



CALIFORNIA STARS SOCCER CLUB

5699 Kanan Rd. # 331 Agoura Hills, CA 91301 Tel (818) 635-9521
www.californiastars.org e-mail: info@californiastars.org

California Stars Soccer Club 2012-2013 Handbook for Coaches/Administrators

CALIFORNIA STARS SOCCER CLUB & COAST SOCCER LEAGUE (CSL) APPLICATIONS 2012-2013:

All California Stars Soccer Club Teams must have their team applications completed and turned in to the California Stars Soccer Club representative with the appropriate fees on or before May 10, 2012.

Note about CSL Fees and California Stars Soccer Club Player Registration Fees:

Each team must submit a **check payable to California Stars SC** (NOT CSL) for their CSL League Fees & Bond where appropriate. The California Stars as a Club sends in all the applications to CSL and one (1) Club check for all the applications. Team applications will go online April 15, 2012 on the CSL web site at: www.coastsoccer.com. Everything you need to know about this process will be there with directions for you to follow.

CSL League Fees: \$425

Bond for new teams: \$150

If team can not submit a completed minimum player roster and disbands by July 20, 2012 then CSL league fees will be refunded, however the bond is not refundable. Teams who compete in CSL may request a refund of the bond paid, after league games are completed.

Player club membership fee is \$90.00 and is due on time of player registration.

Checks should be made payable to California Stars Soccer Club

The Club player fee is not refundable.

Any additional player fees necessary for team operations are at the discretion of the each team. These fees are to be collected, held and allocated by the team administrator for use of team business.

PLAYER REGISTRATION FOR 2012-2013 SEASON

CYSA Player Registration Form and Coach/Administrator Registration Form can all be downloaded in PDF format at www.calsouth.com. Once at the web site, scroll over to "resources" and then click on "forms & downloads" to access these forms. Each player must fill out a CYSA-S Player Registration Form and the California Stars SC REGISTRATION & RELEASE OF LIABILITY FORM (available to download online at www.californiastars.org). Please do not use the old forms for the new season. Everyone is encouraged to go online and use the latest version of these forms.

New Players:

If the Player that is registering with your team has never been registered with California Stars Soccer Club, then an **original birth certificate** (valid passports are acceptable) must be seen by the California Stars Registrar. Please include the original birth certificate(s) when you turn in your paperwork along with one copy. Each player (old & new) needs to provide two pictures.

Player Registration:

To register your players, please include all required items.

Required items include:

1. CYSA Player Registration Form signed by a parent.
2. Two pictures. The size of the face on the picture should not be larger than 1" from top to bottom. Please make sure the pictures are CLEARLY IDENTIFIED with the players name on the back.
3. An original birth certificate and one copy
4. California Stars SC Player Release Form and one copy. The California Stars SC REGISTRATION & RELEASE OF LIABILITY FORM available to download online at www.californiastars.org.
5. Player membership fee.

For each additional player that you wish to add to the team during the year, you will need to submit the same required items to the California Stars SC registrar.

Member (Player) Passes:

Once your team's paperwork has been received, processed and all fees paid, the Member (player) Passes will be printed out and be ready for signatures. You will need to pick up the passes, get them signed by your players, and then laminate them (laminating envelopes will be provided). 2012-2013 player passes will be printed after July 15th. The California Stars Registrar strongly suggests that all California Stars Teams use a 3 ring binder and store each Player Registration Form (Medical Release) and a copy of their birth certificate in clear sheet protectors showing the form on one side and the birth certificate on the other. In addition, it is suggested that this be kept in alphabetical order or in order of player's jersey numbers.

Coach/Administrator Registration:

Coaches and Administrators are selected within or by each California Stars member team and are required to complete a Program Coach/Administrator Registration Form. CYSA-S and the Coast Soccer League require all coaches and team administrators to have a laminated USYSA Coaches/Risk Management Pass registering them to their club (just like the Player Member ID Passes). Coaches are required to have this pass in order to COACH an entire game, start a game, or continue a game.

***If your USYSA pass does not designate that you have a coaching license you are not allowed to act as such under any circumstances. If a coach is ejected...the only person that may take over and continue or start a game, is another person with a laminated USYSA Coaches/Risk Management Pass registered to the same Club/League of Registration (which is not CSL, unless CSL registers your players). It is SUGGESTED and ADVISED, but not required, to have at least two people associated with the team that would have this documentation...or a team may get someone else from their Club/League with such documentation to help coach their team if needed. This is to prevent the forfeiture of games for not having the proper credentialed administrator on the sideline at all times.

Administrator Pass Requirements:

1. Complete a CYSA Administrator Registration Form
2. All administrators must complete RISK MANAGEMENT REGISTRATION (Live Scan fingerprinting) in order to obtain an Administrator pass

Please see www.calsouth.com for Coaches Clinics and Risk Management certification, explanation, times and locations.

Cal South's Coaching Credential Requirements:

1. Complete a Coaching Clinic for an E License or higher with Cal South.
2. Complete their RISK MANAGEMENT REGISTRATION (Live Scan fingerprinting)

Go to www.calsouth.com or contact Cal South, if you have any questions regarding Coaching Certification Clinics or Coaching Licenses.

AFTER INITIAL REGISTRATION**Adding a Player:**

When you need to add a player to your team, follow the same procedure as when you registered your whole team. Players that are not registered to another team can be added at any time to your team as long as your roster has space. During State Cup, players can not be added after the roster freeze date through the end of state cup. Please note that these dates are posted at: www.calsouth.com, the Cal South web site.

Releasing a Player:

When a player decides to leave your team, you need to get a Player Release Form filled out and turned into the California Stars Registrar. **DO NOT** leave inactive players on your roster. Once a player is registered to your team, the only way to remove them from the roster is by completing a Player Release Form. It does not matter how long it has been since they showed up for practice or games, they are registered to your team until a Release is completed, or the new season begins.

Player Transfer:

When a player wants to leave another team and come to your team, you must complete a Player Release and Transfer Form. *NOTE: Transfers cannot happen during the Roster Freeze period.* If a player wants to leave your team and go to another team, the same Player Release and Transfer Form must be completed. You cannot refuse to release a player from your team. If the player requests to be released, or asks for their player pass and registration form, you are required to turn it over to them.

Referee's fees:

Referees will need to be paid for all League Games, League Cup games and State Cup games (approximately 20 games total). These fees need to be paid to the referees by the team in cash prior to each game. Referees fee per game vary for each age group. Check www.calsouth.com for the fees that apply to your team's age group. It is team's responsibility to collect these referee fees from their players.

Tournament fees:

It is the individual team administrator's discretion which tournaments to enter. It is the team's responsibility to enter and pay for any and all such tournaments. Most Tournament fees are anywhere from \$400.00 to \$600.00 per team, per tournament. It is the team administrator's discretion how these fees should be divided and collected from each player. It is highly recommended to play League Cup and State or National Cup Tournaments. A list of CYSA-S approved tournaments can be found at: www.calsouth.com

Coaches fees:

Each club team may have a volunteer or paid coach or trainer. Coach's fees are individually negotiated between the team and the coach and can be collected from players on monthly or yearly basis. It is up to each individual California Stars Soccer Club member team to decide if the team will hire a paid coach.

Uniforms or kits:

Each California Stars SC member team outfits their own individual team. Any brand and style may be used as long as it complies with CYSA-S Uniform rules.

Suggested Team Uniform Kit includes:

Two numbered game jerseys, home and away

Two numbered practice t-shirts

Two shorts (one for practice/ one for games)

Four pair of socks

Sweatshirt

Warm up suit

Player Recruiting:

Coach/Administrator chooses their players and submits a roster for their team to Coast Soccer League, CYSA and the California Stars Soccer Club administrator.

Team scheduling:

It is the team Coach or Administrator's duty to schedule and run team practices and games, register team for competitions such League Cup, National/State Cup, tournaments and other official and unofficial games.

Citizenship:

As the leader of their team, Coach/Administrator should convey to players and parents that they represent California Stars SC organization and that their conduct is a direct reflection of the club, Coast Soccer League, CYSA-S and its' directors. Players, parents and coaches are to always show respect, courtesy and good California Stars SC sportsmanship toward fellow teammates, coaches and administrators, opposing coaches, administrators, referees, opposing players and opposing spectators.

Any fines incurred as a result of misconduct or failure to comply with CSL and CYSA-S rules by a team under the control of their head coach/administrator will be the responsibility of the team Coach/Administrator.

Each player must also print, fill-out and submit the California Stars SC REGISTRATION & RELEASE OF LIABILITY FORM available to download online at www.californiastars.org.