



# ALBERTA SOCCER ASSOCIATION

LEAD, GOVERN AND EVOLVE

8123 Roper Road NW  
Edmonton, AB T6E 6S4



## Camp and Academy Endorsement Guidelines

All programs that are not operated through an Alberta Soccer Regular or Associated Member should familiarize themselves with Alberta Soccer General Rules & Regulations Rule 19, which covers specific rules for non-Member Camps & Academy Endorsement.

### CATEGORIES

**District or Club Player Development Programs** - Operated by District or club. All participants are registered with the specific district or club requesting sanctioning and in Good Standing with Alberta Soccer.

**Open Players Development Programs** – Operated by a District or Club. Participants can come from any District or Club in the Province. All participants are registered with the Alberta Soccer Association. The program must supply a list of players and will require District signoff.

**Private Player Development Programs** – Considered for profit programs.

Please note Alberta Soccer will not sanction any camps/academies that conflict with Cavalry FC provincial programming.

### NEW AND RENEWAL APPLICATION PROCESS

New Applications and Renewals must be submitted to [prai@albertasoccer.com](mailto:prai@albertasoccer.com)

When preparing an application for endorsement, it is important to include the following elements:

#### 1. Administrative Elements:

- List of programs to be offered during the endorsement period.
- Proposed dates and operating hours of the program(s).
- Daily timetable and hours of instruction.
- Off-field activities incorporated into the program.
- Anticipated number of participants.
- Inclusion of a female coach or attendant for co-ed programs.
- Cleared police record checks (within the last three years) for all staff involved, or a letter from the district association confirming they have the checks on file.
- Description of proposed location(s) and facilities to be utilized.
- Emergency action plan and identification of qualified First Aid providers.
- Letter of support from the respective district(s) where the program will operate.



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## 2. Insurance:

- For District or Club Player Development Programs: Coverage for all ASA registered players, coaches, referees, and facilities under the Alberta Soccer Association published policies. Non-ASA registered players must pay appropriate registration fees.
- For Open Players Development Programs: Coverage for all ASA registered players, coaches, referees, and facilities under the Alberta Soccer Association published policies. Non-ASA registered players must pay appropriate registration fees.
- For Private Player Development Programs: Coverage for ASA registered players, coaches, referees, with written approval from the player's district and club for events outside Alberta. Non-ASA registered players must pay appropriate registration fees. Proof of Commercial General Liability (CGL) insurance with minimum coverage of \$2,000,000 for the registered business operating the camp or academy, with Alberta Soccer added as an additional insured.
- For Education-Based Player Development Programs: Proof of Commercial General Liability (CGL) insurance with minimum coverage of \$2,000,000 for the registered business operating the camp or academy, with Alberta Soccer added as an additional insured

## 3. Technical Elements:

- Compliance with the Long-Term Player Development model.
- Objectives and purpose of the soccer training program.
- Brief synopsis/overview of each program.
- List of coaches and instructors with their coaching certifications, including copies of coaching certificates and/or NCCP numbers.
- Instructor-to-player ratio based on age groups. Minimum requirements are as follows:  
U4 to U8 – 8 players to 1 coach, U10 to U14+ - 12 players to 1 coach
- Age groups, genders, and skill levels of players.

## 4. Additional Technical Elements (required for Education applications only):

- Noting NCCP coaching qualifications for all instructors.
- Strong recommendation of a certified teacher supervising the training sessions.
- Recommended hours of instruction for different school levels.
- Inclusion of sport performance, player, and coach education programs in the soccer curriculum.

## **APPLICATION FEE (NEW or RENEWAL)**

\$150 for Club Camp

\$300 for Open Camp

\$500 Non-member Private Camp



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Nonrefundable fees payable to Alberta Soccer Association to be submitted with application via credit card or etransfer.

**REVIEW PROCESS**

All approved camps are subject to ASA in person reviews to ensure the camp is meeting the standards and parameters set out by the ASA.