



## New Mexico Youth Soccer Association Member Affiliate Requirements

In order to become a Member Affiliate of NMYSA, a potential member must provide the following documents for review and approval by the NMYSA board of directors.

1. Completed Member Affiliation Form
2. Organization Bylaws/Constitution/Rules
3. Letter requesting membership which identifies the primary officers, Member's background, goals, intent and approximate number of players they will register/serve.
4. Completed Risk Management Disclosure, (passed Background check required for all potential affiliate board members prior to consideration by the NMYSA Board of Director's).

### **Doing Business with NMYSA**

#### Registration

All member affiliates that register players/coaches are required to use the NMYSA registration software, "Stack Sports Connect/US Soccer Connect". We ask that you assign a specific volunteer that will be responsible for registration and compliance with NMYSA rules. Below is a summary of the documents/processes for registration.

1. All players must be registered to the NMYSA database electronically, completing the NMYSA Membership/Medical Release form, and all electronic waivers.
2. Registration Fees per player are \$23.00 per seasonal year and are reflected and captured at the time of the player registration using Split Pay. Parents must use a credit card or e-check and pay online, (no manual or cash payment processing).
3. Players must provide a proof of age document upon initial registration, i.e., birth certificate etc. Players born outside of the US must comply with FIFA/USSF International Clearance processes. Please contact the NMYSA State office for assistance.
4. All parents must read the CDC "Heads Up" Concussion Parent Fact Sheet annually at the time of the electronic registration.
5. Member Registrars will need to complete an Ethical Code of Conduct form prior to system access and training and must be vetted, (Background check, SafeSport trained and Concussion Trained)



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6. All player/coach pass cards are printed on the USYS card stock provided by NMYS. Affiliate members must laminate the cards once printed. (Not applicable to players in recreational leagues as they can use rosters/photo rosters instead). All coaches must have a laminated pass card regardless of play level as the card is proof of credentialing. Players participating in sanctioned tournaments must have a laminated pass card.

### Risk Management

1. On an annual basis, coaches must register to the NMYS database electronically through their club/league portal through the Stack system. Coaches must also read and sign the CDC "Heads Up" Concussion Coach's Fact sheet annually. (The Coach's Fact sheet is electronic and is integrated in the registration process).
2. All coaches must also have passed a background check, (Included in NMYS fees) and have taken the CDC online concussion course every year and upload the certificate to their system record.
3. All coaches are required to be Safe Sports trained and must take the online Safe Sports course/refresher course annually.
4. Other Risk Management tools are available concerning goal post safety and best practices.
5. Coaches must also comply with NMYS concussion protocols.
6. NMYS is the state governing body for youth soccer in New Mexico for USSF and USYS. Thus, affiliates must also be familiar with our National Governing Bodies rules in addition to NMYS's.

### Parents/Spectators

Parents are expected to comply with the NMYS concussion protocols and education program. We also expect parents to comply with our "Caution Children @ Play" program, which promotes positive and encouraging behavior from parents and respect for team and game officials.

### Insurance

As part of your member benefits, NMYS provides liability insurance coverage for those facilities where games and practices are conducted. In addition, we also provide



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secondary accident insurance to all registered members. For more information on insurance benefits, please see NMYSA Insurance Procedures/policies on our website.

### Coach Education

We offer an array of coaching courses, USSF Grassroots licensing and courses that can be catered to a specific need in your league/club. Please visit our website at [www.nmysa.net](http://www.nmysa.net), "coaches tab", for more information.

### Referees

The New Mexico State Referee Committee works collaboratively with NMYSA and members across the state to provide Referee education and licensing. Our referees are USSF certified and comply with USSF requirements. For information on becoming a referee and available certifications courses, please visit [www.nmsra.org](http://www.nmsra.org). We also offer a "Small Games Manager" course for small-sided modified games.

### Travel and Tournament Sanctioning

Member players may travel to tournaments or guest play with other USYS teams under NMYSA's sanctioning. NMYSA also provides sanctioning for your hosted tournaments/events. Please see our "Travel and Tournament" manual for more information.

### General

We know that every affiliate member is different. USSF, USYS and NMYSA have a wealth of resources to help you be successful in your youth soccer endeavors. Please visit our website at [www.nmysa.net](http://www.nmysa.net) for additional resources and links to the USYS and USSF website. Also, please familiarize yourselves with NMYSA rules/documents available on our website at [www.nmysa.net](http://www.nmysa.net).

1. NMYSA Bylaws
2. NMYSA General Procedures and Rules
3. NMYSA Risk Management Program
4. NMYSA Travel and Tournament Manual
5. NMYSA Concussion Policy
6. ODP Program



## New Mexico Youth Soccer Association Member Affiliate Requirements

7. Insurance Information
8. Coaching Manual
9. Golf Cart Policy

We are here to serve our Member Affiliates. If you have any questions, please feel free to contact the NMYSA office staff as indicted below. If you need sample documents for affiliation, we are happy to provide those as well.

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Also, please feel free to contact any of our Officers or Board Members at the phone numbers and email addresses provided on our website at [www.nmysa.net](http://www.nmysa.net).