 Misconduct toward a game official shall cover all persons covered by USSF policy 3041.

4.2.6.3.3.2 Any person found guilty of misconduct toward a game official may be suspended from one match to one year.

4.2.6.3.3.3 Any person found guilty of this offense may appeal per WVSA rules.

4.2.7 MISCONDUCT BY REFEREES:

4.2.7.1 When a referee is alleged to have committed misconduct, per USSF policy 3041, toward any participant or spectator in a match or in his or her conduct as a member of the WVSA and USSF Referee program, a report will be filed with the State Referee Administrator.

4.2.7.2 the State Referee Administrator shall investigate the report.

4.2.7.3 The State Referee Administrator may bring the report and the results of the investigation to the Referee committee for a hearing per USSF 3042.

4.2.7.3.1 A hearing will be conducted under WVSA and USSF policies.

4.2.7.3.2 Any person found guilty under this rule may be disciplined per USSF 3042.

4.2.7.3.3 Any person found guilty may appeal to the WVSA A&D Committee.

Morgantown Adult Soccer League

Chapter 5

Travel and Tournaments

April 1, 2005

It is the policy of West Virginia Soccer Association (WVSA) that any team wishing to travel inside or outside of West Virginia to participate in a sanctioned tournament must first receive permission from the WVSA. This is not required for friendly tournaments that are held within West Virginia. If you wish to hold a tournament please refer to the WVSA Manual.

The following forms must be filled out in triplicate:

1. Amateur Application for Travel

2. Amateur Roster for Tournament and Travel

If you plan to have other players (guest players) who are not on your team you must also fill out the following form:

3. Amateur Tournament Guest Players

The Amateur Application for Travel and the Amateur Tournament Guest Players form must be signed by your league's registrar. In addition, the league registrar will check each Player Pass for the following:

- Complete information is on the Player Pass.
- A picture has been attached.
- The Player Pass has been signed by the registrar
- The Player Pass is sealed.
- The player is in good standing with the league.

The following additional pieces must be sent:

4. One complete copy of the original information you received and sent to the tournament director.

5. Team Information Form.

6. If you are applying prior to 30 days before the tournament send a \$10.00 application fee. If you are applying less than 30 days send a \$30.00 application fee.

Your registrar will send these forms, information and payment to the VP of Amateurs for final approval.

Please enclose an addressed envelope with the proper postage to prevent delay. Additional forms may be required by other states.

Morgantown Adult Soccer League

Chapter 6

Registration Procedures

April 4, 2005

6.1 General Requirements:

All players, coaches and team personnel shall register and receive a player pass before the player may participate in any sanctioned Buckskin Soccer activity. Any player under the age of 18 may NOT play in any West Virginia Soccer Association (WVSA) Amateur Division sanctioned event. The medical and the liability insurance will not cover any game were a participant who played in a sanctioned event is found to be under the age of 18 years old. The WVSA VP of Amateurs shall be notified of any such occurrence. Every player must meet the age requirements of that particular Division — NO EXCEPTIONS! There are additional requirements for playing in more than one Division. See Buckskin Soccer Chapter 3.3.3.

6.2 Adult Registration Requirements:

Each player shall fill out and sign an Amateur Player Registration Form.

Each player shall fill out and sign a sealed U.S. Amateur Player Pass with picture.

Each player shall pay the required registration fee as set by the Buckskin Soccer Board of Directors.

6.2.1 International Clearance

When a foreign player, who is 18 years of age or older, indicates that he/she has signed a contract with or received monies or other remuneration from a professional team, must fill out an application for USSF International Clearance.

A foreign player, who is 18 years old and has NOT indicated that he/she has signed a contract with or received monies or other remuneration from a professional team, must fill out a USSF International Clearance Waiver Form.

6.3 Registration Fees:

The Buckskin Soccer Board of Directors will set Registration fees.

Morgantown Adult Soccer League

Chapter 7

Referees

April 4, 2005

7.1 General Requirements:

Only USSF certified referees using the three-person system of officiating are to be used for Buckskin Soccer sanctioned activities.

7.2 Referee Report:

7.2.1 USSF Requirements:

The Laws of the Game clearly state in Law V, paragraph 4 the following:

“(4) The referee shall report to the appropriate authority misconduct or any misdemeanor on the part of spectators, officials, players, named substitutes, or other persons, which take place either on the field of play or in its vicinity at any time prior to, during, or after the match in question so that appropriate action can be taken by the authority concerned.”

7.2.2 Buckskin Soccer Requirements:

The referees are to physically check every Player Pass to make sure it is current and the picture matches the player. The referees are to receive a team roster before the game starts. The referee is to cross off those players who are not present. Each referee who accepts an assignment in the center shall submit a written report on every game refereed to the Buckskin Soccer. This written report is to be postmarked on later than 48 hours after the game. Please use the USSF report or the format of the report. If an ejection(s) has been issued during the game the player pass (es) is to be included. This report along with the rosters and Player Pass is to be sent to the VP of the Buckskin Soccer. In addition e-mail or send a copy of your report to the referee coordinator with the following information: Game Date, Time, Location, Division, Home Team, Away Team, Referee, and ARI, AR2 and Names and reason for cards being issued. The referee coordinator will pass this information on to the person who is to keep standings for the league. This will also help the Referee Coordinator keep his records in order for payment at the end of the season.

7.2.2 WWSA Requirements:

It is the current policy of the West Virginia Soccer Association that Cautions, Ejections, Injuries, game terminations or an incident that might go to a disciplinary committee are to be reported to the WWSA State Referee Administrator (SRA) and the WWSA VP of Amateurs within (postmarked) 48 hours. The boiler plate USSF Referee Report will be accepted over e-mail unless it is a referee attack or abuse, or an incident that might go to a disciplinary committee in which case a signed written report on the day of the game as well as a phone call to SRA is required before you make out your final report. If you are unable to contact the SRA send in your report the same day. Do not delay.

7.2.2.1 What is to be included in the Referee Report:

The report must be signed, accurate, be brief, be clear — stick rigidly to a description of the incident, make sure your writing is legible. When you write a report use the Laws of the Game and the Referee Administrative Handbook. This will help you write the information in a form a disciplinary committee can understand and act upon.

7.3 Referee Payment:

It is the policy of the Morgantown Adult Soccer League (SWCASL) to pay currently registered referees by the following schedule:

'A' league: Center Referee \$35.00 and Assistant Referees \$25.00

'B' league: Center Referee \$35.00 and Assistant Referees \$25.00

'C' league: Center Referee \$40.00

7.3.1 Referees will be paid twice a season, unless special arrangements are made, and issued up to one month after each season —

7.3.2 Some leagues require each referee to fill out a Referee Pay Sheet. The Buckskin Soccer does not require a Referee Pay Sheet to be filled out at this time. However, it may be in your interest to do so.