



# ALBERTA SOCCER ASSOCIATION

LEAD, GOVERN AND EVOLVE

8123 Roper Road NW  
Edmonton, AB T6E 6S4



## Camp and Academy Endorsement Guidelines (Effective November 1, 2024)

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)**

\$300 for Club Camp

\$600 for Open Camp

\$1000 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.