

## Guidelines Listing:

1. Registration
2. Referee
3. Refund Policy

The below guidelines are to be used as a tool to assist the Executive (or Board), both current and future. These guidelines are to support the Executive only, and are not to be adopted as Formal Protocol (Standard Operating Procedures). Common sense and case-by-case reviews should take precedence.

## Youth Referees / Mini Referees

Overview: CFC uses the services of some younger players to Referee younger age-group games. These Mini-Referees are not Formal OSA carded referees, however, are informally recognized as 'Referees In-Training' by the District and clubs. This procedure is to identify the selection criteria. Mini-Referees must be between 12 and 14 years of age and may only Referee an age two years younger.

CFC will establish and maintain a 'Mini-Referee List' towards the start of each season.

## Mini-Referee List – Selection criteria

The below listing will be used as a guide for selection of Referees on a priority basis:

- 1) Mini-Referees from previous years who are still registered players within CFC
- 2) OSA certified Mini-Referees who are registered players within CFC
- 3) CFC Players from within the CFC Community who are registered with CFC, and who have been registered with CFC for 3 years or more.
- 4) CFC Players from within the CFC Community who have been registered with CFC for 3 years or more.
- 5) Mini-Referees from other clubs that are registered as a player for CFC.
- 6) OSA certified Mini-Referees who are not registered players within CFC
- 7) CFC Players who have currently registered with CFC
- 8) Members of the community who have not registered as a CFC Player

## Registration:

### Age limits

Cobras FC / CFC registration is primarily for age groups from 4 yrs old to 18 yrs old. In addition, CFC will also support 'Adult' Teams for registration purposes with the following clarifiers:

**Age 4** – So long as the player will turn 4 by the LAST day of the registering year, then Cobras will register the player. For the majority of the youngest age-group players, they will be 3 years of age while playing for the Soccer Season. CFC can never register a player of age 2, and still meet this requirement.

**Age 18** – For the purposes of clarity – the Soccer Season’s completion date will be interpreted as Sept 20. So long as the player is still age 18 by the COMPLETION of the Soccer Season, CFC will accept the Player’s registration. If the player has turned 19 after registering, or during the Soccer Season – CFC cannot accept the Player’s registration. There exists a process to handle Player registrations on a case-by-case basis – in this event, the CFC Registrar and/ or CFC Vice President should be contacted.

Playing Up

Refund Duration

The refund policy is only applicable for a six (6) month period from the date of player registration.

Refund Requests

Any requests for refunds must be submitted in written form by either of the following two means:

- i) Through the [www.cobrasfc.com](http://www.cobrasfc.com) website (to Vice-President, Registrar **and** Treasurer)
- ii) Directly to the Team coach

Refunds will not be issued for the following situations:

- 1. Not playing soccer due to suspensions or vacations
- 2. The player does not like his/her coach and/or team.

Refund: Before Season Start, No uniform Issued:

The registration fees will be re-imbursed to a max of 75% of full payment (the 25% covers off the required processing and insurance fees, plus various operational and equipment deposit costs).

Refund: Before Season Start, Uniform Issued:

- A) The registration fees will be re-imbursed to a max of 50% of full payment (the 50% covers off the required processing and insurance fees, plus equipment costs). Players may keep their uniform and ball.
- B) The registration fees will be re-imbursed to a max of 75% of full payment if the Team was ‘Full’ and a waiting list for the Team exists. Players must return their uniform and ball.

Refund: After Season Start

The amount is based on the **Teams** schedule, and not the **Individual** player requesting the refund. The refund amount will be per the following refund amount:

- First Team Game played: 40%
- Second Team Game played: 30%
- Third Team Game played: 20%

Beyond the fourth Team game played – there will be no refund.

Exceptions

- 1. Long term illness or injury making it impossible for the player to be active with his / her team may qualify as an exception. For illness conditions – a Doctor’s note as supporting evidence may be required.
- 2. The Cobras Executive can recommend to waive or modify registration fees for a player if circumstances warrant special consideration. All such waivers and modifications to fees must be approved by the executive.