



United Clubs League (UCL) – Match Day Protocols

Referee Assignments

- U8–U10 Matches: One referee will officiate the match.
- U11 and Older Matches: A full referee crew of three officials will be assigned.
- Referee Assignment Contact
 - Referees are scheduled through MSYSA Referee Assigning.
 - If referees do not arrive at the field, immediately contact the assignor at **443-766-0610** and notify referee@msysa.org.

Referee Absence Policy

If assigned officials fail to appear:

- If the match cannot be played due to the fault of the home team, it will be rescheduled, and the originally designated home team will travel to the opponent's field.
- The teams may proceed with a volunteer referee, such as a parent or other mutually agreed individual.
 - Both teams **must** approve the person serving as referee.
- UCL's standard position is that any match played will have its result recorded as official as long as it has reached half-time.
- If both teams choose to treat the match as a friendly, UCL must be notified before kickoff by emailing ucl@msysa.org.

Grace Periods

The following waiting periods apply before a match may be declared a forfeit:

- Home Team: up to **15 minutes**
- Away Team: up to **30 minutes**
- Referees: up to **30 minutes**

Pre-Match Coordination

Before match day, teams should confirm the following with their opponent directly in GotSport:

- Match date, kickoff time, venue, and field location
- Uniform colors
 - If both teams have similar colors, the home team must switch uniforms

Match Day Preparation

Teams should complete the following steps before kickoff :

- Ensure the Match Card is fully updated
 - All secondary players and club pass players must be added electronically and appear on the Match Card
 - Handwritten additions are **not** permitted
- Home team must print the Match Card
- Bring the following to the field:
 - Match Card
 - If no individuals appear on your Match Card, please contact ucl@msysa.org immediately to ensure your rosters are being sourced properly from your State Association's official travel/carding event
 - Official state-approved roster
 - Player and Team Official passes
- Provide the Match Card and roster to the referees before the match

Post-Match Responsibilities

After the match:

- The referee must report the final score, misconducts and injuries
 - Scores can be submitted using the QR code on the Match Card
 - Alternatively, enter the result through the [public schedule page](#)
 - For UCL Fall 2026, the Event Code is: **UCLFall2026**

Helpful Tutorials

[As a Manager/Coach - How to Set a Match Day Roster & Add Club Pass Players for a League](#)

- Please Note: Only primary approved players can be added as Club Pass to your roster.

[How to Print a Roster / Player Cards For An Event](#)

- If you are carded with MSYSA, your rosters will need to be directly built in the 2026-2027 MSYSA OFFICIAL TRAVEL ROSTERS event in order to be properly sourced into your UCL Event Roster
- You will need to select this event to print your team credentials

[As an Admin – Add A Player To An Event Roster](#)

[As an Admin - Add A Coach or Manager To An Event Roster](#)

[As an Admin - Submit and Pay for Players, Coaches, and Managers](#)