

# ***MICHIGAN UNITED SOCCER LEAGUE***



**CONSTITUTION**

**BY-LAWS**

**RULES & REGULATIONS**

**APPEALS PROCEDURE**

**RED CARD PROCEDURE**

**FEE TABLE**

Revised at AGM on 11/11/2004  
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Revised March 2007  
Revised November 8, 2007

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# Mission of the MUSL

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**S**erve our Members

**O**rganize Competitions

**C**ommit to Fair Play

**C**reate Friendships

**E**ducate our Members

**R**espect Referees

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**DEFINITIONS**

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- Affiliation:** Indirect membership in an organization. For example, WHAM is an affiliate of the Michigan Soccer Association through its membership in the MUSL.
- AGM:** Annual **G**eneral **M**eeting
- Board:** MUSL Board of Directors including Commissioners & Members at Large.
- Cup:** MUSL Founder's Cup
- Executive Committee:** Elected MUSL officers: President, Vice Pres., Secretary, Treasurer and Registrar
- Forfeit:** Game lost by a team found guilty of infringing the rules.
- Membership Meeting:** Joint meeting of Team Representatives and Board
- MUSL:** Michigan United Soccer League
- MSA:** Michigan Soccer Association (Founded 1913)
- National Cup:** Any of the Cup competitions sponsored by the USASA including Amateur Cup, Over 30 Cup, Veterans Cup, Coed Cup & Tournament of Champions, each for men and women
- Open Cup:** Oldest cup in the US for pro's and amateurs (Sponsored by the USSF)
- Season:** Games played within a given calendar year
- State Cup:** Any of the cup competitions sponsored by MSA: G.M. State Cup as well as the preliminaries of National Cups.
- USASA:** United States Adult Soccer Association (Governing body of adult amateur soccer and Member of USSF)
- USSF:** United States Soccer Federation (Governing body of amateur and professional soccer in the United States authorized by the USO.
- USO:** United States Olympic Committee in charge of all amateur sports authorized by the U.S. Congress in the Ted Steven Olympic and Amateur Sports Act.

**PART I** **CONSTITUTION****1.1 NAME**

- 1.1.1 The name of this organization shall be the "Michigan United Soccer League" (MUSL), and it shall be incorporated as a non-profit organization under the Laws of the State of Michigan, and the U.S. Internal Revenue Service. The resident agent shall be the Secretary.
- 1.1.2 The address of this organization shall be determined by the Board.

**1.2 PURPOSE**

The purpose of this league shall be the promotion, development and administration of the game of amateur soccer among adults of all ages.

**1.3 AFFILIATION**

This League shall be affiliated with the Michigan Soccer Association (MSA) subject to review and renewal at the Annual General Membership Meeting (AGM).

**1.4 GOVERNANCE**

- 1.4.1 This League shall be governed by its Constitution, By-laws and Rules and Regulations, except where these are superseded by the MSA, and/or the US Adult Soccer Association (USASA).
- 1.4.2 The governing authority of this League shall be vested in a Board of Directors whose powers shall be enumerated in the Bylaws.
- 1.4.3 The Executive Committee of this League shall consist of a (1) a President, (2) a Vice President, (3) a Secretary, (4) a Treasurer, and (5) a Registrar.
- 1.4.4 The Board of this League shall consist of the five (5) members of the Executive Committee and one Commissioner for Roster & Statistics (6), one Commissioner responsible for Disciplinary Matters (7), one Commissioner for Competitions (8), one Commissioner in charge of the Schedule (9), two (2) Members at Large (10 + 11), and a League Administrator (12).

**1.5 MEMBERSHIP**

- 1.5.1 Membership in this league shall be open to any player or team without regard to race, color, religion, sex or national origin and as further defined in the Bylaws.
- 1.5.2 Requests for new team membership must be received by the Secretary forty-five (45) days prior to the start of any seasonal competition and accompanied by a performance bond, which will be held in escrow. Membership will be granted to any team only after the above conditions are met and the Board has given its approval.
- 1.5.3 All teams registered with the MUSL must comply with its Constitution, Bylaws, and Rules and Regulations. Receipt by the League Registrar of a team's annual registration form, signed by the official team representative, shall constitute agreement of such team to this rule. Any breach of the agreement may result in

dismissal from the League. The Board reserves the right to deny membership to any team or player in order to preserve the common good of the League.

## **1.6 MEETINGS**

1.6.1 The League shall hold meetings as provided in the Bylaws.

## **1.7 AMENDMENTS**

1.7.1 Amendments to the Constitution may be made at any regular MUSL meeting. The amendments must be in writing and received by the League Secretary at least thirty (30) days prior to the meeting. A two-thirds (2/3) majority of the Membership present is required for adoption.

1.7.2 Amendments from the floor will be considered only at the Annual General Membership meeting and require a two-thirds (2/3) majority of the Members present for adoption.

**PART 2.0****BY-LAWS****2.1 MEETINGS**

- 2.1.1 Board meetings shall be held every month or as needed. Meeting times and places will be determined at the convenience of the Board
- 2.1.2 League meetings shall be held prior to the start of any season. Notification of such meetings shall be given to all League members at least fourteen (14) days prior to such a meeting via postal service and e-mail.
- 2.1.3 The agenda for all meetings shall be as follows:
- a) Call to order
  - b) Roll call
  - c) Adoption of the minutes of the previous meeting
  - d) Correspondence
  - e) Reports
    1. President
    2. Vice-President
    3. Secretary
    4. Treasurer
    5. Registrar
    6. Commissioners
    7. Administrator
    8. Committee Chairs
    9. Members at Large
    10. Outside Services
  - f) Old Business
  - g) New Business
    1. Election of Officers (at AGM only)
    2. Consideration of rule changes
    3. Consider renewal of affiliation with the MSA (at AGM only)
  - h) For the Good of the Game
  - i) Adjournment
- 2.1.4 “Roberts Rules of Order” latest edition shall govern the conduct of all meetings of the Board and all other meetings of the League.
- 2.1.5 Special meetings may be called by the President upon receipt of a written request from a Board member, or by request of at least ten (10) team representatives. Such request shall be in writing, providing the reason for requesting such a meeting, addressed to the League Secretary, and mailed to the address of the League.
- 2.1.6 The League shall hold its Annual General Meeting (AGM) on the second Thursday in November. Representatives from teams in good standing shall elect Officers of the League, consider approval of the budget, adoption of any changes

- to the Constitution, Bylaws, and Rules and Regulations, and all other business pertinent to the League.
- 2.1.7 A quorum at the .AGM, any League and/or special meetings shall be a "simple majority" of the Members in "good standing present at the meeting.
- 2.1.8 A quorum for Board meetings shall be four (4) members in addition to the President. If the Vice- President is presiding in the absence of the President, the same rule for a quorum shall be in effect.
- 2.1.9 Committees may be appointed by the President as needed. Chairpersons of committees shall be elected by the committee members. All committee chairpersons will report directly to the Board.
- 2.1.10-a) Any team which is duly registered with this League and is in good standing shall have the right to one (1) vote at any AGM, League, or Special Meeting. Only the team's official representatives or alternate on record with the Registrar shall have the right to cast a team's vote at League and Special meetings, or for the election of officers.
- b) A team's "official" representative" may delegate his voting rights to a person of his/her choice by means of a letter to this effect, to be presented to the Secretary at the start of the meeting.

## **2.2 ELECETION OF OFFICERS**

- 2.2.1 Elections of all officers, shall take place at the AGM. To be elected, a candidate must receive a majority of the eligible Member votes cast.
- 2.2.2 The term of office shall be two (2) years, except Members At Large shall be elected annually.
- 2.2.3 The President, Secretary, and the Commissioners for Roster & statistics and Discipline shall be elected in even numbered years.
- 2.2.4 The Vice-President, Treasurer, Registrar, and the Commissioners for Competitions and Schedule shall be elected in odd numbered years.
- 2.2.5 Directors and Officers shall not be personally liable to the Corporation or its Members for breach of the Directors' or Officers' fiduciary duty except as provided by statute.
- 2.2.6 The Michigan United Soccer League assumes all liability to any person other than the Corporation or its Members for all acts, or omissions of a volunteer Director or Officer, occurring on or after January 1, 1988, committed in the good faith performance of the duties of the volunteer Director or Officer.

## **2.3. DUTIES OF OFFICERS**

- 2.3.1 The President shall oversee the affairs of the League and shall preside over all Board and League meetings. He shall:
- a) Vote at Board meetings only to break a tie.
- b) At League meetings, if the President is a team's representative, the President must pass the chair to the Vice-President before the President may cast his team's vote.



- c) May appoint committees as needed.
  - d) He shall present the State of the League report at the AGM, and
  - e) He shall serve as Ex-Officio member on all Committees.
- 2.3.2 The **President** and the Commissioners shall act as an Emergency Committee to make decisions that are required immediately. All decisions of this committee are subject to the approval of the Board at its next meeting.
- 2.3.3 The **Vice-President**, In the President's absence, shall assume the duties of the President. He shall:
- a) Be the League's official representative at the Michigan Soccer Association's meetings.
  - b) Attend all non-league functions that are recommended by the Board.
  - c) Provide the Board a complete report of all meetings and functions attended at the next scheduled meeting of the Board.
  - d) Be responsible for the League's Cup competitions, Tournaments, and any other duties stipulated by the Board.
- 2.3.4 The **Secretary** shall be responsible for all correspondence to the League Membership. He shall:
- a) Keep and maintain all records of the League other than player registrations and financial records.
  - b) Record the minutes of every MUSL meeting. .
- 2.3.5 The **Treasurer** shall maintain all financial records, and bank accounts of the League. He shall:
- a) Prepare a budget for the next accounting period and submit this budget for approval at the AGM.
  - b) Prepare and submit all documents needed by the State and Federal taxing agencies.
  - c) Prepare an Income statement and a balance sheet for submission at the AGM.
  - d) Be responsible for all fund raising activities.
  - e) Will report the bank balances to the Board at each Board meeting.
  - f) Require the approval of the Board before new bank accounts are opened.
- 2.3.6 The **Registrar** shall be responsible for the registration of all players, coaches or managers. The Registrar will keep and maintain all registration and suspension records, player audit procedures, and issue player pass cards.
- 2.3.7 The league shall have four (4) Commissioners whose duties shall be as follows.

**a) COMMISSIONER – ROSTER & STATISTICS**

1. This Commissioner shall be in charge of anything relating to rosters and score-sheets, including
2. improvements to forms/procedures,
3. enforcement of form/procedure usage,
4. enforcement of player/roster eligibility issues,
5. data entry and tracking of statistics,
6. follow-up on missing score-sheets,
7. tracking referee attendance, and
8. sending yellow/red card data to Commissioner in charge of discipline.

**b) COMMISSIONER - DISCIPLINE**

1. This Commissioner shall be responsible for all disciplinary issues,
2. Tracking yellow cards (Cautions), 3-5-6 rule,
3. Creating and enforcing a consistent suspension table for red card infractions,
4. Tracking/monitoring players with violent infractions,
5. Keeping up-to-date on MSA suspensions, and
6. Serving on the MSA Disciplinary Committee

**c) COMMISSIONER - COMPETITION**

1. This Commissioner shall be in charge of the Founders' Cup, including
2. Heading the Cup Committee,
3. Making sure that teams are playing or re-scheduling their games by the specified dates
4. Be responsible to keep up on state and national tournaments of interest to our members
5. Insuring that teams entered in state or national competitions have submitted the proper paperwork and are MSA eligible.

**d) COMMISSIONER - SCHEDULE**

1. This Commissioner shall be in charge of all scheduling,
2. Work with teams to create an initial schedule
3. Approve all schedule changes,
4. Enforce scheduling rules,
5. Resolve disputes between teams on scheduling issues, and
6. Ensure that games are played in a timely fashion.

2.3.8 The Board may engage “outside services” (i.e. Scheduler, Office Administrator, etc.) as the need arises. Proposals for these services must be in writing and received by the League’s Secretary 30 days prior to the AGM. The Board will present the “best” proposal at the AGM for membership approval. The terms and conditions of such services shall be detailed in a contract to be signed by both parties.

- 2.3.9 No Board Member will make any unilateral decisions that concern the MUSL. No Board Member may use the MUSL in any way for his own personal gain. Board Members shall continue in office until their successors have been duly elected and, together with the newly elected officers, carry on their duties until the end of the current year. Any Board Member absent without excuse from three consecutive Board meetings shall forfeit, without further formality, his/her membership on the Board.
- 2.3.10 Board Members may be removed from office for cause by two-thirds (2/3) majority of the Membership. Vacancies within the Board shall be filled by appointment by the President, with the approval of the majority of the Board.

## **2.4 LEAGUE ORGANIZATION (FORMAT)**

- 2.4.1 League competitions shall be divided into four (4) age Groups as follows:
- a) **Open Group** (players of any age) NOTE: Youth players (under 18) shall require the approval of their youth team manager and the Youth Association to retain their youth eligibility.
  - b) **Over 30 Group** (players 30 years or older before their first game in that competition)
  - c) **Over 40 Group** (players 40 years or older before their first game in that competition)
  - d) **Over 50 Group** (players 50 years or older before their first game in that competition)
  - e) Female competitions may be set up along the above age grouping if at least four (4) teams are available to join one such age group.
- 2.4.2 The above Groups may be further split into Divisions as the number of teams in each group may require

## **2.5 FUNDS**

- 2.5.1 The Board shall have the authority to assess fees for the normal cost of ongoing operations of the League.
- 2.5.2 The Board must have the prior approval from the general Membership to engage in a contractual agreement with an outside individual or organization that shall involve, or may be likely to exceed the sum of \$2,000 (two thousand dollars).
- 2.5.3 The Board shall appoint, at the conclusion of seasonal league competition, three (3) trustees from the general Membership who shall review all the financial records of the League for the calendar year. The trustees shall report their findings to the Board and the general membership at least thirty (30) days prior to the Annual General Meeting.

## **2.6 AMENDMENTS**

- 2.6.1 Amendments to the Bylaws may be made at any regular MUSL meeting. The amendments must be in writing and received by the League Secretary at least thirty (30) days prior to the meeting. A two-thirds (2/3) majority of the Membership present is required for adoption.

2.6.2 Amendments from the floor will be considered only at the Annual General Membership meeting and require a two thirds (2/3) majority of the Members present for adoption.

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**PART 3.0 RULES & REGULATIONS****3.1 TEAM ELIGIBILITY**

3.1.1 To participate in any League and Cup competitions, teams must:

- a) Pay the “Team Registration Fee” by the Season Registration Date (see Fees and Fines in Appendix A),
- b) Have a permitted, lined field that meets FIFA requirements,
- c) Have a primary contact with reasonable access to Internet and e-mail.
- d) Have paid any fees or fines assessed by the Board.

**3.2 PLAYER REGISTRATION**

3.2.1 Member teams shall register from a minimum of 15 players up to 25 players each season on their Player Roster on or before the Final Registration Date (see League Calendar).

3.2.2 A team may add players subject a late fee for each player registered after the final registration date. The amount of this fee shall be determined by the league (See Fee Table (Appendix A).

3.2.3 New players to the League must register in person at the MUSL office or at a time and location designated by the Registrar, presenting valid picture ID. Players who had been registered during the preceding season may be registered on the Team Registration form via postal service or the Internet.

3.2.4 New players under 18 years of age shall be required to bring their parent or guardian to the registration, and both shall have to present valid identification to the Registrar.

3.2.5 Any player, coach, or manager who is found guilty of having provided false information shall be suspended and penalized with a fine to be determined by the Board.

**3.3 PLAYER ELIGIBILITY**

3.3.1 All players must attain the age requirement of their age group on or before their first game. Age groups are defined in section 2.4 of the Bylaws.

3.3.2 Until 12/31/09 Over 50 teams are permitted three (3) players who have attained the age of 48 before their first game.

3.3.3 Only players who:

- a) Have properly registered and are not under suspension,
- b) Have served their eight (8) day waiting period following a transfer, and are not under suspension, and
- c) Have Amateur status shall be eligible to compete in MUSL competitions.

- 3.3.4 Players transferring from one team to another will not be eligible for competition until eight (8) days have elapsed after the last MUSL game played by the player with his previous team.
- 3.3.5 A player may play for only one team in each age group, providing that he/she is in good standing and meets the age requirement for that classification.
- 3.3.6 No player may transfer to another team within the same age group after the official end of the season.
- 3.3.7 The use of ineligible player(s) in any game will result in game forfeiture and a fine for each incident (see Fees and Fines in appendix A). Additional infractions will result in a team suspension.
- 3.3.8 Opposing coaches, referees or any Board official may verify the eligibility of any player by checking their identification such as driver's license or any governmental picture I.D.

### **3.4 PLACEMENT OF NEW TEAMS**

- 3.4.1 New teams entering the League may be placed in the lowest division of their age group for fair and equal competition.
- 3.4.2 The Board, at its discretion, may place a new team in a different division for fair and equal competition.
- 3.4.3 The Board, at its discretion, may place a new team in any division to fill a vacancy left by a team no longer participating in the MUSL

### **3.5 PROMOTION & RELEGATION**

- 3.5.1 At the conclusion of a seasonal league competition, the team alignment may be revised to allow for promotion and relegation.
- 3.5.2 The relative standings of teams in their respective division shall be determined by awarding three (3) points for a win, one (1) point for a tie, and no points for a loss.
- 3.5.3 The first and second place teams in the final divisional standings may be promoted to the next higher division in their age group, except the teams of the First Division. The two teams on the bottom of their divisional league standings may be relegated to the next lower division in their age group, except for the teams of the lowest Division.
- 3.5.4 Any team may petition the Board for placement in another division. The petition must be in writing and received by the first League meeting of the season.
- 3.5.5 The Board, at its discretion, may move a team to promote fair competition.
- 3.5.6 The following criteria shall be used in order to determine the placement of teams:
  - 1. Points
  - 2. Head to head
  - 3. Head to head goal differential
  - 4. Number of games won

5. Goal Differential with maximum of +5 per match
6. Goals scored with maximum of +5 per match
7. Coin toss

### **3.6 SCHEDULE**

- 3.6.1 Prior to the start of a season, managers shall present to the League Administrator (Scheduler) a list of dates on which they wish to be excused from league competition for the purpose of holding team or club events.
- 3.6.2 Not later than before the start of League opening day (1<sup>st</sup> Seasonal Meeting), Managers shall present to the League Administrator (Scheduler) the name of their team's home field, accompanied by a map of the field's location. If home field is not yet available, managers must provide it as soon as possible thereafter.
- 3.6.3 At the 1<sup>st</sup> Seasonal League Meeting, the Scheduler shall present a preliminary schedule of games. Updates and corrections to this schedule must be communicated to the Scheduler as soon as possible.
- 3.6.4 At the 2<sup>nd</sup> Seasonal Meeting, the Scheduler will present the Final League Schedule.
- 3.6.5 Team Managers shall have the authority to agree on a game duration of less than ninety (90) minutes.
- 3.6.6 Any team that fails to take the field with a minimum of seven (7) players within fifteen (15) minutes of its scheduled game time shall forfeit that game to its opponent by a score of 5-0.
- 3.6.7 Managers are required to notify the league of their desire to reschedule any game that had not been played to its completion within fourteen (14) days of the originally scheduled date of the game.

### **3.7 RESCHEDULING GAMES**

- 3.7.1 Once the final schedule has been distributed, a team may petition the Scheduler for a schedule change. Both teams must agree to the date, time, and venue of the rescheduled game.
- 3.7.2 The Scheduler and the Administrator must approve all schedule changes. The team requesting the schedule change will also be responsible for any fees that may arise from the schedule change. If there is a dispute between two team managers over re-scheduling, the Commissioner shall settle the issue. Each team shall submit to the Commissioner a list of available dates, locations, and times. The Commissioner will use the home team's regular game day, location and time as a base line.
- 3.7.3 The Board shall have the authority to reschedule games only for the following reasons:
  - a) The scheduled game conflicts with an MSA approved Cup competition which the team has entered.
  - b) The original field or time slot is unavailable.

- c) The assigned referees failed to show up.
- d) The referee terminates a game before the full 90 minutes have expired due to weather or field conditions.
- e) If the referee terminates a game due to the misconduct of any player, manager, coach or fan of a team, the guilty team will forfeit the game to its opponent by a score of 5-0. The team will also be fined (see Fees and Fines, Appendix A). If both teams are at fault, they shall both be fined and the game will not be rescheduled.
- f) Any game not rescheduled by the deadline ((league's "make-up date "per League calendar) will be forfeited by a score of 5- 0 by the team requesting the rescheduling. No fine shall be assessed.
- g) Any game that is played without "certified referee(s)" shall not count in the official league standings.
- h) In exceptional situations not included above, the respective Commissioner shall have the authority to decide whether to re-schedule or not, and notify both teams and the League Scheduler.

### **3.8 THE LAWS OF THE GAME**

3.8.1 The League will abide by FIFA Rules except as modified hereafter.

#### **3.8.2 Substitutions**

Unlimited substitutions shall be allowed by either team

- a) At Half time or the beginning of extended time,
- b) After a goal has been scored,
- c) On any goal kick
- d) When a player was injured (injured player only),
- e) By the team awarded a throw-in.
- f) Over 50 teams only may also substitute at **any** throw-in

3.8.3 Substituted payers may re-enter the game.

### **3.9 MANAGER'S/COACH'S RESPONSIBILITIES**

3.9.1 Managers, Coaches and team representatives shall be required to attend all Seasonal and League Meetings.

3.9.2 Before the start of a game, the Manager/Coach of the **home team** must provide:

- a) A lined field that meets FIFA requirements (Law 1-The Field of Play),
- b) Goal nets,
- c) Corner flags,
- d) Change of colors (uniform jerseys).

3.9.3 Before the start of the game, **each** team manager must present the game officials with:

- a) Compensation; each team paying half of the total fee,



- b) A completed “MUSL Game Report”. Ineligible players must have a line drawn through their name. Players serving a suspension must be listed in the “Suspended Player” section). Failure to use the authorized MUSL game sheet (Game Report Form) may be subject to a fine (see Appendix A, Fees and Fines). Continued use of handwritten insertion of players’ names may result in disciplinary action/fine.
  - c) Ineligible and/or absent players must have a line drawn through their name. Players serving a suspension must be listed in the “Suspended Player” section.
  - d) A pre-addressed, stamped envelope for mailing the Game Reports.
  - e) The pass cards of his/her players. (The referee will return the pass cards to the manager/coach at the end of the game, except those of players sent off.)
  - f) If pass card(s) is/are not available at the start of the game, the player must show a picture ID to the referee and must print and sign his/her name on the back of the white copy of the Game Report. Failure to follow this procedure may serve as basis for a game protest and result in game forfeiture.
- 3.9.4 All players are required to wear uniform jerseys with numbers.
- 3.9.5 Both teams must be assembled and ready to play at the scheduled kick-off time. A minimum of seven players is required to start any league game. The referee will wait 15 minutes for the seventh player to take the field. If this doesn’t happen, the referee shall abandon the game. If at any time during play a team drops below the minimum of seven players, the referee shall abandon the game
- 3.9.6 Upon conclusion of the game, both managers/coaches shall check the referee’s entries into the Game Report for accuracy and completeness before signing the Game Report, making sure that:
- (1) the final score is noted correctly,
  - (2) the scores are attributed to the correct players,
  - (3) the reasons for cautions or send-offs are provided, and
  - (4) any injuries have been noted,

### **3.10 GAME PROTESTS**

- 3.10.1 Game protests may be submitted for infractions of the above rules. Any team protesting a game must do so in writing or via e-mail to the Commissioner within three (3) days following the game with a copy of the protest provided to the opposing team manager. A partially refundable Protest Fee shall be required (see Fees and Fines, Appendix A). A game must actually have been played to be protested.
- 3.10.2 The Commissioner shall render a decision to both involved Team Managers within one (1) week of receiving the game report. Telephone protests are not acceptable.

**3.11 REFEREES**

- 3.11.1 Referee fees will be determined by the Board prior to each season. Referees are assigned through the Referee Assignor of the Michigan Referee Committee (not the MUSL Scheduler).
- 3.11.2 Coaches/Managers are encouraged to evaluate the performance of referees by writing their comments on the back of the white copy of the Game Report, or on the MUSL Referee Evaluation Form, in an e-mail, or in a letter. The League Secretary will forward this information to the State Referee Administrator (SRA) and Referee Assignor.
- 3.11.3 The League Board has the authority to request that a certain referee no longer be assigned to a specific team.
- 3.11.4 Instructions to Referees from USSF Rules
- a) The referee may terminate a match for reasons of safety (bad weather or darkness), for any serious infringement of The Laws, or because of interference by spectators. Only the competition authority, not the referee, has the authority to declare a winner, a forfeit, or order a replay of the match in its entirety. The referee must report fully on the events.
  - b) The referee may abandon a match if there is an insufficient number of players to meet the requirements of The Laws or the competition, if a team does not appear or leaves before competition of the game, or if the field or any of its equipment do not meet the requirements of The Laws or are otherwise unsafe. An abandoned match is replayed unless the competition rules provide otherwise.

**3.12. CAUTIONS (YELLOW CARDS)**

- a) A player who has been issued his/her third caution (yellow card) during the course of one season shall stand suspended for the next regularly scheduled League game. It shall be the team manager's responsibility to insure that this suspension is served and he/she shall put a note to this effect into the Game Report. Failure to comply with these requirements shall make the affected player ineligible, and will subject the team to forfeiture of the game as well as a fine (see Fees and Fines, Appendix A).
- a) Upon the fifth (5<sup>th</sup>) caution (yellow card) accumulated during one season, the player must serve another one (1) game suspension which shall be served in the next regularly scheduled League game.
- b) Upon the sixth (6<sup>th</sup>) caution accumulated during one season, the player in question shall stand suspended and not be reinstated until he has appeared at a disciplinary hearing before the MUSL Board, at which time, the terms of his suspension will be decided.
- c) In tabulating cautions (yellow cards) for the above purpose, second cautions issued by a referee to the same player during one (1) game shall not be counted (These are in effect send-off's or red cards).

**3.13 EJECTIONS (RED CARDS)**

- a) A player who is sent off the field of play shall stand suspended for the next regularly scheduled League game. The Commissioner may extend the suspension depending on the nature of the offense.
- b) Any player who is sent off the field of play for a third time during the same season shall stand suspended until he has appeared before the MUSL Board, at which time the Board shall have the authority to determine the disposition of the matter.
- c) All disciplinary actions of this League shall be in conformity with its Constitution, Bylaws, and Rules and Regulations.
- d) Players sent off the field of play by the referee for any red card violation shall be fined (see Fees & Fines in Appendix A). This does not include ejections due to a second cautionable offense.

**3.14 APPEALS AND DISCIPLINARY HEARINGS**

3.14.1 Appeal and disciplinary hearing procedures are governed by the MUSL Appeals Procedure, which is published in part four (4) of this document. Fees shall be set annually by the Board (see “Fees and Fines in Appendix A), and must be published at, or before, the first Seasonal Meeting of each year.

3.14.2 The Board, at its discretion, may:

- a) Add to any MSA disciplinary action taken against an individual or team.
- b) Act unilaterally to issue disciplinary actions against an individual or team.

**3.15 FORFEITS**

3.15.1 Games may be ruled a forfeit by the league for:

- a) Use of an ineligible player (see 3.2.7)
- b) Failure to field a team by the scheduled kick-off time (see 3.4.6 and 3.6.6)
- c) Inability to complete a game with the minimum number of players required.
- d) Causing the referee to terminate a game short of full time because of misconduct (see 3.6.3-e).
- e) Failure to schedule a game by the published “play-by” date or “make-up” date (see 3.6.3-f).

3.15.2 A team forfeiting a game shall lose the match by a score of 5:0

3.15.3 The Forfeit Fee shall include a fine and the referees’ fee (see Fees and Fines in appendix A).

3.15.4 The forfeiting team shall stand suspended until the fine has been paid.

**3.16 FOUNDERS CUP**

3.16.1 a) The League shall, annually, conduct a competition in honor of the founders of the league.

- c) Teams registered at the start of the Spring Session and in good standing with the MUSL and the MSA will automatically be included in the Founders Cup competition, except any team may opt out of that year's Cup competition by written notice to the MUSL Cup (Competitions) Commissioner within the time prescribed by that Commissioner.
- d) Cup games will be scheduled in accordance with the standard League schedule with pairings to be drawn at the second League Meeting. The first team of each pair shall be the home team.
- e) The tournament will be a single game elimination. The Open division shall compete in a single group, Over 30 1st and 2nd division teams shall compete in one group, and the Over 30 3rd and 4<sup>th</sup> and 5<sup>th</sup> division in a second group. The Over 40 division teams and the Over 50 teams shall each compete in their own age group.
- f) A player may play for only one team in each age group of the MUSL Cup, providing that he/she is in good standing.

### 3.16.2 Cup Rules

Rules for the Founders Cup shall be the same as for league games except as noted hereafter.

- a) If a Cup game has to be abandoned due to darkness, weather, or field conditions, then the game must be replayed in its entirety.
- b) If a Cup game was terminated short of full time by the referee due to the misconduct of players or fans, the Board shall hear the case in a disciplinary hearing and determine the disposition of the game.
- a) All Cup games scheduled must start no later than 6:30 p.m. unless they are played on lighted fields or have been approved by the responsible Commissioner

### 3.17 AMENDMENTS

Amendments to the Rules and Regulations may be made at any MUSL League or Board meeting and require a simple majority of the votes cast for adoption.

**PART 4.0 APPEALS PROCEDURE****4.1 PURPOSE**

To establish a general policy and procedure which ensures that disputes between Members of this League and the League Commissioners and/or the Board will be resolved in a fair and efficient manner, protecting the rights of all parties.

**4.2. POLICY**

It shall be the policy of the League Board to uphold the laws of the MUSL as laid out in the latest revision of its Constitution, Bylaws and Rules & Regulations where these are not in conflict with the rules of the Michigan Soccer Association (MSA), while at the same time insuring that these laws are not applied in an arbitrary or capricious manner.

**4.3 APPEALS COMMITTEE**

- 4.3.1 Upon receipt of an Appeal, the President shall appoint an Appeals Committee of five (5) members from among the members of the Board and team managers.
- 4.3.2 No Member of the Appeals Committee hearing a protest or appeal shall be in any manner connected, affiliated or involved with either party to the Protest or Appeal.
- 4.3.3 The Chair of the Rules Committee shall serve as the Secretary of the Appeals Committee and shall insure that a detailed record of the Hearing is recorded.
- 4.3.4 Protests of game results based on an infraction of League rules shall be the responsibility of the respective Commissioner in the first instance as outlined in Rules & Regulations 3.8.

**4.4 PROCEDURE**

- 4.4.1 Appeals from decisions of a Commissioner or the Board shall be submitted in writing to the (Secretary) within five (5) days from receipt of the verbal or written decision of the Commissioner.
- 4.4.2 The appeal must be accompanied by: a) an Appeals Fee and b) a Filing Fee. The amount of these fees shall be set annually by the Board (see Fees and Fines in Appendix A).
- 4.4.3 The Appeal must contain
  - g) The date of the decision or action,
  - h) The reason for the appeal, e.g. violation of the Rules Regulations, By-Laws, Laws of the Game, etc.
  - i) Any pertinent documentation available to the appellant,
  - j) A list of any documentation not available to the appellant which might be pertinent to the issue.
  - k) A list of any documentation not available to the appellant which might be pertinent to the issue.

- 4.4.4 The appellant must send a copy of the appeal to:
- a) The respective Commissioner against whose decision the appeal is directed, and
  - b) The other party involved in the case (defendant).
- 4.4.5 The Secretary shall make every effort to obtain the documents that were not available at the time the appeal was filed.
- 4.4.6 The Secretary shall establish a log of all documentation received starting with the appeal, followed by the original decision against which the appeal is directed, and all other documentation pertinent to the appeal, including referee reports, copies of Rules, By-Laws, police reports, affidavits and depositions of witnesses.
- 4.4.7 Upon receipt by the Secretary of all documentation required, the Appeals Chair shall schedule a hearing of the Appeal, ensuring that both principals in the case are available to attend at the proposed time of the hearing, and providing at least fourteen (14) days prior notice to the involved parties. The fourteen (14) day notice may be reduced by the mutual consent of the Appeals Chair and all interested parties.
- 4.4.8 The Secretary shall notify all Committee members and the involved principals via e-mail and in writing (via postal service) of the time, date and location of the hearing, and advise the principals of their right to bring witnesses (limited to three (3)) and of their right to representation by their Team Manager.
- 4.4.9 The Secretary shall also advise the involved parties that failure to appear at the hearing shall be deemed as conceding the matter under dispute, and as accepting the decision of the MUSL Appeals Committee on the evidence available at the hearing.

#### **4.5 HEARING FORMAT**

- 4.5.1 The Chair shall call the hearing to order when the Appeals Committee and the principals are present. Witnesses shall not be present during the hearing of arguments but shall be heard after the presentations of the principals.
- 4.5.2 The Chair shall introduce the subject of the hearing, including:
- a) The names of the parties to the appeal (appellant(s)) and defendants,
  - b) The event prompting the decision of the Commissioner or the League,
  - c) The ground on which the decision is appealed, such as the rules involved or other evidence,
  - d) Ask the Secretary to read any documentation that had not been furnished to one of the parties in the matter.
- 4.5.3 The Appellant shall be asked to present his/her case, including arguments why the decision should not stand, any evidence supporting the appeal, and any witnesses available.
- 4.5.4 The Chairperson and the Committee may question the appellant and/or witnesses.
- 4.5.5 The Commissioner shall be asked to present his case.

- 4.5.6 The Chairperson and the Committee may question the Commissioner and/or witnesses.
- 4.5.7 Any witnesses may be recalled for questioning by the Committee.
- 4.5.8 The Appellant may present a closing statement.
- 4.5.9 The Commissioner may present a closing statement.
- 4.5.10 The contending parties and their witnesses will be excused and the Committee will commence deliberations of its decision in executive session.
- 4.5.11 The Committee will render its decision within forty-eight (48) hours to both, Appellant and Commissioner, including instructions for appeal to the MSA, and turn the file/s with all documentation pertaining to the case over to the Secretary.
- 4.5.12 A written notice of the decision of the Appeals Committee, including the reason for such decision and directions for further appeals shall be sent to the Appellant and Defendant within ten (10) days of the Hearing.
- 4.5.13 Appellants whose appeal is upheld by the Appeals Committee shall be refunded the appeal fee. The filing fee shall be retained by the League.

**4.6 RED CARD PROCEDURE****Administrator**

1. Check for red card entry on score sheet
2. Check for ID card of offending player
3. Send e-mail regarding incident to player and player's manager
  - i. Incident Date
  - ii. Opposing Team
  - iii. Field Location
  - iv. Minimum one (1) game suspension
4. Send e-mail regarding incident to Commissioner for Discipline
  - v. Incident Date
  - vi. Player's Name
  - vii. Player's ID number
  - viii. Player's Team
  - ix. Opposing Team
  - x. Field Location
  - xi. Referee report of the incident from Game Report Form
5. Fill out "Notice of Fine/Discipline" form  
Send white copy of "Notice of Fine/Discipline" to team manager
7. Give yellow copy of "Notice of Incident/Discipline" to Treasurer
8. Give Pink copy of "Notice of Fine/Discipline" to Commissioner

**Commissioner**

Make ruling on red card incident

- a. Send e-mail regarding ruling to player, player's manager, and Secretary, including
  - i. Incident Date
  - ii. Player's Name
  - iii. Player's ID Number
  - iv. Player's Team
  - v. Field Location
  - vi. Referee report of the incident
  - vii. Commissioner Ruling
  - viii. Length of suspension
  - ix. Whether player is suspended for team play or all League play
- b. Enter information in player's profile on MUSL website

**Secretary**

Send copy of e-mail ruling to player and player's manager, via postal service.



**TABLE OF FEES AND FINES**

Adopted November 8, 2007

Annual Team Registration Fee - Open Division .....	\$660
Annual Team Registration Fee - Over 30 Division .....	\$900
Annual Team Registration Fee - Over 40 Division .....	\$900
Annual Team Registration Fee - Over 50 Division .....	\$900
New Team Performance Bond * <sup>1</sup> .....	\$200
Late Player Registration Fee .....	\$25
Replacement Player Pass Card (Team Name Change) .....	\$2
Red Card Fine .....	\$35
Game Forfeit Fee (\$100 Fine + Ref fee).....	\$210
Game Protest Fee * <sup>2</sup> .....	\$10
Protest Filing Fee .....	\$15
Appeals Fee * <sup>2</sup> .....	\$100
Appeals Filing Fee .....	\$50
Game Rescheduling Fee .....	\$5
Referees' Fee (Center = \$46 each Linesmen = \$32) .....	\$110

\*<sup>1</sup> Refunded when team leaves the MUSL in good standing.

\*<sup>2</sup> Refunded when protest or appeal is upheld.