



WYOMING

S O C C E R

WYOMING LEAGUE RULES, POLICIES, AND PROCEDURES

The following rules, policies, and procedures are supplemental to, but do not supersede, *WSA Rules and Procedures*, and are subject to change at any time. New rules, policies and procedures go into effect as soon as they are enacted or at a time specified. Posted rules, policies and procedures may not always be current. Contact the state office or an executive board member if you are unsure.

Updated July 2018

CONTENTS

Definitions of Terms..... See *WSA Rules and Procedures*

SECTION	PAGE
A. Program Description.....	3
B. General Provisions.....	3
C. Age Limits	4
D. Registration of Teams, Players, Coaches, Managers	4
E. Rosters and Member Cards.....	6
E1. Roster Changes – Adding, Dropping	6
F. League Age Groups, Divisions, Scheduling Criteria	7
G. Game Postponement, Rescheduling, Make-up Games	8
H. Game and Score Submission Reports.....	9
I. Referee Requirements and Responsibilities	9
J. Misconduct Procedures	10
K. Medical and General Liability Insurance Coverage.....	11
L. Matters Not Provided For	11

This manual is intended for use by any Wyoming Soccer Association (WSA) affiliated club that registers players, coaches, and teams for participation in the competitive **Wyoming League** and whose team(s) can qualify to participate in the Wyoming Cup.

The **Wyoming Cup** is a state level competition for determining a WSA State Champion in each age and gender group.

SECTION A – PROGRAM DESCRIPTION

1. Wyoming League is a qualifying travel league that consists of A) scheduled league games and B) selected WSA sanctioned tournaments other than your own. Completion of a combination of events qualifies WSA affiliated teams for participation in the Wyoming Cup/Championship. Qualification requires each team participate in an approved state sanctioned league and a WSA sanctioned tournament that is not hosted by team's primary club for fall or spring season.
 - a. The team coach/club registrar is responsible for verifying completion of requirement during Wyoming Cup/Championship application process
2. Approved tournaments are included in each season's league registration form. To be approved, a tournament must be sanctioned by WSA and must play full size games in accordance with WSA standards; game length can be shortened. No indoor tournaments will be considered.
3. Wyoming cup may include Championship and Open Division.

SECTION B - GENERAL PROVISIONS

The rules of US Youth Soccer and these rules shall govern (a) all members of WSA; and (b) all qualifying competitions sanctioned by WSA unless the rules of a specific competition, as approved in advance by Executive Director, provide otherwise.

1. Each club shall:
 - a. designate a club registrar who shall be responsible for the proper registration of its players, coaches, assistant coaches, team volunteers, teams, and club officials;
 - b. and, will submit and/or verify such registration data on or before the deadline prescribed by WSA;
 - i. Registration deadline dates shall be established by WSA and communicated to the membership in a timely manner.
 - c. provide proper accounting of fiscal transactions relating to player and team registration fees, referee payments, tournament entry fees, and other monies or fees collected for use by the club;
 - d. assure accurate reporting of Wyoming League play as outlined in this manual;
 - e. assure that its players, coaches, assistant coaches, managers, team representatives, and supporters adhere to these rules;
 - f. assure that the actions of all associated individuals, on and off the field, do not bring WSA into disrepute;
 - g. assure that, prior to participation in any Wyoming League game, every team and player has paid the appropriate registration and other fees, as determined by WSA;
 - h. not allow any team to participate in a scheduled match without a properly registered coach or team manager in attendance;
 - i. each season complete and submit all items necessary for registering teams to participate in Wyoming League;
 - j. assure that the club's risk manager has every adult (coach, assistant coach, team manager, etc.), who will be working with the youth players, complete and submit the *Risk Management Report and Background Information Disclosure* no less than every 2 (two) years.

2. Teams wishing to qualify for entry into each year's Wyoming Cup must complete the qualifying events as specified for the corresponding Wyoming League season; a team must be associated with a WSA affiliated club and all of its members properly registered and in good standing with such club.
3. Clubs may adopt rules and procedures that differ from these rules for purposes of in-house, recreational, developmental, or tournament play.

SECTION C - AGE LIMITS

1. Wyoming League, unless otherwise communicated in advance by WSA, shall divide play among participating teams by the age divisions prescribed by US Youth Soccer. (See the *Player Age Bracket Chart* at the WSA web site.)
2. Wyoming League age groups can include 9U – 18U teams.
3. A player is eligible to play in a specific age group so long as his/her birth date falls within the dates outlined in the *Player Age Categories Chart*.
4. No player may "play down" on a team.
5. Players who wish to play up 3 (three) years or more requires the player's parents/guardians to complete and submit to the player's club and the state office the additional Accident Waiver and Release of Liability before the child can participate. This form can be found under the Admin tab on the WSA web site, and MUST be completed at least two weeks prior to any participation.

SECTION D - REGISTRATION OF TEAMS, PLAYERS, COACHES, MANAGERS

1. Each affiliated club should, at a minimum, use the following as part of the registration process for all players, coaches, and volunteers (team member):
 - a. *US Youth Soccer Member Registration Form*. This form collects personal data, and includes the consent for medical treatment and a release of liability. Every coach and player should complete one. This data is the minimum necessary for entering players and coaches into WSA's electronic registration program.
 - b. Clubs can use the handwritten form OR the electronically generated consent for medical treatment. The team coach must have valid consents in his/her possession, for every player on the team, during any USYS and WSA sanctioned game, tournament or other event.
 - c. Every coach, assistant coach or other team volunteer must complete WSA's Registration and Risk Management procedure before they can be added to a team roster or issued a coach membership card.
2. A photocopy of a player's birth certificate or other official proof of age document must be reviewed and the player's age verified.
 - a. Clubs can choose to verify proof of age by one of the following:
 - i. the club registrar can verify age and return the document(s) to the player
 - ii. scan the document(s) into the registration system and return it to the player
 - iii. retain a copy for the club's records. The club registrar is the only person authorized by WSA to maintain copies of these documents
 - b. If and when requested by the WSA office, official proof of age documents shall be made available for review within 24 hours.
 - c. At the club registrar's discretion, the following non-official documents may be accepted as proof of age: hospital birth certificate/record, baptismal, or other religious certificates of birth. These documents can be used to complete registration but, if proof of age is requested by the WSA office or other authority, official proof of age must be obtained or

the player may be disqualified. (See *WSA Rules and Procedures* regarding proof of age documents, Section 3; g - i.)

3. League team registration is to be completed by the method that has been chosen by the state office. Deadlines and instructions are to be emailed and posted on the WSA website no less than six (6) weeks before the first scheduled game.
4. For a team's registration to be complete all materials and fees must be submitted by the stated deadlines. The deadlines may change from season to season.
5. League seasons are fall and/or spring. A team's Wyoming League registration fee is paid per *season*.
6. Complete and accurate home field information is critical to scheduling games. Each club is responsible for maintaining this information and using the system chosen by the state office. The WSA league administrator has the discretion to not schedule games for clubs that do not keep their home field information updated.
7. For league games to be scheduled on a club's fields, a club must provide proof of an adequate referee pool and be able to provide referees for a minimum of 2 10U games to be played at one time.
8. Team registration can be submitted by either the club registrar or the team's coach or manager.
9. A team's registration must contain accurate contact information. If the club registrar is the team contact, the registrar will receive all correspondence for the team including the draft and final schedules.
 - a. It is the responsibility of whoever submits team registration to update all contact information if/when it changes.
 - b. If approved, any special rostering permissions are **ONLY** valid for Wyoming League teams/games
10. Each player on the team must be properly registered with a WSA affiliated club before they can be placed on a team. See the *WSA Rules and Procedures* on player registration.
11. A player can be registered to multiple WSA/US Youth Soccer affiliated teams at one time. A player that chooses to do so will be considered Primary to the team that:
 - a. is the player's home club, if in multiple clubs. A player's home club is determined by the city/town in which the player attends school.
 - b. is the player's true age group team, if on multiple age group teams (2 years up does not apply.)
 - c. Members of WYO 307, ODP or other special or interim teams are Secondary and therefore all players are secondary players
12. Multi-rostered players can participate with only one team during a league event.
13. A co-ed team shall be considered a boys team.
14. The following Player, Coach, Assistant Coach, and Team Manager data is **required** when creating new profiles or submitting a data file:
 - c. Level (Competitive or Recreational)
 - d. First and last name
 - e. Gender
 - f. Birth date
 - g. Complete address - street, city, state, and zip code
 - h. Phone number and/or cell phone number
 - i. Valid Email.
 - j. Parent and emergency contact information
 - k. A picture (a head/shoulder shot) of the participant which is to be uploaded into their profile
15. A club may develop its own member registration form as long as the above information is gathered and entered into the participant's profile.

16. Team registration fees, must be paid using a credit card or sent by mail to the WSA office at the time the team(s) registration is submitted.
17. Teams may be required to provide a referee for league play. Teams not providing an available licensed referee may be fined \$50.00 which will be used to offset the cost of travel on referees that have to be brought in off sight.

SECTION E – ROSTERS AND MEMBERSHIP CARDS

1. Every team shall have an official team roster and can prepare/use a game roster for each Wyoming League game.
 - a. **Team Roster:** the official listing of the maximum number of registered players eligible to play for a team.
 - b. **Game Roster:** a listing of registered players who will participate in a particular game/tournament.
2. WSA's established *game roster* sizes are as follows. Oversized game rosters will be cause for game forfeiture and possibly team suspension.
 - a. 8U maximum game roster size is 8
 - b. 9U/10U maximum game roster size is 12
 - c. 11U/12U maximum game roster size is 16
 - d. 13U – 18U maximum game roster size is 18
 - e. 15U – 18U 6 v 6 game roster size is 12
3. Teams can prepare and use a different game roster *for each league game*. To participate with the team every player listed on the game roster must be on the team roster.
4. All players on the game roster **MUST** be on the official team roster for a game roster to be valid.
5. To participate, every member listed on a club's team and game roster must have a WSA membership card, from the same club as listed on the roster, signed by the authorized club or state registrar.
6. Each club's authorized registrar will review and approve each team and its coaches and players before generating membership cards and official team rosters.
7. After approval, the club registrar (or the designated agent) is to print the membership cards on the appropriate card stock, attach the member's picture, and sign each card in the area shown.
8. Players and coaches do not need to sign their member cards.
9. The club registrar will print the team roster on white paper and sign where indicated.
10. The official team roster and game rosters are to be distributed to each team coach or representative.

Subsection E1 – Roster Changes – Adding and Dropping Team Members

1. Clubs may make team roster changes as needed provided the player/coach registration process is properly completed and the total number of players does not exceed the maximum team roster sizes as detailed in Section E-3.
2. Requests to expand a team roster beyond the allowed number of players will be considered, however WSA's preference is to recommend making 2 teams and can therefore refuse to grant such a request.
3. The State Registrar has the discretion to consider, on a case by case basis, a club's reason for requesting a team roster expansion, and thereby grant a request in the best interest of the requesting club.
4. Unless otherwise requested members released/removed from a team are considered active and can be added to another team roster.

SECTION F – LEAGUE AGE GROUPS AND DIVISIONS; SCHEDULING CRITERIA

1. The following Age Groups, Boys and Girls, will be scheduled for league games (coed teams are considered boys teams) and play the following:
 - a. 8U – a maximum of 20 minutes per half
 - b. 9U/10U – a maximum of 25 minutes per half
 - c. 11U/12U – a maximum of 30 minutes per half
 - d. 13U/14U – a maximum of 35 minutes per half
 - e. 15U – 19U – a maximum of 40 minutes per half
2. All teams will play per the rules as posted on the WSA website (subject to revision). See the WSA website for complete and current playing rules. Rosters and player membership cards are REQUIRED.
3. Deliberately heading the ball is NOT permitted for teams in the 12U category or younger. Specific rules for 8U – 12U players are as follows:
 - a. 8U Players
 - i. Intentional heading will result in an in-direct free kick to the opposing team.
 - ii. All free kicks are indirect; including kickoff, goal kicks, and corner kicks.
 - iii. Goal kicks will be taken anywhere inside of the goal area.
 - iv. During a goal kick the opposing team must retreat and remain on their defending half until the goal kick has been played by any player other than the player taking the goal kick or until the ball has crossed over the half line. Infractions of this rule will result in retaking the goal kick.
 - v. Any player may play the ball at any location on the field.
 - vi. No goal keepers. Handling in the goal area is an in-direct free kick on the line of the goal area.
 - vii. Throw-Ins will have a “redo” with explanation.
 - viii. Tiebreaker Rule (Only if necessary for scoring an Event) - 2 x 5 minute halves if still tied then move to “Golden Goal Rule” (first goal wins.)
 - ix. No Cards will be given. Referee will use “Teachable Moments” within the game to promote rules, sportsmanship and fair play. Simple Soccer – Let them Play.
 - b. 10U Players
 - i. Intentional heading will result in an in-direct free kick to the opposing team.
 - ii. Kick off, corners and throw-ins are taken like normal.
 - iii. At a goal kick, the opposing team must retreat and remain behind the nearest build out line until the ball is in play. The ball is in play once it has passed out of the penalty area and has been touched by a second player or crossed over the build out line. Any infraction results in a retake of the goal kick. The kicker cannot touch the ball a second time until it has been touched by another player, and the restart for this is an IDK for the other team at the spot of the second touch. Quick kicks may be taken; players from the opposing team inside the build out line must wait for the ball to cross the build out line before engaging in play.
 - iv. When the goalkeeper has the ball, during play, the opposing team must retreat to the build out line; the goalkeeper cannot punt the ball, they must pass, throw or roll the ball to a teammate, or release it to the ground from where they can kick it. Once the ball has been played by another player, or crossed the build out line, play resumes as normal. Infractions of this rule will result in the goalkeeper back in possession of the ball.
 - v. Punting is not allowed.
 - c. 12U Players
 - i. Intentional heading will result in an in-direct free kick to the opposing team.

- ii. Kick off, corners and throw-ins are taken like normal.
- 4. Scheduling criteria: Each team will be scheduled to play no fewer than three (3) games over at least one (1) weekend each season (fall or spring) a team is registered.
- 5. Two (2) games in one (1) day can be played on each scheduled weekend.
- 6. A team must indicate, on the team registration form, which day the team will play.
- 7. Efforts are made, but not guaranteed, to schedule games between teams with the same placement level, either developmental or competitive.
 - a. 9U – 12U games will be scheduled to limit travel and to focus on more evenly matched games.
 - b. 13U and up games will be scheduled with a focus on competition and to play as many different league teams as possible.

SECTION G – GAME POSTPONEMENT, RESCHEDULING, MAKE-UP GAMES

The Wyoming League is both unique and challenging. The WSA asks that clubs and their teams give league play the same level of importance as tournaments, other sports and events. Travel and uneven competition levels are an unalterable part of league play in Wyoming. Please make sure parents, players and coaches are aware of the travel, expense and dedication required to fully participate.

To be successful, each club's teams are expected to be considerate of their players, their opponents, the referees, and the league by adhering to the posted game schedule. Once the draft schedule is available, carefully review it and request any changes *at that time*. Requests to change the *approved* schedule, except for unexpected field closures, lack of necessary referees, or events beyond anyone's control will not be accepted. Changes due to weather are expected and efforts are made to accommodate such requests.

1. If the *host fields* are closed due to weather or other adverse conditions, the host club field rep must notify the referee assignor and the opposing coaches as soon as possible; ideally the evening before. Games will be rescheduled as MAKE-UP games, per #3 – 7, below.
2. If a game in progress is terminated due to weather or other adverse conditions, the game will be considered completed if at least 10 (ten) minutes of the second half have elapsed. Matches of lesser duration will be rescheduled as MAKE-UP games per #3 – 7, below.
3. Scheduling MAKE-UP games is the responsibility of the *home team coach*.
 - a. The home team shall contact the opposing team within 7 days of the date of the cancelled game and shall offer 3 reasonable make-up dates, times, and locations.
 - b. The opposing team shall have 48 hours from contact to either accept 1 of the 3 offers or provide 3 alternative dates, times, and locations.
 - c. If no agreement is reached within 24 hours both teams will be granted a forfeit.
 - d. The forfeit can be appealed, per the Protest, Appeals & Hearing Manual.
4. The home team must check field availability once a new date has been determined.
5. The home team must contact the referee assignor and all other concerned parties at least 5 (five) days before the scheduled make-up game.
6. Make-up games must be played within two weekends of the last regularly scheduled league game, and at least 5 days prior to the start of Wyoming Cup.
7. Disputes regarding make-up games shall be submitted to the league administrator.
8. If, after the final schedule is posted, a team decides to RESCHEDULE any of their games the team coach or team manager is to work directly with the opposing team(s) to reschedule. WSA asks that, in the spirit of good sportsmanship, teams being asked to reschedule make an attempt to do so; however that is NOT required.
9. Attempts to reschedule are to be made no fewer than five (5) days before the scheduled game date. A team unable to reschedule will forfeit those games to all opposing teams affected. Forfeits give opposing teams a win, and therefore 3 points.

SECTION H – GAME AND SCORE SUBMISSION REPORTS

1. In addition to other qualifying rules, to qualify for *Wyoming Cup*, teams playing in Wyoming League must have proof of having played the games and approved tournaments the team selected when registering.
2. To provide proof of games played each hosting club is to determine how game scores will be posted. Hosting clubs are required to print game cards for team officials; game officials will use those cards to submit the official game report. This will be done within 48 hours of games played, in the manner directed by the Wyoming League Administrator. Go to www.wyomingsoccer.com and click on *Programs/Wyoming League* for how to submit scores.
3. The game report will verify the game score and serve as official documentation of the number of games played by a team wanting to qualify for the Wyoming Cup.
4. Scoring and awards are as follows:
 - a. 3 points for a win; 0 points for a loss; 1 point for a tie
 - b. medals are given to the first and second place team in each division
5. Tie breaking: If necessary, the tie-breaking procedure to determine final standings is as follows. Please note that “goals for” do not enter into the tie-breaking formula. There is no benefit for increasing the margin of victory beyond three goals. *Sportsmanship is paramount.*
 - a. Results of head-to-head competition: Start with #2 if more than two teams are tied.
 - b. Winner of most games
 - c. Goal differential: Goals scored minus goals allowed to a maximum of 3 points per game. Winning 3-0, 5-0, or 6-3 would result in a +3 goal differential; there is no benefit to “running up” the score.
 - d. Goals against: Fewest goals allowed in all games.

SECTION I – REFEREE REQUIREMENTS AND RESPONSIBILITIES

1. Every attempt should be made to have three (3) certified referees officiating.
2. Prior to the start of the game, the center referee shall:
 - a. Provide each coach with the name of each official participating as referee and assistant referee.
 - b. Collect the team/game roster and the US Youth Soccer membership cards for every player and coach.
 - c. Verify the identity of each player and coach listed on the team roster with the US Youth Soccer membership cards.
 - d. Prohibit the participation of any player or coach who does not have a valid membership card or who is not listed on the team/game roster.
 - e. Inspect for safety and conformance the equipment of each player.
3. At the completion of each game, the center referee shall:
 - a. Retain the membership card of any player who received a red card during the game. This will allow the referee of the next game to make sure the player fulfills his/her penalty.
 - b. Misconduct & Retained cards must be submitted to the state office within 48 hours of the match – must include a copy of the game report.
 - c. Return the rosters and membership cards to the appropriate team coach or team manager.
 - d. If a referee finds he/she has not returned the cards it is the responsibility of that referee to return the cards to either the team or the team’s club.
4. Should a protest be filed, referees will be available to explain or clarify incidents in question, and to report, either in writing or in person, at an official hearing.
5. Official documentation of a team having played a game is dependent upon the game official or host club designee submitting the game report as outlined above in SECTION G 1 – 3.

6. If a game is not played due to the lack of a referee, the coach(s) must include in the game report the reason the game was not played.
7. Games not played due to lack of a referee shall also be reported, by phone or email, to the league administrator as soon as possible. An attempt should be made to make up those games; if that is not possible the teams affected will each be awarded 1 point and considered a tie.
8. The referee's judgment regarding the fitness of the field of play shall be final; with this exception: A team head coach or club's field coordinator, if no referee is available, can make a decision regarding field condition and may close the field of play if deemed necessary.
9. Disruptive behavior from the boundary lines by players, coaches, or spectators is prohibited and will be regarded as unbecoming conduct, warranting a report of misconduct equivalent to a caution or, if continued, a send off.
10. Referee fee are collected in league registration fee. It will be at WSA's discretion to pay referees by check or cash. If cash, payment will be paid following the conclusion of the referee's final game. If paying by check, referees will be paid within 7 days following the conclusion of the event. Travel reimbursement should be submitted to the state office within 7 days of game.
 - a. 8U – teams will play with 1 center
 - b. 9U – 18U teams will pay up to two (2) ARs and one (1) center
 - c. Rates change from year to year; current rates are posted on the WSA website.
11. In the event that a game is short a referee, each team will provide a club linesmen from the parent section who will call ONLY out of bounds. Club linesmen are not paid.

SECTION J – MISCONDUCT PROCEDURES

All participants in WSA activities shall be subject to the misconduct rules contained herein, regardless of whether they have a membership card and regardless of whether a yellow or red card was displayed by the referee.

1. Red cards will be noted on the game report.
2. Misconduct reported to the proper WSA authority, by any individual, can be investigated.
3. A participant who has been notified of a suspension shall be ineligible to participate in any WSA sanctioned game until the suspension has been satisfied.
 - a. Any individual who participates in a game while ineligible shall be subject to further disciplinary action.
 - b. Any team that permits an ineligible player, an overage player, or a non-registered player to participate in a game or practice shall forfeit all games in which that player participated and the team representative and affiliated club shall be subject to further disciplinary action and or fines.
4. The team head coach or team manager, as listed on the official team roster, shall be responsible for the actions of any individual who is associated with that team.
 - a. If an individual engages in ANY harassment of officials, abusive disagreement, or interference with officials, the team representative may be asked to control the individual.
 - b. If the team representative does not reasonably attempt to control the individual's misconduct, the team representative can be reported for ungentlemanly misconduct (equivalent to a caution).
 - c. If the individual's misconduct persists and the team representative still makes no effort to control the individual, the team representative may be dismissed (sent off) for persisting in misconduct after being cautioned.
 - d. If the team representative has no control over the individual or the situation, the team representative shall not be penalized. Instead, the referee shall take other appropriate action.

5. The referee can suspend play, when necessary, due to spectator or participant interference unless the individual(s) creating the disturbance moves a minimum of 100 yards away from the playing area.
 - a. Said individual(s) shall remain silent for the duration of the game and take no further part in the game.
 - b. Failure of (an) individual(s) to comply with the referee's request within 2 (two) minutes may result in the referee terminating the game. Such incident may result in forfeiture of the game as well as further disciplinary action.
6. Any team that refuses to take the field without cause, refuses to travel to an assigned game site without cause, or quits a game prior to its completion shall be noted by the referee on the game report/card and submitted to the WSA office. For the first instance the team's club will be fined \$150.00; for the second instance the team's club will be fined \$300.00. Any additional violations by the team or other teams from that same club will result in a disciplinary hearing by a WSA disciplinary committee.
7. Any participant who refuses to give his/her correct name to the referee while being cautioned, sent off, or otherwise disciplined shall be subject to additional disciplinary action.
8. Misconduct involving 1 (one) or more WSA participants, at any time or place, shall be reported, in writing, to WSA. WSA shall act on such reports at its sole discretion.
9. Allegations of referee misconduct, unethical conduct, or conflict of interest occurring as a result of WSA sanctioned games shall be directed to the league administrator or the WSA office, who shall communicate such allegations promptly to the State Referee Administrator (SRA) for investigation and report to the board of directors.

SECTION K – MEDICAL AND GENERAL LIABILITY INSURANCE COVERAGE

1. All properly registered WSA/US Youth Soccer members (players, coaches, referees, directors and officers, officials, and volunteers) have medical and liability insurance coverage when participating in WSA/US Youth Soccer sanctioned activities, including practices, games, and pre- and post-game activities while on a facility's premises for activities approved, sanctioned, organized, or supervised by WSA and/or its affiliated clubs.
2. All known, potentially significant injuries should be reported on the game report or in writing to a WSA authority.
3. All injury claims against the medical insurance must be submitted to WSA within 90 days of the occurrence of the injury using the proper insurance claim process. See the WSA website for details.

SECTION L – MATTERS NOT PROVIDED FOR

The above rules and procedures are not meant to be all inclusive. Matters not provided for or extraordinary circumstances shall be brought to the attention of the WSA board of directors for determination and appropriate action.