



West Michigan Youth Soccer Association

Game Day

Every team is required to print their WMYSA Game Report Sheet and turn into the Referee at all 8 games.

The forms are found with your schedule in the GotSoccer Team Account. You need to hand write up to 3 Pass Players at the bottom of the list as well as crossing out the absent players. You will need to let both the opponent and referee know if you have Pass Players. *This includes teams playing in Elite.*

Logging In

1. Go to www.GotSoccer.com
2. At the top right is a login button which then opens to a screen with multiple account type logins.
3. Click on Team Login (Left side)
4. Enter **TEAM** account user ID and password in the login screen

Finding & Printing the Game Report Sheet

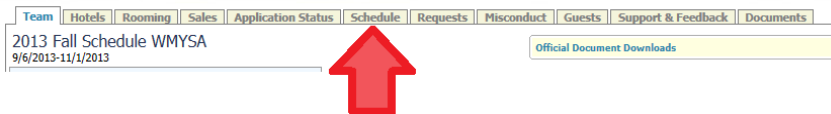
5. Click on Event Name (2017 Fall Schedule WMYSA)

Event Registration History

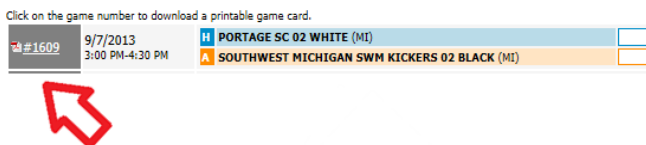
Items 1 - 8 of 8

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support
WMYSA Seasonal Year 2013 2014 Team Registration 8/1/2013 - 7/31/2014	League	Pending	08/10/2013	No	No	Frozen (11)	TBA	Request	Request
2013 Fall Schedule WMYSA 9/6/2013 - 11/1/2013	League	Accepted	07/19/2013	Yes	No	Default	View	Request	Request

6. Click on *Schedule Tab* in middle



7. Click on the Game # to the left of game sheet needed



8. Game sheet will download in PDF

9. Print





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Make sure you give the referee the WMYSA Game Report sheet. **CROSS OUT THE NAMES OF PLAYERS AND COACHES WHO ARE NOT PRESENT!** This is especially important in U13 and older age groups, as teams may register up to 22 players, but only 18 may dress for a game. It is also to ensure suspended players and coaches are not participating. If a name is not crossed out, *then the Player/Coach participated in the game.* If you have any Pass Players, they must be written at the bottom of the list. You must notify the opposing coach as well as the Center Referee of the use of Pass Players.

All adults present on the sideline (a maximum of 3 on the bench side) must be in possession a WMYSA Pass Card showing their Risk Management information. The Risk Management cannot be expired. If an adult does not have this, he/she will not be allowed to participate under any circumstance. There must be at least one adult coach present during the game. If not, the game shall not be played, the Refs will be paid and the absence of a Coach reported to WMYSA.

If a player is not listed on your official GotSoccer roster, then they are not a legal player for your team. This is the roster which is in the document tab of your team account and has Gil Urban's signature (league registrar/administrator). The names of all legally rostered players will also show up on the Game Day Report sheet.

At the end of the game, when signing the Game Report sheet - make sure the goals scored are correct, as well as the final score and any cards issued *before* signing it. Since the game report is the only official documentation for the game, any suspensions for Red or Yellow cards as well as the official score are based on this.

Each team's coach is responsible for making sure all player suspensions are served. While we try to notify each club of all suspensions it is the responsibility of each coach to know the rules and enforce them!

After the game, post the result at once on the website:

- ✓ The winning (home team in event of tie) coach / manager must report the game score to the statistician through the WMYSA GotSoccer reporting procedure.
- ✓ **Elite teams** should report scores in GotSoccer for all of their games since GVSA & CASL teams do not have the Event ID and PIN to enter scores. You will also report the score as a winner in GVSA on their website at www.GVSoccer.org.
- ✓ *Any game score not reported within 10 days by the winning team will be recorded as a 0 - 0 draw ~ no exceptions. If there is a question about a*



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reported score, the Game Report Sheet submitted by the referee will stand as the official and final score.

Payment for officials as follows

<u>Age Bracket</u>	<u>Fees (1 referee)</u>	<u>Fees (3 referees)</u>
U9	\$30.00	n/a
U10	\$30.00	n/a
U11, U12	\$40.00	\$30.00 / \$25.00 / \$25.00
U13	\$50.00	\$40.00 / \$30.00 / \$30.00
U15	\$55.00	\$45.00 / \$35.00 / \$35.00
U17, U19	\$60.00	\$50.00 / \$40.00 / \$40.00

If one of the assistant referees does not show, the center official does not receive additional compensation. If neither assistant referee shows, the center official should be paid at the rate of the single official listed above. Also, if one of the assistant referees does not show, use a club assistant referee or club linesman, with the single assistant referee calling offside on one end and the center referee calling offside on the end with the club assistant referee or club linesman. Referees should be paid prior to the start of the game.

DO NOT USE THE TWO-MAN SYSTEM TO REFEREE WMYSA GAMES!

Format & Length of Game

U9 & U10 Format

7 v 7 format
25 Minute Halves

U11 & U12 Format

9 v 9 format
30 Minute Halves

U13Format

11 v 11 format
35 Minute Halves

U15 Format

11 v 11 format
40 Minute Halves

High School Format

11 v 11 format
45 Minute Halves



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Entering Scores: Smart Phone or Computer

You can enter scores from your smart phone or home computer:

- A. Go to www.GotSoccer.com
- B. Click on the Scoring link



C. Enter your event id and pin from your game card, just as you would for the phone in service.

- 1. Event ID: **60797**
- 2. Pin: **1234**

D. Click **Go**



E. Enter your game number and press **Go**

- F. Next click on the **H**ome team box
- G. Enter the score
- H. Click on the **A**way team box
- I. Enter the score
- J. Press **Save**



Entering Scores Using Telephone

- A. Dial: 904 758-0875
- B. Press 1 to update records
- C. Enter Event ID: **60797#**
- D.** Enter Pin: **1234 #**
- E. Enter Game plus #
- F. To enter Scores, press 1
- G. Enter home team score, press #
- H. Enter away team score, press #
- I. To Save scores press 1 or to Cancel press
- J. Once you press 1: message ~ thank you game records have been updated.



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Rescheduling

When should I be rescheduling/canceling a game?

If you have a conflict and would like to change a scheduled league game, you will need to complete the procedures below with a current season reschedule form. The WMYSA Rescheduling fees are based on a time frame, the sooner it is completed, the lower the cost. Also, both teams should understand that when changes are made, the effect may be no referees will be available for the new date/time and WMYSA cannot guarantee the Referee Associations will have referees available.

What if there is severe weather?

The WMYSA policy states: If a severe weather “warning” or a tornado “warning” exists in the venue’s area during game time or 2 hours prior to or 1 hour after the scheduled game time, the venue’s management or either team’s coach may reschedule the game to an alternative time and/or date without concern of forfeiture. If referees are assigned to a match that falls under these conditions, they may also be excused from officiating. The venue management, coach or official that elects to cancel a game due to severe weather or tornado “warnings” must contact all other parties to inform them of their decision prior to game time. This includes WMYSA Scheduler and opposing team contact.

The home team should then initiate the Rescheduling process. Under the reasons, it should indicate if the game was started and abandoned prior to the half or if it was canceled prior to a start and weather related.

What if we have an emergency?

On rare occasions, emergencies occur within a 48 hour window of a game and a team will need to reschedule. In this instance, the opposing team and WMYSA Scheduler should be contacted immediately to make sure everyone is aware of a change. Afterwards, the canceling team should work to reschedule as quickly as possible.

How do we know the fields are available?

The home team should be aware of any restrictions for availability. Many of the larger complexes are used by recreational leagues and not always available for WMYSA games. [I.E. River Oaks, Kalamazoo & Portage complexes are not available on Saturday prior to 3:00.] If you are not sure contact your board to find out if there are any restrictions. Some complexes have field coordinators who can check and the WMYSA scheduler can also help look into the availability. There is also a Field Schedule link which lets you look at what WMYSA games have been scheduled on the



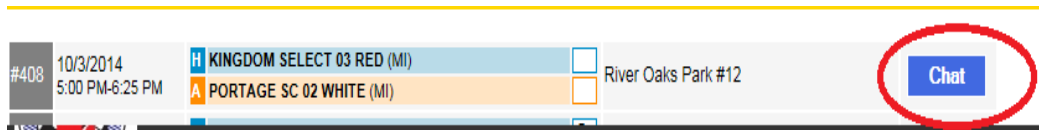
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fields. Here is the link (note, games outside of WMYSA will not show up on this link): <http://events.gotsport.com/events/fields.aspx?EventID=60797&FieldID=>

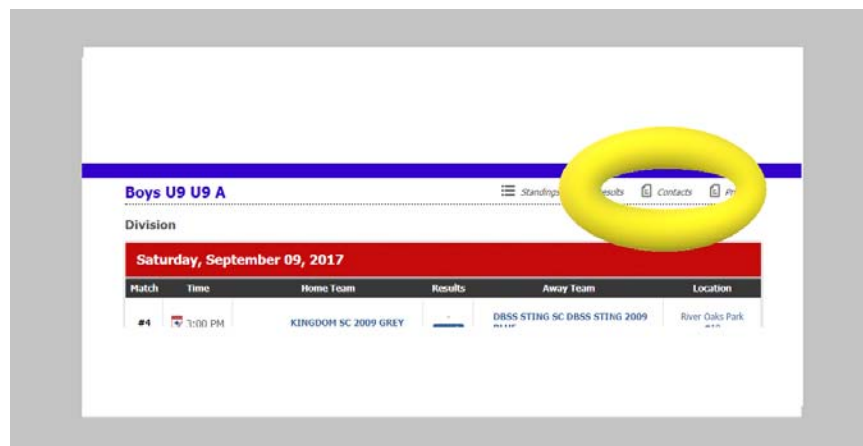
Steps to Reschedule a WMYSA League Game

Please note, there also is no guarantee with a game change referees will be available for the new date/time.

1. Contact the opposing team.
 - a. Coaches/Managers can be found by using the Chat in the Event Schedule tab. This will keep a running log of your conversation completely in GotSoccer.



- b. On the Schedule page at the top right of each division is a list of Team Contact Info. This will give you the coach/manager contact email and phone information to make contact outside of GotSoccer.





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- Once you have an agreed date/time fill out the Reschedule Form. Both teams need to sign the form and the Requesting Club need to sign the form for verification everyone is aware of the requesting change.

**West Michigan Youth Soccer Association
Game Reschedule Request Fall 2017**

Date _____ Division _____ Game # _____

Home Team Contact _____ Team Name _____
Away Team Contact _____ Team Name _____

Current Game Schedule

Date _____ Time _____ Location/Field _____

Team Requesting Change _____

Reason for the change _____

Request Change to:

Date _____ Time _____ Location _____

Signature of coach requesting change _____

Signature of opposing coach _____

Signature by Club Administration of Requesting Team _____

*Fee for Rescheduled games based on Submission Date		
Level 1: Before August 1 st	\$15	Submit completed form: Data@WMYSA@outlook.com
Level 2: August 1 st - August 31 st	\$25	
Level 3: August 31 st - November 1 st	\$75	
Level 4: Late Fall all times receive	\$100 - 110 Fees	

Fees will be waived to Requesting Team's club. All payments should be made to them.
 Once completed form received by WMYSA.
 There will be no original schedule done or the requested date on the form, whatever is closer to the submission of the request form. All fees calculated on the date completed form is received by WMYSA Scheduler.

- Submit form to WMYSA
- Check GotSoccer for change. Once the change is made, typically you will receive an autogenerated email letting you know that the request has been completed. Until it shows up in GotSoccer, the change has not been implemented.
- Payments are made to/thru the club.