



Ohio Youth Soccer Association North

## Spring 2012 Registration Guide

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**Important:** These guidelines are subject to change with or without notice.

## Section 1: Introduction & League Affiliation

For those of you who are new to OYSAN, welcome! Thank you in advance for taking the job of registrar for your league. Please do not hesitate to contact the office with questions; working in LeagueOne only twice a year makes it difficult to remember all procedures – we are ready to assist!

For those registrars who are returning to OYSAN, please note there are some \*new\* items to look for... and, as always, our office is here to assist you in your registration process as well!

In this document, we are providing all of the registration information you need, along with a final addendum ([SECTION 11](#)) with forms and important links. Should you have any trouble finding forms or information, please do not hesitate to contact our office!

### Items of Note:

**The addition of Club Carding for 2011/2012!** Club carding is not new to youth soccer; in fact, the concept has probably been applied in one guise or another since players were first added to rosters. With the club carding approach, players are registered to compete as part of a soccer organization, rather than for a discrete team roster. Clubs initially register their players to a core team and are then free to assign names to teams for league and tournament games, as required. The model provides soccer organizations with an efficient means of managing their players without requiring additional paperwork. We've given you the opportunity to use Club Carding, however, each League must decide if they will adopt club carding. (Please note that when choosing Club Carding, you must choose for your entire league or by an entire age group within your league.)

**League roster sizes for U13 – U19:** These rosters can now accommodate 22 players. Please note that only 18 players may be included on a game roster.

**Pass Signatures:** players are no longer required by OYSAN to sign their passes. However, your LEAGUE rules may differ. Please contact your league administrator to see if they are required.

## Section 2: Important Dates & Deadlines

**In order to provide the membership benefits** to your members, the league members (players and coaches) must be:

- a) registered for the 2011-2012 in the LeagueOne database;
- b) assigned to teams and all rosters must be approved by the league registrar in which the team participates;
- c) registration and payment deadlines below must be met:

**APRIL 2nd, 2012 at 4:00PM --- SPRING 2012 Registration Deadline**

**Registration fees and membership data are due.**

Leagues unable to submit complete registration by this registration deadline are provided the option of submitting estimated fees (based on 80% of the fees submitted for your coaches and players for the spring 2011 season) along with at least 80% of your membership data. Leagues not submitting

membership fees (either complete or estimated) by the deadline are subject to the \$5.00 per member late fee.

- Estimated fees will be posted online on the REGISTRATION PAGE of [www.oysan.org](http://www.oysan.org)
- A completed Fee Transmittal Form is required with all fees. Leagues must indicate the exact number of players and coaches on the form Fee Transmittal Form.
- If submitting rosters and registration forms for data entry by OYSAN (or require OYSAN assistance to enter your data into LeagueOne.) OYSAN requires a data file for upload. A template is available on [www.oysan.org](http://www.oysan.org), under the registration page. **Please note there is no additional charge for this for Recreational Leagues.**

**APRIL 30, 2012 at 4:00PM --- SPRING 2012 Registration Extended Deadline  
(FINAL REGISTRATION AND PAYMENTS MUST BE IN BY APRIL 30<sup>th</sup>)**

Leagues submitting only their estimated fees by the April 1st deadline are given an extension until April 30th at 4:00PM to submit their remaining final registration fees and data without any late penalty. All registrations received after the April 30th deadline will need to include the \$5.00 per member late fee.

- **Please note that this does not mean that registration is closed;** OYSAN registration does not close. After 4:00 PM on April 30<sup>th</sup>, a \$5.00 per member late fee applies to all registrations submitted for the 2012 spring season.

## Section 3: Registration Fees

Recreational Division	Fee
Recreational Player	\$8.50
Recreational Coach	\$8.50
Recreational Plus Player	\$8.50
Recreational Plus Coach	\$8.50
Competitive Division	Fee
Competitive Player	\$10.75
Competitive Coach	\$10.75
Club Card Competitive Player	\$11.75
Club Card Competitive Coach	\$14.00
DOC (Director of Coaching)	\$30.00
Premier Division	Fee
Premier Player	\$11.75
Premier Coach	\$11.75
DOC (Director of Coaching)	\$30.00

### Other fees:

- **Affiliation Fees:** \$75.00
- **Associate Fees:** \$150.00
- **Late Registration Fees:** \$5.00/per member, after registration deadlines

## Section 4: Accessing LeagueOne

### IMPORTANT NOTES BEFORE STARTING:

The registration deadlines and associated membership fees within this document apply to OYSAN **affiliated members only** (those that send fees directly to OYSAN). Clubs will follow the registration procedures and deadlines provided by the league in which their teams play.

#### In order to provide OYSAN membership benefits to your members:

1. the players and staff (coaches, assistant coaches and team managers) must be in the LeagueOne database,
2. the players and coaches must be assigned to teams,
3. the Risk Management disclosure forms must be matched and assigned to the coaches and the league registrar must use the approval feature and approve all teams in LeagueOne to finalize your registration.

**Only those members that are on file with OYSAN and are appropriately registered have membership benefits.**

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***A reminder before registering, please make sure you're working in 2011/2012 YEAR!***

## LOGIN TO LEAGUEONE

### New Clubs/New Registrars Gain Access

**New Clubs:** If your league has a new club that is not listed under Non-Affiliates in LeagueOne, please contact OYSAN and indicate:

1. the complete name of the new club,
2. the name of the club registrar,
3. the club registrar contact information with email address

Once approved, you will receive a Username / Confirmation email from LeagueOne, where you will be prompted to login and create a secure password. We request only (1) registrar per club for each league; however, contact OYSAN with any exceptions.

**New Registrars:** If a club has a new registrar, contact OYSAN with the:

1. exact name of the club,
2. complete contact information and email address.

Each league should email a list of any registrar changes for the clubs that participate in their league.

## Login Procedure, LeagueOne

To access LeagueOne, go to [www.oysan.org](http://www.oysan.org); once on the OYSAN Home Page, you may login by clicking directly on the LeagueOne link or by clicking Registration on the Menu.

This will take you to the Registration Page where you will find the appropriate login link to Production and Training. All registration is to be done in Production as this is the *live database*.

**League Board of Directors:** Must be Entered into LeagueOne to provide D&O coverage for your current Board of Directors. (Entries for BOD must include their contact information). Provide BOD members with the job of League Board (not Club Board) and indicate position on Board in the spot listed as Occupation. All BOD members must have a current Risk Management form on file with OYSAN. Bonding insurance is not provided through affiliation; however, OYSAN can provide information if requested.

## Section 5.1: Standard (Non-Club Card) Registration in LeagueOne for SPRING 2012

1. Confirm you are in Year **2011/2012**
2. Select "Maintain Club Information" from the "Club" menu.
3. Set the season to **SPRING** in the "Default Season" field.
4. Press the Update button to save changes.

**Leagues; notify your members of this.**

**NOTE: You do not need to build new teams for the SPRING 2012 session if you have already created an ANNUAL TEAM in fall 2011. The fall 2011 team is still valid.**

## Basic GUIDELINES for Registering Players/Coaches

### **Player ID's to Include Mother's Month and Day of Birth**

OYSAN requires that all leagues collect the mother's month and day of birth on their registration forms and correct existing player ID's to include this information; this is done by either the league registrar or club registrar at the time of *actual player registration* in LeagueOne. Note: if player ID's have not been corrected, do *not* use Team Builder with Prior Team tools as you can *not* manually update the player ID *once you have registered the player for the new seasonal year*.

- **Please note on Twins/Multiples:** If multiple children have the same initials, birthdate, and mothers' date of birth, you will add one (1) to the mother's day of birth. For example, if the birthdate is 1/31, the second twin or multiple should use 1/32 for the mother's I.D. #. A triplet would use 1/33 for the I.D., and so on.

### **All Recreational or RecPlus Leagues:**

Select correct division; you must first make the decision if your teams will be Recreational-Seasonal or RecPlus-Seasonal (*all* players will need to be re-registered for the Spring season and all new teams will need to be formed in the Spring) or Recreational or RecPlus (which means annual or same roster for the fall and spring season). **NOTE: If incorrect division is selected, please contact office before approving teams as we can then change the division.**

### **Dual Registration**

A player can only be registered to two CLUBS/COMMUNITIES in OYSAN; this is inclusive of registration on recreational teams.

### **Player Primary and Secondary Registration:**

We hope all leagues and clubs will be collecting this information from the player membership form and entered accordingly. *There can only be 1 primary registration and 1 secondary registration per player.*

### **Out-of-State Permission:**

Players must have permission from their home state in order to play on an OYSAN affiliated team or league. Reciprocal approval will be given by the accepting State (OYSAN). Please contact OYSAN and see attached form for details. (Remember that Ohio South is another "state" in US YOUTH SOCCER.)

### **Academy Teams**

Academy teams can be formed up through the **U10** age group. There will not be a limit on the roster size; however, the OYSAN/LeagueOne team approval rules will require you to register one coach for every twelve (12) players on the team. Please be aware of the registration rules of players not playing up more than two years when forming the Academy Teams. Academy teams requiring a tournament roster are able to use the Event Roster selection in LeagueOne. ***Academy teams MUST HAVE "ACADEMY" in their team long names for this to apply.***

### **Registering Coaches (Staff)**

- Register all coaches, assistant coaches, team managers, that will have contact with the team
- All coaches must have approved Risk Management confirmation; this is achieved by assigning the Disclosure form to the coaches staff record in LeagueOne. (If unable to assign, coach does not have Risk Management approval. --- See guidelines on how to Assign Risk Management to Coaches.)
- Recreational and Recreational+ Staff will be charged for every roster they are included on.

### **Errors in Registering Players/Staff:**

What if the player has been erroneously registered? Maybe more than one time to the same team?

- Locate player by hovering over Player > Maintain Player Information and enter player's last name. Once player is located (Person Maintenance Page), scroll down to Registration History and click on the Fall 2011-2012 Seasonal Year; here you will be able to delete the registration if the player was registered in error.
- **Caution:** if the player participated in any practice or game with the team, register the player to make sure they are insured.

- **Assigning Players to Teams:**

**How can I check to make sure I have assigned all the players to a team?** Hover over Team, select Team Builder, select correct Division, select the correct season (Fall) and then select Action to display Summary and click Go. Here you will see the number of unassigned players by age group (if applicable); You may need to run a report to view the unassigned players. **Please note: you may be billed for any unassigned players left in your database at the end of the seasonal year. Please see the UNASSIGNED PLAYER instruction sheet located at:**

**<http://www.oysan.org/Assets/Misc+forms/Managing+unassigned+players.+01.30.12.pdf>**

## Prior Team Tools – Shortcut to Team Registration

(See the LeagueOne User Guide, located on [www.oysan.org](http://www.oysan.org) or on the LeagueOne Navigation menu.)

**IMPORTANT:** Please do not use the Prior Team Tools to register your players to a team if you have not updated the player ID; Prior Team Tool registers players and does not provide a means to update the ID. (Purpose: It is imperative that we correct the Player ID to include the mother's month and day of birth (in this order month/day) on all players. Provide the information on Team Builder and Prior teams to the non-affiliate registrars.)

## Roster Approval Rules:

- All member organizations should divide play among teams per single year age groups as designated by US Youth Soccer Registration ages. (Refer to US Youth Soccer age chart)
- OYSAN will continue to enforce the rule allowing a player to play up no more than two years for all competitive and premier teams.
- OYSAN will permit recreational leagues to allow players to play up more than two years ONLY when the league/club does not have an appropriate aged team to roster the player.
- The high school aged teams should also be cognizant of this rule and not allow anyone younger than U13 to play up without specific league Board approval.
- *Note: The largest award against our insurance provider has been when an older player has injured a younger player. Your league needs to be conscious of the fact of increased risk of exposure to your league and to OYSAN when approving players to play up more than two years.*

## Playing Formats and Roster Sizes:

For local community and league play, and for teams competing in OYSAN sanctioned tournaments, the following playing formats and the associated roster sizes for teams U9 to U19 have been approved and mandated by OYSAN:

AGE	FORMAT	MAXIMUM ROSTER SIZE	RECOMMENDED ROSTER SIZE	MINIMUM ROSTER SIZE	Game Roster Maximum	Game Roster Minimum
U5-U6	3 v 3	8	5	<i>Play day format recommended</i>	n/a	n/a
U7-U8	4 v 4	10	6	<i>Play day format recommended</i>	n/a	n/a
U9-U10	6 v 6	12	10	6	n/a	n/a
U11-U12	8 v 8	14		7	n/a	n/a
U13-U15	11 v 11	22		9	18	7
U16-U19	11 v 11	22		9	18	7

OYSAN mandated roster sizes should be used; however, OYSAN will allow recreational leagues to increase the roster limits if the league/club does not have any other team options available for the additional players and if these teams have no interest in playing State Cup or Tournaments. We hope, however, that the OYSAN approved roster sizes will be used to provide ample playing opportunities for your recreational players. (Limit of 2.)

## **Player Releases & Transfers:**

### **Player Release:**

OYSAN requires a completed Player Team Status Form be submitted to the league for all players requesting to be released or dropped from a Competitive, Premier or State League team. Player pass to be sent to league with completed form. No charge for player release. *Players dropped in LeagueOne cannot be re-registered without assistance from State Office.*

### **Transferring Players:**

Competitive and premier teams must provide the completed Player Team Status Form to the league when a player is being transferred to a new team within the same seasonal year.

- **No charge:** when a player is moving from one team to another within the same club and league.
- **Charge will be applied when a player moves:**
  - a) from within their club to a team playing in another league
  - b) when a player transfers from one club to another club

### **How to Complete Player Transfers:**

- The Player/Team Status Form must be used by all competitive and premier level leagues/clubs when a player requests to be released from a team OR when a player requests to be transferred to a new team. Player Team Status Form can be found at [www.oysan.org](http://www.oysan.org) (or in the addendum attached.)
- A copy of the approved Player/Team Status Form must be submitted to OYSAN when a competitive or premier player transfers to another league. Please make sure your members are notified.
- Leagues can approve and manage all releases and transfers within the league and will indicate the roster changes in LeagueOne (use Roster Notes for easy reference.)
- RECREATIONAL & RECPLUS LEAGUES will NOT be required to use the Player/Team Status form when a player is released or transferred to a new team; registration fee will not be collected for transferred players.
- A completed Fee Transmittal Form indicating the exact number of players and coaches that are being paid for at that time must accompany all payments.

**IMPORTANT NOTE: NEVER unassign and delete a player or coach from a team roster if they participated in any event or activity with the league/team/club. The**

**only time you will delete a players is when the entry was made in error. Assign all players and coaches to teams and approve teams.**

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## **Section 5.2: Club Carding Registration For SPRING 2012**

### **IMPORTANT NOTES BEFORE STARTING:**

We've given you the opportunity to use Club Carding, however, each League must decide if they will adopt club carding. Please contact us with your questions and please let us know prior to the season if you will be adopting club carding.

- Under this format, a "transfer" is defined as movement between two different soccer organizations (clubs) and not as an "add / drop" between two teams in the same club.
- When using Club Carding, there will be no transfer fees within the same club within the same league. If a player transfers to another club or league, there will be a new registration fee.

### **Basic Application of Club Carding**

In its simplest form, club carding provides soccer organizations with the flexibility to:

1. Add eligible players to a game roster in order to field a team or provide for substitutes
2. Move eligible players between tiered teams (A/B etc.), as deemed necessary.
3. Create discrete event rosters from the entire pool of eligible players.

### **Criteria/Qualification For Registering Club Carded Members:**

**Each league will determine if they will be using club carding for the upcoming seasonal year and will notify their members accordingly.** (Please note that when choosing Club Carding, you must choose for your entire league or by an entire age group within your league.)

- The roster flexibility provided through club carding will be controlled by the individual league rules.
- The league will choose the club carding option for the entire league, for specific divisions within the league
- OR the league may continue with their current registration requirements and not adopt club carding.

Club Card Fees: one Club Carded registration fee will be billed for each competitive player and each competitive coach in the club participating in your league.

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**NOTE: You do not need to build new teams for the SPRING 2012 session if you have already created an ANNUAL TEAM in fall 2011. The fall 2011 team is still valid.**

# Registering Club Carded Players & Staff in LeagueOne

***A reminder before registering, please make sure you're working in 2011/2012 YEAR!***

## Login Procedure, LeagueOne

To access LeagueOne, go to [www.oysan.org](http://www.oysan.org); once on the OYSAN Home Page, you may login by clicking directly on the LeagueOne link or by clicking Registration on the Menu.

This will take you to the Registration Page where you will find the appropriate login link to Production and Training. All registration is to be done in Production as this is the *live database*.

- Confirm you are in Year **2011/2012**
- Select "Maintain Club Information" from the "Club" menu.
- Set the season to **SPRING** in the "Default Season" field.
- Press the Update button to save changes.

## Registering Club Carded Players

- **Select correct division.** For Club-Carded members, this will be Competitive CC or Premier CC, with "CC" standing for Club Carded. **NOTE: If incorrect division is selected, please contact office before approving teams as we can then change the division.**
- **Player ID's to Include Mother's Month and Day of Birth.** OYSAN requires that all leagues collect the mother's month and day of birth on their registration forms and correct existing player ID's to include this information; this is done by either the league registrar or club registrar at the time of *actual player registration* in LeagueOne. Note: if player ID's have not been corrected, do *not* use Team Builder with Prior Team tools as you can **not** manually update the player ID *once you have registered the player for the new seasonal year*.
  - **Please note on Twins/Multiples:** If multiple children have the same initials, birthdate, and mothers' date of birth, you will add one (1) to the mother's day of birth. For example, if the birthdate is 1/31, the second twin or multiple should use 1/32 for the mother's I.D. #. A triplet would use 1/33 for the I.D., and so on.
- **Player Fee:** Please note that a Player is only charged one time if placed on one core roster.
- **Dual Registration:** A player can only be registered to two CLUBS/COMMUNITIES in OYSAN; this is inclusive of registration on recreational teams.
- **Player Primary and Secondary Registration:** We hope all leagues and clubs will be collecting this information from the player membership form and entered accordingly. *There should only be 1 primary and 1 secondary registration per player.*
- **Out-of-State Permission:** Players must have permission from their home state in order to play on an OYSAN affiliated team or league. Reciprocal approval will be given by the accepting

State (OYSAN). Please contact OYSAN and see attached form for details. (Please remember that OHIO SOUTH is another US YOUTH SOCCER "state.")

### **Registering Club Carded Coaches (Staff)**

- Register all coaches, assistant coaches, team managers, that will have contact with the team
- All coaches must have approved Risk Management confirmation; this is achieved by assigning the Disclosure form to the coaches staff record in LeagueOne. (If unable to assign, coach does not have Risk Management approval. --- See guidelines on how to Assign Risk Management to Coaches.)
- Please note that a coach and DOC are only charged one time if placed on one core roster.
- If you place a player, coach or DOC on an additional roster, there will be an additional charge. *(You may need to create a DOC TEAM. Please contact OYSAN if you have questions on this.)*

### **Errors in Registering Players/Staff:**

What if the player has been erroneously registered? Maybe more than one time to the same team?

- Locate player by hovering over Player > Maintain Player Information and enter player's last name. Once player is located (Person Maintenance Page), scroll down to Registration History and click on the Fall 2011-2012 Seasonal Year; here you will be able to delete the registration if the player was registered in error.
- **Caution:** if the player participated in any practice or game with the team, register the player to make sure they are insured.
- **Please note: you may be billed for any unassigned players left in your database at the end of the seasonal year. Please see the UNASSIGNED PLAYER instruction sheet located at:**  
<http://www.oysan.org/Assets/Misc+forms/Managing+unassigned+players.+01.30.12.pdf>

### **Club Carding: Confirming Viability of Teams / Creating an Initial Core Roster**

- The process of creating an initial core roster ensures the viability of a team for competition.
- Every team must have a viable number of players in order to navigate their season; see table on next page. Once a team is declared, and in order to schedule matches, the number of players on the team roster should be N+1, where N is the number of players corresponding to the age group game format (number of players on field plus 1 player).
- Once matches are scheduled, game rosters (Event Rosters in LeagueOne) can be comprised of any eligible player from within the club by league.

### Club Carding Roster Viability Chart:

Age	Game Format	Core Team (N+1)
U8	4v4	5 (N=4; 4+1) = 5
U9 & U10	6v6	7 (N=6; 6+1) = 7
U11 & U12	8v8	9 (N=8; 8+1) = 9
U13 and Older	11v11	12 (N=11; 11+1) = 12

## Club Carded Player Releases & Transfers:

### **Club Carded Player Release:**

OYSAN requires a completed Player Team Status Form be submitted to the league for all players requesting to be released or dropped from a Competitive, Premier or State League team. Player pass to be sent to league with completed form. No charge for player release. *Players dropped in LeagueOne cannot be re-registered without assistance from State Office.*

### **Transferring Club Carded Players:**

Competitive and premier teams must provide the completed Player Team Status Form to the league when a player is being transferred to a new team within the same seasonal year.

- **No charge:** when a player is moving from one team to another within the same club and same league.
- **Charge will be applied when a player moves:**
  - a) from within their club to a team playing in another league
  - b) when a player transfers from one club to another club

### **How to Complete Player Transfers for Club Carded Players:**

- The Player/Team Status Form must be used by all club carded competitive and premier level leagues/clubs when a player requests to be released from a CLUB or to be transferred to new CLUB.
- The Player/Team Status Form must be used by all club carded competitive and premier level leagues/clubs when a player requests to be transferred from a (i.e. Club Team "A") to a new team within a club (i.e. Club Team "B") who plays in a different LEAGUE.
- Player Team Status Form can be found at [www.oysan.org](http://www.oysan.org) (or in the addendum attached.)

## Section 6.1: Event Rosters

An "event team" is a set of players and coaches for an event (or longer). The System allows players and coaches to be included from many teams within the same club to create an EVENT ROSTER.

- Primary purpose is for printing rosters for events such as tournaments. Players must come from same club; players must have an Active Status on their club team. See Event Roster on the Registration Page for complete details
- Secondary Purpose for event rosters is to create game rosters for CLUB CARDED TEAMS, who play in leagues that have adopted Club Carding. You must consult your league rules to determine the game roster limitations and definitions.
- To create: from the team screen, hit the "EVENT" tab at the bottom of the page. Name you Event Team and Hit "OK". Next, add/delete the players you wish to include on the event roster. (Players from YOUR CLUB only will be available to choose for the event team.) Hit "approve" team. To print a copy of your roster, hit "print roster" and use the "Event Roster" format.

## Section 6.2: Official State Cup Rosters

**The official State Cup Rosters located in the LeagueOne system are basically event rosters meant for the sole purpose of creating an official State Cup Roster from within your club.** The System allows players and coaches to be included from many teams within the same club to create the State Cup Roster. Please refer to the [State Cup](#) webpage and rules for team and player eligibility requirements. State cup rosters can be created using the same instructions as "Event Rosters" in section 6.1 of this document. When printing, simply choose the "State cup roster" printing format.

## Section 7: Risk Management

**Every DOC, coach, assistant coach or team manager must have a current Risk Management Disclosure form on file with OYSAN**

- To submit form go to: [http://www.oysan.org/For ADMINISTRATORS/Risk\\_Management.htm](http://www.oysan.org/For ADMINISTRATORS/Risk_Management.htm) (there is a link to form from the OYSAN website.)
- Registrars must associate the RM disclosure form with the coach record in LeagueOne. This must be done before you are able to approve any team in LeagueOne.
- To find a listing of coaches added to teams that have not had the RM assigned, hover over Staff and select Risk Management by Volunteer for a listing. Please note that you can assign RM forms to coaches from this utility. If you prefer to run a report, hover over Admin, select Reports and select Disclosure Report.
- All members of your league Board of Directors must be entered into LeagueOne with a job of League Board have an approved RM assigned to their name in LeagueOne.

## Section 8: Certificates of Insurance

**OYSAN requires member clubs/leagues to submit the online Request for Insurance Certificate for each Field Owner for the fields used by your club/league for practices and games.** Insurance Certificate Request can be found at [www.oysan.org](http://www.oysan.org) under "Insurance" on the navigation menu. **This must be once each seasonal year.**

## Section 9: Goal Safety Policy

**Associate and Affiliate Members must have a current Goal Safety Policy which must be on file with OYSAN.**

- Please submit copy of policy, if not already submitted or if it has changed.
- Follow your policy by educating the parents and players about the dangers surrounding goals and make sure coaches inspect each goal before any game or practice to make sure it is properly secured. Never use your players to move a goal. Provide all coaches with a copy of your Goal Safety Policy each season along with the CPSC guidelines.

## Section 10: OYSAN Contacts

**If you have any questions, please contact OYSAN/ State Office:**

- Caitlin Sutter / Phone: 330-659-0989 Ext. 224 / [csutter@ohionorthsoccer.org](mailto:csutter@ohionorthsoccer.org)
- Tracy Grabowski / Phone: 330-659-0989 Ext. 230 / [tgrabowski@ohionorthsoccer.org](mailto:tgrabowski@ohionorthsoccer.org)
- Bernie Telmanik / Phone: 330-659-0989 Ext. 221 / [btelmanik@ohionorthsoccer.org](mailto:btelmanik@ohionorthsoccer.org)

## Section 11: Addendum OYSAN Forms

Form	Link Online
League Fee Transmittal Form	<a href="http://www.oysan.org/For ADMINISTRATORS/Registration.htm">http://www.oysan.org/For ADMINISTRATORS/Registration.htm</a>
Affiliate Membership form (Should have been submitted in FALL)	<a href="http://www.oysan.org/For ADMINISTRATORS/Registration.htm">http://www.oysan.org/For ADMINISTRATORS/Registration.htm</a>
Associate Membership Form (Should have been submitted in FALL)	<a href="http://www.oysan.org/For ADMINISTRATORS/Registration.htm">http://www.oysan.org/For ADMINISTRATORS/Registration.htm</a>
US Youth Soccer Age Chart	<a href="http://www.oysan.org/For ADMINISTRATORS/Registration/US_Youth_Soccer_Age_Check_Worksheet.htm">http://www.oysan.org/For ADMINISTRATORS/Registration/US_Youth_Soccer_Age_Check_Worksheet.htm</a>
Player Membership Form	<a href="http://www.oysan.org/For ADMINISTRATORS/Registration.htm">http://www.oysan.org/For ADMINISTRATORS/Registration.htm</a>
Medical Release Form	<a href="http://www.oysan.org/For ADMINISTRATORS/Registration.htm">http://www.oysan.org/For ADMINISTRATORS/Registration.htm</a>
Player Transfer Form	<a href="http://www.oysan.org/For ADMINISTRATORS/Registration.htm">http://www.oysan.org/For ADMINISTRATORS/Registration.htm</a>
Out-of-State Permission, Player	<a href="http://www.oysan.org/Tournaments/Travel Permits Guest Players/Out_of_State_Permission_Form_Players.htm">http://www.oysan.org/Tournaments/Travel Permits Guest Players/Out_of_State_Permission_Form_Players.htm</a>
Out-of-State Permission, Team	<a href="http://www.oysan.org/Tournaments/Travel Permits Guest Players/Out_of_State_Request_Form_for_TEAMS.htm">http://www.oysan.org/Tournaments/Travel Permits Guest Players/Out_of_State_Request_Form_for_TEAMS.htm</a>
Goal Safety	<a href="http://www.oysan.org/Assets/oysa_assets/pdf/Sample+Goal+Safety+Policy+Information.pdf">http://www.oysan.org/Assets/oysa_assets/pdf/Sample+Goal+Safety+Policy+Information.pdf</a>
Insurance Certificate Request	<a href="http://www.oysan.org/For ADMINISTRATORS/Insurance.htm">http://www.oysan.org/For ADMINISTRATORS/Insurance.htm</a>
Risk Management Disclosure	<a href="http://www.oysan.org/For ADMINISTRATORS/Risk_Management.htm">http://www.oysan.org/For ADMINISTRATORS/Risk_Management.htm</a>

**Please note:**

**Leagueone will default to the 2012/2013 season after July 1, 2012. Even if you begin registration early for the 2012/2013 year, your organization and players are not covered until August 1, 2012.**

