**NEW SCOTLAND SOCCER CLUB, INC. (NSSC)**

**REGISTRATION POLICY**

1. The Registrar, with the assistance of the Assistant Registrar, shall ensure that all NSSC teams, coaches, and players are properly registered with the League Registrar in accordance with Capital District Youth Soccer League (CDYSL) rules.
2. Coaches and players become recognized by NSSC by properly registering with NSSC during the current soccer year.
3. No NSSC team may participate in practices, games or tournaments without being properly registered with CDYSL.
4. No coach or assistant coach may participate in any practice or game without being properly registered with CDYSL. Any such coach or assistant coach must have successfully completed the mandatory risk assessment procedures and must comply with the licensure/certification requirements of the League.
5. No player may participate in any practices or games with the NSSC unless such player is properly registered with CDYSL. This includes the furnishing of the player’s recent photo, a copy of his/her birth certificate, a completed medical release form, and the applicable payment.
6. Registration of coaches and players must be completed on the NSSC web site. Payment can be made online by credit card. Other arrangements may be made by contacting the club.
7. Registration for Spring Travel Soccer will open no later than October of the prior year.
	1. Registration deadlines and registration fees, including early bird registration fees, late fees, and refund policies, shall be determined annually by the board of directors prior to the opening of registration.
	2. The NSSC will strive to ensure that any player whose registration is completed by the registration deadline established by the board of directors will be placed on an NSSC team. However, registration will be on a first come, first served basis. If a team roster is filled before the registration deadline, the NSSC may deny participation to those players who registered last. In such case, the NSSC will refund all registration and uniform payments received.
	3. Refunds for voluntary withdrawal for all Spring Travel Soccer registration fees and uniform payments may be requested and shall be provided up to and including January 15th prior to the applicable Spring Travel Soccer season..
8. The Registrar will be responsible for organizing an in person annual fall registration event for the spring season. At such event, the Registrar shall assist any interested parties in completing the online registration process. Also at such event, the Equipment Director shall ensure the availability of uniforms in various sizes for sizing / try-on purposes. The Registrar and/or the board of directors may conduct other events or participate in additional registration activities throughout the year in order to provide information and assistance to the public and any interested parties.
9. The Registrar, with the assistance of the Assistant Registrar and the board of directors, shall be responsible for ensuring the proper and timely registration with CDYSL for any other soccer training or competition undertaken or sponsored by the NSSC. Registration fees, deadlines, and refund policies for such activities or events shall be established by the board of directors and published on the NSSC website prior to the opening of registration for such programs. Such other soccer training or competition shall include but not be limited to:
	1. Any Fall Travel Soccer teams
	2. Any indoor Winter Training Academies or other events
	3. The NSSC Summer Soccer Camp.
	4. Coaches Training

[Adopted 11/26/13 ]