



ALBERTA SOCCER ASSOCIATION

LEAD, GOVERN AND EVOLVE

8123 Roper Road NW
Edmonton, AB T6E 6S4



Alberta Soccer Association Youth Player and Team Movement through Recruitment Policy Approved – November 4, 2017

PLAYER MOVEMENT PRINCIPLES

- ☐ To provide an interpretation of Rule 5.G of the ASA Rules & Regulations.
 - Rule 5.G

It is an offence for any Club, through its responsible officers or representatives to induce or attempt to induce a registered player of a Team under the jurisdiction of the ASA to leave his / her team before the end of the current season. The offence shall be dealt with by the ASA or League in Membership concerned, if the Club and players are under the same jurisdiction and by the ASA in all other cases.
- ☐ To define Recruitment in terms of players in the context of Rule 5.G.
- ☐ To define acceptable contact periods during and / or between seasons.
- ☐ To define acceptable contact types during and / or between seasons.
- ☐ Affiliated Members and their Clubs / Towns may make more restrictive player movement policies than contained with this policy.

DEFINITIONS

- ☐ **Contact**
 - Refers to any Action or Communication that is intended to induce a registered player(s) to leave his / her team. Contact may be any one or more of the following Types;

Mail, Courier, Facsimile, E-mail, Text, Phone, Social Media Applications, Face-to-Face and any other contact as determined by the Discipline Committee.
- ☐ **Affiliated Member**
 - Regular Members (23 total) and Associate Members (Universities, Colleges, FC Edmonton) of the ASA and all members' associations of those Regular Members and Associate Members, including Clubs.
- ☐ **Affiliated Parties**
 - Includes parents of players, relative of players and any other persons determined by the Discipline Committee to have connections to a team.
- ☐ **Prospective Player**
 - refers to the Registered Player, and includes his or her parents, legal guardians and any other persons determined by the Discipline Committee to have influence over the player.



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- ☐ Recruitment
 - Any Contact with a Prospective Player by any Team Official, Registered Player or Affiliated Parties of another Club or team for the purpose of enticing the Registered Player to leave their team.
- ☐ Recruitment Review Panel
 - The panel of three discipline committee members, appointed by the ASA, who decide if a complaint should be referred to a Discipline Committee.
- ☐ Registered Player
 - Includes all youth players currently registered with the ASA.
- ☐ Seasons
 - In-season (Restricted Contact)
 - The period commencing with the start of League Play, up until and including the last day of ASA Provincials.
 - ☐ League play beginning includes league scheduled pre-season games.
 - ☐ This will not include invitational tournaments after ASA Provincials.
 - ☐ This will not include exhibition games scheduled by Clubs / Towns.
 - ☐ Provincials will normally be the end of Tier 1-to-Nationals and the Youth Indoor Provincials weekend.
 - Off-season (Open Contact)
 - The period commencing on the day after the last day of Provincials and ending on the day before the start of League Play.
 - ☐ This includes all teams, regardless of if they qualify for Provincials, and regardless of if their league play leads to Provincials
 - ☐ Provincials will normally be the end of Tier 1-to-Nationals and the Youth Indoor Provincials weekend.
- ☐ Team Official
 - Club representatives including but not restricted to Head Coaches, Assistant Coaches, and Team Managers, Technical Directors or other Technical Committee Members.
- ☐ Try-outs (Assessments, Evaluations)
 - The process by which a Player is evaluated / assessed for placement within a Club or team.
 - This can occur at open tryouts, individual team practices or any other location where skills are demonstrated for Club or Team Officials.



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PLAYER RELEASE AND TRANSFER WINDOWS

1. All players are free to move to any team or Club during the off-season without permission from their Club or Affiliated Member. The receiving Clubs and Affiliated Members must follow ASA guidelines on reporting player movement.
2. All players must follow Affiliated Member and ASA guidelines for player movement while In-season, subject to local rules.
3. ASA in-season transfer dates are as follows;
 - a. Youth
 - i. February 15 annually for Indoor.
 - ii. 3 weeks prior to Provincials for Tier IV Rural.
 - iii. 2 weeks prior to Provincials for Tier IV Cities.
 - iv. July 15 annually for Tier I, II and III.

PLAYER CONTACT & COMMUNICATIONS

1. OFF-SEASON (OPEN) CONTACT PERIOD - All Clubs, Team Officials and Affiliated Parties may contact any player and Affiliated Parties during the Open Contact Period.
 - a. The Open Contact Period will be;
 - i. Outdoor to Indoor
 1. Youth
 - a. The day after Tier 1 Youth Outdoor Provincials are complete to September 20 Annually.
 - ii. Indoor to Outdoor
 1. Youth
 - a. The day after Youth Indoor Provincials to April 10 Annually.
2. IN-SEASON (RESTRICTED) CONTACT PERIOD
 - a. Outdoor
 - i. Youth
 1. April 11 to the last day of Tier 1 Youth Provincials annually.
 - b. Indoor
 - i. Youth
 1. September 21 to the day after the last day of Youth Provincials annually.
3. CONTACT GUIDELINES
 - a. Off-season (Open) Contact Period



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- i. During the Open Contact Period, contact with any Club, Team Official or Affiliated Party is at the discretion of the Prospective Player. If the Prospective Player asks for contact to stop any future contact will be considered a violation of the policy.
- b. In-season (Restricted) Contact Period
 - i. During the Restricted Contact Period, any Club, Team Official or Affiliated Party may contact a Prospective Player once regarding movement during the off season.
 - ii. All contact by Affiliated Parties with a Prospective Player regarding movement during the current season must be declared to their Club and it is the responsibility of the Club to report those Actions / Communications to their governing Affiliated Member and the losing club.
 - iii. No contact is allowed with a Prospective Player for the purpose of recruiting a player to leave their current team in-season.

TRY-OUTS (Assessments, Evaluations)

1. Attending try-outs during the Open Contact Period are at the discretion of the Prospective Player.
2. Players currently registered with other clubs cannot attend tryouts during the restricted contact period unless approval has been granted by the losing club of the Prospective Player.
3. Players may register for try outs during the current season for try outs scheduled during the following Open Contact Period.

FEE COLLECTION AND REFUNDS

1. During the Restricted Contact Period, Clubs are free and have discretion to register players for the following playing season that are currently registered with their Club or are unregistered players.
 - a. Any refund policy should be provided or linked to during the registration process (electronically or hard copy).
2. During a current season, a Registered Player cannot register for a team with a new Club until the Open Contact Period has begun unless approval has been granted by the losing Club.



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- a. Clubs may charge a non-refundable try-out fee of no more than \$50 for any Prospective Player that attends try-outs during the Open Contact period.
3. Any Registered Player changing clubs during the Open Contact Period will be subject to the registration guidelines and refund policies of the Clubs and Affiliated Members to which they register.
4. All refund policies will, at minimum, provide a 1-week refundable period, from the date of registration, where a maximum 10% administration fee could be charged if a refund is requested.

TEAM MOVEMENT

1. For the purposes of this section a Team will be defined as 7 or more Registered Players or 33% of a roster in a current season, the lower of the two will be applied in all cases.
2. Teams who move to a new Club will not be allowed the same Team Officials at their new Club for 1 calendar year without the permission of the Club or Affiliated Member they left.
3. Team movement within an Affiliated Member will be monitored by the Affiliated Member and all teams are subject to local rules as well as the ASA policies.

REPORTING and COMPLAINT REVIEW

1. Complaints may be filed by Registered Players, Affiliated Parties, Club or Affiliated member if they believe they have been subject to a breach of this policy.
2. Complaints filed for review will be sent to the ASA office using the proper incident complaint forms and forwarded to an ASA Discipline Committee for review and determination of the grounds for a hearing.
3. Complaints filed should include a minimum of the following;
 - a. A signed ASA incident report form completed, in full,
 - i. Evidence of contact that show the breach of the policy OR a Statutory Declaration of the specific types of contact,
 - ii. Evidence can include screen shots of text messages / phone calls or copies of e-mails or other communication.
 - iii. Evidence must include details of the origins, author, date and recipients of the contact or other details that permit authentication of the evidence.



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4. Complaints filed can be kept confidential to the best extent possible, at the request of the complainant, if they provide a written statement as to the reason for their request for anonymity.
 - a. The request for anonymity should be written separately from the incident report but must be received in the same complaint package.
 - b. If a request for anonymity is granted by the ASA Discipline Committee, the report signature and other identifying factors will be redacted, to the best extent possible, from the evidence provided to the accused and panel members.
5. The accused will remain in good standing until a decision of a Discipline Committee has been reached.
6. Appeals will follow the standard Appeals mechanism as per the Rules & Regulations on Discipline and Appeals.

PENALTY GUIDE

INDIVIDUALS

1. 1st Offence
 - a. Minimum 1-month suspension from all soccer activities, and / or
 - i. Must be served during regular season of an Affiliated Member league.
 - b. Suspended from the next season of Provincials, indoor or outdoor, and / or
 - c. Written warning on file.
2. 2nd Offence
 - a. Minimum 6-month suspension from all coaching activities, and / or
 - b. Suspended from Provincial competitions for the next Calendar year, and / or
 - c. Written warning on file.
3. 3rd Offence
 - a. Minimum 5-year suspension from all coaching related activities, and / or
 - b. Minimum 1-year suspension from all soccer related activities,
 - i. Includes status as a Player, Team Official, Referee or administrator.



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CLUBS

1. Clubs with more than one offence by individuals within their membership while a representative, Team Official or Affiliated Party will be dealt with at the discretion of an ASA Discipline Committee. A written warning will be provided after the first offence committed by an Affiliated Party of a Club.