



Center Grove Soccer Club  
South Central Soccer Academy

## Club Pass Policy and Procedure

Title: Club Pass Policy and Procedure, South Central Soccer Academy  
Date Approved: August 6, 2008  
Revision: Original – August 6, 2008

Adoption: Center Grove Soccer Club approved the adoption of the Indiana Youth Soccer Club Pass System on May 29, 2008. All travel programs and teams within Center Grove Soccer Club, including the South Central Soccer Academy, will utilize the Club Pass System as defined by this policy and procedure.

Definition: Indiana Youth Soccer utilizes the Club Pass System for league play within the State of Indiana. The Club Pass is intended to allow clubs to utilize players that are not on the primary roster to “guest” play with another team. The Club Pass allows teams to add additional players without the need to secondary roster them on the State Issued roster. Clubs that utilize the Club Pass System will no longer utilize the secondary player procedures for their club. This means that all players utilizing the Club Pass System for teams within a club must be on a roster within that same club. Age restrictions still apply according to the registration rules as set forth by Indiana Youth Soccer.

1. No players will be allowed to play travel soccer that are U8 or younger.
2. Players in the U9-U14 age groups are allowed to play up no more than 2 playing years.
3. No player will be allowed to play “down”.

Tournament Play: The Club Pass System does not apply to US Youth Soccer or US Club Soccer sanctioned tournaments. Teams must utilize the “guest player” rules as set forth by the tournament attending.

Purpose: Center Grove Soccer Club adopted the Club Pass System to eliminate the need to double roster and allow easier methods for permitting players to experience a higher level of competitive play, increased playing time if not playing significant time for primary team, or for the purpose of rehabilitation. The following are examples of proper use of this policy:

1. A player on a team shows dramatic improvement and the coach would like the player to experience a higher level of competition.
2. A player who has not experienced significant playing time and may benefit by playing more minutes at another level.
3. A player who has been injured and needs time at a lower level of competition to rehab prior to resuming play on his/her primary team.

The following are examples of unacceptable uses of the Club Pass:

1. Reliance on the Club Pass system to field a team. (All Center Grove teams are expected to be self sufficient. This does not mean that when players are injured and the team drops below a desired number of players that the team cannot utilize the system to help.)
2. Team's use of the Club Pass to allow a player who regularly starts on a higher level team to play on a lower level team.
3. Team's use of the Club Pass to allow a player to play on the opposite gender's team. (Refer to club's Player Personnel Policy.)

Policy: The Center Grove Soccer Club travel program/South Central Soccer Academy will utilize this Policy and Procedure based on the following policy:

1. All players must be U9 to U19.
2. All players must be assigned to a roster on a primary team with the Indiana Youth Soccer Association.
3. All players must be registered as a primary player on a South Central Soccer Academy team and in good standing with South Central Soccer Academy.
4. A player's utilization of the Club Pass System requires the approval of the Head Coach of the primary team and the Head Coach of the team utilizing the Club Pass player. This is consistent with Indiana Youth Soccer guidelines.
5. All players will play within his/her gender-specific division per club guidelines.
6. No player shall play up more than 2 years for U9-U14.
7. Any player requested to play up to another age level must meet all the procedure approvals as defined in Procedure section and must have approval by the Director of Coaching.
8. No player will be allowed to secondary to another club outside of South Central Soccer Academy.
9. Any use of the Club Pass System must be within the guidelines as defined and exemplified in the Purpose section of this document.
10. Use of a player is by game. Each use of a player requires the approval procedure to be followed.
11. No player utilizing the Club Pass System and playing for more than 1 team shall play in more than 2 games in one day or 4 games in a weekend or within a 3 day period.
12. Players using the Club Pass System are not to pay any additional fees for playing with another team.

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Procedure: All teams shall use the following procedure for approval of Club Pass players.

**PROCEDURE FOR TEAM IN NEED OF PLAYER:**

1. The Head Coach of the team needing a player shall request assistance from the Head Coach of another team for selection of a player for a certain position or skill set based on the requesting team's need. Emphasis should be on requesting the need, not a player by name. This should be reviewed and agreed upon between the head coaches for any specific player.
2. The Head Coach of the team providing a player shall evaluate the need and suggest a specific player and discuss the need with that player and parents. If player and parents agree, then player is offered to requesting team.
3. Head Coach and/or manager of team receiving player will communicate with player about the specifics of the game the requested player is needed for. Any information and paperwork required will be handled by requesting team's manager with the reasonable assistance of the requested player's team's manager.
4. Requesting manager or coach must submit the following information to the Vice President of Travel and/or Vice President SCS; PRIOR to each Club Pass game the player plays:
  - i. Club Pass player's name.
  - ii. Name of team utilizing Club Pass.
  - iii. Date of game.

**PROCEDURE FOR TEAM WITH A PLAYER UNDER THE FOLLOWING CIRCUMSTANCES:**

- i. Second team player showing significant improvement.
  - ii. First team player not experiencing significant playing time and not a regular starter.
  - iii. First team player coming from an injury and requiring rehabilitation.
1. The requesting Head Coach of the immediately above-described players will make a request to another team's Head Coach that he/she has a request for the player.
  2. The requested Head Coach shall evaluate the requesting team's need and determine the utilization of the requesting team's player(s). Every effort should be made to accommodate the request.
  3. The requesting Head Coach will discuss the opportunity with the player and parents. If player and parents agree, then player is made available to the requested team.
  4. Head Coach and/or manager of team receiving player will communicate with player about the specifics of the game requesting player is to play. Any information and paperwork required will be handled by the requesting team's manager with the reasonable assistance of the requested player's team's manager.
  5. Requesting manager or coach must submit the following information to the Vice President of Travel and/or Vice President SCS; PRIOR to each Club Pass game the player plays:
    - i. Club Pass player's name.
    - ii. Name of team utilizing Club Pass.
    - iii. Date of game.

Interpretation/Enforcement: Any interpretation and/or enforcement of the Club Pass Policy and Procedure shall be by the following committee:

1. Director of Coaching
2. Vice President of Travel and/or Vice President of SCS
3. Club Registrar