

CALGARY WOMEN'S SOCCER ASSOCIATION

GENERATIONS UNITING TOGETHER

DISCIPLINE CODE

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1. INTRODUCTION

- 1.1. The Calgary Women's Soccer Association (CWSA) Discipline Code outlines and categorizes different infractions by degrees of severity and gives a brief outline of the sanctions applied to each. Its purpose is to reinforce fair play, respectful conduct, and positive interactions among players, coaches, game officials, and spectators. This code is in effect for all sanctioned CWSA activities, including league and tournament play.
- 1.2. The Discipline Officer shall be informed when a suspected infraction of the rules is discovered.
- 1.3. The Discipline officer, as a sole judge, shall rule on all offences, and be governed by the Rules and Regulations, Bylaws, Policies, and Discipline Code of the CWSA.
- 1.4. This code applies to infractions committed by teams, players, team officials, and their spectators.
- 1.5. Not all infractions may be listed specifically; however, infractions of similar intent or outcome will receive like sanctions.
- 1.6. Discipline administered at any time may encompass more than one section.
- 1.7. The terms of suspensions listed herein are a minimum for each infraction. The player or team official's prior 3-year disciplinary history will be taken into account and may result in additional game suspensions and/or fines.
- 1.8. In all cases of alleged or attempted physical assault, or threatening behavior toward a game official, the accused shall be immediately suspended from ALL soccer activity. These incidents fall under the jurisdiction of the Alberta Soccer Association, and the suspension will remain in place until a decision has been rendered.
- 1.9. Any matter under review by ASA will result in an automatic suspension from "ALL" soccer activities until the case is resolved.
- 1.10. Individuals wishing to submit a complaint shall contact the Calgary Women's Soccer Association (CWSA) office directly, particularly in cases that may involve disciplinary matters.

2. NOTICE OF DISCIPLINE

- 2.1. Any individual accused of misconduct shall be given written notice of discipline from the CWSA.
 - 2.1.1. The notice shall provide the individual and/or team representative with the current sanction and/or suspension.
 - 2.1.2. Certain infractions require mandatory attendance at a Discipline Hearing.
- 2.2. Within seventy-two (72) hours of receiving a notice of discipline, the individual or team may:
 - 2.2.1. Submit written proof that no infraction took place, or
 - 2.2.2. Submit a written request for a discipline committee hearing. There is no cost associated with requesting this hearing.
- 2.3. If no response is received within the specified timeline, the individual or team will be deemed to have accepted the prescribed penalties and waived their right to appeal the decision of the Discipline Officer.
- 2.4. Team Official(s) and/or player(s) via their listed contact(s) will be advised by email of any disciplinary actions. If time is of the essence, it may be necessary for prior advisement to be made by telephone.
 - 2.4.1. In the absence of a valid email address for the respondent, a team official will be considered to be the individual's representative until advised otherwise.

3. SUSPENSIONS

- 3.1. All Red Cards issued are a minimum one-game suspension.
- 3.2. Yellow cards received will only count towards yellow card accumulation within the program they were received in.
- 3.3. Yellow cards accumulated within a single season are nullified at the end of that season, except when a caution received in the final game of the season triggers a suspension.



- 3.4. Suspensions must be served immediately after the infraction.
- 3.5. Suspensions earned in the CWSA must be served exclusively in the CWSA.
- 3.6. Suspensions received in a sanctioned CWSA league will be in effect for all CWSA leagues and tournaments.
 - 3.6.1. Suspended participants are not eligible to participate in any CWSA tournament.
 - 3.6.2. Tournament games are not eligible to be counted as games served for suspensions.
 - 3.6.3. Suspended participants may not officiate as a referee or assistant referee in any CWSA sanctioned game or tournament.
- 3.7. Suspensions carry into the next season of play – Outdoor to Indoor and Indoor to Outdoor respectively.
- 3.8. Suspensions must be served with the team the player or team official is registered to in the program where the infraction occurred.
- 3.9. For an individual to have qualified for a game suspension, their team must “physically” play in a league game without their services. Suspensions carry over to Regional, Provincial, and National competitions.
 - 3.9.1. **Exception:** If the opposing team defaults the match, the game will still count toward the suspended player’s suspension.
- 3.10. Any participant serving a suspension may not be involved in the game in any capacity other than as a spectator.
 - 3.10.1. Suspended players and team officials are prohibited from being within thirty (30) meters of the registered team’s bench during the Outdoor season.
 - 3.10.2. For Indoor facilities, the person must remain in the spectator area and may not enter the dressing room, field area, or team bench at any time.
 - 3.10.3. Suspended team officials are strictly prohibited from influencing, or appearing to influence, the outcome of a game. This includes, but is not limited to, giving players tactical instructions, directing substitutions, or engaging with player(s) before or during the game.
- 3.11. If a person under suspension violates any of the above conditions, brings the game into disrepute, or causes disruption by their presence or actions, they will be subject to additional disciplinary sanctions, which may include additional game suspensions, fines or the requirement to attend a disciplinary hearing.
- 3.12. It will be the responsibility of the individuals involved to make arrangements to retrieve ID cards from the CWSA office after suspensions have been served.

4. FINES AND BONDS

- 4.1. Any suspension assessed under this Discipline Code for a player or team official carries a fine of \$20 for each game of the suspension.
 - 4.1.1. Any CMSA player red-carded while playing up will receive a time-based suspension, in which a 1-game suspension would equal a 1-week suspension. Ex. A 2-game suspension would result in the player being banned for 2 weeks.
- 4.2. All fines/bonds **MUST** be paid before participant/team reinstatement.
- 4.3. All fines for forfeiture and defaults must be paid prior to the next scheduled game.
- 4.4. Failure to pay a CWSA fee or fine within seven (7) days of receipt will result in immediate suspension from CWSA competition and an additional fine of \$150 for every game defaulted due to suspension.
- 4.5. If a team fails to pay its fines or post any bonds levied against them, the outstanding fines and/or bonds will be divided between all players and team officials on the game sheet - the game sheet being that of the occurrence that resulted in the fine and/or bond being levied against the team. If the outstanding fines and/or bonds were not assessed through a game but by some other infraction outside of play, the amount owing will be divided between all players and team officials on the team roster.
- 4.6. Teams can be fined to a maximum of \$2,000.00 and/or bonded to a maximum of \$10,000.00 at the discretion of the Discipline Committee.
- 4.7. CWSA may insist upon a team, team official, or player posting a performance bond at the commencement of each season as a condition of acceptance for membership.



5. TIME OF EJECTION

5.1. Ejected parties must:

- 5.1.1. **Leave the field of play immediately and be out of sight of the game officials**, and/or not be in a position to influence or interfere with the game or participants of the match.
- 5.1.2. **NOT** continue to dispute the referee's decision.
- 5.1.3. **NOT** commit additional misconduct, on or off the field.
- 5.1.4. **NOT** return to the field at the end of the game.
- 5.2. Any participant ejected for an incident at any point prior to, during, or after the game must surrender their card to the game official forthwith.
- 5.3. **Failure to comply with any of the above requirements will result in additional sanctions.**

6. TYPES OF MISCONDUCT

6.1. PARTICIPANT MISCONDUCT

6.1.1. Professional Foul & Yellow Card Accumulation

Professional Foul & Yellow Card Accumulation		
Offence	# Offence in Season	Suspension # of games
1. Any player sent off for a "professional foul." <ul style="list-style-type: none"> a. Denying the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball b. Denying an obvious goal-scoring opportunity to an opponent moving towards the player's goal by an offense punishable by a free kick or a penalty kick 	1 st	1
	2 nd	3
2. A player receiving two (2) yellow cards in the same match	3 rd	5
	1 st	2
	2 nd	4
3. A team official receiving two (2) yellow cards in the same match	Repeat	6
	1 st	1
	2 nd	3
4. A player receiving three (3) yellow cards in separate games within the same program. The player must sit out their next game. Players who fail to comply will be deemed as "participating while ineligible". It is the responsibility of the player to track their own yellow cards. Yellow cards do not carry over between programs. The player is not eligible to play in any games until the suspension is served.	Repeat	5
	1 st	1
	2 nd	3
5. A team official receiving two (2) yellow cards in separate games within the same program. The team official must sit out	1 st	1
	2 nd	3



<p>their next game. Team officials who fail to comply will be deemed as “participating while ineligible”.</p> <p>It is the responsibility of the team official to track their own yellow cards. Yellow cards do not carry over between programs.</p> <p>The team official is not eligible to play in any games until the suspension is served.</p>	Repeat	5
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6.1.2. Serious Foul Play Incidents

Serious Foul Play Incidents		
Offence	# Offence in Season	Suspension # of games
Any player sent off for: 1. Charging/tackling in a dangerous manner.	1 st	3
	2 nd	5
	Repeat	10

6.1.3. Violent Conduct Incidents

Violent Conduct Incidents		
Offence	# Offence in Season	Suspension # of games
1. Threatening to kick, punch, elbow or knee (no physical contact). 2. Holding, or tripping an opposing player.	1st	2
	2nd	4
	Repeat	6
3. Use of excessive force or aggression during or away from play, including but not limited to: pushing, striking, slapping, scratching, hair pulling, kicking, punching, elbowing, kneeing, headbutting, head locking, choking, or fighting with an opponent, substitute, or teammate. 4. Third person in altercation (several blows).	1st	5
	2nd	10
	Repeat	15
5. Third-person in altercation - leaving the bench or technical area. (no blows) 6. Striking an opponent or spectator with the ball. 7. Throwing a player to the ground. 8. Attempted or threatened to head butt an opponent	1st	3
	2nd	5
	Repeat	10
9. Substitute leaving bench or player leaving the penalty box to join altercation (several blows).	1st	10
	2nd	15
	Repeat	20



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10. Leaving the field of play or the bench area to fight with a spectator	Suspended for one (1) calendar year and required to post a \$500 performance bond with CWSA prior to returning to active status.
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6.1.4. Boarding

Boarding		
Offence	# Offence in Season	Suspension # of games
1. Boarding, endangering the safety of a player. No foul has to be committed to be deemed boarding. *See definition of boarding in Glossary	1st	2
	2nd	4
	Repeat	6

6.1.5. General Misconduct

General Misconduct		
Offence	# Offence in Season	Suspension # of games
1. Failure of an individual to leave the field or field area in a timely manner.	1st	1
	2nd	2
	Repeat	4
2. Displaying unsportsmanlike behaviour after receiving a dismissal. This includes slamming of the gate (indoor). 3. After being ejected from a game, an individual comes back to refute the referee's decisions. 4. OIAL – Disregard for a decision of a game official during or after a game. 5. OIAL – Using insulting or abusive language aimed directly or implied at an opponent, substitute, teammate, team official or spectator.	1st	2
	2nd	4
	Repeat	6
6. OIAL – Using insulting or abusive language aimed directly or implied at a game official during or after a game.	1st	3
	2nd	5
	Repeat	10
7. Serious indecent gestures, for example, “mooning” or grabbing the genital or chest area.	1st	10
	2nd	15
	Repeat	20
8. A violent altercation after their game (inside or outside the field of play).	1st	18



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9. Spitting at players or team officials. 10. After being dismissed with a red card and returning to the field to join or cause an altercation. 11. Guilty of uttering any form of discriminatory slurs, remarks, or gestures to officials, players, coaches, or spectators 12. Uncontrollable rage, without assault, having to be physically restrained	2nd	24
	3rd	Dismissal for life
13. Intentionally disguises their identity, i.e. removes their jersey, fails to provide an ID card for an offense after the game, or attempts to retrieve cards held or retained by the referee.	Suspended for one (1) calendar year and required to post a \$500 performance bond with CWSA prior to returning to active status.	
14. A participant is ejected for assault in a fit of uncontrollable rage, having to be physically restrained.	Suspended for one (1) calendar year and required to post a \$500 performance bond with CWSA prior to returning to active status.	

6.1.6. Multiple Red Card Incidents

Multiple Red Card Incidents	
Offense	Outcome
1. Participant receiving 3 red cards for major infractions within a 12-month period. <i>i.e. all those in Sections 6.1.2, 6.1.3, 6.1.4, 6.1.5</i>	Suspended for one (1) calendar year, required to post a \$500 performance bond with CWSA prior to returning to active status, and must take and pass a referee course at their own expense.

6.1.7. Participating When Illegal

Participating When Illegal		
Offence	# Offence in Season	Suspension
1. When suspended for any reason other than those infractions listed in Section 6.1.1 2. When playing or attempting to play under an assumed name.	1 st	Up to 12 months. Fine up to \$500.
	Further Repeat	18 months – 5 years. Fine up to \$1,000.
3. Playing while suspended under Section 6.1.1	One (1) extra game will be added to the suspension for every game that is played after triggering a suspension. Per game fines still apply.	

6.1.8. Participating When Ineligible

Participating When Ineligible		
Offence	# Offence in Season	Suspension



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1. Participating when ineligible, defined as follows: <ol style="list-style-type: none"> As a guest player outside the provisions of the restricted movement regulations. A dually registered CWSA and CMSA player using their minor status to play up. Cup-tied players. Without a valid CWSA ID card at the game. Without being properly registered for the current season. Without their own jersey, except when changed with the approval of the game official because of blood or if the shirt is torn. A player that does not meet the minimum age requirement. 	1st	0 games, plus \$20 fine
	2nd	1 game
	3rd	3 games
	Repeat	Suspended pending a discipline hearing
2. A CMSA player participating when ineligible: <ol style="list-style-type: none"> Playing outside the provisions of the restricted movement regulations. Without a valid ID card Without a completed minor restricted movement form 	1st	1 week
	2nd	2 weeks
	3rd	3 weeks
	Repeat	Suspended from playing in the CWSA, pending a discipline hearing.
3. A team official who does not have a valid CPIC on file with the CWSA and participates or is listed on a game sheet	1st	\$50 fine.
	2nd	\$100 fine.
	3rd	\$150 fine and automatic suspension until a valid CPIC is provided.

6.1.9. Unsportsmanlike Behaviour (Participant)

Bringing the Game into Disrepute through Unsportsmanlike Behaviour – Discipline Hearing Required		
Offense	Outcome	
1. Unsporting behaviour occurs when the game is brought into disrepute by unexpected or unprecedented behaviour. It offends the spirit of the game and can be directed against opponents, colleagues, officials or spectators. Traditionally, a sportsman is accepted as being honest, honourable, and truthful, a fair player, a good loser, a good	Participant Fine	Max \$500



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<p>example to others, a model of virtue, and a sportsman. It follows, therefore, that conduct opposite to these tenets is unsportsmanlike.</p> <p>Any individual who commits any act or makes any statement either verbally or in writing, or has been responsible for conduct, continuing misconduct or any other matter which is considered to be unsporting, insulting or improper behaviour or likely to bring the game into disrepute, is deemed to be displaying unsporting behaviour. This would include verbal threats (actual or implied) to inflict bodily harm, malicious statements to express a threat, to be a source of danger or menace, to announce the possibility of a threat or to give signs or warning of a possible threat.</p> <p>Individuals found to display unsportsmanlike behaviour may be subject to penalties applied at the discretion of the Discipline Committee.</p>	Participant Bond	Max \$1,000
	Participant Suspension	At the discretion of the Discipline Committee
<p>2. Behaviour that impacts the League in attaining or retaining field/facility permits and that is contrary to the terms of those permits will be considered to be unsportsmanlike.</p> <p>Examples of such behavior include, but are not limited to: the consumption of alcohol on facility property (except in a designated area provided by the facility), public urination, smoking inside the buildings, and any actions that result in damage to the facility.</p>	Possible recommendation for removal from the league. May be held financially responsible for the payment of any damages caused to facilities	
<p>3. Complaints made in bad faith that merit appropriate sanctions.</p> <p>A vexatious complaint or allegation made without a reasonable basis in fact or merit, or one that is intended to harass, inconvenience, or undermine another individual or disciplinary process.</p>	<p>Requirement to attend a discipline hearing.</p> <p>Sanctions may include, without limitation:</p> <ol style="list-style-type: none"> 1. A written warning, 2. A determination that the applicant has violated the CWSA's Code of Conduct, where applicable. 3. Participant fine, 4. Participant suspension, 5. Participant bond 	

6.1.10. Spectator Involvement & Leaving the Field of Play (Participant)

Spectator Involvement & Leaving the Field of Play	
Offence	Outcome
<p>1. Any player found guilty of inviting spectators onto the field of play with the purpose of engaging members of the opposing team.</p>	<p>Suspended for one (1) year and not reinstated until a \$1,000.00 performance bond is paid.</p>



2. Any player found guilty of inciting violence among spectators.	Suspended for one (1) year and not reinstated until a \$1,000.00 performance bond is paid.
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6.1.11. Abuse of CWSA Staff & Discipline Committee

Abuse of CWSA Staff & Discipline Committee
NOTE: Discipline will be determined at the discretion of the CWSA Board on a case-by-case basis and may involve potential suspensions and/or fines and/or removal from the league, and the requirement to post a performance bond prior to reinstatement. Also refer to the CWSA Harassment policy on abuse.

6.2. TEAM MISCONDUCT

6.2.2. Game Defaults

Game Defaults		
Offense	# Offence in Season	Outcome
Failure to arrive for a scheduled CWSA game: 1. More than 24-hour notice <i>Notice provided to both the opposing team and the CWSA office more than 24 hours prior to kick-off.</i>	1st	Default + \$150 fine.
	2nd	Default + \$200 fine.
	3rd	Default + \$250 fine.
Failure to arrive for a scheduled CWSA game: 2. Less than 24-hour notice <i>Notice provided to both the opposing team and the CWSA office less than 24 hours prior to kick-off.</i>	1st	Default + \$200 fine.
	2nd	Default + \$250 fine.
	3rd	Default + \$300 fine.
Failure to arrive for a scheduled CWSA game: 3. No Notice <i>No notice provided to the opposing team and the CWSA office prior to kick-off.</i> 4. Failure to have the minimum number of players dressed and ready within the time allowable for kick-off. 5. Failure to arrive with ID cards.	1st	Default + \$250 fine.
	2nd	Default + \$300 fine.
	3rd	Default + \$300 fine.
6. Three (3) game defaults within a season.	Possible removal from the league.	
7. A combination of four (4) game forfeitures (games played) and game defaults (games not played).	Possible removal from the league.	

6.2.3. Game Forfeitures

Game Forfeitures		
Offence	# Offence in Season	Outcome
1. Participating when ineligible , defined as follows:	1 st	Forfeiture + \$50 fine.
	2 nd	Forfeiture + \$100 fine.



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<ul style="list-style-type: none"> a. As a guest player outside the provisions of the restricted movement regulations. b. A dually registered CWSA and CMSA player using their minor status to playup. c. Cup-tied players. d. Utilizing a player or team official who does not have a valid CWSA ID card at the game. e. When they are not on the game sheet at the commencement of the game. f. A player registered with another team in the same or higher division except where R and R 3.3.7 allows. g. Unregistered players or team officials. h. When players do not have their own jersey, except when changed with the approval of the game official, because of blood or if the shirt is torn. i. When they are unidentifiable on the game sheet. j. Utilizing a CMSA player without submitting a completed restricted movement form k. A team dressing more than 20 players for a game. l. Utilizing a player who does not meet the minimum age requirement for the division. 	<p>Further Repeat</p>	<p>Forfeiture + \$200 fine + Discipline Hearing</p>
<p>2. Utilizing or attempting to utilize an ineligible/illegal individual, intentionally disguising the identity or role of the individual.</p>	<p>1st</p>	<p>Forfeiture + team fined \$100 - \$2,000 + bond. Disqualified from Promotion and attending Provincials.</p>
	<p>Repeat</p>	<p>Forfeiture + team fined \$100 - \$2,000, bond, Relegation at season end or recommend removal from league if offence occurs within 12 months of prior offence.</p>
<p>3. Utilizing suspended players or team officials</p>	<p>1st</p>	<p>Forfeiture + \$100 fine.</p>
	<p>2nd</p>	<p>Forfeiture + \$200 fine.</p>
	<p>Repeat</p>	<p>Forfeiture + \$300 fine, recommended removal</p>



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4. Causing the abandonment of a game.	1 st	Forfeiture + \$50-\$500 fine + bond and hearing.
	2 nd	Forfeiture + \$100-\$2,000 fine + bond and hearing
	3 rd	Forfeiture + \$100-\$2,000 fine + bond and hearing. Recommend removal from the league.

6.2.4. Failure to Meet Team Requirements

Failure to Meet Team Requirements	
Offence	Outcome
1. The failure of a team to provide any one of the following: <ul style="list-style-type: none"> a. CWSA game sheet b. 2 game balls c. Alternate jersey - home team d. A qualified assistant referee (over the age of 16) when required. 2. Failure to register the minimum number of players/team officials required before the first league game of the season.	\$50 fine.
3. Failure to have a representative present at the Annual General Meeting or Special General Meeting.	\$100 fine per eligible vote. (each registered team)

6.2.5. Opting out of Provincials

Opting out of Provincials			
Offence	ASA Fine*	CWSA Fine	Total Fine
A team in a provincial contending division who opts out of provincials:			
1. Prior to the seasonal opt-out deadline	\$0	\$0	\$0
2. 45 or more days prior to the start of Provincial Competition	\$300	\$50	\$350
3. 31 to 44 days prior to the start of Provincial Competition	\$550	\$100	\$650
4. 30 to 15 days prior to the start of Provincial Competition	\$1200	\$200	\$1,400
5. 14 days or less prior to the start of Provincial Competition	\$2,700	\$500	\$3,200



<p>6. 7 days or less prior to the start of Provincial Competition</p> <p>* Should there be a discrepancy between the 'ASA Fine' amounts and the fines stated in the most current Alberta Soccer Association Provincial Championship Rules – Senior, the fine amount from the Alberta Soccer Association Provincial Championship Rules – Senior will be applied.</p>	\$3,000	\$500	\$3,500
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6.2.6. Unsportsmanlike Behavior (Team)

Bringing the Game into Disrepute through Unsportsmanlike Behaviour – Discipline Hearing Required		
Offense	Outcome	
<p>8. Unsporting behavior occurs when the game is brought into disrepute by unexpected or unprecedented behavior. It offends the spirit of the game and can be directed against opponents, colleagues, officials, or spectators.</p> <p>Teams or clubs found to display unsportsmanlike behaviour may be subject to penalties applied at the discretion of the Discipline Committee.</p> <p>Teams who fail to control the behavior and actions of their players (such that 2 or more red cards are earned in 2 separate games) or spectators may be considered to be bringing the game into disrepute by their inability to manage their conduct, and the team may be required to attend a Discipline Hearing.</p>	Team Fine	Max \$2,000
	Team Bond	Max \$10,000
<p>9. Behaviour that impacts the League in attaining or retaining field/facility permits and that is contrary to the terms of those permits will be considered to be unsportsmanlike.</p> <p>Examples of such behavior include, but are not limited to: the consumption of alcohol on facility property (except in a designated area provided by the facility), public urination, smoking inside the buildings, and any actions that result in damage to the facility.</p>	Possible recommendation for removal from the league. May be held financially responsible for the payment of any damages caused to facilities	

6.2.7. Spectator Involvement & Leaving the Field of Play (Team)

Spectator Involvement & Leaving the Field of Play	
Offence	Outcome
<p>1. Teams are responsible for the conduct of their spectators. Team supporters who enter the field of play or participate in an altercation with other individual(s) on or off the field.</p>	Automatic Discipline Hearing. May cause the team to be suspended from further play. <i>(Sanctioned by the league and removed therefrom.) Fine up to \$500.00</i>



2. Teams causing abandonment of a game by leaving the field of play without the referee's permission.	Suspended for one (1) year and not reinstated until a \$1,000.00 performance bond is paid.
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6.2.8. Failure to Meet Rule of Two Policy Requirements

Failure to Meet Rule of Two Policy Requirements		
Offence	# Offence in Season	Outcome
1. Failure to have the required number of registered adults present when a minor is listed on the game sheet. <i>Note: When a minor is playing, teams must have two registered adults present at the game, one of whom must be female. Adults may be players or team officials registered to the team.</i>	1st	\$50 fine
	2nd	\$50 fine + all registered team officials required to complete the 'Understanding the Rule of Two eLearning Module'
	3rd	Automatic discipline hearing for all registered team officials.

7. DISCIPLINE COMMITTEE HEARINGS

7.1. Discipline Committees

7.1.2. A Discipline Committee reviews misconduct reports contextually, and at its discretion may uphold, add to, reduce, or remove any fine, suspension, or disciplinary sanction which an individual or team has received based on the Discipline Code.

7.1.3. On misconduct being proved to its satisfaction, a Discipline Hearing Committee shall have the power to order the offender;

- 7.1.3.1. To be suspended from all or any specific soccer activity either permanently, indefinitely, or for a stated period of time;
- 7.1.3.2. To be suspended for a specific number of scheduled games in a designated competition(s)
- 7.1.3.3. To receive an administration fee and/or bonded (with or without suspension), where the player is not a registered youth player;
- 7.1.3.4. To be censured;
- 7.1.3.5. To pay all expenses of the Discipline Hearing Committee which may be incidental to consideration of the matter (with or without any other punishment).

7.1.4. A Discipline Committee shall set timelines for the payment of any costs, administration fees or bonds, and may set further terms of punishment for non-compliance.

7.1.5. A Discipline Committee shall consist of three (3) members, one of whom shall act as Chair.



7.2. Discipline Hearing Guidelines

- 7.2.2. Any respondent is entitled to request a discipline hearing upon receiving a notice of discipline, except in cases where the infraction is based on irrefutable facts and there is no reasonable basis for dispute. This includes, but is not limited to:
- 7.2.2.1. Receiving two cautions (yellow cards) in the same match resulting in a dismissal (red card).
 - 7.2.2.2. Red cards, where the mandatory one-game suspension cannot be reviewed. Hearings may be requested only for any additional suspension.
 - 7.2.2.3. Accumulation of cautions leading to an automatic suspension.
 - 7.2.2.4. Failure to appear (game defaults) or forfeit infractions.
 - 7.2.2.5. Administrative or eligibility violations confirmed by registration records.
 - 7.2.2.6. Boarding.
- 7.2.3. A respondent who fails to attend a scheduled hearing waives their right to appeal the Committee's decision.
- 7.2.4. To have a voice at a hearing, the respondent or their representative must have been at the game/incident and listed on the game sheet.
- 7.2.5. Any individual not listed on the game sheet will be considered as a witness, not a representative, and their attendance at the hearing is at the discretion of the committee.
- 7.2.5.1. Witnesses may submit written statements for consideration.
- 7.2.6. If the respondent is a minor, an adult representative must also attend the hearing.
- 7.2.7. Game officials may be invited to a hearing, at the discretion of the committee.
- 7.2.8. A maximum of three individuals may represent a respondent or a team at a hearing.
- 7.2.9. Documentation associated with the misconduct shall be provided in advance of the hearing.
- 7.2.9.1. Documentation, at a minimum, will include the Discipline Report, the Discipline Code, and other materials the committee is expected to consider.
- 7.2.10. Discipline hearings are scheduled as required. The CWSA shall provide reasonable notice of the time and place to the respondent and other relevant parties.
- 7.2.11. The rescheduling of missed hearings is at the discretion of the CWSA, and the decision will be final.

7.3. Discipline Hearing Process

- 7.3.2. Discipline Committee members shall review materials related to the incident, including misconduct reports, game sheets, and any other submitted information.
- 7.3.2.1. At the Committee's discretion, recordings or photographs of the incident may also be reviewed.
 - 7.3.2.2. The Committee may accept and review any written submission from an individual; however, a submission alone does not grant the right to appeal. The individual must attend the hearing to preserve appeal rights.
- 7.3.3. The participants are called into the Hearing Room.
- 7.3.4. Committee members introduce themselves along with their affiliations.
- 7.3.5. If the Committee is comprised of two or fewer members, the respondent or team representative must confirm their acceptance of the Committee in writing. If the respondent or team representative requests a three-member Committee, the hearing shall be postponed until it can be convened.
- 7.3.6. The misconduct report is read aloud.
- 7.3.7. The participants are asked to present their evidence. After questions have been asked and answered, the participants will be excused.
- 7.3.8. Committee members deliberate, determining the outcome of the disciplinary action.



7.3.9. The decision of the Discipline Committee will generally be available within 48 hours and in all cases no later than ten (10) working days after the hearing.

7.3.10. Notification of a Discipline Committee decision will be provided in writing as follows:

7.3.10.1. **Player discipline:** The individual and their team officials will be notified. If the player is registered in another CWSA program, the registered team officials for that team will also receive notice of the suspension.

7.3.10.2. **Team official discipline:** The individual and all registered team officials for that individual's team will be notified.

7.3.10.3. **Team discipline:** The registered team officials for the affected team will be notified.

7.4. Appeal Of Discipline Committee Decision

7.4.2. The Appeal Committee shall consist of the Board of Directors of the CWSA.

7.4.3. Appeals of a Discipline Committee decision must be submitted in writing to the Board within seventy-two (72) hours of the ruling being communicated and must include the \$250 appeal fee.

7.4.4. Appeals submitted without the fee or after the deadline will not be accepted.

7.4.5. Each Individual or Team must submit a separate appeal.

7.4.6. Upon receipt of a letter of appeal, the Appeal Committee Chair will review the submission to determine whether there are acceptable grounds for appeal.

7.4.7. Grounds and Effect of Appeal

7.4.7.1. An individual or team is eligible to appeal only on the following grounds:

7.4.7.1.1. Guidelines for discipline outcomes (Rules & Regulations, Discipline Code) were not followed.

7.4.7.1.2. Procedures mandated by the Alberta Soccer Association for Affiliate Members were not followed.

7.4.7.1.3. The Discipline Committee was biased or influenced by bias.

7.4.7.1.4. An individual or team is not eligible to appeal solely to challenge the outcome of a hearing or for failure to know or understand the CWSA Rules and Regulations or the Discipline Code.

7.4.7.2. During the appeal process, the decision of the Discipline Committee shall remain in effect pending the outcome of the appeal.

7.4.8. Representation and Evidence

7.4.8.1. Representation at an Appeal Hearing is limited to the Individual or Team and any persons who attended the original Discipline Committee hearing.

7.4.8.2. Witnesses and game officials may be invited at the Committee's discretion.

7.4.9. Decision and Notification

7.4.9.1. Appeals will be heard at the next regular meeting of the CWSA Board of Directors. The Board may, at its sole discretion, call an extraordinary board meeting to address this appeal.

7.4.9.1.1. The CWSA Board shall not hear or rule on any appeal without providing reasonable notice to both affected teams as to when the appeal will be dealt with.

7.4.9.2. The decision of the Appeal Committee will generally be available within 48 hours and, in all cases, no later than ten (10) working days after the hearing.

7.4.9.3. Notification will be provided in writing as follows:

7.4.9.3.1. **Player discipline:** To the individual and their team officials. If registered in another CWSA program, their team officials in that program will also be notified.

7.4.9.3.2. **Team official discipline:** To the individual and all registered team officials for that individual's team.

7.4.9.3.3. **Team discipline:** To the registered team officials for the affected team.

7.4.10. Appeal Fee

7.4.10.1. The appeal fee will be reimbursed only if the appeal is successful in its entirety.



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7.5. Further Appeals

7.5.2. Appeals of a decision of the CWSA Board of Directors may be made to the Alberta Soccer Association, in accordance with their rules.

7.6. Discipline Hearing Checklist

7.6.2. Before the Hearing

Read the Notice of Discipline Carefully

- Confirm the details of the alleged infraction.
- Note any deadlines for submitting a request for a hearing.

Understand Your Rights

- You may request a Discipline Committee hearing within 72 hours of receiving notice.
- If you do not respond in time, you are deemed to have accepted the penalties and waived your right to contest the notice of discipline.

Gather Your Evidence

- Include referee reports, game sheets, or any relevant documents.
- Recordings or photos may be reviewed at the Committee's discretion.
- Teammates and coaches may provide statements, but official reports are given the greatest weight.
- Check for errors in the referee report compared to the rules.
- Focus on whether there are technical or procedural errors in the report or in how the rules were applied.
- Disagreement with the referee's decision alone is **not** sufficient to contest the discipline notice.

Check Representation Rules

- You or a representative listed on the game sheet may speak on your behalf.
- Witnesses may attend and submit statements, but participation is at the Committee's discretion.
- If you are a minor, an adult representative must attend.
- A maximum of three individuals may represent a respondent or team.

Prepare Your Case

- Focus on factual inaccuracies or procedural errors in the discipline report.
- Do not rely solely on opinions; stick to documented evidence and applicable rules.

7.6.3. During the Hearing

- Attend on Time – Failure to attend waives your right to appeal.
- Present Your Evidence Clearly – Stick to facts and documentation.
- Respond to Committee Questions – Answer honestly and respectfully.

7.6.4. After the Hearing

- Decision Timeline – The Committee's decision will generally be available within 48 hours and no later than 10 working days.
- Notification – You and relevant team officials will receive written notice of the outcome.



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8. GLOSSARY

TERM	DEFINITION
AGM	Annual General Meeting, the annual membership meeting of the league.
AMSL	Alberta Major Soccer League
Appeal	An action granted to a member of the association. The ability to dispute a decision made by the CWSA Discipline Officer or Committee
ASA	The Alberta Soccer Association, the provincial governing body for soccer within Alberta.
Assault	To attack someone physically or verbally
Association	The Calgary Women's Soccer Association
Bench Official	Includes those persons acting in the capacity of coach, manager, or trainer.
Board	The Board of Directors of CWSA
Boarding	Any contact by a player that forces an opponent to hit the perimeter wall in a manner that endangers the safety of that opponent. (Indoor game only).
Bond (Performance Bond)	A financial guarantee to fulfill future obligations (previously not met).
Caution	<p>A player is cautioned and shown the yellow card if they commit any of the following offences:</p> <ul style="list-style-type: none"> • Unsporting behavior • Dissent by word or action • Persistently infringes the Laws of the game. • Delays the restart of a game • Fails to respect the required distance when play is restarted with a corner kick or free kick • Enters or re-enters the field of play without the referee's permission • Deliberately leaves the field of play without the referee's permission • Spits on the field of play (Indoor game only) - April 2015
CMSA	Calgary Minor Soccer Association
Coach	An individual who provides or appears to provide instruction/guidance/direction and/or training to a team and its members.
Complaint	A formal report made to the CWSA by an individual regarding an alleged violation of its Code of Conduct, rules, or policies.
CPIC	A Police Information Check – information is searched from three databases and the results will be provided on a Calgary Police Service certificate letter. Disclosure will include – Criminal Record History, Vulnerable Sector Search, and Police History.
CSA	The Canadian Soccer Association, the national governing body for soccer within Canada.
CUSA	Calgary United Soccer Association
CWSA	Calgary Women's Soccer Association
Default	See forfeiture. An unofficial game given up as a loss because of infractions committed by the teams and/or players. (Game not played)
Dissent	Expressed disagreement. Director- a member who is elected or appointed to the Board.



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FIFA	The Federation Internationale de Football Association – the international governing body for soccer.
Fine	A sum of money required to be paid to the CWSA office, as a penalty for an offense.
Forfeiture	A game given up as a loss because of infractions committed by the team and or/players. (Game played)
Game Ball	Suitable, as so deemed by the game official.
Game Official	referee, assistant referees.
Illegal	Against the rules
Ineligible	Not entitled or qualified, see Section F.
Major Infraction	Includes those infractions stated in Sections B-E.
Major League (Indoor)	Teams who compete Indoor in the top division of women’s soccer.
Manager	An individual who manages the affairs of the team/club.
Member	A member in good standing of the Association.
Minor	Under the age of 18
OIAL	Offensive or insulting or abusive language and/or gestures (as so deemed by the game officials).
Open Divisions	Any division that is not O30 or O40 is considered an “Open Division”
Participant	An individual participating in any CWSA game.
Physically Played	Must meet minimum time requirement for the game to be official
Player	A person taking (or intending to take) an active, on-field role in a game.
Player/Coach	A person appearing to act in the capacity of both a player and a coach
Professional Foul	Either denies the opposing team a goal or an obvious goal scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper in his own penalty area), or denies an obvious goal scoring opportunity to an opponent moving towards the player’s goal by an offence punishable by a free kick or penalty kick.
Protest (game)	The ability to dispute a game that was played. A protest will only be considered on the grounds or misinterpretation of FIFA Laws of the Game, on the eligibility of players, or on the breaches of the CWSA Rules and Regulations.
Replacement Player	A player which replaces another on an ASA roster for Provincial Competition. See ASA Competition Rules for further guidelines around replacement players.
Sending-Off Offence (Red Card)	<p>A player is sent off and shown the red card if he commits any of the following offences:</p> <ul style="list-style-type: none"> • Serious foul play • Violent conduct • Spits at an opponent or any other person • Denies the opposing team a goal or an obvious goal scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper in his own penalty area) • Denies an obvious goal scoring opportunity to an opponent moving towards the player’s goal by an offence punishable by a free kick or penalty kick • Uses offensive or insulting or abusive language and/or gestures • Receives a second caution in the same match



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SFP	Serious Foul Play, "A tackle that endangers the safety of the opponent must be sanctioned as Serious Foul Play." Soccer related activities- includes game activities such as coaching and/or managing and/or playing, and/or officiating within CWSA.
SGM	Special General Meeting, an additional general membership meeting of the League called to address issues specifically stated on the meeting notice
Soccer Season	The Indoor Season shall be that program running mid-October to April and the Outdoor Season shall be that program running May to mid-September.
Suspension	"A suspension is to be served in terms of matches or for a specific time. Only those matches physically played count towards execution of the suspension. If a match is abandoned, cancelled or finally forfeited, suspension is only considered to have been served if the team to which the suspended player belongs is not responsible for the facts that led to abandonment, cancellation or forfeit of the match."
Team	A properly constituted or organized soccer team of 11 players or more Outdoor, 6 players or more Indoor Boarded, 7 players or more 7v7 and 8 players or more 8v8. CWSA defines a team as 50% + 1 of their previous season roster.
Team Official(s)	Includes those persons appearing to act in the capacity of coach, manager, team owner, or trainer.
Trainer	An individual who trains and/or helps prepare others for participation. This is usually accomplished with a planned program of appropriate physical exercises.
Trialist	A player who joins a team for a limited period of time allowing the team to assess a player's ability.
Uniforms	A distinctive set of clothes for all team players consisting of a jersey, shorts and socks of uniform color and design. Each goalkeeper must wear colors that distinguish him from the other players, the referee and the assistant referees.
Unregistered Participant	An individual who has not registered to a CWSA and/or CMSA team for the current season.
Unsporting Behaviour	Behaviour, that is unexpected or unprecedented, and that brings the game into disrepute. For purposes of this Code, this definition does not refer to the Unsporting Behaviour (USB) that is a yellow card offence under FIFA rules.
UWS	United Women's Soccer
Violent Conduct (VC)	"Violent conduct may occur either on the field of play or outside its boundaries, whether the ball is in play or not. A player is guilty of violent conduct if he uses excessive force or brutality against an opponent when not challenging for the ball. She is also guilty of violent conduct if she uses excessive force or brutality against a team-mate or any other person."
Vexatious Complaint	Vexatious (or frivolous) complaints may be characterized by a lack of substantive evidence, including those filed in bad faith, for personal gain, or with the intent to disrupt or discredit the integrity of participants, officials, staff or the organization.