



Beaumont Soccer Association

A003 – Registration Policy

Adoption Date: April 7, 2024

Revision No: 1

Policy Type				
Administrative	Board	Financial	HR	Technical

1. Definitions

- 1.1. **"Withdrawal"** refers to a player deciding to no longer play after the deadline.
- 1.2. **"Cancellation"** refers to a player deciding to no longer play prior to the deadline.
- 1.3. **"Deadline"** refers to midnight of any date decided.

2. Policy

- 2.1. All parents/guardians must complete registrations and submit payment within the specified BSA deadlines for both outdoor and indoor programs. Full payment is required before the cutoff date to finalize team rosters and ensure proper team building.
- 2.2. Exceptions to the registration deadlines can be requested by emailing admin@beaumontsoccer.com. Each request will be reviewed on a case-by-case basis, and approval is not guaranteed.
- 2.3. Addition to a team is contingent upon available space.
- 2.4. Parents/guardians may request a specific coach or one player with whom their child would like to play. While these requests are not guaranteed, BSA will make reasonable efforts to accommodate them.
- 2.5. The registration cutoff date for both indoor and outdoor programs is firm. After the deadline, no additional registrations will be accepted, and only individuals on the waitlist will be contacted if space becomes available.
- 2.6. Withdrawals after the cancellation deadline will only be considered with valid medical documentation and may be subject to applicable fees, as outlined in the *F001 - Cancellation, Withdrawal, and Refund Policy*.
- 2.7. Refunds for cancellations are minus administration fees and are processed at parents/guardians' request.

3. Change Control

Change Description	Approved on Date
New Policy	April 7, 2024