



# CASA RULES AND REGULATIONS

Revised: JANUARY 24, 2018

## CASA REGULATIONS & RULES OF PLAY

- CASA – Central Alberta Soccer Association is the official governing body of all soccer in District #5 – Youth & Senior, Male & Female, indoor & outdoor.
- These Rules of Play conform to the constitution of Alberta Soccer Association (ASA) subject to minor exceptions. These rules apply to all leagues sanctioned by Central Alberta Soccer Association, hereinafter referred to as CASA. Any provincial competition shall be governed by ASA Rules of Play. Any national competition shall be governed by Canadian Soccer Association (CSA) Rules of Play.
- Except where modified by CASA and/or ASA and/or CSA, the laws by which all games are to be played are those currently approved by the Federation of International Football Associations (FIFA).

## SECTION 1 – MEMBERSHIP & TEAM REGISTRATIONS

- A. Where the Community Associations are prepared to support and sponsor soccer they will be the recognized authority within their boundaries and will appoint a Soccer Coordinator / Representative as a liaison with CASA.

- B. Where the Community Associations support an organization or club within their boundary (ies) that provide playing opportunities for players, the organization or club shall be the recognized authority within their boundary (ies) and shall appoint a Soccer Director as a liaison with CASA.
- C. All Community Associations / Clubs must ensure to the maximum extent possible, that all those wishing to play soccer are afforded the opportunity to do so.
- D. CASA shall have the authority to decide which division a team should enter. However, once registered in an age group, a team or player cannot move to a lower age group in CASA or ASA competitions without approval of the organizing body, even though its players or the player would qualify for the lower age group.
- E. Regular members shall meet all requirements in the CASA By-Laws and the following
  - 1. Must file with CASA Annually a copy of its most recent Alberta Registries status and contact list of Active Board of Directors
  - 2. Must hold its Annual General Meeting in accordance with the guidelines of the Alberta Societies Act and register the date of the AGM with CASA.
  - 3. Operate within the geographical boundaries of the District area as defined by the ASA Board of Directors
  - 4. Notify CASA of any change in office or address within 30 days, in writing.
- F. Members **shall be required** to attend a minimum of two CASA Board Meetings per year. The recommended meetings are the Annual General Meeting (late November or early December) and the Technical Meeting (January)
  - 1. 1<sup>st</sup> Offence – Written Warning
  - 2. 2<sup>nd</sup> Offence - \$1000.00 bond to be held for one year, if by that time the Association has not complied, the bond cheque will be cashed
  - 3. 3<sup>rd</sup> Offence – Review of Membership standing

## SECTION 2 – AGE LIMITS & PLAYER REGISTRATIONS

- a) U5 Under 5 years of age prior to January 1<sup>st</sup> of Current year
- U7 Under 7 years of age prior to January 1<sup>st</sup> of Current year
- U9 Under 9 years of age prior to January 1<sup>st</sup> of Current year
- U11 Under 11 years of age prior to January 1<sup>st</sup> of Current year
- U13 Under 13 years of age prior to January 1<sup>st</sup> of Current year

U15	Under 15 years of age prior to January 1 <sup>st</sup> of Current year
U17	Under 17 years of age prior to January 1 <sup>st</sup> of Current year
U19	Under 19 years of age prior to January 1 <sup>st</sup> of Current year

ASA Age Group Categories Chart is available from CASA on a yearly basis.

- b) Any team that includes in one of its games a player who is over the age limit shall forfeit the game and shall be subject to disciplinary action by CASA.
- c) Team affiliation shall be set annually by CASA. CASA reserves the right to demand proof of age from any player registering.
- d) Proof of age can be provided only by birth certificates, baptism certificates, passports, landed immigrant papers or affidavits. Affidavits must be signed by the parents or guardian of the player and witnessed by a Commissioner of Oaths. The burden of proof of age rests with the player.
- e) All players taking part in CASA programs must be registered with a Community Association or Club.
- f) Teams affiliating with CASA shall:
  - i) Register each player using the registration system set out by CASA
  - ii) Submit a minimum of 11 players per team. A team that registers 10 or fewer by the deadlines set by CASA and its leagues shall be classed as improperly registered. Such a team WILL NOT BE allowed to participate further until properly registered.
- g) The CASA Registrar must approve and sign the registration forms for an affiliating team to be classed as properly registered.
- h) No player shall register or play for more than one community Association or Club under the jurisdiction of CASA unless properly transferred.
- i) **Team Roster Sizes**
  - U5 – 7 to 9 players – 3 vs 3 game
  - U7 – 8 to 10 players – 4 vs 4 game
  - U9 – 9 to 12 players – 7 v 7 game
  - U11- Recommended 15 players (20 maximum) 8 vs 8 game
  - U13 – U19 – 20 maximum players – 11 vs 11 game

### **SECTION 3 – LEAGUE PLAY**

The CASA outdoor season shall include regular league competitions held in the spring.

Play shall commence on the dates set annually by CASA through its District Leagues. Schedules may not be altered following commencement of play except with the approval of CASA.

ASA Regional, Provincial and Inter-city and CADA Inter-provincial scheduled games have priority over CASA games.

a) LEAGUES

- The league season will normally comprise of play between teams of the same age group and division. The make-up of each league shall be determined by the respective league committee in accordance with the regulations set out by CASA.
- Each respective League Committee shall make available to all participants within their said league the appropriate information to enable these participants to play in accordance to that League's format.
- Where there are insufficient teams in an age group and/or division to form a viable league, CASA may combine such teams of a different age group and/or division if it is considered practical and logical to do so.
- CASA may direct any team to move to another division that has a level of play more suitable to that team as illustrated by past performances. Implementation of any such move may be initiated by CASA at any time during the season.
- Format for determining divisional champions shall be at the League Committee's discretion following and upon approval from CASA. Furthermore the League Committee shall ensure that all participants are informed, prior to the commencement of season of the said format.
- Representative to District, ASA Regional, Provincial or Intercity competitions by teams shall be determined at the respective Leagues' organizing meeting. Upon approval of format by CASA, information on the competitions shall be provided to the teams involved by the CASA Registrar.
- Provincial Playdowns- All teams vying for a Provincial Berth (where no league is provided in CASA) must state their intentions to the CASA Office no later than June 1 to take part in the Playoff. Playoffs will be held the 3<sup>rd</sup> weekend of July for Tier I, II and III as required (after Tier IV Provincial weekend). Tournament format will depend upon the number of teams in each Tier, age group and gender. No team is guaranteed a berth at provincials
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b) INDOOR LEAGUES AND PLAYOFFS

- An Indoor League will be provided in every case where there are sufficient teams to do so. Age groups and genders may be mixed to ensure games are available to all interested teams.
- Provincial Playdowns- All teams vying for an Indoor Provincial Berth (where no league is provided in CASA) must state their intentions to the CASA Office no later than January 5 to take part in the Playoff. Playoffs will be held the 3 weeks prior to the Provincial Tournament. Tournament format will depend upon the

number of teams in each Tier, age group and gender. No team is guaranteed a berth at provincials.

#### **SECTION 4 – NUMBER OF REGISTERED PLAYERS, PLAYING UP AND NEW PLAYERS**

- a) All CASA teams may register up to a maximum of 20 players at any one time during the season. Senior teams will be allowed to abide by and subject to regulations as outline in registration format directed by ASA.  
Players who are not listed on the game sheet and who do not play in the game, shall not be considered part of the team roster for that game, whether or not they are deemed to be dressed for that game.
- b) A CASA player may be “played up” to a higher division team with the written approval of the player, coach and parents, notwithstanding the required approval from the District. This is limited to 3 games during the season. If the player plays a further game up he/she shall be considered part of that team and shall be registered with CASA as such.
- c) Teams may only bring up players from a lower division of the same age group or from an equal or lower division of a lower age group. For example, a Tier I/II player in the lower age group is only eligible to play Tier I/II in the higher age group (not Tier III or IV). Thus, a Tier IV player in the same age group is eligible to play Tier I/II or III in the same age group or a higher age group.
- d) A player’s play-up game is any game in which the player is listed on the game sheet, is dressed for and plays in the game. It is the responsibility of the coach to so advise CASA and to record the play-up game as being the player’s 1st, 2nd, 3rd, or 4th game.
- e) Unless properly transferred, a player may only play-up from his or her community team to a team from the same community.
- f) These play-up rules relate to the age group and division in which the players are registered, not to birth dates of the players. Thus a player, who is registered in an age group higher than that required by his or her birth date cannot be moved down to play for a team registered in an age group corresponding to his/her birth date that season.
- g) These play-up rules may be relaxed for exhibition or invitational competitions.
- h) In league play a new player must be registered three (3) days prior to any game. In the event the new player exceeds the 20-player limit, one player must be dropped off the roster. A new player is a player who has not registered with CASA in the current season.
- i) ASA and/or CASA player registration rules shall apply to teams participating in ASA and/or CASA competitions.
- j) **VIOLATING ANY OF THE PROVISIONS OF THIS SECTION WILL RESULT IN FORFEITURE OF GAME AND POSSIBLE DISCIPLINARY ACTION BY CASA.**

## **SECTION 5 – ELIGIBLE PLAYERS, TRANSFERS & RELEASES**

- a) An eligible player is one who has properly registered, is not suspended, and resides within the CASA boundaries, unless properly transferred.  
Playing an ineligible player shall result in the forfeiture of games in which the player took part and may lead to disciplinary action against the coach and/or the subject team.
- b) A player may represent the community in which he or she originally signs if he/she moves to another area during the current season, and may continue to do so until the next season, indoor or outdoor.
- c) Unless otherwise sanctioned by CASA involved under special circumstances, a player shall not be permitted to transfer more than twice in the current season. Upon transfer, the player shall remain with that team for a minimum of thirty (30) days.
- d) Transfer of players shall be completed through the CASA Registrar. Transfers will be completed on forms provided by CASA. Transfers are valid only until the end of the season, indoor or outdoor, to which the transfer appertains.
- e) A player shall not be permitted to transfer after July 31st for the outdoor season in accordance with ASA ruling.
- f) All appeals relation to the transfer of players must be submitted to the CASA in accordance with Section 12 of these regulations.
- g) A non-resident player is a player who has been duly approved by CASA to play for a team outside his/her residence district. Each approval is valid for one playing season only. Player shall acquire proper form from CASA Registrar to be officially released.

## **SECTION 6 – DEFINITION OF TIERS**

- 1. House League/Development: All players registered and only playing within their own community or in a league not competing for Provincial declaration
- 2. Tier IV: Community based teams. Try outs not held (as per ASA bylaws) but teams are split equally including all level of players, and competing in district league play

## **MULITIPLE TEAM EVALUATIONS**

All communities with two or more teams in any one division must inform CASA (with adequate notice) of evaluation dates for said teams. Qualified evaluators (appointed by the CASA Executive Board) from outside the home community will be assigned to observe the player assessment. Teams will be split equally according to skill level. Considerations will be made for special requests (e.g. players travelling together – siblings)

**RATIONALE:** This rule is being put in place to avoid the perception and/or accusation of stacked teams

3. TIER III: Communities who wish to form teams to take part in Tier III competitions must inform CASA (with a minimum of two weeks' notice) evaluation dates for said teams. Try outs will be open to players within CASA of the appropriate age group and publicized on the CASA website. Qualified evaluators (appointed by the CASA Executive Board) from outside the home community will be assigned observe the player assessment. Tier III teams will require that a minimum of 51% of the players are from the home community. All Coaches will have a minimum of Soccer for Life Certification. Players trying out for the teams will be required to commit to the team for the duration of the season – May to August.
- A) Tier III Tournament teams – Tier III rules from above apply. Players will be members of current Tier IV teams within their own community. They will be allowed to train with the Tier III tournament team as take part in a maximum of one tournament with said team (with written acknowledgement of the releasing coach) during the regular Tier IV season May and June.
- B) Tier III League teams - Tier III rules from above apply. If no viable Tier III league is available within CASA (minimum of four teams of the same gender and age group), teams will be registered in the EMSA (Edmonton Minor Soccer Association) Outdoor League. All games will be played in EMSA communities. Players will be required to pay their local associations registration fees and any costs over and above that will be the responsibility of the teams. Rescheduling of games without prior consent of EMSA are not allowed in this League.
- C) Provincial Play downs rules apply see - SECTION 3 – LEAGUE PLAY – Spring and Summer Leagues a) - Provincial Play downs. This includes Tournament teams
4. Tier I & II: District teams. Try outs to be held under the direction of CASA as well as CASA Technical Director. Open to all players in Central Alberta of the appropriate age group. Evaluation dates for said teams will be set by the CASA Board and technical Director and publicized on the CASA website. Qualified evaluators (appointed by the CASA Executive Board) will be assigned to assess the players. All Coaches will have a minimum of Soccer for Life Certification and will be required to apply for the positions of Coach and Assistant Coach. Players trying out for the teams will be required to commit to the team for the duration of the season – May to September.

- a. Tier I & II Tournament teams – Tier I & II rules from above apply. Players will be members of current Tier IV teams within their own community. They will be allowed to train with the Tier I or II tournament team as take part in a maximum of one tournament with said team (with written acknowledgement of the releasing coach) during the regular Tier IV season May and June.

## **SECTION 7 – PLAYERS FOR TEAMS IN PROVINCIAL COMPETITIONS**

- a) Teams that qualify to represent CASA in ASA Regional and Provincial finals will be allowed to add players to their regular league roster (to the maximum permitted by ASA) subject to ASA regulations. Regulations on adding players shall be available through the CASA Registrar.
- b) Players who have played in a qualifying competition or tournament to represent CASA in ASA Regional and Provincial competition will be considered cup-tied. (i.e., Teams A, B, C & D plays off to determine CASA representation for ASA Provincials. Team A will go on to represent CASA. Players from Teams B, C, or D **MAY NOT** be transferred to Team A for that ASA Provincial competition. However, players from Team E who **DID NOT PARTICIPATE** in playoff competition would be eligible for transfer to Team A.
- c) \*New\* pick up rules for the Provincial Tournament --- if your team does not drop below 15 players -- \*pick-ups are not allowed\*.
- d) Teams must have potential pick up players in mind when declaring themselves for the Qualifier if they may be needed.
  - e) Teams not following the rules will be subject to fines for dropping from Provincials after the Qualifier.
- f) All teams qualifying for ASA competitions must submit the appropriate player registration forms for each team with ASA via CASA prior to the deadline date set by ASA to confirm each team's entry in the ASA Regional and Provincial competitions.
- g) Failure to show at any of the above competitions once confirmed will result in disciplinary action by CASA.
- h) Firm identification of the team that will represent CASA in District, ASA Regional or Provincial competition must comply with above rules and deadline as may be applicable.

## **SECTION 8 – NUMBER OF PLAYERS & SUBSTITUTIONS (U11-U19)**

- a) Any eleven (11) players on the team's official roster for a game may be on the field at one time. A minimum of seven (7) players on each team is required to officially start a game. **U11 Specific Rules – Any eight (8)**



**players on the team’s official roster. A minimum of five (5) player on each team is required to officially start a game.**

- b) There shall be no restrictions to the number of substitutions made during a game, but no more than two (2) substitutions may be made at one time, excepting half time, and at the end of regulation time in the event of overtime, when any number of substitutions may be made.
  - A substitution may be made only when the play has been stopped by the referee and then only at the referee’s discretion.
  - A substitution will not be allowed for any player who has been ordered off the field by the referee for infractions of the Laws of the Game.
- c) ASA and CSA substitution rules shall apply to all Regional, Provincial and National Competitions. These rules shall also apply to competitions within CASA Leagues.

## **SECTION 9 – TEAM MANAGEMENT**

- a) Only ASA or CSA Certified Referees shall officiate at any scheduled games within the District. This shall include all league games, playoffs, invitational, district, intercity, and Provincially hosted tournaments.

In the event the assigned official does not show, or becomes incapacitated during a game, it is the responsibility of the coaches of both teams to agree on the supply of a replacement official. The game **MUST BE PLAYED** as scheduled and any delay to the start of the game shall be compensated for by reducing the length of halves accordingly, as equal halves.

- b) For those games where a referee has not been assigned, the home team is responsible for providing a competent official. If the home team is unable to provide a competent official, the away team shall be advised and may provide the competent official.

NOTE: ASA Rule 13(c) – “No person shall officiate as a referee in any competitions under the jurisdiction of the Association excepting mini-soccer, unless he is on the Official List of Referees.”

If no competent referee is available, it is the responsibility of the coaches of both teams to mutually agree on how to officiate the game.

NOTE: ASA Rule 13(b) – “If for unforeseen circumstances a referee is unable to act, District, Leagues, or Teams shall have the right to agree on some other person to officiate.”

**Amendment to the acceptance of the official(s) shall be deemed conclusive by both teams once the game has commenced.**

- c) The home team must supply the game ball unless in the opinion of the referee the visiting team has a more satisfactory ball.

Size 3 ball is to be used for **U5 – U7 Size 3, U9 – U11 Size 4, U13 -U19 Size 5**, boys and girls.

- d)

- e) Field of Play and Net Sizes (Minimum and Maximum Required)
- U5 – Field: Width 18- 23 Metres by Length 23 – 28 Metres  
Net – Height 3 ft x Width 5 ft
  - U7 - Width 18- 28 Metres by Length 23 – 32 Metres  
Net - Height 5 ft x Width 8 ft
  - U9 - Width 28-33 Metres by Length 37 - 50 Metres  
Net - Height 6 ft x Width 16 ft
  - U11 - Width 42- 55 Metres by Length 60-75 Metres  
Net - Height 6 ft x Width 18 ft
  - U13 to U19 - Width 64-75 Metres by Length 100-110 Metres  
Net - Height **8 FT X WIDTH 24 FEET**
- f) Footwear may be either running shoes or recognized soccer shoes and must conform to Law IV of the Laws of the Game (metal soccer cleats are permissible). Any player whose footwear does not so conform will not be allowed on the playing field.
- g) Apart from the goalkeeper, all players from the same team must wear the same colored shirts preferably with minimum 6” high numbers on the back.
- h) All age groups must wear shin guards. Shin guards, which must be covered entirely by the stockings, shall be made of suitable material (rubber, plastic, polyurethane or a similar substance) and shall afford a reasonable degree of protection.
- i) In the event of a duplication of colors, it is the responsibility of the home team to change to a contrasting color.
- j) The wearing of rigid casts even though covered with foam or other protective padding **WILL NOT BE ALLOWED**. Players may wear braces where in the opinion of the referee, such braces are not POTENTIALLY INJURIOUS to other players on the field.
- k) For all players, head protection shall be permitted as defined by FIFA Law.
- l) Tights that are longer than team shorts must be the same color as the team shorts. Long pants may be allowed at the discretion of the official due to inclement weather.
- m) Coaches shall identify themselves to the referees before the start of the game. for any mixed gender team , at least one **team** official must be of each gender.
- n) Coach volunteer screening must be of the minimum standard as outlined in the ASA Volunteer Screening policy
- o) Coaches, via soccer coordinator, are responsible for providing properly marked fields for their home games that are scheduled to, be played on “Community fields.” Also, home teams must provide nets and corner flags, not less than 5 feet in height for all home games.

However, at many community and even some city fields, the field itself and the goals are not regulation size. Also, the field markings may be

lacking or non-existent, the ground may be uneven and the grass covering somewhat unkempt.

Although contrary to Law I “Field of Play” such shortcomings shall not be accepted as reasons for the game cancellations, protests and the like, unless they are grossly irregular for the age group and division in question.

On any non-standard fields of play, both teams are subject to the same conditions and the game should be approached and played recognizing such.

- p) It shall be at the discretion of the referee in determining the safety and the condition of the field. He/she shall have the power to deem it unsafe for play or commencement of play.
- q) No Jewelry Policy
- r) ID cards are required for all players U11-U19 and must be shown to the Match Officials prior to kick-off.
- s) Cap on scoring to avoid trouncing teams for points in standings-only +5 maximum score will be recorded

## **SECTION 10 – DURATION OF GAMES**

Group	Duration of Play
U5-U9	as per CASA/ ASA LTPD Coach Manuals
U11	30-minute halves
U13	40-minute halves (Full field soccer begins)
U15-U19	45-minute halves

All games will be regulation time only. Half-time will be a minimum five (5) minutes; otherwise at the discretion of the referee.

## **SECTION 11 – GAME SHEETS**

- ⇒ Game sheets will be supplied, via their respective soccer coordinator or director, to each team and must be completed **PRIOR TO THE START OF THE GAME**. For each game the coach shall print the names of all the players they intend to play during the game. The coach must include the names of players who may arrive late. Names of players cannot be added once the game has begun. All team officials including bench parents must be listed on the game sheet.
- Coaches are responsible for the accuracy of the information on the game sheet. Coaches are responsible for ensuring that the game date, location, age group, division and league are clearly identified on the game sheets, as well as identifying players as follows:
  - Play-up games (noting game 1, 2, or 3)

- Any suspended players (serving game 1, 2, 3 and/or specific card (Yellow or Red))
  - Game sheets are in 3 parts: Top copy remains with the Coach, yellow to opposing coach and pink copy for the referee.
  - All coaches/managers are requested to fill out a game sheet properly and completely including your team ID number, age group and gender. A complete list of teams and ID numbers will be available to all coaches.

**THE COMPLETED GAME SHEET MUST BE GIVEN TO THE REFEREE PRIOR TO THE START OF THE GAME.**

- ⇒ Any coach can request the opposing coach to have all listed players sign the game sheet.
  - Both coaches have the right to review the opposing team's game sheet. If either coach feels that a name appearing on the game sheet is that of an ineligible player, he may signify his/her intention to protest on the back of the game sheet before the referee leaves the field of play.
- ⇒ The game sheets may be scrutinized by CASA against the original registrations and if a case exists against a team, it will be turned over to the Disciplinary Committee to action.
- ⇒ A team found in conflict with rules will forfeit the game and will be subject to disciplinary action by CASA.
- ⇒ No other protest will be considered in this regard unless these procedures are followed.
- ⇒ After the game, the referee shall sign and record the score on the game sheets and then hand the game sheets to the home team. The coach of the opposing team shall be allowed to see the recorded score before the referee hands over the game sheets.

**g) GAME RESULTS FOR STATS:**

- All Teams to report their game(s) results to their Association's results co-ordinator within 24 hours following said game(s)
- Score statistics will be posted on the Website as soon as they are verified by the C.A.S.A Office
- **Game Sheets** are to be **emailed** OR TEXTED to the C.A.S.A. office within 24 hours of the game(s) by the results co-ordinator, coach or team manager.
- (780-679-5686). Text number ONLY- **NO PHONE CALLS PLEASE**

**Notification of schedule changes must be reported to the C.A.S.A office immediately.**

## **SECTION 12 – PROTESTS & APPEALS**

- a) **PROTESTS** – Initial protests must be submitted in writing via the game sheet to CASA, attention the CASA League chairman and Executive Director, within two (2) hours following the game or event giving rise to the protest. Within 24 hours email confirmation must be submitted to the Coaches Local Association and the CASA Executive Director. All protests must fully outline the basis of the protest and be signed by the team representative. A ruling in writing will be issued to the player or team representative by the CASA Discipline Committee; however, if time is of the essence, an oral confirmation of the ruling will first be conveyed to the player or team representative by a member of the CASA Discipline Committee.

**UNDER NO CIRCUMSTANCES WILL A PROTEST BE ACCEPTED ON A REFEREE’S DECISION OR INTERPRETATION OF THE LAWS OF THE GAME.** Protests will only be accepted, by the team representative that are based on violations of the Rules of Play as laid down in this guide and only then if there are sound and unequivocal facts that the spirit of the game as befits youth or senior soccer has not been protected or preserved.

## **SECTION 13 – DISCIPLINE & APPEALS**

### *1. GENERAL*

#### a) DISCIPLINE COMMITTEE

Each Local Association should have a member willing to sit on the Discipline Committee (this is to avoid a conflict of interest if a member of your Local Association is the focus of the Discipline Issue). All Discipline Issues need to be dealt with in a timely manner (within a few days of the incident) . From CASA Rules & Regulations below The Discipline Committee will be overseen by the 2<sup>nd</sup> Vice President as well as the President.

- b) Players, officials and spectators may only take part in or attend games on condition that they observe the By-laws, Rules and Regulations and Codes of Conduct of the Central Alberta Soccer Association, their Local Association ASA, and CSA.
- c) Associations and Clubs shall ensure that their disciplinary Rules, Regulations and Procedures are consistent with those of CASA.
- d) The referee’s authority and the exercise of powers granted him or her by the Laws of the Game commence as soon as he or she starts to enter the field and apply to the total duration prior to, during and after the game to which the referee has been assigned, even extending to beyond his or her exit from the field of play
- Agreement to acceptance of the official(s) shall be deemed conclusive by both teams once the game has commenced.
- e) Every Association / Club is responsible for the actions of its players, team officials and spectators.
- f) An accused person has the right to attend any hearing at his or her own expense.

- g) The report provided by the game official to CASA having jurisdiction shall be regarded as his or her affidavit to a Discipline Hearing of CASA. The presence of the game official is not required unless requested by CASA or the accused in writing to CASA.
- h) Any misconduct report from another District or Provincial Association shall be regarded as an affidavit to the Discipline Hearing of CASA.

## 2. *JURISDICTION*

- a) Any person or organization reported for misconduct shall be dealt with by CASA or their Discipline Committee unless otherwise stipulated herein.
- b) All cases of misconduct involving alleged physical assault, attempted physical assault or threatening behavior towards a game official or by any person shall be dealt by a Discipline hearing of the Alberta Soccer Association.
- c) CASA shall have direct jurisdiction in the following circumstances:
  - i) Complaints or inquiries referred to it by another district association;
  - ii) Misconduct at regional competition of CASA;
  - iii) Misconduct by any Association / Club of CASA or any of its officers and officials;
  - iv) Any other matter directly related to CASA which CASA in its sole discretion deems should be dealt with by it.
- d) CASA, at its sole discretion, may delegate its jurisdiction under Rule 12-2 (c)(iv).

## 3. *MISCONDUCT*

- a) In addition to matters referred to in any other By-law, Rule or Regulation of CASA, it shall be misconduct if any person or organization is proved at a hearing to the satisfaction of a Discipline Hearing Committee of CASA to have done, or permitted or assisted in doing or permitted any of the following:
  - i) Violated the Laws of the Game of the By-Laws, Rules and Regulations of CASA or Association / Club.
  - ii) Committed any act or made any statement either verbally or in writing, including Social Media, or been responsible for conduct, continuing misconduct or any other matter which, in the opinion of CASA, is considered to be ungentlemanly, insulting or improper behavior or likely to bring the game into disrepute.

## 4. *HEARING*

- a) If the accused requests an in-person hearing a non-refundable fee of \$150.00 -plus reasonable expenses i.e. Mileage/rental fees incurred by CASA- will be charged to the accused's Local Association
- b) Each Discipline Hearing held within the jurisdiction of CASA and its members shall be conducted in accordance with the following:
- c) A Discipline Hearing shall have no less than three (3) members, one of whom shall be a member of the CASA Board and act as Chairman.
- d) An accused may be accompanied by legal counsel only with the permission of CASA or Association / Club with jurisdiction over the discipline.

- e) Any player or team official under the jurisdiction of CASA having received a red card or ejection may request to attend a Discipline Hearing.
- f) A player or team official wishing to attend a hearing on his or her behalf must notify CASA Discipline Chairman or Member within twenty-four (24) hours of the offense. A youth player must be accompanied by a responsible adult whose name must be submitted to CASA at the time of requesting hearing. Failure to attend a requested hearing may result in additional suspension.
- g) Postponement of the hearing may be granted by CASA on the terms published in advance of the hearing.

#### 5. *TIME LINES & NOTICES*

- a) Should CASA request a hearing, any person or organization accused of misconduct shall be given at least ten (10) working days notice of any scheduled hearing into the allegation. A copy of such notice shall also be sent to the organization if the person is one of their registered players or is their official representative.
- b) Notwithstanding 5(a) Association / Clubs in membership, or their members, may publish by phone or in writing in advance the dates of upcoming hearings, and the giving of notice is thereupon waived.
- c) Any person or organization shall be given at least ten (10) working days notice of any scheduled hearing if their presence is required by the Discipline Hearing Committee.
- d) Request for postponement of a hearing scheduled by CASA must be received by CASA at least five (5) days prior to the date of the hearing.
- e) In cases where the accused stands suspended pending a hearing, or for any adjournment hearing, the date for the hearing shall be set fifteen (15) days of the receipt of the misconduct report.
- f) The result of any hearing shall be sent to the accused no later than seven (7) working days after the hearing.

#### 6. *PROCEDURE*

- a) With all required persons present, the hearing shall proceed as follows:
  - i) The Chair shall read the report and state the charge
  - ii) The person(s) writing the report(s) (if present) shall be given the opportunity to amplify or qualify the report(s).
  - iii) The accused shall be allowed to ask relevant questions of the author of the report if he or she is present.
  - iv) The accused and the person(s) writing the report(s) shall have the opportunity to call witnesses to the incident.
  - v) The chair and any Discipline Hearing Committee members may question the accused or any witness.
  - vi) The person(s) writing the report and the accused shall be allowed to make final summations before withdrawing.
  - vii) The Discipline Hearing Committee shall consider the report and any further evidence provided, and shall either decide on the case, or adjourn the hearing.

viii) The accused shall be notified in writing of the result of the hearing.

## 7. PUNISHMENT

- a) On misconduct being proved to its satisfaction, a Discipline Hearing Committee shall have the power to order the offender:
- i) to be suspended from all or any soccer activity either permanently, indefinitely or for a stated period of time;
  - ii) to be suspended for a specific number of scheduled games in a designated competition(s);
  - iii) to be fined and/or bonded (with or without suspension), through the accused's Local Association as per CASA Policy. (appendix A)
  - iv) to be censured
  - v) to pay all expenses of the Discipline Hearing Committee which may be incidental to consideration of the matter (with or without any other punishment)
- b) A Discipline Hearing shall set time lines for payment of any costs, fines or bonds, and may set further terms of punishment for noncompliance.
- c) In all cases of alleged physical assault of, attempted physical assault of, or threatening behavior towards a game official, the accused shall be suspended from all soccer activities until the case has been decided upon by the Alberta Soccer Association.
- d) In all cases of where a person has been charged in Criminal Court with offenses of moral turpitude involving youths, the accused shall be suspended from all soccer activities until the cases have been concluded in the Criminal Court and then CASA may decide if further proceedings are warranted pursuant to the Rules and Regulations of CASA.
- e) Suspensions shall be served for a continuous period or for consecutive games, except where there is a break in the competition, in which case the suspension may be continued accordingly.

NOTE: All suspended players shall be noted on game sheets indication Game 1, 2, 3, etc. The suspended player(s) shall not be on the field or with their team during suspension.

- f) Suspension guidelines for specific offenses are set out by ASA Rules. CASA and any Associations / Clubs shall use these guidelines in setting punishments as listed below.
8. A player receiving a red card shall automatically sit out the next league, playoff, exhibition, or tournament game. A coach ejected from a game shall automatically sit out the next league or playoff game.

## 9. ACTION, SPECIFIC

1. *Cautions (Yellow Cards)* The following suspensions for Yellow Card accumulation during a season shall be automatic:

- a)
- |                             |                   |
|-----------------------------|-------------------|
| 3 cautions ....             | 1 game suspension |
| 2 additional cautions ..... | 1 game suspension |
| 1 additional caution.....   | 2 game suspension |



1 additional caution..... 4 game suspension

plus must meet with CASA Discipline Committee

b) Two Caution Cards received by a player in a single game will not be calculated in the above and will be dealt with as an ejection (Red Card). Single Caution Cards amassed will not be used in determining an ejection. The CASA Discipline Committee in issuing suspensions shall consider Red Cards received during a season.

2. *Ejections (Red Cards)* The following suspension for actions against other players or team officials:

*For persistent misconduct or foul or abusive language:*

- First Offense 2 game suspension
- Second Offense 4 game suspension

*For violent conduct or serious foul play:*

- First Offense 4 game suspension
- Second Offense 8 game suspension

Ejections (Red Cards) for action against game officials as directed by ASA:

*Persistent criticism or disputing of decision:*

- First Offense 2 game suspension
- Second Offense 4 game suspension
- Third Offense 8 game suspension

*Use of foul, abusive or insulting remarks:*

- First Offense 4 game suspension
- Second Offense 8 game suspension
- Third Offense 1 year suspension

*Deliberate physical contact (i.e. pushing, pulling, charging, etc) or attempted physical contact or threatening:*

- First Offense up to one year suspension
- Second Offense up to five years suspension

*Striking, spitting, kicking or any form of violent conduct or attempted violent conduct:*

- First Offense up to five years suspension
- Second Offense up to fifteen years suspension

*Repeated Ejections:* a third red card offense in one calendar year may result in a one year suspension in addition to any sentence imposed at a hearing.

**NOTE: PHYSICAL OR VIOLENT CONDUCT TOWARDS OFFICIALS**

All such action will be dealt with by ASA. Any ASA Suspension for such an offense will be accompanied with a \$30.00/month fine imposed by CASA.

3. Coaches and managers are also subject to suspensions for:

The use of abusive language

- i) Entering the field of play during a game without the referee’s permission

- ii) Inciting the players
  - iii) Other evidence of unsporting behavior as recorded on the game sheet or referee's report
4. Coaches who terminate games in progress by pulling their teams off the field of play shall:
- i) Forfeit the game
  - ii) Receive a minimum of one game suspension and
  - iii) Be subject to possible further disciplinary action as may be determined by the CASA
10. APPEALS – Any player or team representative shall have the right to appeal through their Local association to be forwarded to the CASA Discipline Committee ruling on a protest. The appeal must be filed in writing within 48 hours after the ruling is made known and should be submitted to the CASA Chairman for review by the Discipline Committee. The appeal is to be in writing, signed by the player or team representative and accompanied by a fee of \$250.00 of which \$150.00 will be refunded if the appeal is successful. Refer to Section XII – Discipline for further clarification.

#### **SECTION 14 – INVITATIONAL TOURNAMENTS**

All CASA registered teams wishing to participate in tournaments outside of their League **must receive permission from CASA** to play outside of the District, from ASA to play outside of Alberta, and from the CSA to play outside of North America.

Teams traveling to out-of-District tournaments (other than ASA Provincials) must lodge a listing of their team players with the CASA District office with the application. Applications for travel will not be entertained unless accompanied by such a listing.

Letter of application requesting permission and notifying CASA of intent to participate in out of District tournaments shall include the following:

- Tournament place and dates
- Team roster including player's date of birth
- Legal Residential address and telephone number of each player
- Names of at least two team officials accepting responsibility for the team players on behalf and for CASA

**Noncompliance may result in suspension of team officials and players.**

#### **SECTION 15 – SCHEDULES, POSTPONED GAMES & LATE KICKOFFS**

- a) Games must be played as scheduled, unless the fields are closed by the community or the game is canceled by the League Chairman.
- b) Regular league games cancelled due to weather may be rescheduled and played prior to playoffs. Playoff games cancelled will be rescheduled by

the League Chairman, or at the mutual agreement of both teams involved in the playoff game.

Games called for weather – Once a Match has been suspended due to weather the following Regulations apply (If the game cannot be continued on the same day). The game must be rescheduled with a date and time confirmed between the Coaches, and forwarded to the CASA Office. The game will restart from the time it was suspended. If 2/3 of the game has been played it is considered completed

e.g.- 60-minute game 40 minutes : 80-minute game – 54 minutes : 90-minute game 60 minutes. As per the Referee's time

- c) Notwithstanding rule (a) above, if for whatever reason game times or delays should have to be changed, it is the responsibility of the home team coach to seek mutually agreeable arrangements with the visiting coach and the Referee's Association, as soon as possible but prior to league playoffs. The home team shall make the statistician (and other officials as required) aware of his or her intent to alter any scheduled games. The Coach requesting the reschedule must agree to one of the "reasonable" dates provided by the opposing team (the opposing team should supply a minimum of two dates). If an agreement cannot be made it could result in a forfeiture by the requesting Coach.
- d) The CASA League Chairman may intervene at any time if an arrangement cannot be made.
- e) Games scheduled by CASA take precedence over any other games. Fields booked to the schedule are not available to any other group for practice, games or other activities.
- f) Only the Referee has the discretionary power to suspend or terminate games whenever, by reason of the elements, interference by spectators, or other cause, he or she considers such stoppage necessary.

The Referee will file a report of the incident to CASA and the game will be rescheduled if time for rescheduling is available.

- f) The maximum waiting time to begin a scheduled game is TEN MINUTES beyond the time shown on the schedule. If the team does not have a minimum of SEVEN players (for U13-U19) or FIVE players (for U11) 10 minutes after the scheduled game time, the result is a forfeiture. A 3-0 win will be awarded to the opposition. If both teams do not have the minimum number of players, neither team will be awarded any points.
- g) If exceptional circumstances prevail that prevent a team playing a game previously confirmed by both coaches, the game may be rescheduled, with advice from both coaches involved.
- h) Where the schedule dictates and in order to vacate fields for games that follow, the period allocated to play games should not be exceeded, irrespective of late kickoffs or other delays caused by either team or other elements. Subject to it being validated by CASA, the score standing at the termination of such games shall represent the final result.

## SECTION 16 – SCORING, LEAGUE STANDINGS, FORFEITURE OF GAMES

- a) In a league and cup competition (if applicable), points will be awarded as follows:

WIN = 3 POINTS   TIE = 1 POINTS   LOSS = 0 POINTS

A team that wins a game via a penalty kick contest shall have one (1) goal added to their team as it stood prior to the start of the penalty kick procedure.

- b) Forfeiture of games shall result in the opposing team being declared 3-0 winners.
- c) Forfeiture of a game by both teams, due to, for example, both teams not showing as scheduled or playing ineligible players, shall result in no points being awarded to either team.
- d) Where a team wins a game, but their opponents lodge a protest based on illegal rosters or violation of the Rules and Regulations of the League and the protest is upheld, the team winning the protest shall be declared 3-0 winners.
- e) If a team drops out of league competition before completion of the schedule, all games played prior thereto, and schedule thereafter shall be 3-0 wins to the opponents. A fine shall be levied against the local Association for the remaining games as per CASA Policy – Appendix A
- f) Should an improperly registered team be allowed to play, then under the authority of the Executive Director games involving such teams shall have the opposing teams declared 3-0 winners.
- ⇒ An improperly registered team may enter the competition if team/player registration is complete by the cup team competition entry deadline date, from which time it shall be classed as a “properly registered team.”
- h) Notwithstanding the above, if CASA considers that deliberate and willful forfeiture has occurred to thwart or benefit a team’s standing in league or playoff schedules, the declared winner shall be assigned a score by CASA appropriate to the situation. In addition, CASA may take disciplinary action.
- i) **Score Cap** – +5 score cap on all league games. The game will continue as it is but the score will be posted at no more than +5 over the opposition. The actual score will however be sent to the C.A.S.A. office. Goals for and against will be based on the +5 score cap.

## SECTION 17 – TIE BREAKING RULES

The following tie-breaking rules will be used to determine final league standings where two or more teams are tied on points taking the entire round-robin into consideration where applicable. The same tie-breaking rules will apply for divisional playoffs where deemed practical by CASA to determine a championship.

In leagues comprising teams of different age groups and/or divisions, unless specifically noted on the schedule or otherwise, only the results against teams of the same age group and/or divisions shall be used for tie-breaking purposes if such teams finish tied on points from ALL the games in such leagues.

1. "Previous **matches** results – The winner of the **previous matches** between two teams tied in points shall be awarded the higher position."
2. Goal difference – Goal difference shall be calculated by deducting the total goals against from total goals for, in all of the team's games. The team with the highest goal difference in the entire regular season or competition will be awarded the higher standing.
3. Most goals **For** – If #1 and #2 do not break the tie, the team scoring the most goals in all of their matches will be awarded the higher standing.
4. Least goals **Against** – If #1, #2, and #3 do not break the tie, the team with the least goals scored against them in all of their matches will be awarded the higher standing
5. For any teams still tied under criteria #1-4, **A one game playoff requiring a result will be held at a neutral field with a coin flip determining home team. If game results in a tie it goes directly to penalty kicks. Procedure below:**
  - Five penalty kicks from each team must be taken, with the team scoring the most goals declared the winner. If, after the first five penalty kicks, there still remains a tie, single penalty kicks must be taken by each team, thus declaring a winner.
  - Only the players on the field at the end of the game shall be eligible to take the penalty kicks.
6. **All League Playoff games and Qualifier Double Knockout Tournament Games go straight to penalty kicks. No overtime**

**CURRENT ASA YOUTH AND SENIOR OUTDOOR AND INDOOR COMPETITION RULES SHALL APPLY TO ALL PROVINCIAL COMPETITIONS.**

#### **SECTION 18 – PLAYOFFS & DISTRICT TOURNAMENTS.**

All CASA League Committees shall abide to the following criteria:

- a) Submit Tournament Rules to CASA Executive Director for approval
- b) Upon approval, ensure distribution of tournaments rules of play to all participating teams
- c) Record and submit infractions noted by officials. Refer to Section 13– Discipline & Appeals

#### **SECTION 19: SUNBREAKER AND PROVINCIAL QUALIFYING TOURNAMENT RULES**

Will be posted annually and forwarded to all Associations prior to the tournaments.

## **SECTION 20– TEAM, COACH & PLAYER COMMITMENTS**

- a) Each and every team that registers with CASA has the responsibility to discharge its commitments, as follows:
  - i) correct registration of players
  - ii) compliance with CASA Rules and Regulations
  - iii) completion of CASA regular league and cup play
  - iv) representation at Provincial Finals (if applicable)
- b) Any arbitrary non-fulfillment of these commitments may result in forfeiture of games and possible suspension, fines and or bonds of team, players and/or coach as appropriate.

## **SECTION 21 – SPECIAL NEEDS PLAYERS**

CASA has an obligation to allow any player the opportunity to play soccer in its programs, subject to that player observing and conforming to CASA Rules of Play and FIFA Laws of the Game.

However, in the case of special needs players, subject to the nature of the special needs, the Rules of Play contained herein shall be relaxed as they relate to the age groups to enable such players to register with the community’s lower team entry in an age group considered equal to their learning enjoyment and capacity, notwithstanding their birthdate.

In order to clear registration for such players, CASA should be given a letter from the player’s parent or guardian attesting to the player’s condition supplemented with supporting documents.

## **SECTION 22– SPONSORS**

Any person, business or organization may be a sponsor of a team and will be allowed to advertise subject to CASA approval. CASA reserves the right to reject advertising on aspects of taste, wording or product.

## **SECTION 23 – MINOR REGULATIONS PERTAINING TO SENIOR SOCCER**

- a) Any minor player who signs for the season with a senior club will not be allowed to play down in minor competition during that season, except that such player may play for a CASA united team or a ASA select team.
- b) The number of games a minor player is allowed to play within any Senior League shall be determined each year by the ASA and passed on by CASA. However, these games must not interfere with the regular minor league schedule.
- c) THE MINOR COACH MUST GIVE WRITTEN PERMISSION for a minor players to play up in the senior league or other senior competitions.

- d) Any minor player who plays up, in any type of game whatever, without his coach's permission may be disqualified from further minor competition for the remainder of the season.

## **SECTION 24– COACHING QUALIFICATIONS**

Any team entering an Alberta Provincial Competition must have a coach certified at Soccer for Life Level. A special dispensation from ASA must be obtained by those coaches who do not have the necessary qualifications. Requests for such must be submitted in writing to CASA who will then notify and request same from ASA.

Coaching a team in Provincial Competitions without the necessary certification or dispensation note may result in fines being imposed by the ASA on the teams concerned.

All coaches and bench personnel must have a clear CPIC certificate in order to be on the bench at any level of soccer play. As per ASA Volunteer Screening Policy.

## **APPENDIX A: CASA POLICIES**

### COMMUNICATION PROTOCOL

Player/ Parent ➡ Coach ➡ Local Association President/CASA Rep  
➡ CASA Office ➡ CASA Executive Board ➡ Alberta Soccer Association

Referees ➡ District Referee/ Assistant DRA/with CC:CASA Office ➡ Alberta Soccer Association

Coach ➡ Local Association President ➡ Technical Lead with CC: CASA Office/ Executive Committee

Executive Matters-Email Communication to All Executive with CC: CASA Office

Proper Communication protocols must be followed at all times. At no time should Alberta Soccer Association be contacted without following appropriate communication protocols.

The CASA Office will forward emails and communications to the appropriate person/Committee/Association (Local Association—Discipline Committee-DRA—Alberta Soccer etc.)

### PROVINCIAL QUALIFIER

Teams declaring to take part in the Provincial Qualifier must submit their roster at the Tournament Headquarters prior to their First game. The Executive Director must sign off on the roster before attending the first game. Prior to declaring for this tournament each team must ensure that their team is able to attend Provincials to represent the District. Pick up players cannot be added until after the Qualifying Tournament. Teams in the "A" Division who know they are unavailable to attend provincials must declare themselves as Exhibition ONLY for the Provincial Qualifying tournament.

Alberta Soccer pick up rules for the Provincial Tournament --- if your team does not drop below 15 players -- \*pick-ups are not allowed\*.

Teams must have potential pick up players in mind when declaring themselves for the Qualifier if they may be needed.

Teams not following the rules will be subject to fines for dropping from Provincials after the Qualifier.

### SUMMER GAMES COACH QUALIFICATIONS

Summer Games Head Coach must have a minimum of a C- Coaching license.

### DISCIPLINE COMMITTEE

Each Local Association should have a member willing to sit on the Discipline Committee (this is to avoid a conflict of interest if a member of your Local Association is the focus of the Discipline Issue). All Discipline Issues need to be dealt with in a timely manner (within a few days of the incident) . From CASA Rules & Regulations:

#### *5. TIME LINES & NOTICES*

Should CASA request a hearing, any person or organization accused of misconduct shall be given at least ten (10) working days' notice of any scheduled hearing into the allegation

The Discipline Committee will be overseen by the 2<sup>nd</sup> Vice President as well as the President.

### PAYMENT OF INVOICES

Unpaid Invoices will be charged late fees if not paid by due date at the top of the invoice. 5% compounded after 30/60/90 days.

### ADDITIONAL POLICIES

- A minimum of One Executive Board Member and Discipline Committee Member **MUST** be present at ALL CASA Tournaments. This can be achieved by working shifts. At no time should the Executive Director be left alone at tournaments without back-up to deal with any issues that may arise.
- **No player shall appear on any league roster until he/she has received a CASA ID Card.** (U11-U19 League Players). **PLAYER CARDS MUST BE WITHIN THE POSSESSION OF THE TEAMS AT ALL GAMES – No exceptions.** Teams / Players without cards will not be allowed on the field without the express consent of the CASA Executive Director. Teams missing their cards will automatically forfeit the game. New players joining the teams just before or during the season must be registered with the District Office 24 hours prior to being allowed on the field. They must also have a player card to be added to the roster.

\*Pictures are to be taken for all players participating in CASA Spring Leagues. It is up to your Association Registration Committee takes the



pictures or the players supply the proper sized picture. (Refer to ID Pictures)

- CASA shall provide sufficient blank CASA ID cards for your use.
- Each Association will be responsible to laminate their own Players' ID cards.
- Each Association Registrar shall be required to print player's name on cards.

Each player should have their ID number on the card also, those will be provided to you by the office

Associations may wish to set up specific nights/days for picture taking.

Once your registrations have been sent in you will be supplied with the appropriate # CASA registration stickers.

- U9 Development players do not require an ID Card

- Please refer to CASA Rules & Regulations for timelines on registering players after season commencement.

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#### **PROCEDURES FOR ALL MEMBER ASSOCIATIONS:**

1. **ALL PLAYER REGISTRATIONS-** Both League Players and Mini Soccer Registrations must be submitted to the CASA office by the Registration Deadline. ALL Registrations must include the following information ON AN EXCEL SPREADSHEET
  - a. First & Last Name
  - b. Date of Birth
  - c. Address
  - d. Phone Number
  - e. Email Address
2. **ALL COACH REGISTRATIONS-** Both League and Mini Soccer Coaches must be submitted to the CASA office by the Registration Deadline. ALL Coach Registrations must include the following information ON AN EXCEL SPREADSHEET
  - f. First & Last Name
  - g. Date of Birth
  - h. Address
  - i. Phone Number
  - j. Email Address
3. Databases will be forwarded to your Association Registrar. Please **highlight** returning players

#### **BOND AMOUNTS**

**Any contravention of the CASA Rules and Regulations and/or CASA Codes of Conduct may be subject to the following bonds**

**Bonds:**

**Associations:**

**\$500.00 per violation**

**Coach or Other Team Official:**

**\$250.00**

**Player (to be levied against the Player's Association)**

**\$250.00**

**Bonds will be held for one year, if there is NO further misconduct, the cheques will be destroyed.**

**A further bond may be levied to the Local Association of the accused if further discipline is required**