



League  
Policies  
and  
Procedures

2024

Thruway League  
4618 West Ridge Road  
Spencerport, NY 14559



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**If an occasion should arise that is not fully covered by the Thruway League Policies and Procedures, then the Board of Directors shall have absolute power to decide that case.**

## **Policies and Procedures**

This league will be known as *The Thruway League*. The Thruway League is affiliated with the New York State West Youth Soccer Association, US Youth Soccer, the United States Soccer Federation, and FIFA.

Teams from non-member clubs may apply for consideration to the league. Please read the section on Team Registration before applying.

Teams must be registered with New York State West Youth Soccer Association (NYSWYSA) or an approved National State Association affiliated with the United States Youth Soccer Association (US Youth Soccer). **For Non-NYSWYSA teams, all homes games must be played in NY West Boundaries**

Pursuant to USSF Policy 601-7, section 2 (a) Any team wishing to compete in a game, tournament, or league in a state other than the one in where it is domiciled must receive written permission to do so from both states involved:

- 1) The State Association where it is domiciled.
- 2) The State Association where it wishes to play.

Note: The conditions, fees, and procedures to obtain such permission, and the duration of such permission, shall be determined by the State Association.

Teams from a State Association other than NYSW need to have the above stated permission on file with the league administrator each season prior to acceptance in the league. Failure to have this permission on file will result in forfeits and fines. All forfeits shall also be deemed a game cancellation and subject to the fee schedule accordingly.

**The participation fee in the Thruway League is \$300.00 per team. The league entry fee must be paid by the date specified on the league website or risk suspension from the league.**

All games shall be officiated by referees who are registered with USSF. The Thruway League will pay the assigning fees for all league games. All referee fees will be paid by teams at the field.

The season will run from March 1, 2024, through July 12, 2024

## **Age Groupings**

The Thruway League is comprised of 10 age groups. Each age group shall be separated into a boys and girls conference. There **may** be multiple divisions within each age group, the Championship (1<sup>st</sup>) division shall be the most competitive, and the Elite (2<sup>nd</sup>) division shall be considered less competitive than the 1st division.



## Team Registration

The entry of teams into the Thruway League must be accepted by the Thruway League Board of Directors whose decision is final. Acceptance and placement of entry may be based upon findings of competitive skills, risk of injury to players, the best interest of youth soccer, field submissions, certified referee availability, acceptance of the NYSW Zero Tolerance Policy, and previous history. Teams new to the league and teams from non-member clubs shall be placed into the 2<sup>nd</sup> division unless otherwise determined by the competition committee.

***\*All team registration fees are due when a team is accepted. Failure of qualified teams to pay these fees in full by the deadline will result in not being accepted to the league. \****

***All 13U-19U Teams Participating in the Thruway League are not allowed to participate / play in their local district league during the same "season" as the Thruway League. For example, a team may not play in the Thruway League and play in RDYSL (Rochester District YSL). For this purpose, a team is defined as 75% of players on the Thruway roster. Teams found to be participating in a such leagues will be suspended from league play. All games played up to that point (if any) will be declared forfeits with such fines and penalties assessed.***

This is a Premier level league. New teams of non-member clubs should consider whether they have a strong enough resume before applying. The following items are given strong consideration by the competition committee:

- National Championship Series (State Cup) results
- League play prior to application to the Thruway League
  - What league?
  - What division?
  - Level of finish and level of competition

## Coaching License Levels

The coaching license level of all coaches participating in the Thruway League will be as follows:

- For the Championship (1<sup>st</sup> Division) – All coaches/sideline staff (IE. Head or Assistant Coaches) of teams will hold as a minimum a USSF National D license.
- For the Elite (2<sup>nd</sup> Division) – All coaches/sideline staff (IE. Head or Assistant Coaches) of teams will hold as a minimum of the following requirements.
  - A USSF E License
  - 2 pre-requisite D license Grass Roots Modules
    - Modules must include in-person/blended 9v9 and 11v11 modules.

### Equivalent License for consideration

- FIFA sanctioned / recognized coaching association license (USC) or a UEFA license. It must be a minimum of a C or higher License to be considered and proof has been approved by US Soccer and Thruway League. The league's decision on whether they will be accepted is final.



## Promotion and Relegation

This league is a true promotion and relegation league. The bottom two teams from the 1<sup>st</sup> division will be relegated to the next lower division the following season. The top two teams from the 2<sup>nd</sup> division will be automatically promoted to the next higher division the following season.

Please note that in situations where there are less than (6) teams in a division, 1 team instead of 2 may be relegated or promoted.

Other teams will be considered for promotion and relegation on a team-by-team basis. Placement decisions of the League Board of Directors shall be final.

## Team Rosters

Team Rosters must be:

- a) All players must be registered with NYSWYSA via GotSport
- b) A Roster must be created and submitted at the time of team application/registration.
- c) Roster must include a jersey number for each player.
- d) Rosters will freeze on the date outlined on the league website.

The roster limit for 9U-10U is 14 players, and 11U-12U teams is 18 players. For all other age groups, the limit is 22 players (however no more than 18 may check into any game).

Rosters will be frozen at midnight on the date posted on league website. All changes to rosters, regardless of when they occur, need to be supported by release and transfer paperwork approved by the proper state authority. It is solely the responsibility of the team to ensure that the League Administrator has approved their submitted roster. Players moving into NYSWYSA footprint or joining a **MEMBER CLUB** after the roster freeze can be considered for addition to the team roster provided, they do not replace an existing player(s) and there is room on the team roster.

## Player Eligibility

All players must have a valid US Youth Soccer player pass and must appear on the team's GotSport roster. If it is discovered that an ineligible player was used, all games that the player may have participated in will be deemed forfeits.

Requests concerning player eligibility should be directed to the League Administrator. Investigation of player eligibility shall not be construed as a protest. For the good of the game and the league, any questions concerning player eligibility must be resolved within 10 days.

## Secondary Rostering

**A player may not be rostered for two clubs in the league.** A player can carry either a primary or secondary player pass for their rostered team. All teams must Primary roster the minimum number of players required to start a USYS game. For 9U-12U that number is 6 Primary players and for 13U-Up that number is 7 Primary players.



## Team / Player Age Requirements

A team may have on its official Thruway League roster and certified NYSWYSA roster only players of the following age groups:

- (1) All teams must have 50% + 1 age-appropriate players in the 9U-16U age groups. The 17U and older age groups do not have to have 50%+1 of players at the age bracket they are competing under, however they must have 3 age-appropriate players for the specific age of the division they are competing.
- (2) Each player on the team must be (A) of the age of the age group competition in which the team is participating in that seasonal year, or (B) of the age in either of the next 2 younger age groups of that age group competition in which the team is participating in that seasonal year. For any player being used in three or more age groups “up”, the league asks that the club’s director contact the league administrator to communicate such usage.

## Players & Coaches Passes, and GotSport Match Cards

**Players / Coaching Passes: To participate in any Thruway League Game**, all players and coaches must have a pass bearing the approved mark of the US Youth Soccer and be sealed with a current photo of the player/coach. USYS passes are required at all games. ALL NON USYS PASSES ARE NOT VALID. This includes US Club, ECNL, DPL and others. **A coach found to have used a player pass from another sanctioning organization for a player to participate in a league game may be suspended from the league for a minimum of 6 “league calendar” months.** In addition, any game that a player is used illegally will result in a forfeit and all associated fines.

### Team Officials Passes

All team officials must be 18 years or older and the team official must possess a valid US Youth Soccer Risk Management pass to be on the sideline. No player may be rostered as a player and staff member on the same team.

No game may begin unless there is at least one team official for each team that possesses a valid NYSWYSA Risk Management pass and is older than 21 years of age present on the team’s sideline.

### GotSport Match cards:

In addition to passes, the team must present the referee crew with two copies of a GotSport Match Card **(with photos)** for that specific game. Referees are to check to be certain that the passes and Match Card match. Any non-coaching team official may be on the team sideline (maximum of 3 staff) without being on the roster, however they MUST have a valid NYSWYSA Risk Management pass and the appropriate coaching license.

Should a player’s pass not be available, the referee can verify that a player is valid and eligible through the Match Card with photos attached. If the game card is the “standard card without photos”, there are no exceptions to the rules regarding player passes being present and a player’s eligibility for that game.



If a team shows up to a match without player passes or a photo Match Card, the game shall be deemed a forfeit. The forfeiting team will be subjected to all fines associated with forfeiting a match.

ALL PLAYERS PARTICIPATING IN A MATCH MUST BE ON THE ORIGINAL PRINTED MATCH CARD. NO PLAYER WILL BE ALLOWED TO BE "WRITTEN IN "ON A MATCH CARD OR PARTICIPATE IN A MATCH.

If a team appears at a game site with passes *but without the match card*, a copy of their NYSWYSA GotSport roster may be used in place of the match card. Only players listed on the roster may be used in the match. A \$25.00 fine will be imposed on the team for each such instance.

There will be a 15-minute grace period at the beginning of the match for each team and team official to present their required documentation. The game shall be deemed a forfeit if a party or parties were unable to provide the proper and required documentation. The game shall not start until the documentation is complete.

If for whatever reason, a team is unable to have an adult with a valid Risk Management pass on the team side of the field at any point during a match, the game shall be terminated and considered a forfeit by said team with all the penalties that any forfeit implies.

*NOTE: Adults who are properly on the sideline with the team will be responsible for the actions of all members of the team. Should an adult team official refuse or be unable to control the actions of his or her team, the game shall be terminated, and the adult team official will automatically be penalized for failure to control the bench area. The penalty shall be the same as if the team official had been dismissed from the match.*

**Referee's Passes:** All referees that are assigned to officiate Thruway League matches are required by USSF to be certified in the current year and assigned to said match by a USSF Certified Assignor. They must also possess a current RM pass issued through NYSWYSA.

## Team Performance

Teams will not be required to provide performance bonds. For each forfeit there will be a fine, payable by the club. The clubs will be billed and must pay the fines to remain in good standing. If a second game is forfeited the team will be expelled from the league for the following Thruway season. Any team which withdraws from the league after March 1<sup>st</sup> shall be subject to a \$500.00 fine and will forfeit their team registration fee. In addition, they will be responsible for all fines incurred by the team up to the point of withdrawal. The Thruway League encourages clubs to collect bonds from those teams the club feels are at risk of incurring forfeit charges. Remember, **the final responsibility for all fees and fines lies with the CLUB.**



## Club Pass Players (Call Up Players)

Club Pass Call Up players will be permitted by the league for all teams. The intent of using call up players is for player development and to help if players are not available for select games.

- a) A maximum of 3 club call-up players will be allowed at any league game for teams playing in small-sided format games (9U - 12U).
- b) A maximum of 5 club call-up players will be allowed at any league games for teams playing in full sided format games (13U and older).
- c) Club call-up players are to be included in the maximum number of players permitted to be dressed for a match. Rosters cannot exceed the maximums.

Club Pass Players MUST be registered members of the club they are playing for, and hold a player pass of the club as well as being a registered member of the club at least 7 days prior to participation in a game.

All Club Pass players must be submitted to their thruway roster and granted approval by the league administrator prior to being used. All Club Pass players must appear with a "CP" on the Match Card

**PLAYERS WILL NO LONGER BE ABLE TO BE WRITTEN ONTO A MATCH CARD**

## Game Uniforms

Socks and jerseys of opposing teams must be of contrasting colors. The Home team is to wear their "dark" uniform kit. The **team in error** must change their jersey if there is a color issue. If any away team's light jersey matches the home teams dark jersey, the home team will need to change to an alternate color.

For all Thruway League games, the kit colors will be as follows:

- **Home team will be in their "dark" jerseys and socks.**
- **Away team will be in their "light" jerseys and socks.**

## Self-Scheduling Games

The preliminary Thruway League matchups will be distributed in January. Teams will have until February 21<sup>st</sup> to complete scheduling games. If games go unscheduled past March 1<sup>st</sup>, the league will issue a fine of \$25 for each game that is not scheduled. On March 8<sup>th</sup>, the fine increases to \$50 per game and continues at that rate weekly until it is scheduled.

Please note that for competition purposes the following league policies:

- Any 13U through 19U team cannot play two games in one day, no exceptions.
- For the 9U-12U age groups, teams will be allowed to play up to 2 league games in a single day, subject to the following criteria.
  - **Each team will be allowed only two such 2-game days per league season.**
  - **No HOME team may play two games in one day.**
  - **The travelling team must travel a minimum of 75 minutes to the game location.**
  - **Travel times less than that will not qualify.**
  - **The minimum time between the 2 games' start times must be 2 hours (9U-10U) and 4 hours (11U-12U).**





## Rescheduling Games – After March 1st

### NO GAME MAY BE CANCELLED WITH LESS THAN 24 HOURS TO KICKOFF

*No request to cancel a scheduled game will be honored by the league within a 24–48-hour timeframe, prior to kickoff, unless the requesting team's club president / director of coaching requests the change to the league president and the league president agrees to allow the change. **If this permission is not obtained, the game shall be deemed a forfeit.***

**Each team will be allowed 4 game change/reschedules in season free of charge. A game change includes time changes, location changes, as well as date changes. Any additional changes will result in a \$20 fee per change. This is plus any applicable game change costs that follow the reschedule fee guidelines listed in the fee table.**

Games which must be rescheduled due to the National Championship Series and USYS National League play may not be subject to rescheduling fees unless they are 72 hours or less to scheduled game. Final determination will be up to the league administrator.

### To reschedule a game the team coach or manager **MUST**:

- a) Contact the opposing team and mutually agree to cancel the original game and schedule a make-up game.
- b) Contact the League Administrator via email with all information pertaining to the change. Do not send unless complete.
  - Match Number, Date, Time, Location and Field
- c) If game was cancelled due to weather the club field coordinator must provide a note of the facility closing

## Unscheduled Games / Make-Up Games (Rain outs)

If over the course of the season a game remains as unscheduled, the following procedure will be administered by the league to get the game properly scheduled:

- a) The league administrator will contact both teams to notify them of the unscheduled.
- b) The league administrator will give the teams **one week** from the date of notification to agree to a mutual date, time, location and field.
- c) If there is no mutually agreeable date, each team will be assessed a forfeit for the match and all applicable fines. If one team is found to be culpable for not rescheduling, that team alone will be issued a forfeit.

## Fields

There must be an active field coordinator for each club. This person will be responsible for all fields used by their club. The Thruway League reserves the right to use this person as a liaison between the club and the league on issues pertaining to the fields used by the club.



The home team is responsible for proper preparation of their fields. This means the grass must be cut (below 4"), fields properly lined, fields dimensions are appropriate for the age per league guidelines, nets properly secured in all areas, corner flags installed, and the field is in playable condition. At game time a referee/league official may declare the field unplayable. If unplayable for the above reasons, not acts of God, the home team is responsible for payment of the referees for the cancelled game, reporting to the League Administrator and will be charged with a forfeit. In addition to the fees for forfeiting the game, a fine of \$50.00 for improper maintenance or marking of the field shall be levied against the home team.

### Field Closures for Weather

Any cancellation due to a field closure for weather **MUST BE** reported to the league office **no later than Noon the day of the game** for the league office to have adequate time to give notice to all parties involved in the match. If a game is scheduled prior to noon, 4 hours' notice must be given. Failure to notify the league at the proper time will result in a late rescheduling fee.

Field closures **MUST BE** accompanied by documentation of the closure by the field operator.

### Unfinished Games

Unfinished games due to any cause shall be replayed providing neither team is at fault and the play has not begun in the second half of regulation time. If play is stopped during the second half of regulation time and cannot be resumed, and neither team is at fault, the game shall be declared finished and complete. Should play be stopped at any time due to one (1) of the teams being adjudged at fault, whether the game is to be replayed or declared a forfeit shall be at the discretion of the League Administrator and the Board of Directors.

### Scoring System

League standings will be kept for all age 11U-19U groups. The following scoring system will be used to determine a winner for each division within an age group:

**Win = 3 points, Loss = 0 points, Tie = 1 point**

**If teams are tied in the standings, at season end, the following will be used to break the tie.**

1<sup>st</sup> Tiebreaker: Head to Head

The team with the best record against the tied opponent will be declared the winner.

2<sup>nd</sup> Tiebreaker: Goal Differential

The team with the best goal differential for the season will be declared the winner. Goal differential is determined by subtracting the goals allowed from the goals scored for each game of the season. The maximum difference is 4 for each game, both positive and negative.



### 3<sup>rd</sup> Tiebreaker: Goals Against

The team with the fewest goals allowed over the entire league season will be declared the winner.

### 4<sup>th</sup> Tiebreaker: Co-Champions

If one team forfeits, the result shall be a 4-0 score for the team not forfeiting. If both teams are at fault, the score shall be a 0-4 result for both teams.

**Teams assessed forfeits are ineligible for League Championships.**

## **Coach/Spectator Guidelines**

- 1) There will be a **maximum of 3 non-players** allowed for each team on the player's side of the field. This includes coaches, assistants, managers, photographers, spectators, trainers, and parents. EACH ADULT ON THE TEAM SIDE OF THE FIELD WILL BE REQUIRED TO HAVE A CERTIFIED RISK MANAGEMENT PASS AND MEET THRUWAY LEAGUE COACHING CREDENTIAL MINIMUMS. THIS WILL BE THE RESPONSIBILITY OF THE TEAM TO ENFORCE.
- 2) Every coach during the game is responsible for the verbal and physical actions of its team, coaches, and spectators. ***A coach may be asked to leave the field as a result of a violation of this rule and will be subject to all fines as if he/she had committed the misconduct. If a spectator is ejected, the team shall be fined \$250.00 for each occurrence.***
- 3) Ejection of a coach or team official will be fined \$100.00 and required to sit out a minimum of one game. If a coach/team official is sent off for Referee Abuse, the suspension will be increased to three games. A second offense during a season will result in suspension for the remainder of the season.
- 4) If no referees arrive for the game, the game can be played only if USSF certified replacement referee(s) can be found. If teams choose to play without certified referees, the game will be unofficial and not count in the league standings, no exceptions. Both coaches should contact the League Administrator to arrange a make-up game.
- 5) Any player, coach or team official who assaults (civilly or criminally) a referee shall automatically be suspended for the rest of the season. NYSWYSA must be notified of the occurrence through the League Administrator.
- 6) When a player, coach, manager, or club official assaults a referee or a referee assistant, and the assault amounts to physical violence, the state association has the sole right and authority to adjudicate the matter.

## **Cautions and Send Offs**

- 1) All rules covering cautions and send offs are covered by the FIFA Laws of the Game. The Thruway League has also added to these laws with additional rules.



- 2) All coaches, staff, and players on the team side of the field are reminded that any verbal warning received from a referee shall be considered a CAUTION just as if the referee had shown a yellow card.
- 3) If any spectator is asked to leave the premises, he or she may or may not be shown the red card BUT the Thruway League will treat the situation as if the red card had been shown. This carries a \$250.00 fine. Depending on the severity or volume of offenses committed, the Board of Directors reserves the right to increase the amount of the fine.
- 4) If a player during the game is sent off, they must sit out the remainder of the game (while their team plays short) plus their next league game. A send off in a Thruway League game costs the player \$50.00. **The fine must be paid before the player can resume participating in games.**
- 5) Any person who is sent off more than once during the Thruway League season shall appear before a review committee appointed by the President and League Administrator. This review committee shall have the power to suspend the person from further participation and levy an additional fine for such player. Failure to appear shall result in immediate suspension.
- 6) If a player has been shown **4 yellow cards** during league play, they will receive a one match suspension for yellow card accumulation. Along with the suspension, yellow card accumulation comes with a \$50.00 fine. Any additional yellow card shown after the suspension will result in an additional match suspension, for each instance.

## Protests

All protests must be submitted in writing to the League Administrator within 1 week of the game in protest and must be accompanied by a non-refundable certified bank check or money order (no personal checks) in the amount of \$500.00 made payable to the league. If the protest is upheld a refund of 250.00 will be returned. If the protest is lost the sum of 0\$ will be refunded.

*Mailing Address:  
The Thruway League  
4618 West Ridge Road  
Spencerport, NY 14559*

A referee's judgment is normally not considered a valid reason for protest. Incorrect application of The Laws of the Game is considered valid reason for protest. *The game officials must be advised that the contest is being played under protest while the match is still being played.*

All protests will be heard at an executive meeting called by the board of directors.

## Appeals

Should a team wish to appeal the decision by the board, the line of authority for appeals is as follows:

- a. New York State West Youth Soccer Association
- b. United States Soccer Federation Appeals Committee

Appeals normally have appeal fees and specific timeline requirements to be considered a valid appeal.



## NYS WEST Youth Soccer Association Zero Tolerance Policy

To help prevent physical assault and verbal abuse in the leagues and clubs within the New York State West Youth Soccer Association (NYSWYSA, or Association); the Association has adopted a ZERO TOLERANCE POLICY. This policy applies to all coaches, players, parents, spectators and other supporters and referees, effective immediately. Abusive and obscene language, violent play/conduct, fighting and other behavior (including, but not limited to sarcasm, taunting, etc.) deemed detrimental to the game between the above-mentioned groups will not be tolerated. The ultimate responsibility for the actions of coaches, players and spectators resides with the member clubs.

It is the responsibility of the coaches to provide referee support and spectator control, and it is the responsibility of the member clubs to provide instructions to their coaches on how they are expected to carry this out. This policy applies before, during and after the game at the soccer field and its immediate surrounding areas.

Please review the policy which can be found at [nyswysa.org](http://nyswysa.org)

## 2024 Thruway League Schedule of Fees and Fines

### 2024 Team Registration Fee - \$300.00

### Referee Game Fees (Per match, 3 officials, 8 game schedule)

Age Group	2024 Referee/Asst. Referee	Cost per match for each team
17/18/19U	\$90/\$60	\$105
15/16U	\$80/\$50	\$90
13/14U	\$68/\$34	\$68
11/12U	\$60/\$30	\$60
9/10U	\$60– single referee	\$30

*Teams will pay the referee game fees at the field.*

### 2024 “Late” Game Cancellation/Reschedule Fee - all times prior to kickoff

Age Group	24 hrs -48 hrs	49 hrs- 72 hrs	73 hrs-120 hrs
17/18/19U	\$180	\$140	\$100
15/16U	\$160	\$120	\$80
13/14U	\$120	\$100	\$70
11/12U	\$100	\$80	\$60
10U	\$60	\$40	\$30

**NO GAMES WILL BE ALLOWED TO BE CANCELLED WITHIN 24 HOURS OF GAME DATE**

### 2024 In Season Game Scheduling Fees - all times prior to kickoff.

Age Group	49-72 hrs Notice	73-120 hrs Notice
17/18/19U	\$120	\$70
15/16U	\$100	\$60
13/14U	\$80	\$50
11/12U	\$70	\$40
9/10U	\$50	\$30

**NO GAMES WILL BE ALLOWED TO BE SCHEDULED WITHIN 48 HOURS OF NEW DATE**

## Fines



**Forfeit** **\$300.00**

Charged to team unable to prove to the assigned referee that they are fielding a legal team or who do not show up at the scheduled game site within 15 minutes of game time. **All forfeits are also considered late game rescheduling fines and MUST be paid prior to the team's next game.**

**Send Off (Player)** **\$50.00**

Charged to any team that has a player shown a red card. This fine is per person *and* per occurrence.

**Yellow Card Accumulation** **\$50.00**

Charged to any team that has had a player accumulate 4 yellow cards during league play. This fine is per person *and* per occurrence. Also charged for each subsequent yellow card that the player accumulates.

**Coach, Assistant, Manager or Spectator Ejection** **\$100.00 (\$250 for spectator)**

Charged to any team that has an affiliated coach, assistant, manager, or spectator asked to leave a game site. This fine is per person *and* per occurrence.

**Physical Assault** **\$1000.00**

Subject to any team that has an affiliated coach, assistant, manager, or spectator charged with assault. USSF mandates minimum suspensions to be enforced nationally for assault. These can be up to 5 years or longer! Please take all appropriate actions to prevent this from happening.

**Improper Maintenance or Marking of Field** **\$50.00**

Charged to any home team if a referee reports that a field is not appropriately marked or equipped, this fine may be charged even if the game is played. The referee also has the option of refusing to allow the game to be played which will result in a forfeit for the home team.

**Early Withdrawal/Expulsion** **100 % Team Registration Fee + \$250.00**

Charged to any team which withdraws or is expelled from the league after the division placement has been announced but prior to March 1<sup>st</sup>.

**Withdrawal After the Season is Underway (March 1st)** **100 % Team Registration Fee + \$500.00**

+ all associated forfeit, game fines, and surcharge fees for the remainder of that team's league schedule.