



Manalapan Soccer Club

Club Rules

- (I) Eligibility of Head Coach (Recreation and/or Travel)
 - A. All teams shall be under the supervision and direction of a Head Coach, who must be eighteen years or older.
 - B. Must be of good character.
 - C. Every Travel team must have an Assistant Head Coach and Team Parent; both of whom will be registered with the Travel Vice President.
 - D. Head Coach and Assistant Head Coach must be current Members of the Club.
 - E. Must meet all volunteer credential requirements of the Manalapan Parks and Recreation Department and the Manalapan Soccer Club.
 - F. All Travel team coaches and assistants, as well as Recreation Tournament coaches must have an “F” License prior to being approved. All recreation coaches are required to obtain an “F” license after (3) seasons or within a reasonable period of time.
 - G. Cannot be a Head Coach for more than one Travel team in a given season, except with Board Approval. It is the general policy of this Club that in order to approve another team there must be an emergency or circumstances that warrant such.
 - H. All Travel and Recreation Head Coaches and their assistants are required to obtain up to date Positive Coaches Alliance Certification.
 - I. Any new full-sided Travel Head Coach and their assistants (including but not limited to small sided coaches advancing to full sided) is required to have an “E” license. This requirement may be waived by the Board of Directors if the coaching candidate meets any or all of the following conditions to the satisfaction of said Board of Directors:
 - 1. Willing to have a qualified paid trainer to coach the team’s games;
 - 2. Playing experience at the collegiate or professional level;
 - 3. Coached or currently coaches a full sided team for a school;

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4. Has previous full-sided coaching experience.

(II) Responsibilities of the Head Coach

- A. Must teach the players sportsmanship and to the best of his/her knowledge the basic skills of soccer.
- B. Should be prepared to attend any Club instructional programs set up by the Board such as Coaches Clinics, Referee Clinics, etc.
- C. Must hold at least one practice per week, a minimum of one hour.
- D. Shall be responsible for the conduct of the parents of his/her team at games.
- E. Must not use abusive language or bring alcoholic beverages to practice or games.
- F. Recreation Head Coach shall fulfill and follow all policies and regulations as set forth in the coaches' agreement to be signed by all Recreation Head Coaches prior to the start of each season.
- G. Head Coach and Assistant Coaches will work for the best interests of the Club.
- H. Teams are expected to be represented at every Club Meeting by the Head Coach or designated alternate.
- I. If a Recreation Head Coach resigns after the player draft, the Assistant Head Coach, if eighteen years old, shall become the Head Coach, with the approval of the Girl's Recreation Vice President or Boy's Recreation Vice President, as applicable. Such Head Coach may appoint an Assistant Head Coach of his/her choice.
- J. If a Recreation Head Coach is unable to attend a game, he/she must appoint the Assistant Head Coach, if age eighteen or older and a Club Member, or if not available, an adult replacement, for the game. Any exceptions to this provision must be on reasonable notice to, and with the approval of, the Board of Directors.
- K. Head Coach is required to keep records of attendance of players at practices and games,
- L. Head Coach is responsible for keeping players off areas designated by the Club as restricted.
- M. At the end of each season, each Recreation Head Coach will rate all players on his/her team. Ratings shall be turned into the Girl's Recreation Vice President or Boy's Recreation Vice President, as applicable, within two weeks of the end of the season. Players are to be rated under the approved rating system of the Club. Ratings will be submitted throughout each Division's Head Coaches or Designated Representative for review.

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- N. The Head Coach will notify his/her players that he/she is their Head Coach within seventy-two hours after the draft or forfeit the right to coach the team.
- O. The Head Coach will furnish the designated Club representative, as applicable, the names, addresses and phone numbers of his/her Assistant Coaches and Team Parent prior to the start of the season.
- P. In recreation divisions where standings are kept, the Head Coach must notify the appropriate recreation vice president of any protest within (2) two hours of completion of the game or the protest will not be reviewed.
- Q. Recreation players must play at least 50% of the game. The ONLY exception being if a roster has more than twice the number of field players, or a player is injured. Any exception to this rule must be approved by the appropriate Recreation Vice President.

(III) Recreation Player Selection

- A. After players register for the new season, ratings of each player from the prior season or seasons will be utilized by the Registrar for the drafting of teams. All unknown/new players to the Club will be rated at the entry level. Registration forms will be separated by division, player rating, and date of birth. Any current or former Travel team player entering the Recreation draft will enter under the Recreation rating system. The Registrar or the appropriate Recreation Vice President will ask the player's former Travel team Coach to rate the player using the Recreation rating system. The player will then be drawn in order of his or her rating.
- B. Team assignments shall be made by means of a blind draft by the Registrar. This draft will be viewed by the President or Vice President to verify that the draft was executed properly. The Club will use appropriate software to generate balanced teams. If for some reason software is not available for any reason the Registrar shall give each team one player starting with the top rated player in his/her age group until all players are given out resulting in an even balance of players per team by age group. Any remaining lower rated or entry players that cannot produce a complete round shall be held until the end of the next age group to balance the teams. No Parent may request that his/her child be placed on any given team. If, in the draft, the Registrar inadvertently picks a player who is or was on a Travel team and it was not disclosed at registration the Registrar and/or the appropriate Recreation Vice President may redraft the affected division .
- C. Head Coaches shall be allowed to have their own child or children on their team, if appropriate by age.
- D. Siblings may, with approval of parent and Club, be placed on the same team, if in the same division.

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(IV) Responsibilities of Players and Spectators at Recreation Games

- A. No recreational player shall be allowed to play simultaneously for more than one recreational team (except in instances where approved by the appropriate Recreational Vice President due to shortage of players or extenuating circumstances such as injury) other than a tournament team. Travel players may play also in the recreational division. The Board of Directors will decide by season and division whether this rule needs to be changed in order for a Division to be fielded. Once a team has been drafted, the player must remain with that team (other than previously noted exceptions) for the entire season or not play at all.
- B. Players who drop from Travel team rosters after roster formation for Recreation teams will not be assigned to a Recreation team that season, except if there is a hardship case or extenuating circumstances as determined by the Board of Directors.
- C. All players are required to attend practice.
- D. Spectators will not be permitted on the field of play at any time and must remain five feet behind the touch lines and no closer to the goals than the eighteen yard line. At no time during a game should a spectator or coach be standing behind or next to the goal. The game will be suspended until these rules are complied with. If a spectator or spectators persist in violating this rule or refuses to leave the field of play, the game will be forfeited by the team in question.
- E. Spectators will refrain from discussing/questioning decisions made by the Referees, as well as badgering Coaches/Referees. If a spectator or spectators persist in violating this rule they will be asked to leave the playing area by means of a Red Card. Failure to comply will result in immediate forfeiture by the team in question. Any member of the Board of Directors may, at their discretion, also enforce this provision.

(V) Recreation Referees

- A. Must have a US Soccer Federation grade 9 (Recreation level) active license and be a Club Member.
- B. Will abide by FIFA Rules and Regulations except where amended by the Club.
- C. The Club will supply a copy of the current Club Rules.
- D. Must give written report on any protested game within forty-eight hours to the Secretary.

(VI) Recreation Playing Rules

- A. Substitution will be permitted on a throw-in with possession and by either team on a goal kick, at the end of a quarter at half-time, after a goal is scored, or for any injury. A

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- substitute must enter from midfield and with the permission of the Referee.
- B. A player who has been substituted for can return to the same game.
 - C. A player ordered from the field of play by the Referee by Means of a Red Card cannot be substituted for.
 - D. Any Recreation player Yellow Carded may be substituted for immediately, with permission of the Referee.
 - E. All eligible players must be played the equivalent of at least one full half of each game. If a coach feels this must not be followed due to discipline issues involving, but not limited to foul language or not following instructions said coach must notify the appropriate Recreation Vice President within 24 hours.
 - F. All players in the Club shall be required to wear numbered uniforms (with the exception of the Goalkeeper), and shin guards covered by a sock, unless a sock shin guard is worn.
 - G. A team has ten minutes after the scheduled game time in which to field the minimum quota of players, otherwise it will forfeit the game. The Referee will report the reason for the termination (in writing) to the Board of Directors within two days. Should a team fail to field the minimum quota of players at any time during the game, that team will forfeit the game. The Vice President of the Recreation Program shall determine the required number of players before each recreation season.
 - H. Between each half, teams shall change goals.
 - I. Time allowed between quarters shall be two minutes; between halves two minutes- minimum and five minutes maximum.
 - J. Club games suspended by the Referee prior to the completion of one full half shall be replayed in their entirety. Games suspended after completion of one full half shall be deemed to have been completed. Score at the time of suspension shall be the official game score.
 - K. Teams will occupy one side of the field. All parents and spectators shall occupy the opposite side of the field. The only exception to this shall be U5 games. Periodically, this rule may be altered for any given season at the discretion of the Recreation Vice Presidents.
 - L. Where League standings exist they will be determined by the following point system:
 - 1. Win – 3 points
 - 2. Tie – 1 point
 - 3. Loss – 0 points
 - M. The following will be the procedure with respect to teams that are tied in point standings

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at seasons end, and playoffs, under order of priority (where standings exist and playoffs are scheduled):

1. Head to Head Competition. If those teams that are tied have played each other an equal amount of times during the regular season, the team with the most league points (W, T) determined by Head to Head Competition is the winner.
 2. Most Wins. The team with the most number of games won that season is the winner.
 3. Fewest Losses. The team with the least number of losses is the winner.
 4. Fewest Goals Against. The team with the fewest number of goals against them totaled from all games that season.
 5. Games. If all above items fail to determine a winner, the teams involved shall play each other for the Division standing.
 6. In the event of multiple ties, the playoff procedure will be as follows:
 - A. Three-way Tie: A blind drawing, held by the Board of Directors, will determine which two teams will play each other with the winner of that game playing the third team for the Division standing.
 - B. Four-way Tie: A blind drawing, held by the Board of Directors, will determine which teams will play each other for the Division standing.
 - C. Five-way Tie: A Blind drawing, held by the Board of Directors, will determine which four teams will play off. Another drawing will be held between the two winning teams and the team that previously had drawn the Bye. Follow the procedure for the three-way tie.
 7. Playoff games, if the normal playoff game is tied at the end of regulation time the following will occur:
 - A. Two five-minute periods.
 - B. Two five-minute periods with sudden death victory in either period.
 - C. Penalty kicks.
 - D. In the event of failing light, before the end of kicks from the penalty mark, the result shall be decided by the toss of a coin (FIFA).
- N. In Regular season games, there will be no extra time played to break ties.
- O. Except as modified by those Club Rules, all competition shall be conducted under the Law of the Federation Internationale De Football Association (FIFA).
- P. For players wearing glasses, it is recommended that they also have non-abrasive straps to prevent glasses from slipping or falling during play.
- Q. Players must remove all jewelry, with the exception of medical jewelry, and hair ornaments prior to start of play.
- R. Referees will be instructed to immediately stop play at the first sign of lightning.
- S. Divisions will play eight-minute quarters, ten-minute quarters, twenty-five-minute halves and thirty-minute halves as determined by the Club (see section XII for Instructional Division.)

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- T. Unless canceled by the Board, teams must play all scheduled games. Coaches cannot agree to reschedule or cancel games on their own accord. It will be considered a forfeiture with no points.
- U. All regularly scheduled games canceled by the Board of Directors or Referees that have not been made up prior to playoff games will result in a forfeiture.
- V. If a team does not show up for a game, it is considered a forfeit with a score of 1-0 for the winning team and a score of 0-0 for a double forfeit with zero points awarded.

(VII) Registration for Recreation Teams

- A. The criteria governing eligibility of players will be as follows:
 - 1. Must have reached their fifth birthday during the current playing year.
 - 2. Must not have reached their eighteenth birthday during the current playing year.
 - 3. The above criteria applies to all players with the exception of Travel teams.
- B. All registrants not accepted for participation shall be refunded their fee no later than thirty days after registration.
- C. No registration will be accepted without payment or registration fee, proof of date of birth and parental certification that the child has had a recent medical examination and is fit to participate. All hardship cases to be approved by the Board.
- D. Registration for the Spring season shall begin during the Fall season of the preceding year. Registration for the Fall season shall begin during the Spring season of the current year.
- E. The Board of Directors retains the right to limit or expand registration.
- F. Players cannot be assigned to teams once the regular scheduled playing season has started; except with Approval of the Board of Directors.
- G. Playing season, length of season, and age divisions requirements shall be determined by the Board of Directors prior to each playing season. Age Divisions will follow NJYSA Guidelines when possible (Aug 1 – July 31).
- H. All parents must read and accept the terms of the S.A.G.E. form which is available for viewing on our Club website. A copy is also available from our club secretary.

(VIII) Club Rules Pertaining to Travel Teams

- A. (i) The “Travel Coach Selection Board” will each year review all the prospective coaches who wish to coach a travel team. This board will consist of the Travel VP, Small Sided Travel VP, Boys Rec VP, Girls Rec VP, Training Director, Club President and Vice President. The role of the Selection Board is to review, observe and if possible interview each prospective coach in order to assess their qualifications and attributes as a coach. After this board has had a chance to review all the prospective travel coaches, they will make their recommendations for each age groups Travel Coach (s) to the Clubs Board of Directors for final approval.
- (ii) The existence of all Travel teams and appointment of carded coaches are subject to approval by the Board of Directors for their playing year. Coaches may be removed or replaced by the Board of Directors at its discretion. If one of the carded Assistant Coaches is a relative of a Head Coach, then the team must have a second carded Assistant Coach who is not a relative.
- (iii) No new small-sided B team or junior team will be considered if there are less than forty-five registered players in Recreation, during the Spring season of the same age group. Any new full sided B or Junior Teams will be considered on a case by case basis by the Board of Directors.
- B. All Head Coaches and their assistants must improve his/her training and coaching skills by attaining an “F” License before the team reaches Division III (U-8) and by attaining an “E” License before the team reaches Division IV (U-11 Full Sided). Except as provided in I (I)
- C. If a coach of a Travel Team leaves or is removed, a new coach for that team as it is then constituted, shall be appointed by the Travel Teams Vice President, with the approval of the Board of Directors.
- D. Playing rules and playing eligibility will be governed by the league rules in which the team is entered. However, each team will consist of a minimum of at least 50% Manalapan residents, except for Division I and II. When this cannot be adhered to, approval by the Board of Directors can be given for a hardship situation (Examples could include, but are not limited to, where players leave a team in mid-season, or after announcing try outs, an insufficient number of Manalapan residents attend the try out). Players from other towns, who have played for a Travel Team while a Manalapan resident, shall continue to be considered Manalapan residents for the purpose of drafting Travel teams. Players from other towns who have played in the Club for two consecutive seasons immediately prior to the try out shall be considered Manalapan residents for the purpose of drafting Travel teams.

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- E. All Travel teams must have tryouts. Tryouts for existing teams are to be held prior to the end of the Spring season. Existing teams not playing in the Fall season may have their tryouts prior to the end of the normal Fall season for Travel teams. New Travel teams may have their tryout during the season prior to the one they will come out in.
- F. All registered players eligible for the forthcoming Recreation season must be notified in writing, by mail, on postcards provided by the club, of tryouts for their appropriate Travel team and include location, date, time, and rain date.
- G. Participating in a Travel team tryout does not require that the child be registered by the Club until after he or she has been chosen for the Travel team.
- H. Players will be notified within two weeks after their regular season of making the team or not. Travel season ends with the last week of play of the MOSA League season, which governs our teams. Tournaments do not count as regular season play whether during, before or after the regular season.
- I.
 - (i) If two or more teams exist in one age group, the Travel Teams Vice President shall designate the team playing at the higher level as the “A” team. If both teams are playing at the same level, the team that has existed longer shall be the “A” team.
 - (ii) Small-Sided Teams. All players trying out for a small-sided team shall be considered as a single pool of players. The tryout(s) shall be at a time determined by the Small-Sided Travel Teams Vice President. The Small-Sided Travel Teams Vice President shall arrange to have postcards sent to all eligible players. Coaches for all teams in the age level shall be invited to attend the tryout. All players in order to be eligible to be carded as Travel player must attend the first tryout which is to be held and run under the supervision of the Small-Sided Travel Vice President or other member of the Board of Directors. The “A” team shall have first choice of all eligible players that tryout for that age level. After the “A” team coach has selected the players he/she wants, the “B” team coach will make his/her selections. If applicable, the “C” team coach will then make his/her selections. If a player misses the tryout because he or she was sick or had another legitimate conflict, the “A” team coach has the right to require the player to first tryout for the “A” team before he or she can be permitted to tryout for another team.
 - (iii) For small-sided teams, the “A” and the “B” team coaches (and, if applicable the “C” team coach) should try to coordinate training, so that the training, development and practice agendas for both teams are identical., The small-sided teams shall train and practice as a single unit where appropriate in the discretion of the “A” team coach. Both coaches and all club members shall encourage at all points in time, the simultaneous development concept to permit the greatest opportunity for skill development by all members of the “A” and “B” (and, if applicable “C”) teams. If there is more than one team in the U-8 division, those teams shall train together once a week with the club’s designated trainer.
 - (iii) Full-sided teams. Except as described in this paragraph, tryouts for full-sided

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teams will follow the same procedures as described for small-sided teams. However, the Club recognizes that teams play at different levels with different player skill levels. The “A” team coach has the discretion to establish any reasonable tryout schedule with the approval of the Travel Teams Vice President. Not all eligible players are required to be invited to try out for the “A” team. However, the “A” team coach has the right to require any player to first tryout for the “A” team before he or she can be permitted to tryout for another team. The Travel Teams Vice President shall review the procedure proposed by the “A” team coach to ensure that the process is fair to eligible players and the “B” team coach. The Travel Teams Vice President shall ensure that, under any such procedure, the “B” team coach receives adequate and timely notice and lists of eligible players to conduct a full and fair tryout. If there is a “C” team, the tryouts for the “B” and “C” teams must be coordinated as described in this paragraph.

- (iv) For all age levels, it is Club policy that, as players develop, they should be encouraged to seek advancement to the higher-level teams and shall be advanced to the higher level team when, in the discretion of the coach for that team, that is appropriate. These requirements shall continue as long as teams in the age level remain in existence.
- J. A player that is playing up has the choice to tryout or play down for his or her correct age group. The Coach of such player should strongly recommend this.
- K. No player can be removed from an active roster during any season of play without the Board of Directors approval. Regardless of reason, such Board action must be completed within four weeks of such request.
- L. Travel team rosters with completed registrations forms and money will be turned into the Travel Teams Vice President by June 30th for the Fall season and December 31st for the Spring season. The Travel Teams Vice President will then register the teams for their upcoming season and turn over the rosters, registration forms and money to the Registrar.
- M. All forms for player and coach passes will be given to the Travel Teams Vice President for processing by the area representative. No coach can do this on his/her own, without approval of the Travel Teams Vice President. Any additions or deletions of carded players or coaches from their current roster must also be handled by the Travel Teams Vice President
- N. All home makeups and cancellations must go through the Travel Vice President with the approval of the Vice President and/or President.
- O. All home field assignments will be handled by the Travel Teams Vice President, with Vice President’s approval, and no change will be made without his/her knowledge unless made at the time of the game where field conditions and availability of another field warrants a change.
- P. Uniforms will be purchased individually by the players. The club will designate the club uniform.

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- Q. A traveling team may establish their own team bank account for fundraising and team expenses. This account cannot be linked with any Manalapan Soccer Club accounts. Each team should have a team treasurer that is not a coach on the team.
- R. All refunds received by a Travel team, by means of a fund raiser, any kind of donation or any form of contribution must be turned into the Club Treasurer. A receipt for the funds will be issued by the Treasurer and the money placed in a separate escrow account for that team.
- S. Upon request by the Coach, with proper documentation in a reasonable amount of time, a check will be issued for the Travel team. A copy of the team's account will be issued upon request to any member or parent of that team in a reasonable amount of time.
- T. All Travel teams will receive two new balls to start each season. All extra balls used should be returned.
- U. A meeting of all Travel team coaches will be held prior to each season.
- V. The following applies to any player desirous of playing above their age group as defined by New Jersey Youth Soccer Travel Team Age Group (Does not apply to any player playing outside their age group as of March 29, 2011) .

The Manalapan Soccer Club strongly encourages players to play in their New Jersey Youth Soccer Travel Team Age Group. Any small sided player (U8-U10) desirous of playing above their defined age must rate as one of the top 3 players of the team that they are trying out for. The current coach and the prospective coach must both agree and notify the appropriate VP of Travel. In the event there is not an agreement the Coaches committee will make the determination as to which team the player is best suited and will play for.

Any full sided players that fall in the U11-U13 age group desirous of playing outside their defined age group need the approval of the Coaches Committee.

U14 and above is at the coaches discretion to determine suitability.

- (IX) Cup Competition, Tournaments, Exhibition Games, Awards and Scholarships
 - A. Cup competition for five or more teams in all divisions U11 and older shall play for the cup as follows: The second and third place teams shall play each other, with the winner facing the first place team for the cup.
 - B. In a four-team division, the first and second place team play for the cup.

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- C. Cup games shall be played at the end of the Fall and Spring season.
- D. Awards to players will be designated to first place, second place, third place, and Cup winners. The type of award given will be at the discretion of the Board of Directors.
- F. The Club to provide awards to Travel teams that finish in first, second or third place in absence of any awards from that league.
- F. Participation trophies will be awarded to all players up to and including the junior division, except those receiving place trophies.
- G. Recreation Tournament Rules see Appendix A.

- H All donations for Soccer Scholarships will originate from a committee appointed by the President. Such funds must be budgeted for. Published rules and guidelines for an applicant of such funds will be set by the Committee.

- (X) Protests
 - A. All questions related to the qualifications of competitors, interpretation of the rules or any dispute or protest shall be referred to the Club whose decision shall be final and binding on all teams. Every protest must be made in writing and must contain the particulars of the grounds upon which it is founded. Two copies of the protest must be lodged with the Secretary of the Club within two days of the match to which it relates. Any protest relating to the ground, goalpost or other appurtenances or failure to start game at the call of the Referee, shall not be entertained by the Club unless objection has been lodged with the Referee before commencement of play. The Referee shall require responsible team to remove the cause or objection, if it is possible, without unduly delaying the match. When an objection has been lodged with the Referee, a protest must be made to the League and neither objection nor protest shall be withdrawn, except by permission of the Club.
 - B. The Secretary of the Club shall send a copy of the protest, Referees report and particulars to the team protested against and send a copy of the Referees report to the Coach making the protest and submit both copies of both to the Rules Committee immediately. Each team may support its cause by witnesses. If a member of the Rules Committee is connected with the team concerned in a dispute or protest, the member shall not sit in while the dispute is being considered.
 - C. No electrical or video evidence will be entertained.
 - D. In recreation divisions where standings are kept, the Head Coach must notify the appropriate recreation vice president of any protest within (2) two hours of completion of the game or the protest will not be reviewed. (as provided in Rule II O)

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- E. The Board of Directors will ~~notify~~ notify the Recreation Coaches involved with a protest the results of their findings within one week of the hearing.

(XI) Rules Violations

- A. The following offenses will require a temporary suspension:

1. Any person or team charged with violating Club Rules or By-Laws.
2. Any person or team striking a Referee.
3. Any person or team ejected by the Referee from the field of play (if so warrants).
4. Any person or team involved in an incident which disrupts or causes an incident at any game or field where a Manalapan Soccer Club game is being played shall be subject to immediate suspension and disciplinary action.

- B. Any violators of the aforementioned must appear before the disciplinary committee and will be notified of such by the Club Secretary. Hearings will be held within a timely manner of the offense. Any charges must be in writing and forwarded to the Board of Directors. The Disciplinary Committee will forward its findings to the Board of Directors within a timely manner. The Board of Directors will notify the parties involved in writing within two days.

- C. Any player or Coach receiving a Red Card at any game, travel, recreation or any other youth sanctioned game will be subject to the following minimum penalty: Suspension from the remainder of the game and next immediate game. Any player or coach who does not abide by the Red Card suspension shall cause his/her team to forfeit the game for which the suspension was in effect. Additional penalties for an individual red-carded for serious offenses will be dealt with by the Board of Directors, after reviewing the findings and recommendations by the Disciplinary committee.

(XII) Instructional Divisions (U5 and U6) Playing Rules

- A. Instructional divisions shall be non-competitive; no league standings shall be kept. The divisions shall be instructional.
- B. Corner Kicks shall be taken from the intersection of the Goal Line and the eighteen yard line, if the playing field is fifty yards or wider. If the playing field is less than fifty yards, the Corner Kick shall be taken from the corner.
- C. One Coach from each team shall be allowed on the field for instructional purposes only. They will not participate in or interfere with play and are to be considered as part of the field. The Coach or Assistant Coach may not go within the limits of the penalty area. The Referee, if any, will suspend the game until this rule is complied with. Any Coach or

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Assistant Coach who constantly violates this rule will be asked to leave the field of play and no replacement will be permitted. The Recreation Vice Presidents may need, from time to time, to alter this provision as circumstances dictate. They shall be permitted to do so in any given season upon notification to the coaches.

- D. Games shall consist of four eight-minute quarters.
- E. Game shall be played with a FIFA Regulation Number Three ball.
- F. A second throw in shall be allowed if the first is disallowed (in applicable age groups).
- G. There will be no offside.
- H. All free kicks will be indirect with the opponents at least five yards away.
- I. There will be no penalty kicks.
- J. All other player rules shall be the same as for all other Club Divisions.

(XIII) Rules Interpretation

In cases where questions arise that are not covered by the precise language of the Rules, the Club, (through the Board of Directors) shall at all times accept the responsibility of interpreting the Rules and making decisions in accordance with the best interest of the Club.

(XIV) Board of Directors

The Club shall have the power, through the Board of Directors, to alter or add to these Rules as they deem expedient. All such changes must be approved by the Membership.

APPENDIX A RECREATION TOURNAMENT RULES

- (I) Recreation Tournament Teams
- A. Recreation teams will consist of players age bracketed according to USSF intramural guidelines who have exhibited team play and sportsmanship values as well as exceptional soccer ability based on the assessment of the coach and an open tryout.
 - B. Full sided teams will include a minimum of fourteen to a maximum of eighteen players selected from each USSF age bracket beginning with the Youngest Division, excluding the Instructional age group, allowed by that Tournament including all players in that Division. Small sided may have a maximum of fourteen.
 - C. If not enough players attend the open tryout to field the minimum team requirement, the Coach may seek additional players by contacting other teams that may have players in the age bracket. If a team still cannot field the minimum number of players from the age group, the Coach may then go to the next lower age bracket to acquire additional players but only after that age bracket's team has been selected.
 - D. Otherwise, players will not play up.
 - E. A second tournament team may be selected in an age bracket if there are sixty or more players in the age bracket and a sufficient number of players try out.
 - F. If a second team is formed, players for each team will be selected equally.
- (II) Tournament Team Coach Selection
- A. Tournament team coaches must have at least an "F" license and must be properly certified as a volunteer by the Manalapan Parks and Recreation Department as well as meet all Manalapan Soccer Club requirements.
 - B. Prospective coaches must submit a letter to the Board of Directors with detailed qualifications for assessment and approval by the Board of Directors.
 - C. If there is more than one applicant for coach, first choice should go to a qualified coach from within the Recreation age bracket.
 - D. If only one Coach from the age bracket applies, the Board has the option to deny the request if it is felt that the candidate is unqualified. The Board may then look elsewhere for a Coach.
 - E. If a Recreation Coach alternates seasonally between divisions in order to coach more than

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one child, the Board may allow an application to be submitted for a team in an age bracket in which the Coach is not currently working.

- F. The Coach must be in the Recreation program, unless none apply, and then must be a qualified member.
- G. The Coach will serve through both the Spring and Fall seasons within the same age group playing year provided Club qualifications continue to be met.
- H. If a Coach resigns before one year, a letter of resignation must be submitted to the Board of Directors. The Assistant Coach will have the first option to take over the team provided Club standards are met. Otherwise the Board has the option to select a new Coach.
- I. Tournament team coaches will be selected by the Board based on individual qualifications and will be notified by the Girl's Recreation Vice President, Boy's Recreation Vice President or Tournament Director, as applicable.
- J. Coaches will change each year provided there are qualified coaches in the age bracket that apply. If there are no new applicants, the coach may continue.
- K. All Assistant Coaches will be approved by the Board.

(III) Recreation Tournament Team Selection

- A. All team tryouts will be held each season after the first game of Recreation play or six weeks prior to the first scheduled Tournament (whichever occurs later).
- B. Email notification announcing open tryout dates will be sent at the Club's expense to all Recreation players in USSF age bracket.
- C. Guidelines for tryouts will be established and will be adapted to the skill level of each age bracket.
- D. An impartial person appointed by the Club will supervise the tryout. A Coach of the age bracket cannot supervise the tryout.
- E. Tournament team practices should not conflict with Recreation team practices. If a conflict exists, first priority is to the player attending the Recreation team practice.
- F. All players who participated will be notified of the team selection within seventy-two hours of the tryout and/or within seventy-two hours of a callback tryout.

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(IV) Board Responsibilities

- A. The Manalapan Soccer Club Board will cooperate with the Recreation Tournament Program as follows:
 - 1. Recreation Coaches will be selected as early as possible prior to the start of each season. The Girl's Recreation Vice President and Boy's Recreation Vice President will be provided with a list of available Coaches.
 - 2. Girl's and Boy's Recreation Vice Presidents will pre-assign Tournaments prior to completing the Recreation schedule to eliminate the possibility of regular season conflicts. Calls will be made to other Clubs and to the New Jersey State Youth Association to get Tournament schedules.
 - 3. Coaches must be assigned a minimum of two weeks prior to the first Tournament.
 - 4. Teams can only attend Board sanctioned tournaments.
- B. A Board member must be present at each tryout.
- C. The Girl's Recreation Vice President and the Boy's Recreation Vice President will be responsible for insuring the following
 - 1. Organization of tryouts: date, location, times for each age bracket and informing players of the tryouts.
 - 2. Attendance at tryouts.
 - 3. Collection of the rating sheets and team rosters after the teams have been selected.
 - 4. Coaches will schedule recalls and inform the Girl's Recreation Vice President or Boy's Recreation Vice President, as applicable, to avoid conflicts.
 - 5. Reviewing any complaints about a coach or a team and reporting to the Board.

(V) Tryout Guidelines

- A. All tryouts will include both skill drills and a scrimmage.
- B. Drill rating categories may include but not limited to:
 - 1. Kicking
 - 2. Passing – left and right
 - 3. Dribbling – opposed, unopposed
 - 4. Ball control, trapping
 - 5. Heading
 - 6. Throw-ins
 - 7. Defending
 - 8. Speed
 - 9. Goalkeeping
- C. Scrimmage rating categories will include:

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1. Aggressiveness
 2. Field sense
 3. Skill
- D. Model tryout formats will be provided

APPENDIX B

MANALAPAN SOCCER CLUB SOCCER SCHOLARSHIP FUND

Objective:

To fairly administer the available Manalapan Soccer Club funds to deserving athletes in order to further their skills or continue their education.

Program:

The following rules will govern the administration of this program.

General Scholarship (to differentiate from the "Tim Hanlon" scholarship)

- 1) The sum of \$2,000.00 will be budgeted annually for the "Manalapan Soccer Club Scholarship" fund. \$1,000.00 will be budgeted for college scholarships and \$1,000.00 will be budgeted for training scholarships.
- 2) There will be two college scholarships awarded annually. They will each be in the amount of \$500.00. If qualified applicants apply both in the male and female categories, one scholarship will be awarded in each category. If one category has no qualified applicants, both scholarships may be awarded in each category.
- 3) There will be four training scholarships awarded annually. They will each be in the amount of \$250.00 or the actual cost of the program, whichever is less. These scholarships may be awarded proportionally to the number of qualified applicants in each of the male and female categories. If one category has no qualified applicants, all scholarships may be awarded to the same category.
- 4) In the event that any monies are not paid in any one category above, additional scholarships can be awarded, to qualified applicants in another category, with total paid not exceeding the original budget of \$2,000.00.
- 5) If the budgeted money is not awarded in a given year, the balance will be returned to the general budget. There will be no carryover of unused funds from one year to the next.
- 6) All applicants must be active members of the Manalapan Soccer Club, provided there is a team available, at their skill level, on which they can play.
- 7) All applicants must have a "B" or better cumulative average, in their High School career, through the second marking period of the current year.
- 8) All college scholarship applicants must be in their senior year of High School.
- 9) All training scholarship applicants must be freshman, sophomores and juniors in high school.

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- 10) Extra consideration will be given to applicants that have made contributions to the Club above and beyond just playing, i.e. referee, assistant coach.
- 11) No training scholarships will be awarded more than once to the same applicant.
- 12) All applicants must be participating or previously participated in soccer at the High School level.

TIM HANLON SCHOLARSHIP AWARD

All conditions for the General Scholarship, outlined previously, will apply except:

- 1) The scholarship will clearly be identified as the “Tim Hanlon Scholarship Fund”.
- 2) The award will be \$500 annually unless increased at the discretion of the fund Trustee.
- 3) The winner must be a member of the Manalapan Soccer Club or his parents must be a dues paying member of the Club.
- 4) The winner must not have left the Manalapan Soccer Club to play for another club except in special cases such as indoor soccer, tournaments, select teams, or if a team did not exist in his/her age group.
- 5) The funds will be disbursed by the trustee of the fund. They can be disbursed directly to the winner or through the Club, at the trustee’s option.

Process:

- 1) Each applicant must complete an application (attached) in order to apply. The rules governing the submission of the application will be attached to each application.
- 2) All applications must be submitted to the scholarship committee for a final determination. All winners will be selected by the Scholarship Committee and their decision will be final. The winners will be selected by June 1st of each year. The Scholarship Committee will be appointed annually by the President. The Committee will consist of four members from the general membership and be chaired by one of them. No member may serve more than two successive terms and no member may vote on an application by a family member. It will be the responsibility of this committee to investigate the worthiness of all soccer training facilities for which applications are received. Once a facility is approved, it will be certified in the Committee records so future investigations can be eliminated.
- 3) All payments will be made directly to the applicants once proof of acceptance to a college or qualified training facilitating has been presented to the committee.
- 4) Certificate of award will be presented to College Scholarship winners at the June high school awards night in Manalapan or elsewhere as is appropriate. Training scholarship winners will receive their certificates at the June general membership meeting.

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- 5) The rules governing this process and how to apply for a scholarship will be made generally known, during the full of each year, by distribution through Club channels, school notification and any other appropriate channels available.
- 6) Except for the sums of money set forth in this document, no other monies will be available for donations to further skills or education of any members of the Manalapan Soccer Club unless already accounted for in the annual budget.

| ~~(Revised 12/1/2007)~~