

United Soccer League of Pennsylvania

2023-2024 Game Day Procedures



Pre-game

Check in

- Lineup sheets must be printed by each team and copies provided to the referee as well as opponent on the field.
- Team Official must produce their smartphone or tablet to the referee for digital player passes. You should be logged in and have the digital passes ready for the referee.
- **PASSES MUST BE CHECKED BY THE REFEREE**
 - o Only Currently Active players will printout on the lineup. In addition, Suspended players will feature the word SUSPENDED across the face of the Online Player Pass. **DO NOT WRITE ANY NAMES ON THE LINEUP SHEET without previous written permission from the Registrar or President.**
 - o A maximum of 18 players are permitted to be checked in per each match.
 - o **Team staff should mark** "P" for 'played' or "NP" for 'not play' on the lineup. **The referee should check-in the players** and this marked lineup copy must accompany the referee's official report. Any player who is checked in by referee is assumed to have played in that match.
 - o Teams using a Major/Reserve setup will have all eligible players from both teams appear on their lineups. They are alphabetized in two groups, with the team playing appearing at the top. Likewise, all players should appear in the Online Player Passes.
- Each player must have a matching jersey, numbered distinctly from their teammates.
 - o When the colors of uniforms of competing teams are the same or similar in color as not to be distinguishable, the home team shall make the necessary changes. The final decision to change jerseys if there is a disagreement rests with the referee.
 - o Numbers must be permanently affixed.
 - o When the color of any uniforms conflict with the referees, it is the referees' responsibility to change.
- Teams should pay officials after check-in and upon receipt of Opponent lineup sheet (indicating all participating players).
 - Home team and Away team each owe **\$113 (breakdown is \$106/\$60/\$60)**
 - Fees in NJSA are **\$100** per team

In-Game

*The United Soccer League of Pennsylvania follows the Laws of the Game as provided by F.I.F.A.
The following points are specific policies of the United Soccer League of PA.*

Substitutions

- Substitutions are unlimited. Player must be on the roster and previously checked in by the referee to be eligible.
- Substitutions may occur during the following stoppages: 1. any goal-kick, 2. throw-in or restart during your possession, 3. after any goal is scored, 4. halftime, 5. an injury on the field of play (as recognized by the referee).
- A team without possession may make a substitution (s) if the possession team is already making a substitution (that is, play is already delayed) and the player (s) are already at mid-field.

Official Match Termination

The following is an excerpt from our League By-Laws regarding the early ending of a match:

Section 6 - Postponements

A. No scheduled games shall be postponed by the teams.

1. In the spirit of the game and for the safety of the players, the duration of a game can be shortened, if in the opinion and mutual agreement of both coaches / managers, the score is considered insurmountable by the losing team.

2. The coach of the losing team will notify the referee of their decision. After consulting with the winning coach, the referee will terminate the match. The game is considered to be an official game which cannot be grieved.

*Note: Representatives of the teams must agree to terminate the game. This must be documented in the submitted match report.

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Post-Game

Each Team must:

- Within 90 minutes of completion of your game, Send a text message with your score to Werner Fricker III, 215-584-7271.
- Complete the Match Report, accessible by Team Officials through their team page by the **Wednesday** following each match (3 day/ 72 hours maximum for any mid-week matches as well). NOTE: Your Division Standings are updated by the Match Report. Therefore if you want accurate standings, get it in. Also, the Match Report updates your player stats, and is used to evaluate referees.

Match Referees must submit completed Referee Report within 24 hours.

- Go to www.UnitedSoccerLeague.us, Referee drop-down, Referee Logon.
- See your matches listed, and click Update to submit the report.
- This includes uploading a picture or scan of each team's official lineup.

Notes regarding Cancellations or Changes to the Schedule

1. Changes after Monday (received by the League Tuesday and later): \$35 penalty fee owed by the Team requesting the change. The change information also must include the new game date, time and location.
2. Changes made after Wednesday (received by the League Thursday and later): Full referees fees will be owed to the officials

These fees will not be applied for minimal changes in location or kickoff time and will not be owed if changes are due to weather or Cup conflict changes.

Postponement due to Weather

Individual Clubs or Teams are not to contact the Referee Assigner directly. The following text was selected directly from Section 11 of the Bylaws – Weather Postponement

- B. If the weather is bad or threatening, teams shall confer with the Games Commissioner to ascertain whether the scheduled games can be played no later than 3 hours before match time.
- C. If the club shuts the field down as unplayable, notification must be received by the Games Commissioner from the designated representative by 3 hours prior to game time to avoid assessment of officials fees. Note this means communication was received – as in directly speaking with the Games Commissioner, not just leaving a message. By text message or email, a message confirming receipt is received. If proper notification is received, the match will be postponed and the officials will be cancelled without cost. If notification is received late, the home team is responsible for any travel fees assessed.
- D. The official shall have the right to not start the match if he finds it unplayable. If the match is not played, the officials receive a travel fee (Section 20.A) *NOTE: Travel fee is half the match fee, in 2023: \$53/\$30/\$30.*
- G. If the match is abandoned in the 1st half, the officials will receive the travel fee (half the normal fee) , in 2023: \$53/\$30/\$30. If the match is abandoned at halftime or in the 2nd half, it will be considered complete and the officials will receive the full fee. Uncompleted matches will be rescheduled and played in their entirety.