

Berkeley Soccer Association

Policy 07-05

Registration Fees

APPLICABILITY: The Berkeley Soccer Association (BSA) policy applies to all administrators, coaches and players that participate within the BSA.

POLICY STATEMENT: Registration fees are due at the time a child is registered in the Berkeley Soccer Association. Exceptions to this policy, as well as other considerations associated with registration fees are addressed in the policy that follows. Specific circumstances and conditions not addressed in this policy will be addressed on a case-by-case basis by the Berkeley Soccer Association Executive Board.

RESPONSIBILITIES:

1. BSA Executive Board

a. The Executive Board will consider all questions, exceptions and challenges to this policy within 10 business days of receipt of the question or at the next regularly scheduled Executive Board meeting. A quorum of Board members is required to make final judgments.

b. The Board will consider requests for a waiver of fees as brought forward by a coach or other member in good standing on behalf of any player. Use of the Berkeley Soccer Association Sunshine Fund is at the discretion of a majority of the Executive Board. (Please see the BSA policy regarding use of the Sunshine Fund.)

c. The Board will make every effort to honor valid requests for the Sunshine Fund in a timely manner. This decision may be “voted upon” via email if timing is a critical issue. Electronic “votes” will be sent by each Board Member to the entire Board. The Registrar will keep a record of these decisions and coordinate with the Treasurer.

d. Will make a final ruling on matters associated with requests for a refund of registration fees by a coach, parent or other representative of a BSA player. Refunds will only be provided to the individual that made the original payment of the registration. All refunds will be made by check – even if the original registration was paid by cash.

e. The Executive Board will use the guidelines (see Guidelines Section below) associated with registration refund requests. However, the Board has the latitude to consider factors not specifically addressed in this policy when making a decision.

f. Rulings of a majority of the Executive Board are final.

2. Coaches

a. May bring a request to the Executive Board for use of the Sunshine Fund on behalf of a current or potential player.

b. May bring a request to the Executive Board for the refund of a registration fee on behalf of a current player.

3. Parents and guardians

a. May bring a request to the Executive Board for use of the Sunshine Fund on behalf of a current or potential player.

b. May bring a request to the Executive Board for the refund of a registration fee on behalf of a current player.

REGISTRATION REFUND GUIDELINES:

a. If a player moves away from Berkeley Township and is unable to participate in Berkeley Soccer, he or she may be eligible for a refund.

- (1) If the player is moving out of the State of New Jersey that player will receive a refund not to exceed 50 percent of their registration fee once the season begins. If the player has participated in more than half of the games, no refund will be provided.
- (2) Should the player notify the BSA prior to the start of the season, she will receive a 100% refund for that season only. For example, a player registers in the fall 2006 for a full year. Plays the fall season but moves prior to the start of the spring 2007 season, they will receive a refund for the spring 2007 season only.

b. If a player moves away from Berkeley Township, remains within the State of New Jersey, and continues to play for another team in either Ocean or Monmouth County, that player is NOT eligible for a refund. The exception to this example is if the player moves prior to the start of the season.

c. If a player is hurt in the course of a game or practice, he is not eligible for a registration refund. Injuries are a part of the game. The only exception to this is if a player is injured in a practice before the start of the season and plays in no games. In this instance, the Executive Board may elect to either provide the refund OR apply the fee to the coming season.

d. Under very limited circumstances will a player receive a registration fee refund if he or she remains in commuting distance of Berkeley Township but leaves Berkeley Soccer to play for another team.

- (1) For example, a player retains their residence but decides to play for a club in neighboring town; she does not receive a refund.
- (2) However, if a player registers to play in Berkeley and the Executive Board cannot find a suitable team for that player, he may leave to play for another club AND receive a refund.

e. Among the younger BSA players in the In House Program there will be a two week grace period for first time players. That is, a parent registers their child, that child may attend two weeks of practice and potentially still receive a refund. After the two weeks of practice if the child decides she will not play soccer; the parent may receive a refund. Note that this does not apply to returning In House players, only first time players.

This policy will remain in place until modified or eliminated by the Berkeley Soccer Association Executive Board.