

Procedure 5.0 - TEAM REGISTRATION

5.11 With regard to the implementation of **Registration Policy 5.11** which requires each youth and mini-soccer team to register no less than nine players whose legal residence, on the date of registration with the OSA, is within the District with which the Club is affiliated, the following chart is meant as a guide for a team which registers the minimum number of players permitted on a team as per Registration Policy 5.17 and that minimum number of players is less than nine players.

| Game | Required Minimum Number of Players Registered on Team | # of Players Registered on Team | # of Players Required To Be Resident in District |
|----------------------------------|---|---------------------------------|--|
| Outdoor Youth Team | 11 | 11 | 9 |
| Outdoor Mini Soccer Team | 7 | 7 | 7 |
| | | 8 | 8 |
| | | 9 | 9 |
| Indoor Youth or Mini Soccer Team | 7 | 7 | 7 |
| | | 8 | 8 |
| | | 9 | 9 |
| | | 10 | 9 |
| | | 11 | 9 |
| Futsal Youth or Mini Soccer Team | 5 | 5 | 5 |
| | | 6 | 6 |
| | | 7 | 7 |
| | | 8 | 8 |
| | | 9 | 9 |
| | | 10 | 9 |
| | | 11 | 9 |

The OSA's definition of "legal residence" is the family's main residence address at which the player legally resides. For youth players, the player's legal residence is the main residence of her/his parents. So, a summer home or cottage would not count as the family's main residence.

It has been a long established OSA interpretation that going to live with a relative for the summer months does not constitute the player's "legal residence". for example, if a player lived with an aunt or a grandparent in one municipality during the summer months, the player's "legal residence" would still be her/his family's main residence address at which her/his parents reside.

In the case of parental separation or divorce, one parent is usually awarded custody of the child. Therefore, the main residence of that parent would be the player's "legal residence". In the case of "split custody", the player could use either parent's main residence as her/his "legal residence" and this would be the only time that two "legal residences" would be recognized by the OSA.

If the court awards legal guardianship to another relative other than the player's parents, then the player's "legal residence" would be the main residence of that legal guardian. However, this must be a court awarded guardianship and consequently, a document or affidavit prepared by a lawyer indicating that a child is now living with another relative or family friend would not be sufficient to change the player's "legal residence" to the residence of the relative or family friend.

If a player takes up a temporary residence in her/his team's District for the soccer season while she/he plays for that team, that temporary residence will not be considered as the player's "legal residence".

Procedure 6.0 - O.S.A. REGISTRANT BOOK

6.1

In accordance with the **definition of "Valid Photograph"** contained in the **OSA's Section 1 Policy 1**, a valid photograph is an impression of the person being represented as per the following requirements

A valid photograph shall mean a photograph that meets the photo specifications of Passport Canada which will include:

1. The photograph shall be a head and shoulders photo.
2. The photograph must measure 45 mm (1.8 inches) long X 35 mm (1.4 inches) wide.
3. The photograph must be a close-up of the head and shoulders with the length of the face being between 31 mm (1.2 inches) and 36 mm (1.4 inches) so that the face covers most of the photo.
4. The photograph must have been taken in the past six months.
5. The eyes must be open and clearly visible.
6. Glasses may be worn as long as the eyes are clearly visible.
7. Sunglasses are unacceptable.
8. The photo must show a full front view of the face with both edges of the face shown.
9. The face and shoulder must be centered in the photo and squared to the camera.
10. Black and white or colour photos are acceptable.
11. Hats or head coverings are not permitted except when worn for religious reasons.
12. Photocopies are not acceptable.

Related Topics:

Procedure 7.0 - ADMINISTRATION AND INFORMATION MANAGEMENT SYSTEM (A.I.M.S.) USER ACCOUNTS POLICY

The OSA will provide a framework by which all governing organizations of the OSA manage the OSA's computerized registration system in order to ensure optimum security. This framework includes procedures, training instructions and reference documents that will assist and ensure Clubs, Leagues, District Associations and The OSA use best practices when using the computerized registration system. The framework will be documented in the Operational Policies in the OSA's published rules.

The following Procedure describes how users are assigned, receive access and are trained on the AIMS system.

User Accounts

The Ontario Soccer Association

OSA Staff and other authorized personnel will request user accounts from the Information Systems Department. Training will be provided by OSA Staff or their designate.

District Associations

The District Administrator will be assigned a user account by The OSA's Information Systems Department. Additional accounts for the District Association will be created upon request by the District Administrator to The OSA's Information Systems Department. The AIMS User Confidentiality Agreement must be signed by each User before an User Account is created for that person. Training for the District Administrator will be provided by OSA Staff or their designate.

Leagues (under the jurisdiction of The OSA)

User accounts for leagues will be created upon request to The OSA. Each League determines the type of access i.e., user is a registrar, webmaster, or league administrator for its organization. The AIMS User Confidentiality Agreement must be signed by each User before an User Account is created for that person. Training will be provided by OSA Staff or their designate.

Clubs and Leagues (under the jurisdiction of a District Association)

The Club or League President or designate advises the District Association who they have approved to receive access to AIMS. The Club or League also determines the type of access i.e., user is a registrar, webmaster, or league administrator for its organization. The AIMS User Confidentiality Agreement must be signed by each User before an User Account is created for that person.

The District Association identifies who the trainers are for each type of module. The District Association provides the training and training documents for its Club and League users. There can be an unlimited number of User Accounts for each organization, subject to the approval of the District Administrator.

User access is automatically terminated on March 31 of each year. Access renewal is subject to approval by the User's organization and the signing of a new AIMS User Confidentiality Agreement.

Process For Training All Users

- AIMS User Confidentiality Agreement is signed.

User Access to AIMS and its modules is granted by either The OSA or District Association to users under their jurisdiction. Access is granted after the AIMS USER CONFIDENTIALITY AGREEMENT has been completed and

returned to the appropriate organization.

NOTE: No Access will be given without the AGREEMENT properly signed.

- Account is set up with Username – Password,
 - The Username is the users email address
 - The password should be at least 6 characters in length and contain letters and numbers
 - Changes to user name and password can only be done by the Trainer or designate.
- Review components of agreement which refer to the Username and password.
- Within each account, specific access is assigned for specific portals.
- Organizations below the training organization are not allowed to give access to their members.
- Tour of AIMS website, including control panel for training, reporting and support, along with the components they will be using.
- User is trained on specific area they are assigned to –
 - AIMS Registration Portal – trained by District/OSA
 - AIMS Competition Portal – trained by District/OSA
 - AIMS Website Portal – trained by District/OSA

The User signs off that training was received and retains a copy of the Confidentiality Agreement.

Where to buy more services if the organization is interested:

- On line registration
- Website graphics
- Etc.

At the present time, contact the Information Systems Department at The OSA (email Support@soccer.on.ca)

Related Topics: