

2009 MYSA League Procedures

- A. **GAME CARDS (Match report; similar to the USSF game report):** The Referee Crew will print up the game cards for the all of the matches. They should bring these with them to the game. They are available online with the assignment. The local club assignor and/or designee may have them available for the center referee of each match, but do not count on this. The top section of the game card will give you the Game type. This defines the rules of the match. ie: length and in the case if CLASSIC you must reduce to equate down to 7 players. “Premier” is both AA and A teams. “Classic” is BSL and u11-12,
- B. **STATE ROSTER (Team roster form with registered players, coach and bench personnel):** It is up to each club to make sure that the coach has an up-to-date **STATE signed Official roster and player cards**, downloaded from Gotsport **prior to the coach leaving for the match**. There is no Golden Rod to update this year. This means that each week a new roster may need to be downloaded (if there are any players added to the roster) and the coach should make sure to use a current roster since it may have different player information. **A TEAM MAY NOT PLAY IF YOU DO NOT RECEIVE ONE OF THESE**. The Official Roster has three parts that are of interest. The top section has league and bench personnel info. The center referee and/or designee from the assigned referee team checks in the players from both teams making sure all player passes and bench personnel passes are present and they match the **OFFICIAL STAT (Team) ROSTER**. Name not on the roster/no pass= no play.
- C. **GAME REPORTING:** Following the match, the CR fills out the game car (report) noting final score, any cautions or send offs issued and any significant injuries/incidents and updates all information including that required in a supplemental **ONLINE**. **All reporting documents SHOULD be into Gotsoccer (Gotsport) by 12MN the Monday following the match weekend or within 48 hours of any match/make up game played during the week**. Assignors or club officials are encouraged to check to make sure all game reports for the weekend have been submitted.

D. **SIT-OUTS:** All sit-outs are the coach's responsibility to document. Coaches should, in addition to having a **STATE ROSTER (team roster)** should have his/her own **GAME CARD (match report)** for each match. The coach will present his **GAME CARD** and if a player is sitting out match, so notes this to the center referee and makes sure the CR signs the coach's copy of the **GAME CARD** and acknowledges the sit out. **It is still the responsibility of the coach to alert the CR of a sit-out. The player(s) sitting out the match DO NOT have to be present.** The CR then immediately gives the signed Coach's **GAME CARD and player/team PASSES** back to the coach. It now becomes the coach's responsibility to get the game card that has the signed sit out acknowledgement placed into his/her team book which will be presented for certification prior to any post-season tournament. This is the team's proof that the player sat out.

E. **PRE & POST MATCH RESPONSIBILITIES REVIEW:** The Center Referee and/or designee inspects player equipment, team roster and player/bench passes which the Coach or bench personnel supply. If any player(s) are required to sit out the match due to either accumulation of cautions and/or red card offenses, the player's coach will supply his/her own game card indicating which player(s) are due the sit out to the center referee or CR designee for signature and acknowledgement of the sit out. The player(s) **DO NOT** have to be present. The CR/CR designee will sign the coach's game card and return the passes, team roster and signed game card back to the Coach or bench personnel. Following the match the Coach will place the signed game card that acknowledges the sit out(s) into the team book. The CR will review with the ref team any cautions (yellow card), send offs (red card), injuries or any unusual incidents before, during or immediately following the match. Within 48 hours of the match or by 12MN the Monday immediately following a Saturday match, the CR will go online and fill out the game (match) report noting the score, cards issued and any unusual incidents during the match. The CR will note in the supplemental section the name of the player(s) who served a sit out.

ADDITIONAL INSTRUCTIONS:

The CR should note in his game report that said player(s) sat out the match. Failing to do so, however, does not remove the responsibility from the coach. If the coach

fails to report the sit out or place the signed game card in the team book, then for all intents and purposes, **it never occurred!** This can have consequences come post-season play. The sit out requirements for accumulation of cards are outlined on www.montanaref.org. Under the “Documents” section on the right-hand side of the opening web site page find the document entitled “Documentation of Cards and Sit Outs” (presently on the second page). Or click on this link:

<http://www.montanaref.org/useruploads/docs/20083192120550.CardProcedureDocument.doc>

This document describes MYSA’s policy for accumulation of cards during the season. There are examples of how this would be filled out on the old goldenrod forms. Since there are no goldenrods, Gotsport (AKA Gotsoccer) will automatically track this. There has been no change in the sit out policy for accumulation of cards. The coach is responsible for recognizing card accumulation situations that may result in two game sit-outs being required, eg, when the 3rd caution is the result of 2 cautions in one match.

It is recommended that someone be responsible from each club to insure that all reports be completed by the recommended time.