



SOUTH JERSEY SOCCER LEAGUE

RULES AND REGULATIONS

CONTENTS

1000. GENERAL GUIDELINES

- 1001. Seasonal Year.
- 1002. Age Divisions.
- 1003. U8 to U10 Small Sided Team Promotion/
Publicity.

2000. CLUB RULES

- 2001. Insurance.
- 2002. Number of Teams.
- 2003. Meeting Attendance and Voting.

3000. TEAM RULES

- 3001. Carding and Registration.
- 3002. Seasonal Competition.
- 3003. Disbanding Teams.
- 3004. Hardship Teams.

4000. COACH RULES

- 4001. Passes.
- 4002. Coach Add, Transfer or Release.
- 4003. FIFA.
- 4004. Poaching.
- 4005. Mandatory Coaches' Meetings.

5000. PLAYER RULES

- 5001. Uniforms.
- 5002. Passes.
- 5003. Multiple Teams.
- 5004. Player Add, Transfer or Release.
- 5005. Guest Players.

6000. GAME RULES

- 6001. FIFA.
- 6002. Duration.

- 6003. Ball Size.
- 6004. Team Size.
- 6005. Game Scheduling
- 6006. Game Day.
- 6007. Substitutions.
- 6008. Game Canceling/Rescheduling.
- 6009. Game Results.
- 6010. Referees.
- 6011. Standings/Playoffs.

7000. SANCTIONS

- 7001. General Provisions.
- 7002. Registration/Rating Fines.
- 7003. Game Related Fines.
 - (a) Game Day Rosters.
 - (b) Reporting Scores/Ref Evals.
 - (c) Abandoned Game.
 - (d) Forfeits.
 - (e) Use of Ineligible Player.
 - (f) Mercy Rule.
 - (g) Play by Team in Violation of
Majority Rule
- 7004. Expulsions.
- 7005. Sanction Guidelines.
 - (a) Ejections for Violent Conduct.
 - (b) Accumulation of Cautions.
 - (c) Accumulation of Cautions for
Dissent.
 - (d) Repetitive Detrimental Conduct.
 - (e) Ejection.
 - (f) Period of Limitation.

<ul style="list-style-type: none"> (g) Accumulation of Red Cards. (h) Accumulation of Cards in a Game. (i) Accumulation of Poor Conduct Ratings. <p>7006. Good and Welfare.</p> <p>7007. Table of Standard Penalties for Unacceptable Conduct.</p> <p>7008. Club Fines.</p> <ul style="list-style-type: none"> (a) Responsibility. (b) General Membership Meetings. (c) Coach/Player Passes. <p>8000. APPEALS</p> <ul style="list-style-type: none"> 8001. Game Protests. 8002. First Level Appeals. 8003. Subsequent Appeals. 	
--	--

Revision History:

<i>Current Revision:</i>	<i>April 5, 2018</i>
<i>Past Revisions:</i>	<i>February 1, 2018</i> <i>August 3, 2017</i> <i>December 1, 2016</i> <i>November 3, 2016</i> <i>October 22, 2016</i> <i>April 7, 2016</i> <i>June 11, 2015</i> <i>October 2, 2014</i> <i>December 5, 2013</i> <i>November 7, 2013</i> <i>August 14, 2013</i> <i>December 6, 2012</i> <i>November 3, 2011</i> <i>June 1, 2011</i> <i>November 4, 2010</i> <i>September 2, 2010</i> <i>May 6, 2010</i> <i>January 7, 2010</i> <i>August 27, 2009 (Major revision and renumbering)</i>

1000. GENERAL GUIDELINES

1001. Seasonal Year.

The Seasonal Year is defined as the period from September 1st of the current year through August 31st of the following year.

1002. Age Divisions.

Competition shall be divided into Age Divisions. Each Age Division shall be comprised of players who are, before the 1st day of January of the Spring seasonal year, as follows:

Division I	under 19 years of age (U19-U17)
Division II	under 16 years of age (U16-U15)
Division III	under 14 years of age (U14-U13)
Division IV	under 12 years of age (U12-U11)
Division V	under 10 years of age (U10-U8)

A description of the travel team age divisions is available on the US Soccer website at: www.ussoccer.com.

*Revised: 4/7/16 US Soccer birth year change.
Revised: 4/5/18 Changing reference to US Soccer.*

1003. U8 to U10 Small Sided Team Promotion/Publicity.

The South Jersey Soccer League has established a small-sided program that focuses on the core values of player development, an orientation towards team play, and good sportsmanship. Member clubs and their teams are expected to function in a manner consistent with these core values and will be held accountable for actions inconsistent with such. The following policy guidelines are applicable to U8, U9 and U10 teams only and have been developed for member clubs and their teams to provide a basis under which they can promote their small-sided teams.

- a. Public records of standings or game scores are not to be maintained. Only the SJSL Games Commissioner for that particular season will maintain a record of the game scores of each team to support the placing of teams in appropriate competitive brackets. These records are confidential and may be shared only with the ratings committee and the SJSL Executive Board.
- b. Unofficial standings or game scores are not to appear in newspapers, newsletters, emails, club websites, team websites or other publicly accessible media. Clubs may award participation awards. There are to be no jackets, trophies or other awards mentioning conference championships or first place.
- c. Standings are not to be maintained by division coordinator and shared among the teams in any fashion. The division coordinator may only share game results with coaches of the teams in his/her division.
- d. Teams may report game results in local newspapers with the inclusion of player names and that of their opponent. However, there are to be no references to the unofficial standing or game score of that team in the publication. Nor should there be any descriptive references to the score, e.g. "Team A buried team B in a South Jersey Soccer League contest in the North National Division". The game should be referred to as "Team A beat Team B in a South Jersey Soccer

League contest in the North National Division". This can be done with a reference to the players who scored.

*Revised: 10/2/14 To clarify that it applies only to U8 to U10 teams.
Revised: 4/7/16 Title modification.*

2000. CLUB RULES

2001. Insurance.

Member Clubs must have liability and medical insurance as provided for by the league authorized state or regional youth soccer association.

Revised: 4/5/18 Changing reference to US Soccer.

2002. Number of Teams.

In order to maintain member club status, a club must enter 50% of the total number of the Div III, IV and V boys travel teams currently carded to play travel soccer in that member club into the SJSL, with a minimum of 2 teams to be entered per season. A failure to maintain at least 2 teams per season in the league can result in removal of the Club from the league. Each Club must specify a Home Field complex for all teams within that Club playing in the SJSL. At least one field must be available for every six (6) full-sided teams entered into the league and one for every six (6) small-sided teams.

*Revised: 10/2/14 To clarify removal provision.
Revised: 2/1/18 Clarifying teams must be from member club.*

2003. Meeting Attendance and Voting.

- a. Every club is required to be properly represented at every general membership meeting during the seasonal year.
 - i. Clubs not represented shall be fined \$50.00 for the first offense.
 - ii. Each additional failure to attend is a \$100.00 fine.
 - iii. The club rep and president shall appear before the general membership and meet with the Executive Board if there is a third offense.
 - iv. Every team in the club shall forfeit three (3) pts in the standings if there is a fourth offense or a failure to meet the obligations of the third offense. The 3 pt penalty shall go into effective immediately if the fourth offense occurs during an uncompleted season. If the fourth offense occurs between seasons, the penalty will be assessed against all teams playing for that club in the next immediate season. See also Rule 7008.
- b. Should a Club miss two (2) consecutive meetings, its voting privileges shall be suspended until the club has been represented at two (2) consecutive meetings.
- c. If a club misses three (3) general membership meetings over the course of the last twelve (12) months, they may be declared ineligible for play in the next immediate playing season and shall be required to appear before the Executive Board for review.
- d. If a club misses all of the general membership meetings in a seasonal year or has not registered a team with the league during the seasonal year, that club may be removed from the league by Executive Board decree.
- e. If a club fails to have a representative present at a registration meeting or league meeting designated by the League as "mandatory", the club will be fined \$250.00 for each offense in lieu

of the otherwise applicable subsection (a) fine. Point penalties that are applicable in subsection (a) will remain in effect.

f. Votes may only be cast by the officially recognized Club Representative, Alternate Club Representative or Club President as identified by the Club and disclosed to the League at least fourteen (14) days before the vote in question.

Revised: 11/7/13 To add new subsection e.

Revised: 10/2/14 To coincide with Constitution amendment.

Revised: 11/3/16 To coincide with reduced number of meetings in ¶c.

Revised: 2/1/18 To change penalties from shall to may.

3000. TEAM RULES

3001. Carding and Registration.

a. Each team must have a league approved youth soccer pass for all players and coaches on the team and a computer generated roster prepared through the applicable league authorized registration platform.

b. No team shall card more players over the course of the seasonal year than as permitted by the League. No U8-10 team shall have more than fourteen (14) players registered at one time or on their game day roster. No U11-12 team shall have more than eighteen (18) players registered at one time or more than sixteen (16) players on their game day roster. No U13-19 team shall have more than twenty-two (22) players registered at one time or more than eighteen (18) players on their game day roster.

c. All additions or subtractions from the seasonal team roster are to be made through the league authorized registration platform.

d. All teams must be properly carded through the league authorized state and/or regional youth soccer association as well as registered with the league before they are eligible to play in any league sanctioned games.

Revised: 9/2/10 Clarified that carding must be through the league in ¶(e).

Revised: 8/14/13 To reflect NJYS roster changes in ¶(b).

Revised: 10/2/14 To reflect small sided play at U11.

Revised: 6/11/15 To coincide with switch to Bonzi system and small-sided for U12.

Revised: 4/7/16 Roster size modification in ¶(b).

Revised: 8/3/17 To reflect NJYS registration changes in ¶(a) and ¶(d).

Revised: 2/1/18 To remove "the league" from ¶(e).

Revised: 4/5/18 To reflect generic youth association references.

3002. Seasonal Competition.

a. No team may add more than five (5) transfer players from another club to their roster during a seasonal year. New players, not previously carded to a team during the seasonal year, do not count as transfer players.

b. Teams may add an unlimited number of transfer players from other teams within their own club as long as the team does not exceed the seasonal roster size limitation set by SJSL. Intraclub transfers do not count toward the five (5) player limitation in subsection a. A player may only transfer once under this provision to another team within his/her club.

Revised: 4/7/16 Allowing U15 to add additional transfer players. Deleting ¶(c) as no longer relevant.

Revised: 12/1/16 Allowing all teams to add up to 5 transfer players.

Revised: 8/3/17 adding new ¶(b)

Revised: 4/5/18 Changing ¶(b) reference to SJSL.

3003. Disbanding Teams.

- a. Teams that are properly rostered and carded to play in accordance with SJSJL guidelines may elect to disband during the seasonal year.
- b. To disband, a team must follow the disbanding team procedure outlined on the SJSJL website.
- c. Registration fees paid to SJSJL will NOT be refunded to teams that elect to disband.
- d. Teams may disband prior to the start of the Spring season without penalty IF the team provides the necessary documentation to the League Registrar prior to February 1st. After the team is formally disbanded, the players on that team will be declared free agents eligible to transfer to another SJSJL team in accordance with SJSJL rules. Players from the disbanded team that are later added to another SJSJL team will count as transfers to the new team, but will NOT be subject to the three (3) game sit down rule. No more than three players from a disbanded team may transfer to the same team unless that team is a Hardship Team as provided for in Rule 3004.
- e. Players from a team that disbands after the February 1st deadline who are later added to another SJSJL team will count as transfers to the new team, and WILL be subject to the three (3) game sit down rule.
- f. Teams that register to play for a particular season in SJSJL and then elect to disband after the registration deadline has passed will be subject to sanctions in the normal course pursuant to the League Rules and Regulations.
- g. Players from a non-SJSJL team that disbands according to that league's disbanding rules that are later added to a SJSJL team will count as transfers to the new team, and WILL be subject to the three (3) game sit down rule.

Revised: 5/6/10 Added New Rule 3003.

Revised: 10/2/14 To reflect state procedure change.

Revised: 8/3/17 To reflect NJYS registration change.

Revised: 2/1/18 To reflect new NJYS disbanding procedure in ¶(a), (b).

Revised: 4/5/18 To reflect guidance by SJSJL.

3004. Hardship Teams.

- a. An existing team or teams from the same club may disband at the end of the fall season and form a new team for the spring season using not more than ten (10) players from one of the disbanded teams.
- b. Existing teams from more than one club may disband at the end of the fall season and form a new team for the spring season ONLY with prior SJSJL Executive Board approval. The new hardship team may not be comprised of more than ten (10) players from one of the disbanded teams.
- c. Team(s) MUST disband prior to utilizing the Hardship team provisions. The team(s) must be disbanded in compliance with Rule 3003.
- d. A hardship team is not permitted to be formed to create a Select Team or an All Star team.

e. The formation of a hardship team will require the completion of a new roster and player passes.

f. Players from the disbanded teams are not required to sit out three (3) games prior to playing on the hardship team. Players from other existing teams that seek to transfer to the new hardship team will be subject to the normal requirements and restrictions on player transfers.

Revised: 5/6/10 Added New Rule 3004.

Revised: 2/1/18 Removing pass packet from ¶(e).

Revised: 4/5/18 Removing reference to NJYS.

4000. COACH RULES

4001. Passes.

a. Each coach and trainer must hold and present to the referee a valid approved pass prior to participating in any league scheduled game. Coaches and trainers without passes or who present passes with missing, damaged or replaced photographs are ineligible to participate in the game and may be subject to sanctions.

b. Coaching passes from organizations that are not authorized by SJSJL may not be substituted for valid league approved passes.

Revised: 1/7/10 Added "and may be subject to sanctions" to ¶(a).

Revised: 4/5/18 Modifying pass references.

4002. Coach Add, Transfer or Release.

All coaches seeking to be added or transferred to a team must complete and follow the instructions on the applicable, league authorized state and/or regional youth soccer association website. Currently carded coaches may be added to another team(s) without being released from their original team. Coaches may be carded to more than one team, boys or girls. If a coach is carded to more than one boys' team, all sanctions incurred by that coach with respect to one team apply to that coach's ability to coach all other boys' teams.

Revised: 11/4/10 Removed ref. to Add/Drop form and added sanction applies to coach's ability to coach any team

Revised: 4/5/18 Modified instruction source.

4003. FIFA.

FIFA Laws of the Game which apply to players shall also apply to coaches and club officials.

4004. Poaching.

All coaches are prohibited from poaching players from another team. Poaching is defined as actively encouraging a player to leave his/her current team to join your team through your own actions, or those of players, parents or officials associated with your team. Poaching restrictions only apply during the seasonal year. Players are free agents between seasonal years.

Revised: 4/5/18 Removing reference to NJYS.

4005. Mandatory Coaches' Meetings.

a. All teams are required to be represented at the pre-season mandatory coaches' meetings as scheduled by the league. Teams that are not represented at these meetings will be fined \$200.

b. All coaches specifically designated to attend a mandatory coaches' meeting for detrimental conduct or other cause by the league are required to be in attendance. Failure to

attend such a meeting without prior SJSL Executive Board approval will result in a \$200 fine and a game suspension in length to be determined by the SJSL Executive Board.

Revised: 6/11/15 Added new section 4005.

5000. PLAYER RULES

5001. Uniforms.

- a. All team players must be outfitted with matching uniform tops, with at least four (4) inch numbers, which shall be tucked into the shorts during the entire game. Individual players are permitted to wear long sleeve shirts or jerseys under a short sleeve jersey so long as the shirts are of the same solid color. Hooded sweatshirts or jackets may not be worn under or over the player's jersey. Jerseys shall be tucked in at all times. Goalkeeper's jersey must be distinctly different in color from all field players on both teams and the referees.
- b. All team players must be outfitted with matching shorts. Individual players may wear clothing under their uniform shorts that may exceed the hemline of the shorts as long as they are hemmed and the same solid color as the shorts. All long johns worn must be of the same color throughout the team and must be tucked into the socks. Specifically designed goalie pants are allowed and billed hats for the goalkeeper may be permitted at the referee's discretion.
- c. All players participating in sanctioned league games must wear age appropriate and adequately sized shin guards and must be outfitted with matching color/pattern socks which shall be secured so that the shin guards are completely covered by the socks during the game.
- d. A referee has the authority to require a player to remove any article of clothing he/she deems to be dangerous to that player or to other players on the field.
- e. Players with casts or other protective gear may participate at the referee's discretion.

5002. Passes.

- a. Each player must hold and present to the referee a valid league approved player's pass prior to participating in any league scheduled game. Players without passes or who present passes with missing, damaged or replaced photographs are ineligible to participate in the game.
- b. Passes must be computer generated and printed through the league authorized registration platform. Instructions for proper carding of all players are available on the SJSL website.

Revised: 8/3/17 To reflect NJYS registration changes.

Revised: 4/5/18 Removed NJYS reference.

5003. Multiple Teams.

- a. Secondary passes are not permitted in the SJSL.
- b. A player may not be carded to play at the same time with more than one team in the South Jersey Soccer League during the same seasonal year.
- c. A player may not play for more than one team during the same seasonal year, unless they are a transfer player, or except as provided in Rule 5005 Guest Players.

Revised: 8/3/17 To reflect use of guest players.

Revised: 2/1/18 To clarify limited ability to play for more than one team.

5004. Player Add, Transfer or Release.

- a. All players seeking to be added or transferred to a team must complete and follow the instructions on the applicable, league authorized state and/or regional youth soccer association

website. Currently carded players for that seasonal year must first be released by their current team by completing and following the instructions provided by the authorized carding authority, before they may transfer to a team in another club. Players transferring teams within a club do not have to be released prior to transferring. Once a player is rostered to a team, they are bound to that team for the entire seasonal year unless they are released or transferred. Players may only transfer from a team in one club to a team in another club during the applicable Transfer Window as defined by the SJSL Executive Board. Player passes generated and approved after the close of the applicable Transfer Window will be invalid for league play.

1. The Fall Transfer Window will open on December 1st of the current year and close on February 20th of the next year.
2. The Spring Transfer Window will open on June 1st and close on August 1st of the current year.

b. Players transferring from one team to another team within the same club during the seasonal year are not required to sit out prior to being eligible to play for the new team. U10 or above players transferring from one club to another club within the seasonal year ARE required to sit out 3 games prior to being eligible to play for the new club. U9 and below players are not required to sit out 3 games prior to being eligible to play. The 3 game period does not start until the League Registrar receives the new player pass.

c. Players who change teams without first properly completing the required steps in subsection (a) may be sanctioned. Such discipline may include a fine and/or suspension. Players are not authorized to play for their new team until the appropriate approval is received by the League Registrar.

d. Any players transferred or newly carded to any team after the scheduled date for Round 8 of the current South Jersey Soccer League's Playing Season, or any other date as set by the League Registrar, will be ineligible to play in the remaining league games for that season. This rule does not apply to guest players under Rule 5005, or tournament or other competitive play.

Revised: 11/4/10 Removed ref. to Add/Drop and transfer forms because of gotsoccer procedures.

Revised: 6/1/11 Sit down rule now applies to U10 and above.

Revised: 11/3/11 Adding transfer window provision.

Revised: 10/22/16 Changed Round 7 to Round 8.

Revised: 11/3/16 To include definition of transfer window.

Revised: 8/3/17 To reflect NJYS registration changes.

Revised: 4/5/18 Modified instruction source and clarified transfer language.

5005. Guest Players.

- a. League authorized Club passes may be used for play in SJSL sanctioned league events with the following limitations:
 1. Players may not appear on the main roster or be otherwise carded to more than one team registered with SJSL at a time.
 2. Players carded to play on a team registered with another league may not also be carded to play on a team registered to play in SJSL at the same time, unless the SJSL team pass is the primary pass, or the league has authorized dual carding.
 3. Secondary passes will not be accepted for play in SJSL.
- b. SJSL will allow “guest” players to be assigned to a team for a particular game.

1. The guest player must be carded on league authorized passes to play for that same club on another team.
2. A maximum of four (4) guest players may be assigned to a game. The players must appear as guest players on the separate roster addendum approved by the league and attached to the Game Day Roster (“GDR”).
3. Teams must “need” guest players in order to utilize this process.
 - i. 7v7 teams that will have eight (8) or fewer players appear for their game may use guest players.
 - ii. 9v9 teams may use guest players if they have ten (10) or fewer players.
 - iii. 11v11 teams may use guest players if they have twelve (12) or fewer players.
 - iv. The GDR may not list more than the above amounts for the main team at game time and still use guest players. You cannot list more players than described above and then cross out those that do not show up at game time and then include your guest players.
4. Guest players may not be handwritten or externally added to the GDR. The GDR must be computer generated and the guest players added using the league approved roster addendum form.
5. There will be flighting limitations:
 - i. Players on a lower flighted team in SJSL may guest play up on a higher flighted team in their same age bracket.
 - ii. Players on a higher flighted team in SJSL may not guest play down on a lower flighted team in their same age bracket.
 - iii. Players playing in a lower age bracket in SJSL may play up on a team in an older age bracket, regardless of the flighting of either team.
 - iv. Players playing on a team registered to play in another league may not guest play on a team playing in a SJSL league sanctioned game.
 - v. Playing up rules otherwise apply.
6. Players may not play more than two (2) league games in a day.
7. Guest players must appear in the same uniform as the players rostered to the main team. Guest players wearing the same uniform number as a regularly rostered player must change numbers. Tape cannot be used to modify game day jersey numbers.
8. Players may only guest play for another team three times during the season.
9. Teams may only use guest players three times during the season.

Revised: 8/3/17 Adding new Rule 5005 for guest players.

6000. GAME RULES

6001. FIFA.

FIFA Laws of the Game apply to all SJSL games except as modified herein.

6002. Duration.

Division I	(U19-U17)	Two- 40 minute halves
Division II	(U16-U15)	Two- 40 minute halves (Spring) Two- 35 minutes halves (Fall)
Division III	(U14-U13)	Two- 35 minute halves
Division IV	(U12-U11)	Two- 30 minute halves
Division V	(U10-U8)	Two- 30 minute halves

Revised: 2/1/18 To change Div. I time to 40 min.

6003. Ball size.

Division I, II & III	SIZE #5 (U13 and above)
Divisions IV & V	SIZE #4 (U12 and below)

6004. Team Size.

- a. A minimum of seven (7) players constitutes a valid 11v11 team to commence play in any SJSL sanctioned game. If the team has less than seven (7) players, the game may not be played and it will be recorded as a forfeit.
- b. A minimum of six (6) players constitutes a valid 9v9 team to commence play in any SJSL sanctioned game. If the team has less than six (6) players, the game may not be played and it will be recorded as a forfeit.
- c. A minimum of five (5) players constitutes a valid 7v7 team to commence play in any SJSL sanctioned game. If the team has less than five (5) players, the game may not be played and it will be recorded as a forfeit.

Revised: 4/7/16 Reflects new US Soccer game day sizes.

6005. Game Scheduling.

- a. The day and time of games will be as specified on the South Jersey Soccer League Schedule.
- b. Any changes in the scheduling or in the location of home games, must be submitted to the appropriate Games Commissioner or designated league official at least two (2) weeks prior to the scheduled game. Each team shall notify the Games Commissioner of this change request. If it fails to do so, the coach or club or both may be disciplined. The game will remain as originally scheduled unless the Games Commissioner approves the change.
- c. Games which are played that deviate from the league schedule, for which the change was not given prior approval by the Games Commissioner, shall be ruled as a forfeit for both teams.
- d. South Jersey Soccer League Games have priority over all other games, except for regional youth soccer association Cup Games. Such cup games should be scheduled for dates/times that minimize their impact on league schedules.

*Revised: 10/22/16 Clarified application of NJYS rule for state cup games.
Revised: 4/5/18 Removing reference to NJYS.*

6006. Game Day.

- a. The Home Team is responsible for:
 - (1) If only one referee, up to two (2) volunteers to assist the referee on the sidelines if requested
 - (2) Goal nets (secured), corner flags and properly anchored goal posts
 - (3) Correct lining of the field including a spectator & team restraining line, preferably a different color from the touch line that is parallel to the touch line and 10 feet from it, and a properly marked build out line where applicable.
 - (4) Proper sized game ball, properly inflated
 - (5) Changing jerseys in the event of duplication of colors.
 - (6) Half of the referee's fees. The other half is to be paid by the visiting team.
- b. Coaches are responsible for their parents on the side lines. Coaches may be penalized/carded for not controlling their sidelines.
- c. Forfeit time will be fifteen (15) minutes after the scheduled starting time of the game. The team that is properly present needs only to present their game day roster and passes and be inspected. It is not necessary to kick off, score one goal, etc. Forfeits are recorded as a 1-0 loss by the forfeiting team.
- d. The coach of each team will present the game fees, coaches' passes, the player passes and game day roster, which shall include the players' name, pass number and uniform number to the referee prior to the start of the game. The game day roster must be properly completed by each team.
- e. If a team is unable to produce the game day roster and the coach and player passes by game time, the game shall not be played and the offending team shall receive a 1-0 loss in the standings. Referee fees shall be paid in full by the offending team and that team may be subject to further disciplinary action by the league.
- f. The opposing coach has the right to inspect the players and their passes prior to the start of the game, unless a player is late. If so, the inspection may take place prior to the player's admittance into the game.
- g. Players or coaches without passes are ineligible to participate in the game. If a carded coach is not available at any time prior to the completion of the game, the game will be abandoned and depending on the circumstances may be declared a forfeit by the Executive Board.
- h. Both teams (players and all coaches) shall occupy the same side of the field. All spectators shall be on the opposite side of the field from the teams. No more than four (4) carded coaches and/or trainers per team are permitted on the players' sideline during a game. Teams are restricted to an area 30 yards from the halfway line (20 yds for 8v8 fields) on their own half of the field. This area must be clearly marked.
- i. Opposing team coaches have the right to challenge the eligibility of a player and the validity of his pass, and may request the referee to retain the pass. At the discretion of his coach, the player challenged may participate in the games; however, if the player is found ineligible or the player's pass invalid, the game will be forfeited.

j. Coaches or trainers receiving a red card must leave the field and may not return to either the players or the spectator sideline until after the referee(s) has left the area.

Revised: 9/2/10 Added "up to" two volunteer requirement to ¶(a)(1).

Revised: 10/2/14 To clarify responsibilities.

Revised: 6/11/15 Removed reference to single game fee and to coincide with change to Bonzi system.

Revised: 4/7/16 Added build out line requirement to ¶(a)(3).

Revised: 2/1/18 To require GDRs to be produced at game time and to add ¶(j).

6007. Substitutions.

a. Unlimited substitutions are permitted (substitutes must be at midfield prepared to enter):

- (1) Prior to a throw-in in your favor
- (2) Prior to a throw-in in favor of your opponent IF your opponent also requests a substitution. If your opponent does not take that opportunity to substitute players, you may not substitute players at that time. If your players are not at midfield awaiting substitution at the time that your opponent substitutes players, you may not substitute players at that time.
- (3) Prior to a goal kick by either team
- (4) After a goal by either team
- (5) At half-time
- (6) After stoppage for an injury (injured players attended to on the field, may be substituted for, in the referee's discretion)

b. Limited substitutions are permitted as follows:

- (1) Yellow carded player(s) are NOT required to come off the field but may be substituted at that time by the coach. No other players may be substituted at that time by either team.
- (2) Upon the ejection of the goalkeeper, a goalkeeper may be selected from among the available substitutes to replace one of the remaining players on the field at that time.

c. When a player is sent off the field by the referee with a red card, the referee shall: (1) allow no substitution, except that a goalkeeper that is removed may be replaced and another field player removed so that the team is playing short by the number of players sent off, (2) note the cause on the game card, (3) pull player's pass and (4) send both to the Rules Compliance Officer.

d. During a stoppage of play to remove a carded player from the field, no other substitutions are permitted, except as provided in subsections (b) and (c) above.

Revised: 10/2/14 To reflect officer change.

Revised: 2/1/18 To clarify that not all injuries require substitutions.

6008. Game Canceling/Rescheduling.

a. The appropriate Game Commissioner is responsible for canceling games for the entire league. He or she will exercise this privilege to cancel the game no later than 10:00 AM on the day of the game. When this occurs, he or she will notify the Clubs promptly.

b. A regularly scheduled game may be canceled due to unplayable conditions by the Home team by contacting the appropriate Games Commissioner prior to 8:00 AM on the day of the game. The Home Team is responsible for notifying the Visiting Team by 10:00 AM. If it fails to do so, the coach or club or both may be disciplined.

c. The Referee Assignor shall be advised that only the designated league official may change the league schedule. Any calls from individuals to the Referee Assignor will be referred to that league official by the Assignor.

d. Should individual games be canceled due to Rules 6005(b) or 6008(b) of this section, the Games Commissioner must be notified of the reschedule date within two (2) weeks, unless the teams are directed by the Games Commissioner to play at an earlier time. Each Team shall notify the Games Commissioner of the agreement. If the coaches are unable to agree, the Games Commissioner will schedule the game. The team or teams not appearing at the scheduled time shall forfeit the game.

Revised: 6/11/15 Time change in ¶ b to reflect league changes.

Revised: 10/22/16 Time change in ¶ b to reflect league changes.

6009. Game Results.

a. Should a referee terminate a match prior to completion, the game is not official until reviewed by the league.

b. Any team forfeiting a game shall not be eligible to win the conference championship. All forfeits are recorded as a 1-0 loss for the forfeiting team.

c. Each team is responsible to enter their game results online at www.sjssl.org in accordance with the current Games Commissioner's instructions. Failure to report scores (in accordance with the Commissioner's instructions) will result in disciplinary measures.

d. **Mercy Rule.** Under no circumstances should the goal differential in a SJSL sanctioned game become 7 or more goals. In order to minimize such unsportsmanship like behavior, in games where the coach allows the goal differential to become 7 or more goals at any point during the first half of play, for example, 7-0, 8-1, 9-2, etc., the game will be allowed to continue to first allow the coaches an opportunity to remedy the situation. If the second half starts with the goal differential being 7 or more goals, or if at any time during the second half of play the goal differential reaches 7 or more goals, the referee will immediately signal the end of the game and leave the field. Whenever a game is terminated for a mercy rule violation, the referee(s) is to be paid the complete game fee and he/she must report the game as a mercy rule termination on his/her report to the League. A resumption of the game is NOT permitted. The offending team will be subject to sanctions. The actual score of the game should be reported by the Home team through the score reporting system.

Revised: 2/1/18 To require the actual score to be reported in mercy rule games.

6010. Referees.

a. If the assigned referee does not appear for a match, the two coaches may mutually agree on a competent person to referee the match as a volunteer, but are not required to do so. (Div III, IV, and V should attempt to play the game.) If the referee, subsequently appears after the start of the game, he/she shall take the field at the first dead ball opportunity.

b. If a game in Divisions III, IV or V is not played because a referee does not show, the game must be rescheduled and played within two (2) weeks.

c. If a referee is assigned to a game and goes but the game is not played, the following fees are applicable:

(1) Due to weather conditions that have occurred since he left to come to a game that has not been canceled (and he has not been informed), the referee is entitled to a full game fee paid by the home team. This applies to all divisions. This fee is only paid for the first scheduled game.

- (2) Due to teams not showing up, he is entitled to a full game fee, to be paid by the home team.
- (3) Due to termination of the game for any reason after it has started, he is entitled to a full fee.
- d. Referees are directed to send the completed game day rosters and passes of players and/or coaches sent off the field, as well as challenged player's passes to the South Jersey Soccer League Rules Compliance Officer within twenty-four (24) hours of completion of the game. The completed game day roster shall include a concise explanation of the reason why players and/or coaches were sent off the field by the referee.
- e. Complaints regarding referees must be submitted in writing to the South Jersey Soccer League Rules Compliance Officer or other designated league official.
- f. A league assigned Monitor may be present at any league sanctioned game.
 - (1) The Monitor may be present anywhere at the game site except on the field of play.
 - (2) The Monitor may not serve as the linesman for a game that he/she is monitoring or otherwise make game related decisions or take actions in lieu of the Game Referee, except as otherwise provided here.
 - (3) The Monitor shall have the authority to signal the Game Referee at any time that the Monitor observes actions or activities that are detrimental to the health and welfare of the players and the game. This includes player, coach or spectator behavior. The Game Referee will immediately stop the game to discuss the matter and possible resolutions with the Monitor. Any sanctions imposed by the Game Referee will be handled in the normal course in accordance with the SJSL Rules and Regulations.
- g. Players, coaches and team and/or club officials are subject to disciplinary action by the officiating referee(s) during or following a league sanctioned game in the form of a poor conduct rating, yellow or red card, or removal from the game and/or field in accordance with league rules. Further sanctions, if any, will be assessed by the league.

Revised: 5/6/10 Added ¶ f.
Revised: 12/6/12 Added ¶ g.
Revised: 10/2/14 To reflect officer change.
Revised: 6/11/15 Changed ¶ d to coincide with Bonzi system.
Revised: 6/11/15 Changed ¶ f Mentor to Monitor.

6011. Standings/Playoffs.

- a. The standing of teams shall be determined by points as follows:

Win	3 points for winning team
Tie	1 point for each team
Loss	No points for losing team
- b. After the first round of a playing season, in the event of the realignment of teams, all teams involved shall receive one (1) point per game played.
- c. In the event of a tie at the end of conference play, the conference or flight champion shall be determined by tiebreakers in the following order: (1) head to head; (2) goal differential in the games played between the tied teams; (3) goals allowed during all conference play. Teams still tied after all three tie breakers are considered will be crowned as co-champions. If there are

three teams tied, the second and third tie breakers will be used to determine the conference champion.

Revised: 10/2/14 To allow for co-champions where necessary.

Revised: 4/7/16 Deleted playoff games and added new tie breaker procedure.

7000. SANCTIONS

7001. General Provisions.

All fines shall be paid within thirty (30) days of notification, including fines in the amount of \$100.00 or less that are the subject of an appeal. Fines greater than \$100 may be stayed if requested by the sanctioned party and approved by the entity hearing the appeal. Clubs with fines outstanding after that time period shall be declared not in “good standing,” and may be subject to sanctions.

7002. Registration/Rating Fines.

- a. Any team withdrawing from the South Jersey Soccer League after the registration meeting and prior to the first game shall be fined up to \$1,000.00 plus forfeit their registration fee.
- b. Any team withdrawing from the South Jersey Soccer League after the first game shall be fined \$100.00 per game for each of the remaining games left in the schedule.
- c. Any team requesting to enter the league after registration has closed shall be charged a late fee of \$250.00 in addition to the regular registration fees. (Teams may be accepted on an as needed basis).
- d. No new team shall be accepted after the schedule is completed.
- e. Any club failing to complete all registration requirements, including payment, by the specified league deadline, will be charged a fee of \$200.00 in addition to any other relevant fines or sanctions.

Revised: 6/11/15 Added ¶ e.

Revised: 4/7/16 To clarify the deadline to withdraw is the registration meeting.

Revised: 2/1/18 Stating new teams will not be accepted after the schedule is completed.

7003. Game Related Fines.

(a) Game Day Rosters.

Game day rosters must be printed out through the league authorized card registration system no sooner than three days before the scheduled league game. Game day rosters must contain the correct club name, team name, correct SJSL team number, coach and team player's names, numbers and pass numbers, and home and away team information. Game day rosters may NOT be modified in any way after printing except to cross out players not present at that game or to correct a jersey number. No other changes may be made to the card and additional players may not be manually added to the game roster after it has been printed. Game day rosters that include handwritten or missing coach or player pass numbers will be subject to a \$100 fine.

Revised: 10/2/14 To clarify requirements.

Revised: 6/11/15 Changed to coincide with Bonzi system.

Revised: 4/7/16 To require coach names on game day roster.

Revised: 8/3/17 To address missing pass numbers.

Revised: 4/5/18 Removed reference to Bonzi.

(b) Reporting Scores/Ref Evals.

Any team or club not reporting game results by 12:00 noon the following day shall be fined as follows: no fine for the first offense, \$25.00 for the second offense and \$50 for each additional offense during that season. In addition, if an 11v11 team fails to report their scores four (4) or more times during the season, it will also forfeit three (3) points in the standings. Any team or club not completing the referee evaluation surveys by 12:00 noon the day after the game is played shall be fined \$25 for each occurrence.

Revised: 4/5/18 Adding fine for ref evals

(c) Abandoned Game.

Any game abandoned by a referee because of interference, harassment, or any actions by a team (including coach, players, or spectators) which prohibits the referee from continuing the match shall result in a forfeit(s) by the offending team(s), as determined by the SJSJL Executive Board. The offending team(s) may be subject to additional penalties determined by the SJSJL Executive Board.

(d) Forfeits.

A team forfeiting a game may be fined up to \$100.00 (plus referee fees or other costs, if applicable), at the discretion of the SJSJL Executive Board. If the same team forfeits more than one game in a season, the fine will be doubled for each additional forfeit.

(e) Use of Ineligible Player or Coach:

- (1) A club which fields a player that is ineligible because of improper or non-registration shall suffer forfeiture of all games played, plus a fine of fifty dollars (\$50.00) per ineligible player per game for the first offense and one hundred dollars (\$100.00) per ineligible player per game for the second offense or more during a given seasonal year.
- (2) A club which fields a suspended player shall suffer forfeiture of that game plus a fine of two hundred fifty dollars (\$250.00) per ineligible player per game and suspension of the coach as determined by the SJSJL Executive Board.
- (3) A player, who during a given registration year, registers to play for a second club without first having obtained a release from the first club shall be suspended for four (4) games.
- (4) A club which allows a suspended coach or trainer to participate on the players' side of the field during a game will be fined two hundred fifty dollars (\$250.00) per game.
- (5) A club which allows an ineligible coach or trainer, because of improper or non-registration, to participate on the players' side of the field during a game will be fined five hundred dollars (\$500.00) per game.

Revised: 1/7/10 Added "or Coach" and ¶¶ (4), (5).

(f) Mercy Rule.

Teams violating the mercy rule are not eligible to win their flight for that season. Mercy rule violations will automatically result in suspensions as determined by the Rules Compliance Officer and sanctions in the following amounts:

- | | | |
|---------------------|------------------------|-------------------|
| (1) First offense: | U13 & above - \$200.00 | U8-U12 - \$100.00 |
| (2) Second offense: | U13 & above - \$400.00 | U8-U12 - \$200.00 |

*Revised: 4/7/16 To clarify that teams violated mercy rule cannot be conference champions.
Revised: 10/22/16 Changes labels to reflect US Soccer PDI changes and to conform with actual practice.*

(g) Play by Team in Violation of Majority Rule.

A majority plus one rule may be in effect for certain select age groups. Teams subject to the majority plus one rule may not play league games without prior approval by the SJSL Executive Board. Teams found to have played games in violation of this rule will forfeit each game played and be sanctioned \$100 per game. The head coach of the team will be suspended one (1) game for each occurrence.

*Revised: 6/11/15 Added new ¶ (g).
Revised: 4/7/16 To allow for option of majority rule.*

(h) Guest Players.

A club that improperly fields a guest player in violation of the requirements outlined in Rule 5005 shall suffer forfeiture of that game plus a fine of two hundred fifty dollars (\$250) per ineligible player per game and suspension of the coach as determined by the SJSL Executive Board.

Revised: 8/3/17 To address guest players.

7004. Expulsions.

A player or team official who has been ordered from the field of play or from the sidelines by the referee for violent conduct, serious foul play, the use of foul or abusive language, or for persistent misconduct after having received a caution shall incur the penalty or penalties for the given offense or offenses based on the recommendations in Rule 7007. The referee's game report shall automatically initiate the action against the offending individual. However, the Rules Compliance Officer shall be required to notify the Club Representative of the penalized team of receipt of the referee's game report and suspension of the player or team official prior to the next regularly scheduled game. Notification by telephone or email shall be considered adequate.

In the event that the player's or coach's pass of the offending individual is not received by the Rules Compliance Officer, the coach of the offending team shall be required to forward such pass by mail immediately. Such pass shall be returned to the coach of the offending team immediately following conclusion of the suspension, and payment of the associated fine. In the event that insufficient time exists for the pass to reach the coach prior to the next regularly scheduled game following conclusion of the suspension, it shall be the responsibility of that coach to procure the pass.

An individual under suspension shall not, during the period of suspension, participate in any game under the direct jurisdiction of the South Jersey Soccer League.

A player while under suspension shall not be released by his club. A team official while under suspension shall not change his club affiliation. All periods of suspension shall run continuously. Game suspensions shall only be effective for games under the jurisdiction of the South Jersey Soccer League. Game suspensions in effect at the termination of one playing season or registration year shall remain in effect, even into the following playing season or seasonal year, until the full period of suspension has been satisfied.

*Revised: 12/6/12 Added "and payment of the associated fine".
Revised: 10/2/14 To reflect officer change.*

7005. Sanction Guidelines.

(a) Ejections for Violent Conduct:

Players sent off for violent conduct shall be sanctioned based on the recommendations in Rule 7007 for the first offense during any seasonal year. Suspensions may be doubled for the second offense in any one seasonal year.

(b) Accumulation of Cautions:

A player who, in any given seasonal year, accumulates three (3) individual cautions may be suspended for one (1) game. A second accumulation of three (3) individual cautions within the seasonal year may result in an additional suspension of two (2) games. Further, misconduct on the part of the same individual may be sufficient cause for the Rules Compliance Officer to consider additional penalties of increased severity. In each case, action against the individual is initiated by the referee's game report.

(c) Accumulation of Cautions for Dissent:

A player who, in any given seasonal year, accumulates two (2) individual cautions for dissent shall be suspended for one (1) game. Further cautions for dissent on the part of the same individual may be sufficient cause for the Rules Compliance Officer to consider additional penalties of increased severity. In each case, action against the individual is initiated by the referee's game report.

(d) Repetitive Detrimental Conduct:

A coach or team official, who in any given seasonal year, accumulates two (2) individual cautions, shall be fined up to two hundred fifty dollars (\$250.00) and/or a suspension by the Rules Compliance Officer.

(e) Ejection:

Should a team official or coach be ejected from the game, the penalty for the first offense shall be a two game suspension (minimum), up to five hundred dollars (\$500.00) fine and appearance before the Rules Compliance Officer.

(f) Period of Limitation:

Any charge permitted to be brought by the Constitution and the South Jersey Soccer League Rules and Regulations shall be brought within four (4) months of the alleged offense and not thereafter.

(g) Accumulation of Red Cards:

A player or coach who, in any given seasonal year, accumulates two (2) red cards for the same or similar offense will automatically be sanctioned a minimum of double the sanction assessed for the first red card. A player or coach who, in any given seasonal year, accumulates three (3) or more red cards, regardless of the offense, will be suspended at a minimum for the remainder of the seasonal year or ten (10) games, whichever is longer.

(h) Accumulation of Cards in a Game:

In addition to any sanctions that accrue with respect to the receipt of a yellow or red card by a coach in a game, in the following circumstance, the head coach will also be sanctioned for the actions of the team's staff or associated club's officials. Where two or more coaches, trainers or club officials associated with a given team are carded in the same game, those cards will be assessed not only against the offending party but also against the head coach for that team. As a

result of this rule, any sanctions, penalties or suspensions otherwise associated with the accumulation of cards will be assessed against the head coach.

(i) Accumulation of Poor Conduct Ratings:

The head coach of a team that receives two poor conduct ratings in a season will be subject to a one game suspension and a \$100 fine.

Revised: 12/6/12 Added ¶¶ (h) & (i).

Revised: 10/2/14 To reflect officer change.

7006. Good and Welfare.

Any player, coach or team official, or club officer, whose conduct is considered to be detrimental to the good and welfare of the game, is subject to a fine and/or suspension as determined by the Executive Board of the South Jersey Soccer League. The Executive Board has the authority to modify sanctions imposed by these Rules where it would be in the best interests of the league and the game.

7007. Table of Standard Penalties for Unacceptable Conduct.

The following table is to be used as a guideline in assessing penalties for common offenses:

Fighting (engaged in combat with an opponent, colleague, or spectator by means of mutually exchanged blows delivered by hand, head, fist, or other portion of the body).	Div I - II 3 games	Div III - V 2 games
Aggression - engaging in combat with an opponent, colleague, or spectator (as in fighting) in which the other party does not take part by returning blows.	Div I - II 3 games	Div III - V 2 games
Assault- striking. Strike an opponent, colleague, spectator or official with any object (rock, stick, etc.) which could be expected to result in serious injury.	Div I - II 4 years	Div III-V 2 years
Deliberately pushing, striking, kicking, or attempting to kick, strike, or push a referee or assist referee.	Div I - II 2 years	Div III-V 1 year
Deliberately pushing, striking, kicking, or attempting to kick, strike, or push a referee or assist referee by a coach or club official.	Div I - V 5 years	
The throwing of objects (soccer balls, snow or ice balls, mud, dirt, or rocks) at an opponent, colleague or spectator. Note: In the event that such object strikes the target, the player could be charged with assault.	Div I - II 2 games	Div III - V 1 game
The throwing of objects at a referee or linemen.	Div I - II 2 years	Div III - V 1 year
Spitting at or on a player or spectator.	Div I - II	Div III - V

	3 games	2 games
Spitting at or on a referee or linemen.	Div I - II 2 years	Div III - V 1 year
Verbal threat of bodily harm or property damage delivered to an opponent, colleague or spectator.	Div I - V 2 games	
Verbal threat delivered to a referee or assist referee.	Div I - II 4 games	Div III - V 2 games
Gesturing or signaling obscenely or the use of profane language toward an opponent, colleague, or spectator.	Div I - V 1 game	
Gesturing or signaling obscenely or the use of profane language toward a referee or assist referee by a player.	Div I - II 3 games	Div III - V 2 games
Gesturing or signaling obscenely or the use of profane language toward a referee or assist referee by any member of the coaching staff or club official.	Up to 10 games	
Pushing which results in an ejection.	Div I - V 1 game	
Serious foul play which results in an ejection from the game.	Div I - V 1 game	

7008. Club Fines.

(a) Responsibility.

All fines assessed against any players, coaches, trainers, officials or spectators associated with a specific club are the responsibility of that Club to remit. All payment must be tendered to the League Treasurer by club check or money order. All fines must be paid within thirty (30) days of being notified unless otherwise provided in these Rules. A Club will not be allowed to register for an upcoming season until all unpaid fines are satisfied.

(b) General Membership Meetings.

Clubs not represented at the regular monthly general membership meeting shall be fined \$50.00 for the first offense and \$100.00 for each additional offense during the seasonal year. The club rep and president shall appear before the general membership and meet with the Executive Board for the third offense, and every team in the club shall forfeit three (3) pts in the standings for the fourth offense or a failure to meet the obligations of the third offense. The 3 pt penalty shall go into effective immediately if the fourth offense occurs during an uncompleted season. If the fourth offense occurs between seasons, the penalty will be assessed against all teams playing for

that club in the next immediate season. If a club fails to have a representative present at a league meeting or registration designated by the League as "mandatory", the club will be fined \$250.00 for each offense in lieu of the otherwise applicable fine listed above. Point penalties that are applicable will remain in effect. See also Rule 2003(a).

Revised: 11/7/13 To add penalty for missing mandatory meetings or registration

(c) Coach/Player Passes.

Coach and/or player passes sent to the Rules Compliance Officer in connection with sanctions authorized pursuant to these Rules will not be returned to the team until after the associated fine is paid regardless of when any associated suspension period expires.

Revised: 12/6/12 Added ¶ I(c).

Revised: 10/2/14 To reflect officer change.

8000. APPEALS

8001. Grievance Complaints and Game Protests.

a. Grievance complaints must be submitted in writing, by letter or email, including a \$50.00 fee within forty-eight (48) hours after completion of the game to the Rules Compliance Officer. The appeal shall be filed with the Rules Compliance Officer who will serve as the Chairperson and form a Grievance Committee to review the matter. The fee will be returned if the appeal is upheld.

b. Coaches not being informed of a Grievance Committee decision by the twenty-four (24) hour period prior to the team's next scheduled game, may call the Grievance Committee Chairperson and request the result. If the decision affects a player or coach's pass and a decision has not yet been rendered, the coach may request and obtain the pass so that the coach and/or player is eligible to participate in the games until the decision is rendered. Exception: Parties sent off for violent conduct are automatically suspended a minimum of the next game.

c. The Grievance Committee will review all offenses as directed by the Grievance Committee Chairperson and impose penalties and/or sanctions as required by league rules, regulations and policies.

d. A game protest may be filed by the head coach, club rep or club president on behalf of a team if it relates to a misapplication, not a misinterpretation, of an applicable FIFA, USSF or SJSL rule that clearly has a direct impact on: (1) the outcome of the game, or (2) the eligibility of a participant. Decisions made within a referee's judgment are not subject to a game protest.

e. All game protests must be submitted in writing, by letter or email, including a \$200.00 fee within forty-eight (48) hours after completion of the game to the Rules Compliance Officer. The appeal shall be filed with the Rules Compliance Officer who will serve as the Chairperson and form a Grievance Committee to review the matter. The fee will be returned if the appeal is upheld.

f. If a decision is made to replay a game following a successful game protest, the game shall be replayed in its entirety and statistics, including the score, from the previous game do not count.

Revised: 12/5/13 Clarifying and adding game protest procedure.

Revised: 10/2/14 To reflect officer change.

8002. First Level Appeals.

All appeals are taken first to the entity which assessed the sanction for reconsideration. This appeal must be in writing and accompanied by the sum of \$100.00 and submitted within six (6)

days of receipt of the decision assessing the penalty. The appeal shall be filed with the General Secretary by regular mail or email. The fee will be returned if the appeal is upheld. Ref. Const. Art. XI.

8003. Subsequent Appeals.

Appeals of decisions on reconsideration may be taken to the next higher authority. This appeal must be in writing and accompanied by the sum of \$100.00 and submitted within seventy-two (72) hours of receipt of the decision from the first appeal. The appeal shall be filed with the General Secretary by regular mail or email. The fee will be returned if the appeal is upheld. Ref. Const. Art. XI.