

2008/09 Transfer Procedure

MVYSA rules allow players to transfer from one team to another after the conclusion of the fall season and prior to February 15. The procedure for such transfers is outlined below with a detailed How To on the following pages. **There is one exception to this procedure: When a player is transferring from a league other than MVYSA to a team in MVYSA use the Transfer In procedure found in the How To section of mvysa.com.**

Coaches or parents who encounter problems with the process are encouraged to contact the MVYSA office via email at office@mvysa.com or phone 937-684-4241 during office hours. Current office hours are listed on the mvysa.com front page.

- 1. Permission**

Parents contact current coach and request a permission to talk to or tryout with other teams

- 2. Grant**

Current coach generates a Permission Form via the MVYSA website.

- 3. Selection**

The player and her parent(s) through discussion(s) or tryout(s) chooses a team to transfer to.

- 4. Transfer**

Once the new coach decides to accept the player and the player/parents agree, then the new coach contacts MVYSA to select the player. MVYSA will notify the current coach that the player wants to actually transfer to the new team. The current coach generates the USYSA Transfer form, indicating consent or denial of the request, signs it along with parents and a sends the completed USYSA Transfer form with the players card to the MVYSA office.

- 5. Approval**

Once the card and transfer form is received MVYSA will complete approved transfers, removing the player from the old roster and adding the player to the new teams roster. If a transfer is denied by the coach then a transfer committee will review the request and either uphold the denial or grant the transfer. Either the coach or player may appeal to the MVYSA Board the decision of the transfer committee. If appealed the decision of the MVYSA board will be final.

- 6. Rostered**

The new team prints the new USYSA registration form and card, gets them properly signed and presents them along with the updated roster to the MVYSA office.

Step 2, Grant, will log in our system which players have made such requests and when the request is made. An online permission list will be viewable by login by all coaches as to which players may talk to other teams and/or tryout for another team.

All MVYSA coaches/clubs will either need to see the players name on the permission list or see the permission form before talking to a prospective player or allowing a prospective player to tryout.

If the Transfer is to a team in another league (not MVYSA) send the Transfer Out Form and player card to the Ohio South office (25 Whitney Drive, Suite #104, Milford, OH 45150).

How To Details

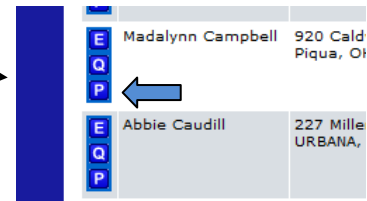
1. Permission

Parents contact current coach and request a permission to talk to or tryout with other teams

2. Grant

Current coach generates a Permission Form via the MVYSA website.

- a. Login, manage team, edit roster, click on the blue P button in front of players name



- b. Print 2 copies of the form
- c. Submit the permission request by clicking on the link at the bottom of the form page

[Submit Permission Form](#)

- d. Have parents, player, and coach sign and date both copies. Keep one copy as proof of permission request and give the other copy to the parents.

3. Selection

The player and her parent(s) through discussion(s) or tryout(s) chooses a team to transfer to.

4. Transfer

Once the new coach decides to accept the player and the player/parents agree, then the new coach contacts MVYSA to select the player.

- a. Send an email or call the MVYSA office during office hours
- b. Provide the new team number and name, player number and name

MVYSA will notify the current coach that the player wants to actually transfer to the new team.

- a. We will record the team chosen and remove the player from the permission list
- b. An email will be sent the players current coach indicating the choice and instructing him to prepare the formal transfer form

The current coach generates the USYSA Transfer form, indicating consent or denial of the request, signs it along with parents and a sends the completed USYSA Transfer form with the players card to the MVYSA office.

- a. Login, manage team, edit roster, click on the blue T button in front of the player's name



- b. Indicate whether you approve or disapprove of this transfer.
- c. Enter the reason the player wants to transfer.
- d. If you disapprove of the transfer also add a detailed reason.

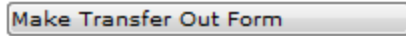
Transfer Player Out Form

Player: Madalynn Campbell
 Transfer From: 2G9070 - Springfield Thunder 90
 From League: MVYSA
 To Team: 2G9111 - Springfield Thunder 91
 To League: MVYSA
 Effective Date of Transfer: 2008-11-01
 Coach Approval: Approve
 Reason for Request to Transfer (If the coach disapproves include a statement of why with the reason given by the player)

Make Transfer Out Form

You must click on 'Make Transfer Out Form' to complete the request and create the formal Transfer Out form. THE PARENTS, PLAYER, AND COACH MUST SIGN THIS FORM. The Transfer Out form and player card MP per instructions at the bottom of the form.

- e. Click the 'Make Transfer Out Form' button at the bottom of the page.



- f. Print 2 copies of the Transfer Out form
- g. Have parents, player, and coach sign both copies. Keep one copy as proof and mail or bring the other copy to the MVYSA office.

Transfer Out Form
 OHIO SOUTH YOUTH SOCCER ASSOCIATION, INC.

United States Youth Soccer Association
 Member of the United States Soccer Federation (USSF)
 Affiliated with the Federation Internationale de Football Association (FIFA)

Player ID: 2G9070-10716	Age: U18	Season: F08-S09				
League Name: MVYSA		Division: G18-3				
Club/Team Name: 36 Springfield Thunder 90						
2B	11	002	002	36	2G9070	C
Region	State	District	League	Club	Team	C/R

PLAYER INFORMATION

Name	Madalynn Campbell
Address	920 Caldwell Street Piqua, OH 45356-2020
Phone	937 615-1131
DOB	1992-03-29

PLAYER TRANSFER OUT FORM

Players may transfer to another team at the conclusion of the fall season. If a player requests to be transferred from the team's roster, The coach, parents, and player must sign this form.

REASON FOR REQUEST TO TRANSFER OUT:
 test

This is to certify that we are requesting to be transferred from this team. Any request for a transfer must be made within the time limits established by the league of the team being transferred. Neither the coach nor anyone connected with the current team encouraged us to transfer.

Signature of Player - _____

Signature of Parent/Guardian - _____

This is to certify that the player is voluntarily requesting to transfer from the team. The player was not encouraged to request a transfer out.

Signature of Coach Transferring From _____

This coach approves the transfer request .

- Approved transfers and player card are to be sent to the MVYSA Office, 7029 Taylorsville Rd Suite A, Huber Heights, OH 45424.
- Disapproved transfers and player card are to a MVYSA member team should be sent to the MVYSA Office, 7029 Taylorsville Rd Suite A, Huber Heights, OH 45424.
- Disapproved transfers to a non-MVYSA member team should be sent with the player card to the OSYSA Office, 25 Whitney Drive Suite 104, Milford, OH 45150.

Date Received _____ Request Accepted _____ Request Rejected _____

Approved by OSYSA District Comissioner, OSYSA Executive Director, or OSYSA State Registrar

5. **Approval**

Once the card and transfer form is received MVYSA will complete approved transfers, removing the player from the old roster and adding the player to the new teams roster. If a transfer is denied by the coach then a transfer committee will review the request and either uphold the denial or grant the transfer. Either the coach or player may appeal to the MVYSA Board the decision of the transfer committee. If appealed the decision of the MVYSA board will be final.

6. **Rostered**

The new team prints the new USYSA registration form and card, gets them properly signed and presents them along with the updated roster to the MVYSA office.