



# TRFC Registration

## Policies and Procedures

updated 6/19/2017

**The Soccer Year** is defined by New Jersey Youth Soccer and is not subject to alteration by TRFC. Each soccer year begins on August 1<sup>st</sup>. As of August 1<sup>st</sup>, 2016, all soccer age groups are now defined by birth year (see 'About TRFC >> Age Group Determination' at [www.tomsriverfc.com](http://www.tomsriverfc.com).)

The soccer year consists of two separate seasons; the Fall season typically begins the first weekend after Labor Day, and runs for 10 weeks; the Spring season typically begins the first weekend in April, and also runs for 10 weeks.

Unless otherwise specified, all of TRFC's regular registration programs are for the full soccer year, i.e., if you register in the Fall you are paid for the full year and do not have to re-register in the Spring.

**Cost Structure** is as follows for the general registration package:

**Fall/Spring** – offered as an option leading up to the fall season only. As of 5/1/2014, price is \$195 for the full seasonal year. The cost is itemized at a high level as follows:

- Full year registration - \$120
- Prepaid fundraising raffle tickets - \$75

(Raffle tickets are typically distributed early in the Spring season and collected for drawing at the end of the Spring season.)

**Spring Only** – offered as an option after the fall season has closed. As of 5/1/2014, price is \$135 for the Spring-only registration. The cost is itemized at a high level as follows:

- Spring season registration - \$60
- Prepaid fundraising raffle tickets - \$75

(Raffle tickets are typically distributed early in the Spring season and collected for drawing at the end of the Spring season.)

**PDA Shore Program** – All registration is handled through PDA's website. Players in PDA Shore programs do NOT count towards TRFC multi-registrant family discounts

**Registration Timeline** is somewhat flexible, but presented here as an example of the schedule that will be followed each year. If the timeline alters significantly from what is set out here, this document will be updated to reflect the changes.

**April 15** - Full year Fall/Spring registration opens for all non-tryout and tryout based programs. Any player wishing to play competitive travel soccer must register for tryouts before attending.

**July 15** - Full year Fall/Spring registration closed for Recreational soccer programs. Any returning player not registered at this point will NOT have their spot held on their previous team.

**July 20** – All Recreational team placements completed and rosters sent out to parents and coaches.

**August 1** - Official start of the soccer year.

**August 1** - Full year Fall/Spring registration closed for Clinic soccer program. Any returning player not registered at this point will NOT have their spot held on their previous team.

**August 5-10**- Clinic team placements completed and rosters sent out to parents and coaches.

**At or around First Weekend in September** - Fall season begins.

**Mid-November** - Fall season ends.

**December 1** - Spring-only registration opens for all programs.

**February 15** - Spring-only Recreational registration closed.

**February 20** –Recreational team placements completed and rosters sent out to parents and coaches.

**March 1** - Spring-only Clinic registration closed.

**March 5** –Clinic team placements completed and rosters sent out to parents and coaches.

**At or around First Weekend in April** - Spring season begins.

**Mid-June** - Spring season ends.

**Refund Policy** is contingent upon the start of the season, and reason for departure. Prior to September 1<sup>st</sup>, the start of the Fall season, a full refund can be given. After that time, only a prorated refund can be allowed, since significant payments must be made out of registration funds for player insurance, state filing fees (for carded players), etc. As of 5/1/2014, full year registration costs are \$195 and are broken down as follows:

Fall Registration - \$60

Spring Registration - \$60

Pre-paid Raffle Tickets - \$75

If a player plays the Fall season, but is leaving before the start of the Spring season, a partial refund will be considered if:

- The player is moving away from the area and cannot participate any longer
- The player is injured and cannot complete the seasonal year or is diagnosed with a medical condition that prevents them from completing the seasonal year.
- Other scenarios may qualify you for a partial refund at the discretion of the Registration Committee.

**In all cases, the Registrar must be contacted by email to request a refund; simply not showing up for the start of the season does NOT constitute notification of request for a refund.** If timely notification is not made in writing to the registrar, your request for a refund may be denied, or your refund may be decreased. For example, if a player signs up in July for the Fall/Spring full year, never shows up at the start of the season, and then requests a full refund mid season, it will be denied...whether the player showed or not, payments were already made in good faith for player insurance and state filing fees and other administrative costs. Partial refunds, if approved, will be calculated from the date the registrar is contacted.

One other thing to be considered when a refund is requested is the number of remaining children in the family registered with the club. Take the following example:

- Three children are initially registered for full year registration, which entitles the family to a three-registrant family discount. So their initial registration cost is \$465.
- Sometime prior to the start of the Fall season, one of the children decides they cannot play, for whatever reason (other commitments, etc) so the parents seek a refund for that child.
- The full refund is granted because it meets the requirements set out in this policy.
- Because the family now only has 2 children registered, the multi-child registration discount no longer applies.
- Therefore, the amount refunded is suitably reduced. In this case, the full registration for two children is \$390, and the family originally paid \$465 for three. The full refund will be the difference, \$75.

## Player Placement

At the Clinic level (U4, U5, U6) placement is guaranteed to all players registered prior to the registration deadline. Placement in all other programs is contingent upon several factors. Timing of all player placements is set out in the [Registration Timeline](#) above.

- Placement of Clinic players (U4-U6) is guaranteed, either on an existing team or a newly created team. Placement on a *specific* team is never guaranteed. Requests to move players to different teams will not be honored unless there is a valid reason to do so. All requests should come to the registrar.
- Placement of Recreational players (U7-U14) cannot be guaranteed, but placement will be made providing there is a recreational team at the child's age group that is not at maximum roster size. All placements of recreational players will be made in the order in which the players were registered, i.e., 'first-registered-first-placed'. Recreational players who are naturally above the maximum age of Ocean County Recreational soccer league (currently U14) cannot participate on a Rec team playing-down without review by the Director of Recreational and the Club's Head Trainer. All efforts will be made to move such players to a travel team where possible, or move the entire team to Travel at the appropriate age group where possible.
- Placement of Travel players (U8 and above) is not guaranteed, and is contingent upon the player coming in for an evaluation to ensure they are being placed on the correct team based on prior experience and inherent skill level. All placement decisions for travel teams are up to the coaches at that age group along with the club's Director of Coaching. Players who try out for a travel team, but are not selected by the coach may be offered a roster spot on a recreation level team provided one exists at the player's age level, and a roster spot is open on that recreation team.
- Movement of players from one Recreational or Travel team to another during a season or between seasons requires approval from the coaches of the teams involved, the Director of Coaching, and the club's Director of Travel Teams, and is governed by other policies, including the [TRFC Player Release, Transfer or Add Policy](#). All club transfers, whether travel team to travel team, or recreational team to travel team, that occur between the Fall and Spring seasons MUST be completed before March 1<sup>st</sup>. Any requests received after March 1<sup>st</sup> will be denied unless initiated by the Director of Coaching or the Director of Travel Teams.
- All movement of players from Recreational team to Travel team during the seasonal year must be cleared both with the Recreational Director and the Travel Director.
- Any movement of players, either from Recreational team to Travel team, or Travel team to Travel team will be disallowed in the case where it will leave the team giving up the

player in a compromised roster position. A compromised roster position would be one where the team would be left with less than field roster plus 2 players. For a large sided team, for example, a transfer cannot occur if it would leave the team giving up the player with fewer than 13 players. All notions of compromise of roster are subject to interpretation and may be modified by agreement between the Director of Coaching and the Directors involved in the transfer (Directors of Recreational or Travel or both as the situation requires).

- All requests for players to play above their natural age group ('playing-up') must be handled in accordance with the existing [TRFC Policy on Playing Up](#) and the registrar must be contacted for all such requests as the online registration site will not allow users to register above their natural age group. There is no playing up allowed for Clinic or Recreational players. Recreational teams at the older age groups may be dual-age group teams only for the sake of providing a placement for all registered players, to avoid turning players away. This will only occur if there is no room on any team at the player's natural age group.

## **Player Placement Changes**

There is no guarantee of specific team placement each Fall, but every attempt will be made to keep non-travel teams together year over year with the following caveats:

- Teams moving from U6 Clinic to U7 Recreational will not be kept together as this represents movement to a completely different program with roster maximums that are not congruent.
- At all other age groups, (U4 going U5, U5 going U6, U7 going U8, etc) this will ONLY apply for players who are registered BEFORE the posted last day of registration, July 15th for recreational players, and August 1<sup>st</sup> for Clinic players. At that point teams will be built, and any returning players who register late will be placed wherever room exists, if possible, in the order they register.
- The Board of TRFC reserves the right to combine teams, or split up teams, with the end goal of placing as many players as possible, and insuring workable roster sizes and maximizing program growth when necessary for any reason including, but not limited to:
  - turnover leaves returning rosters light (number of players moving to Travel, leaving club, etc)
  - number of players registered at registration close does not facilitate keeping teams together
  - any circumstances when keeping teams together would result in turning away a large number of newly registered players who were registered prior to registration close.
  - players whose teams did not have volunteer coaches the previous season are not guaranteed placement on the same team.

- any other reason deemed appropriate by the Board.

## League Policy and Team Format Changes

As of Fall 2016, the following changes will be in place as mandated by the USSF (United States Soccer Federation):

- **Mini-field Recreational Soccer** – U7 and U8 players will participate in a smaller formatted game of soccer. Teams will play 4v4 with no goalkeepers on a 20x30 yard field. It is uncertain at this time whether Ocean County Recreational League will support the 4v4 format, or if all play will be in an In-House league. Monmouth Ocean Soccer Association will not be supporting this format, so no travel option will exist for Mini-field soccer.
- **Developmental Soccer**- U9 and U10 players will move to a slightly larger format than mini-field. Teams will play 7v7 including a goalkeeper on a 30x47 yard field. Ocean County Recreational will support this format, as will Monmouth Ocean Soccer Association, and as such, both Travel and Recreational options will exist at the Developmental level.
- **Small-sided Soccer** – U11 and U12 players will move to a slightly larger format than developmental soccer. Teams will play 9v9 including a goalkeeper on a 47x75 yard field. Ocean County Recreational and Monmouth Ocean Soccer Association will support this format, and as such, both Travel and Recreational options will exist at the Small-sided level

## Financial Registration Policies

TRFC does provide multi-registrant family discounts for families registering 3 or more children from the same family. Players registered in PDA Shore do NOT count toward the family registration count. Friends, relations (cousins, etc) DO NOT COUNT towards family registration counts.

**Multiple Registrant Family Discounts** - As of 5-1-2015 requests for multiple registrant family discounts must be made in writing to the Registrar ([registrar@tomsriverfc.com](mailto:registrar@tomsriverfc.com)) after registration has been completed. Due to excessive misuse of the multi-registrant family discount codes in the past years, it will no longer be a user process. You will need to register at full price and email the Registrar who will immediately be able to refund your credit card for the discount price. Proof of family relationship may be required (birth certificate scan).

Multiple registrant family rates are the same for Full year and Spring only registrants:

- 1<sup>st</sup> player registered – full price
- 2<sup>nd</sup> player registered – full price

- 3<sup>rd</sup> player registered - \$75, to cover the cost of pre-paid raffle tickets.
- 4<sup>th</sup> player and above – no charge.

**Payment By Check/Manual Registration** – all of our online registration is processed by credit card payments. Visa and MasterCard credit or debit cards are accepted. If check payments need to be made, you will need to contact the registrar for manual registration.

**Financial Hardships** – TRFC does not want financial hardship to prevent any player from enjoying the beautiful game of soccer. There are two ways we can assist – both require you to contact the Registrar.

1. **Payment Plans**- Payment plans can be set up with the Registrar. Typically, the arrangement is \$50 per month per player, starting on June 1<sup>st</sup>. All payment plans must be completed without remaining balance prior to the start of the Spring season, and all payment plans must be strictly adhered to.
2. **Scholarship Application** – if the financial need is great, and a payment plan will not be within your means, you can contact the Registrar to discuss a Scholarship. A scholarship can only cover registration costs, and cannot cover uniform order or team related costs. Scholarship requests are handled discretely by the Registrar and the Club President. No other members are involved in the decision or will have access to your information. Submission of verifying information may be required. The arrangement with all scholarships is that when TRFC Raffle tickets are handed out in the Spring, scholarship players must sell the raffle tickets and return the \$75 to the club to cover insurance and other costs incurred by the Club on the player's behalf.