



Wyoming State Cup and Championship Manual

The following rules, policies, and procedures are supplemental to, but do not supersede, WSA Rules and Procedures, and are subject to change at any time.

New rules, policies and procedures go into effect as soon as they are enacted or at a time specified. Posted rules, policies and procedures may not always be current.

Contact the state office or an executive board member if you are unsure.

Updated December 2018

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A. CHECK IN POLICES

Team check-in will be processed online through your team account.

1) Check-in Instructions:

- a. To complete the online check in for your team, please follow these instructions:
 - i. Log into your GotSoccer team page.
 - ii. From the Home/Overview page, click on the event located under "Event Registration History"
 - iii. There will be a series of tabs - Click on the "Documents" tab to the far right
 - iv. Load the Documents -All Documents need to be loaded in a PDF format.
 1. You may have to contact your club registrar for assistance with the PDF Roster & Player cards.
 2. If your club allows, a team roster may be available to you in your team account, which can be located, in the "Home" tab, under the "Team Profile" tab and "Documents" tab.
 - v. Once you have uploaded the documents, please click on the blue button -NOTIFY- at the top right of the screen.
 - vi. The **approved WSA/Cup official roster** will be uploaded into your team account for you to print and have with you during the games.

2) Rosters

- a. A team must provide an official State or club roster. The roster and cards will be verified, and an WSA/Cup approved roster will be uploaded into your team account. *The official WSA/Cup roster must be available upon request at the field of play.* Minimal information required on the roster is the player's name, birth year, player ID, uniform number and gender.
- b. The official team roster will be generated based on the submitted roster. The documents can be submitted as individual PDF documents or as one PDF. Documents needed include:
 - i. Official club/state issued roster
 - ii. Player cards and coach cards for each listed on the roster.

3) Player and Coach Passes

- a. Player and Coach passes must be available at the field always, and a referee will ask for the passes prior to the start of the game and may ask for the WSA/Cup roster.
- b. A team must have player passes for all the players on their roster.
- c. Coaches within the technical area or designated area required to be listed on the roster and have a coach pass/card.

4) Medical Release Forms

- a. Release forms do not need to be uploaded for check in.
- b. It is mandatory that a coach or manager have a completed Medical Release Form for each player on the roster with them during the event.

If you have completed the online check in and received an approved roster, your team's paper work has been approved.

B. PLAYING RULES

1. The tournament roster cannot exceed the maximum roster size per WSA chart of standards. (shown below) and
2. NO player can play on more than one team in the event.
3. No guest players.
4. Players must be an active member in good standing with the rostering team.
5. The team must demonstrate continuity of rosters between the league and State championship competitions by maintaining 50% of players that are common to the rosters of all qualifying events, and each team must have on its roster at least 50% of the players allowed on the WSA maximum roster at its qualifying events (i.e. for a team that plays 11v11, the maximum roster size is 18, so at least 9 players would have to remain on the roster).
6. All games shall be played in accordance with FIFA laws of the game, except as specifically superseded by these WSA rules.

7. The referee may, at his/her discretion, add time up to 10 minutes. For late starts, the referee can shorten each half equally up to 5 minutes to re-establish the field schedule. The interval between halves shall be 5 minutes; the referee is the official timekeeper of the match.
8. All player and coach pass's and approved rosters will be checked at the field prior to the start of each game. If a player or a coach does not have an approved pass at the time of game check-in, he/she may not participate in the game or be on the Team sidelines. **NO EXCEPTIONS!**
9. The home team (listed first on the schedule) is responsible for providing the game ball. The visiting team should have a tournament ball ready if needed.
10. Any removal of a coach, assistant coach or team representative by a match official for irresponsible behavior or what could be considered descent will result in a deduction of 3 points from the standings of the team that has caused the infraction.
11. Unlimited substitutions by either team may be made, with the permission of the referee, at the following times:
 - a. After a goal has been scored.
 - b. Prior to a goal kick.
 - c. At the beginning of the second half.
 - d. After an injury stoppage (by either team), if the injured player is substituted
 - e. Prior to own team's throw-in. If the opposing team is ready & waiting at the halfway line, they may also sub.
12. **8U Division Rules: No heading the ball.**
 - a. Intentional heading will result in an in-direct free kick to the opposing team.
 - b. All free kicks are indirect; including kickoff, goal kicks, and corner kicks.
 - c. Goal kicks will be taken anywhere inside of the goal area.
 - d. During a goal kick the opposing team must retreat and remain on their defending half until the goal kick has been played by any player other than the player taking the goal kick or until the ball has crossed over the half line. Infractions of this rule will result in retaking the goal kick.
 - e. Any player may play the ball at any location on the field.
 - f. No goal keepers. Handling in the goal area is an IFK on the line of the goal area.
 - g. Throw-Ins will have a "redo" with explanation.
 - h. No Cards will be given. Referee will use "Teachable Moments" within the game to promote rules, sportsmanship and fair play. Simple Soccer – Let them Play.
13. **10U Division Rules: No heading the ball.**
 - a. Intentional heading will result in an in-direct free kick to the opposing team. Kick Off, Corners and throw-ins are taken like normal.
 - b. When the goalkeeper has the ball in his or her hands during play from the opponent, the opposing team must move behind the build out line until the ball is put into play
 - c. Once the opposing team is behind the build out line, the goalkeeper can pass, throw or roll the ball into play (punts and drop kicks are not allowed)
 - d. After the ball is put into play by the goalkeeper, the opposing team can cross the build out line and play resumes as normal.
 - e. The opposing team must also move behind the build out line prior to a goal kick and may only cross the build out line once the ball has left the penalty area
 - f. If a goalkeeper punts or drop kicks the ball, an indirect free kick should be awarded to the opposing team from the spot of the offense.
 - g. If the punt or drop kick occurs within the goal area, the indirect free kick should be taken on the goal area line parallel to the goal line at the nearest point to where the infringement occurred.
 - h. The build out line will also be used to denote where offside offenses can be called.
 - i. Players cannot be penalized for an offside offense between the halfway line and the build out line.
 - j. Players can be penalized for an offside offense between the build out line and goal line.
14. All teams are guaranteed a minimum of 3 matches. The Wyoming State Cup will contain a Championship Division (Gold) and a Cup Division (Silver). Brackets within those divisions will be populated based on a review of each team's performance at the qualifying events and the age of a team's players and *is at the sole discretion of the tournament committee.*

C. PLAYER EQUIPMENT

1. Shoes/Cleats must meet FIFA specifications.
2. No necklaces, bracelets, earrings, belly-rings or rings of any kind will be allowed.
3. Safety straps are required for players wearing glasses. Wire rims are prohibited – no exceptions.
4. Hard or semi-hard casts of any kind must be covered with foam or other padding material and approved by the referee.
5. All players on a team must wear similar uniforms with each jersey being numbered distinctly and no number being repeated. The goalkeeper must wear a different colored jersey than his/her team and the opposing team.
6. Home team (listed first on the schedule) will wear dark uniforms; visiting team will wear light uniforms. The home team will change colors if there is a color conflict.
7. All players shall have their jerseys fully tucked into their shorts.
8. Cold weather attire and accessories made of soft material (i.e. gloves, a beanie, etc.) may be worn, but it will be subject to the referee's approval. The jersey must be the last layer.
9. Sponsor logos are allowed on uniforms. The Tournament Committee reserves the right to deem a sponsor logo inappropriate for youth competition.
10. Shin guards are to be worn during the game and socks must completely cover them.

D. POINT SYSTEM & TIE BREAKING RULES

Cup and Championship Divisions

1. There will be no overtime or tiebreakers in the preliminary rounds.
2. Teams shall be awarded points for games as follows:
 - a. Win - 6 points plus 1 point for each goal scored (up to a maximum of 3 per game)
 - b. Tie - 3 points plus 1 point for each goal scored (up to a maximum of 3 per game)
 - c. Loss - 0 points plus 1 point for each goal scored (up to a maximum of 3 per game)
 - d. Shutout - 1 point for holding the other team scoreless (excludes 0-0 shutout)
 - e. Any player red card infraction will result in the loss of 3 points from the team's standings.
 - f. A team receives no points or other credit for more than 3 goals scored in any game.
 - g. Total possible points per game = 10
3. The removal of a coach, assistant coach or team representative by a match official for irresponsible behavior will result in the loss of 3 points from the offending team's standings.
4. If a team is declared ineligible or if a scheduled team does not show for play, the game is a forfeit. In the event of a forfeit during preliminary games, the opposing team shall be awarded 8 points for the win, and the forfeiting team 0 points for the loss.
5. If a team withdraws from the tournament voluntarily or is disqualified from the tournament prior to completion of all games in the preliminary rounds, each team in the flight shall receive 8 points.
6. Coaches are encouraged to verify scores and points awarded on the official tournament score board following the completion of a game.
7. All ties stand in the preliminary games.
8. **Tie breaking:** If necessary, the tie-breaking procedure to determine seeding and/or which team(s) advance to a semi-final or championship match is as follows. Please note that "goals for" do not enter the tie-breaking formula. There is no benefit for increasing the margin of victory beyond three goals.
9. **Results of head-to-head competition:** Start with #2 if more than two teams are tied.
10. **Goal differential:** Goals scored minus goals allowed **to a maximum of 3 goals per game**. Winning 3-0, 5-0, or 6-3 would result in a +3-goal differential; there is no benefit to "running up" the score.
11. **Goals against:** Fewest goals allowed in all games. (No limit)
12. **Penalty kicks:** If two teams are still tied after 1 - 3 above, FIFA penalty kicks will break the tie at a time and place set forth by the tournament director/committee.
13. **Semi-final and championship match ties will be resolved as follows:**
 - a. If a semi-final or championship match is tied at the end of regulation time, the teams will have a 5-minute rest and 2 overtime periods of equal length, which will be played in their entirety; no sudden death.
 - b. The overtime periods in the semi-final matches will be 5-minutes.

- c. The overtime periods in the championship matches will be 10 minutes for U13 & older and 5 minutes for U12 and younger with a 1-minute interval between periods.
- d. Should the game remain in a tie at the end of the two overtime periods, FIFA penalty kicks will be conducted.

Wyoming Rec Fest Division

1. Follows festival style of play.
2. Games may end in a tie.
3. Scores will be recorded for information only.
4. Points will not be awarded for wins & loses as stated for the Cup and Championship divisions.
5. All Rec Fest participants will receive a participation award.

Sportsmanship is paramount in this tournament

Wyoming Cup & Championship Division

Age Group	Game Length	Ball Size	Event Roster	Players on Field	Guest Players
9U/10U	2 – 25 Minute Halves	#4	12	7 v 7	None
11U/12U	2 – 30 Minute Halves	#4	16	9 v 9	None
3313U/14U	2 – 35 Minute Halves	#5	18	11 v 11	None
14U/15U	2 – 35 Minute Halves	#5	18	11 v 11	None
15U/19U	2 – 40 Minute Halves	#5	18	11 v 11	None

Wyoming Rec Fest Division

Age Group	Game Length	Ball Size	Team Roster	Event Roster	Players on Field	Guest Players
7U/8U	2 – 20 Minute Halves	#3	10	8	4 v 4	None
9U/10U	2 – 25 Minute Halves	#4	16	12	7 v 7	None

E. GAME PROCEDURE AND FORFEITURE RULING

- Any team not ready to play at the scheduled start time shall be granted a 10-minute grace period. Any team not ready to play at the expiration of the grace period shall be deemed to have forfeited the game. Minimums are as follows to constitute a legal team.

Age Group	Minimum Players
7U/8U	Three (3)
9U/10U	Four (4)
11U/12U	Six (6)
13U/14U	Seven (7)
15U/19U	Seven (7)

- If a team forfeits one of its preliminary games, the opposing team shall be awarded eight (8) points for the win, and the forfeiting team zero (0) points for the loss. If goal differential becomes a factor in future tie-breaking procedures, the goals counted for the forfeited game shall be determined by taking the average of the goals scored and allowed by the team in their remaining preliminary games.
- Teams that forfeit a pool play game will not be allowed to play in the semi-finals or finals of the tournament.
- If no referee is present within five minutes of the scheduled start time, the match will be delayed and both coaches shall contact the field marshal.
- If there is only one referee present and no assistants or one referee and one assistant for a preliminary match at the scheduled start time, the referee present shall commence the match using volunteer linesmen. Should an assistant referee arrive at the field, he/she shall enter the match at an appropriate break in play and volunteer linesmen shall be relieved. Club linesmen are not entitled to match fees.
- FINES FOR FAILURE TO APPEAR OR PERFORM**

Based on circumstances involved, Wyoming Soccer Association (WSA) may levy a fine of \$100.00 per game for all games forfeited during the tournament. This fine may be dispersed as WSA deems appropriate for the circumstances. All fines will be assessed to the team's association/club and must be paid within 30 days of the

completion of the tournament. WSA shall have the authority to refuse entry the following year to any team from an association/club with unpaid fines at the time of entry.

F. CONDUCT

1. Team coaches are responsible for their players along with parents and guests on the sideline. Abuse from spectators or coaches will not be tolerated. Please refer to the Zero Tolerance Policy for additional information.
2. No team, club official or parent may enter the field of play, regardless of the circumstances, unless the person has been given permission to enter the field of play by the referee.
3. Red Cards:
 - a. Any player receiving a red card during a game will be ejected from the remainder of the game and will be ineligible for participation in the next game. This does include a championship game. The player card will be retained by the field referee and turned in at the referee headquarters with the official game card. The card may be reclaimed by the coach after the suspension has been served. All yellow and red cards will be recorded on the official game cards and will be reported to WSA.
 - b. Coaches that are ejected from a game shall leave the field for the remainder of the game (at least 100 yards from the field) and will be ineligible to participate in at least the next game and may be banned from the entire tournament, at the Tournament Committee's discretion. All coach ejections will be reported to WSA.
 - c. Any spectator ejected from a game shall immediately move at least 100 yards from the field of play and may be ejected from the facility or may be ejected for the remainder of the tournament at the Tournament Committee's discretion.

G. INCLEMENT WEATHER

1. The tournament director or designee reserves the right to not allow a game to be played in inclement weather if there is a possibility of injury to players or damage to the playing surface. In the event of inclement weather, the Tournament Committee has the authority to:
 - a. Relocate or reschedule any game.
 - b. Change the duration of any non-championship game.
 - c. Cancel a match.
 - d. Change the division structure.
2. If, because of inclement weather or for other reasons, play is halted, and the match cannot be finished during the scheduled time, the score shall stand if at least the first half of the match was completed. *See 3 for championship matches.*
3. If a championship match is suspended for any reason, play will resume at a time, date, and location so designated by the tournament director. Championship matches will be played to completion even if play must be continued a subsequent day and/or at a different location.

H. DISCIPLINARY PROCEDURES

1. The Tournament Committee may consist of 1 or 2 WSA Staff.
2. Tournament Committee will review the referee send-off reports and assess appropriate penalties based on published minimum guidelines.
3. Tournament Committee findings are recorded at tournament headquarters.
4. No appeals are allowed if suspensions are within the published minimum guidelines.
5. When extended, penalties are warranted, coaches and players must be notified as soon as possible.
6. Tournament Committee member(s) will notify the coach or player.

I. PROTEST AND APPEALS PROCEDURE

1. The tournament protest and appeals committee will hear all appeals and or protests submitted (see #8 below)
2. All protests and appeals must be submitted by a team official as listed on the team roster involved in the game.
3. The Tournament Committee will establish a P&A committee 1 week prior to the start of the event. The P&A committee will consist of persons selected from WSA members, member associations and club representatives.

4. All questions relating to qualifications or eligibility of competitors, suspensions and disputes or protests shall be referred to the P&A committee, whose decision shall be final and binding.
5. To be valid and eligible for consideration, protests shall be lodged in writing with the tournament director within sixty (60) minutes after the end of the game. Tournament Director will then provide copies to the head referee/assignor and committee members. Additionally, the protest regarding a game must also be filed with the P&A committee within sixty (60) minutes after the completion of the game in question.
6. If the protest or appeal is based on a game on the final day of the tournament it must be received as indicated above. The P&A committee may be convened by conference call to hear the issue.
7. The only exception to rule 4 involves protests relating to the grounds, goal posts, bars and the appurtenances of the game, which must be in writing and submitted to the tournament director prior to the start of the game. All other P&A procedures must be followed.
8. All protests and appeals shall include the following:
 - a. A non-refundable fee of three hundred dollars (\$300.00) in cash or certified check; no personal checks.
 - b. Two (2) copies of the protest or appeal.
 - c. Two (2) copies of all information to be presented by witnesses.
9. A plea of ignorance to the rules of this competition is not sufficient grounds for a protest or an appeal.
10. The chairman of the P&A committee shall notify teams or players of the committee's findings. Notification shall be via an association member if the coach or player cannot be contacted.

J. GENERAL POLICIES

1. Completion of a combination of events qualifies WSA affiliated teams for participation in the Wyoming Cup/Championship. Qualification requires each team participate in an approved state sanctioned league and a WSA sanctioned tournament that is not hosted by team's primary club for fall or spring season. The team coach/club registrar is responsible for verifying completion of requirement during Wyoming Cup/Championship application process.
2. The Referee's Game Report/Card will serve as the official game record. The Referee decision is final, no appeals or protests of the referee decisions.
3. Following the tournament all red card reports and proof of penalty served must be submitted to the WSA office.
4. The Tournament Committee, the hosting club, WSA, tournament sponsors, or volunteers will not be responsible for any expenses incurred by any team (including entry fees) or tournament participants if the tournament is canceled in whole or in part for any reason.
5. The Tournament Committee reserves the right to decide on all matters pertaining to the tournament that may not be addressed in these guidelines and its decision shall be final.
6. During games, coaches and players shall be on the side of the playing field designated for teams; fans, parents and spectators shall be on the opposite side of the playing field, which will be designated by the spectator lines. Spectators MUST sit on the opposite side of the field from the team. No one is allowed behind the goal area during a game.
7. Only credentialed players and coaches and designated tournament staff will be allowed on the team side of the field.
8. Coaches, players, and spectators will remain at least two (2) yards from the touchline. Players and Coaches are to remain in the designated technical area. No more than one (1) coach at a time may step away, if necessary, to impart tactical information to the players. He/she must return to the designated area soon after and cannot interfere at any time with the assistant referee's movements.
9. Neither the hosting club, tournament volunteers or WSA are responsible for the behavior of players, coaches, and spectators off the field or for damages resulting from such behavior, nor are they responsible for any injuries, which may occur to players, coaches, and spectators because of their participation at the tournament.
10. The Referee Tent or referees' gathering area is **off limits** to players, coaches and spectators, unless accompanied by a tournament official or representative or to retrieve a player pass. NO harassment or verbal abuse will be tolerated during the retrieval of a player pass
11. Coaches and players committing breaches of the law may be ejected from the tournament at the discretion of the tournament director.

12. Any player, coach, or spectator who, while participating in any tournament event, is found to be in possession of alcohol, illegal drugs, or weapons (in accordance with state law) shall be banned from the tournament and appropriate notification shall be given to local law enforcement authorities.
13. NO PETS ARE ALLOWED AT THE TOURNAMENT OR ON THE FIELDS DURING THE EVENT.
14. There will be individual first and second place medals award in the Wyoming Championship Division, as well as first place team awards. Individual first and second place medals will also be awarded for the Wyoming Cup Division (Silver). All Wyoming Rec Fest division participants will receive individual awards.

K. MATTERS NOT PROVIDED FOR

The above rules and procedures are not meant to be all inclusive. Matters not provided for or extraordinary circumstances shall be brought to the attention of the WSA board of directors for determination and appropriate action.