

POLICY NUMBER:

9502

Refund of Registration Fees

Revised: May 2005

Purpose: To outline the reasons for refund of registration fees. To define an “unpaid player” as it applies to this policy.

Background: Registration fees will not be refunded for any reason except under the following situations:

- **Medical Issues:** Before the season begins, it is determined that a child cannot play permanently due to medical issues (a note from a doctor is required).
- **Prior to Withdraw Deadlines:** A child is withdrawn at least 72 hours prior to the Anne Arundel County Youth Soccer Association (AAYSA) deadline for team registration (county and select players) or prior to teams being divided (intramural). Requests to withdraw must be made in writing (i.e. e-mail, written memo) to a Board member or the Registrar.
- **Lack of Team in Age Group:** The organization cannot field a team in a given age group.

IMPORTANT NOTE: Players that register for a soccer season (The term “season” shall be defined in the Association’s policy 9404, “Delimiting Soccer Seasons.”) **but are unpaid, and that withdraw after the stated deadlines will be considered “unpaid players” for that season and will not be eligible to register for subsequent seasons until payment is made in full.**

Children withdrawing after the AAYSA deadline for team registration (county and select players) or teams divided (intramural) but prior to the start of games, may be issued credit vouchers for a future season if in the opinion of the Board a valid reason has been presented. A majority vote of the Board will determine whether a valid reason has been put forward. The AAYSA deadline for team registration and the date the Intramural teams will be divided can be obtained from the Board. These dates are generally one month prior to the start of the season.

Players who are injured after the start of the season but within the first half of the season and cannot return to play that season may be issued a voucher at the discretion of the appropriate program director.

Fees collected from players who start, but do not complete a season will be considered a donation to the organization.

Refunds will be processed and mailed out as soon as possible, but no later than the end of the season for which the registration fee was collected (i.e. Fall refunds will be mailed by the end of the Fall season, Spring refunds by the end of Spring season).

Requests for exceptions to any provision of this policy must be made in writing (i.e. e-mail or written memo) and may be approved pending a majority vote of the Board of Directors.