



CLUB PASS PLAYER ASSIGNMENT INSTRUCTIONS

Updated September 2018

421. Club Pass System

- 421.1** During regular season play, a player may club pass to another team, under the rule as defined in **421.3**, within the same member affiliate.
- 421.2** Club-pass play is permitted for 12U and older Recreational players; Athena Classic and Academy 12U players.
- 421.2a** Club pass play from Athena to Classic is allowed but not Classic to Athena.
- 421.2b** Club pass play from Recreational Girls to Recreational Boys is allowed but not Recreational Boys to Recreational Girls.
- 421.3** Academy 12U and Select 13U and older players may club pass (1) to a team at the same age but a higher competitive level, and/or (2) to a team at an older age group at the same or higher competitive level. Academy 12U players may club pass to an affiliate's first and/or second team(s) only. Recreational players may club pass to an older age recreational team. The determining age is the age at which the player is rostered rather than the player's true age.
- 421.3a** Academy 11U players may club pass to any level 13U Select Team.
- 421.3b** Classic 3 and Athena C players may club pass to a team in the same or older age group at the same or higher competitive level.
- 421.4** A player may play with the team on which he is registered and one other team on a given day. A player may not play in more than two games in any one day. 13U – 16U teams may use a maximum of three club-pass players in any one game. 17U – 19U teams may use a maximum of five club-pass players in any one game.
- 421.5** Any player found to be playing for a team on which that player is not eligible to participate will be deemed an ineligible player and a forfeit will be charged against the team with which the player participated. The D&P Committee has the right to add additional sanctions against either or both the player and the coach after a hearing to determine intent.

To assign a CLUB PASS player to another team's specific game day lineup sheet in the Georgia Soccer/ADG system, please read the above from the Georgia Soccer Youth Rules and Regulations to make sure your player is eligible, then follow the steps below.

NOTE: The coach / assistant coach / team manager of the player's current team must initiate the process and assign the player to the team with which the player will be club passing.

This means that the team wishing to use a club pass player must contact the manager or coach of the team to which the player is rostered in a timely fashion.

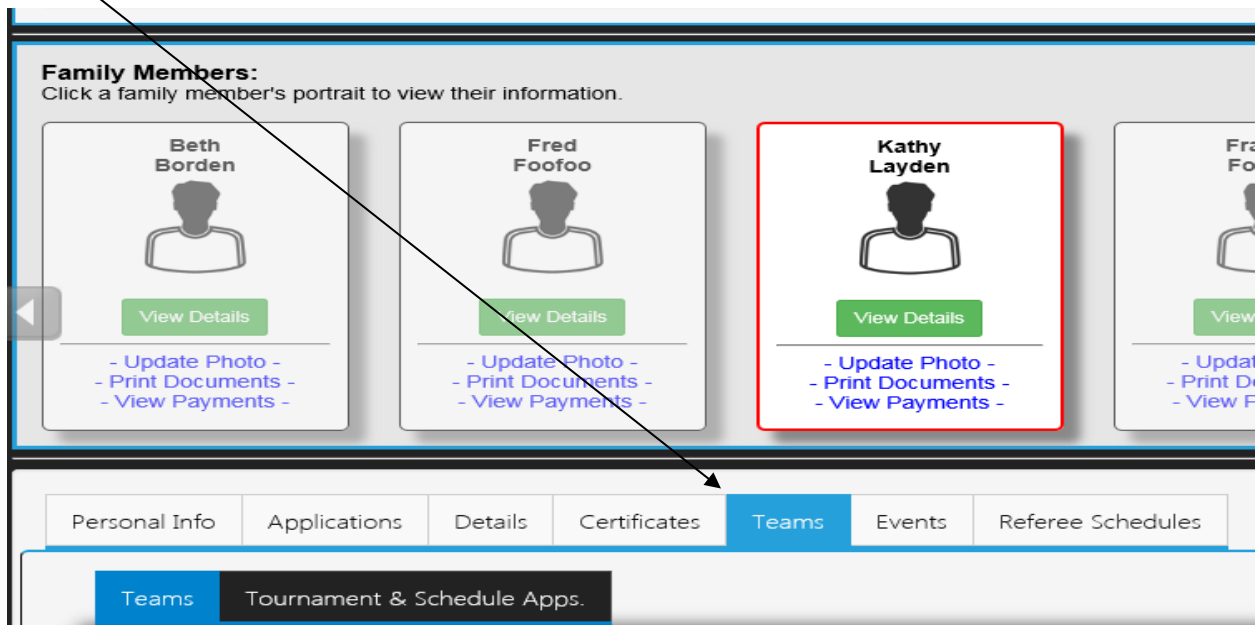
1. To assign a club pass player, you must be rostered to the team as a head coach, assistant coach, or team manager, and you must have a user name and password.

2. Log into the ADG site by entering your user name and password mid-page or in the boxes at the upper left at either your affiliate's specific URL or the Georgia Soccer site:

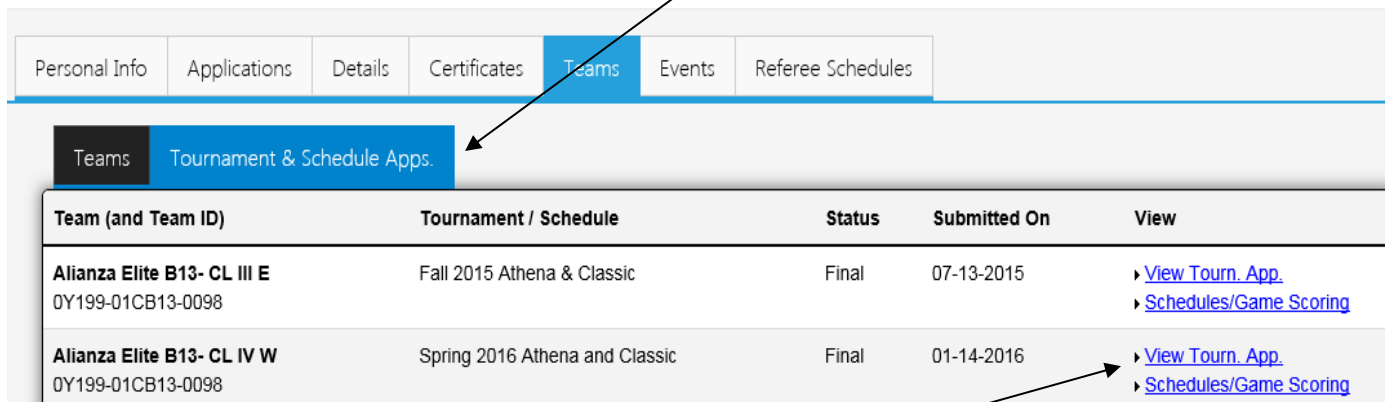
gs.affinitysoccer.com (no www. needed)

You will be on your My Account page. (If you see a Welcome message, click on the My Account tab at the upper right to reach your My Account page.)

3. The upper section of the My Account page shows everyone in your family unit. Make sure your portrait is highlighted in red, then in the lower section of the page, click on the Teams tab.



4. Next, click on the “Tournament and Schedule Apps”. tab.



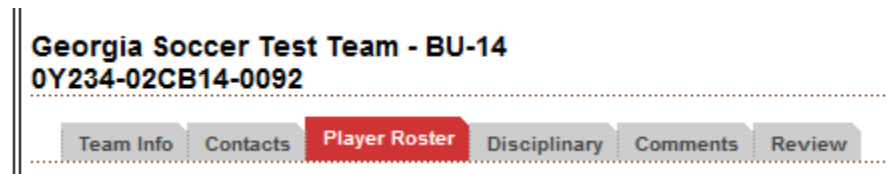
The screenshot shows a web interface with a top navigation bar containing tabs: Personal Info, Applications, Details, Certificates, Teams, Events, and Referee Schedules. Below this, a sub-navigation bar has tabs for Teams and Tournament & Schedule Apps. An arrow points from the text above to the 'Tournament & Schedule Apps' tab. Below the sub-navigation bar is a table with the following data:

Team (and Team ID)	Tournament / Schedule	Status	Submitted On	View
Alianza Elite B13- CL III E OY199-01CB13-0098	Fall 2015 Athena & Classic	Final	07-13-2015	View Tourn. App. Schedules/Game Scoring
Alianza Elite B13- CL IV W OY199-01CB13-0098	Spring 2016 Athena and Classic	Final	01-14-2016	View Tourn. App. Schedules/Game Scoring

An arrow points from the text below to the 'View Tourn. App.' link in the second row of the table.

You may see team information from both the Fall and the Spring seasons, so choose the team in the current season. Click the “View Tourn. App.” link.

5. The next page has several tabs across the top. Click the “Player Roster” tab.



The screenshot shows a web interface for a team. The header displays the team name and ID: Georgia Soccer Test Team - BU-14, OY234-02CB14-0092. Below the header is a navigation bar with tabs: Team Info, Contacts, Player Roster, Disciplinary, Comments, and Review. The 'Player Roster' tab is highlighted in red.

You will see a list of all players on your team’s official roster.

6. Scroll to the right of the screen and look for the “Active?” column. If a player will be playing two games in one day, as allowed by Rule 421.4, leave the box checked. Otherwise, uncheck the box for the player who is club passing, and click the “Set Active Players” button at the bottom. Next, click on the “Assign” link for that player.

7. From the dropdown menus, assign the player to a game. Select the team with which the player will be club passing, then select the game number of the game to which the player will be assigned. Click the “Save” button.

Georgia Soccer Test Team - BU-14
0Y234-02CB14-0092 Send Mail << Back to My /

Team Info
Contacts
Player Roster
Disciplinary
Comments
Review

Developmental Player Assignment

Player: Cassie Foofoo (19908-021158)
 DOB: Jul 28 1999 12:00AM
 Age: U14 Gender: Female
 Number of times Assigned: 0
 Net Number of assignments remaining: 99

Assign the player to a Game:
 Team:*
 Game:*

Assignment List of the Player Cassie Foofoo

Team Assigned To	Game	Status
This Player has not been Assigned to other teams.		

Assignment List of All Players of Georgia Soccer Test Team - BU-14
0Y234-02CB14-0092

Player	Team Assigned To	Game	Status
No Player of this team is Assigned to other teams.			

Receiving List of All Players to Georgia Soccer Test Team - BU-14
0Y234-02CB14-0092

Player	Team Assigned From	Game	Status
No Player of other teams is assigned to this teams.			

Note: On this page, the system will keep track of all assignments for particular players. It will also keep track of any players that were assigned to your team during the season.

8. The club pass player, labeled **(DEV)**, will appear on the game day lineup sheet for that specific game. A player who is also playing a game that day with the team to which they are officially rostered will also appear on that team’s game day lineup sheet.

9. Should the addition of a club pass player to your game day roster put it over 18 active players (the maximum number allowed by Georgia Soccer rules), you will need to deactivate players. Under the Player Roster tab, in the “Active?” column, uncheck as many boxes as needed to bring to 18 the number of players on your game day roster, then click the “Set Active Players” button at the bottom.

10. The club pass player, labeled **(DEV)**, will appear in the Goals/Cautions/Ejections dropdown when the game is scored so that any goals or disciplinary items can be recorded.

11. You must reactivate any deactivated players, including club pass players, in order for them to appear on game day lineup sheets for subsequent games. Check the appropriate box in the “Active?” column, then click the “Set Active Players” button.

NOTE: Please be aware of the following rules!

732.1 Any player sent off during a game shall be automatically suspended from the next game scheduled of the team in which he/she is rostered and played under US Youth Soccer affiliation and competition. **Player is also ineligible for participation in the Georgia Soccer Youth Club Pass System until the suspension is served.**

732.9 Any player receiving 4 cautions in a playing season will sit out the next scheduled and played game for the team that he/she is rostered to under US Youth Soccer affiliation and competition. **Player is ineligible for participation in the Georgia Soccer Youth Club Pass System until the suspension is served.** Failure to serve the mandatory suspension will result in a forfeiture of any and all games played while the player was ineligible. Additional sanctions to the player or the coach may be assessed by the D&P Committee if deemed appropriate after a hearing.

732.9a In addition, the player shall sit out the next scheduled and played game when 2 more cautions are received. **The player will then sit out the next scheduled and played game each time an additional caution is received. Player is ineligible for participation in the Georgia Soccer Youth Club Pass System until the suspension is served.**

Rule 421.4 allows a player to play two games in one day: one game with the team to which she is rostered, and one club-pass game. If the player club-passes for the first game and receives a card, as above, the player can serve the suspension by sitting out the second game, which is with the team to which she is rostered. However, if the player plays the first game with the team to which she is rostered and receives a card, as above, she is immediately ineligible to club pass. She must sit out the next scheduled and played game of the team to which she is rostered before being eligible to club pass.