



Soccer

2025-26 MANUAL

2025-2026 SOCCER DATES TO REMEMBER

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	BOYS	GIRLS
_____ Online Rules Review Window	August 4-22	February 23 – March 13
_____ First Allowable Practice	August 11	March 2
_____ Deadline To Withdraw From Postseason	August 21	March 12
_____ Pre-Season Scrimmage may be conducted after your team has completed nine (9) days of conditioning practices and before your first contest		
_____ First Allowable Contest (By-Law 3.9.1 Conditioning requirements must be met prior)	August 28	March 19
_____ Class/District Assignments Released	August 29	March 20
_____ Postseason Entries OPENED	September 19	April 3
_____ Officials Postseason Application Opens	September 19	April 3
_____ Officials Postseason Application Closes	October 1	April 15
_____ Coaches Online Officials Recommendations/Non-Recommendations Opens	October 3	April 17
_____ Coaches Online Officials Recommendations/Non-Recommendations Closes	October 8	April 22
_____ District Tournament Committee should determine tournament format/ schedule and list of officials to be selected at the draft (if possible)	October 9-15	April 23-30
_____ District manager should notify all participating schools seven (7) days prior as to the date, time, location of the district seed meeting	October 9-15	April 23-30
_____ Soccer Officials Draft	October 15	April 30
_____ District Eligibility Rosters Due	October 17	May 1
_____ Season Records Must Be Up-To-Date (records should continue to be updated until the start of the District tournament)	October 17	May 1
_____ District Seeding Meetings Conducted	October 18-25	May 2-9
_____ Finalized District Brackets Posting Due	October 29	May 13
_____ Final Date For Pass List To Be Submitted	October 31	May 15
_____ District Tournament	November 1 - 11	May 16-26
_____ Quarterfinal Contests	November 15	May 30
_____ State Championships – WWT Soccer Park, Fenton, Mo.	November 21-22	June 5-6
_____ Soccer Advisory Committee Meeting	December 2	December 2

Dates throughout the remainder of the manual are based on the MSHSAA Standard Calendar. They will be stated with a day of the week and the Standard Calendar week. This Calendar can be found on the inside front cover of the Official Handbook or in a MSHSAA 3-Year Calendar

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*****Revised July 2025*****

DISTRICT ASSIGNMENTS AND STATE TOURNAMENT BRACKETS
MAY BE FOUND ON MSHSAA WEBSITE (www.mshsaa.org)

This manual is to be used for both boys' and girls' seasons.

SOCCER ADVISORY COMMITTEE MEMBERS

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The advisory committee members are appointed by the Board of Director member from their respective board district. Each individual is appointed to a four (4) year term. If an appointee is unable to fulfill their term, a replacement will be appointed to complete the remainder of the term. The purpose of the committee is to represent the schools and coaches/directors within their board district on matters concerning the administration of the sport. Their role is a key component is bringing sport/activity-specific needs, concerns, and recommendations to the Board of Directors. Please make sure to use them as your voice to the MSHSAA Staff and Board of Directors.

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Mike Hutchinson (Girls)
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SOCCER RULES INTERPRETERS

The interpreters have been selected for their knowledge of the rules and willingness to provide their advice to officials, adjudicators and coaches/directors with regards to the interpretation of rules. The executive in charge of each sport/activity is the chief rules interpreter for the state but relies heavily on the advice and counsel of these individuals. Please feel free to contact them if you have a question regarding the application of sport/activity-specific rules. These individuals do not interpret any MSHSAA By-Laws or Board Policies nor do they review video of calls.

ST. LOUIS/SOUTHEAST

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PURPOSE AND PHILOSOPHY

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- A. **MISSION STATEMENT:** MSHSAA promotes the value of participation, sportsmanship, team play and personal excellence to develop citizens who make positive contributions to their community and support the democratic principles of our state and nation.
- B. **PURPOSE OF MANUAL:** This manual has been prepared to provide a better understanding of the administration of MSHSAA sponsored events. It will serve as a guide to the participating schools and will provide for greater consistency. All information will be included in this manual except such supplementary or incidental information as may be included in the MSHSAA Journal. The regulations in this manual shall be considered official unless the schools are notified in a Special Bulletin of any changes.
- C. **PHILOSOPHY OF INTERSCHOLASTIC ACTIVITIES:** Interscholastic activities are intended to supplement the secondary curricular program. These activities can provide the student with educational experiences and learning outcomes that contribute toward the development of good citizenship. This can be accomplished only when the emphasis is placed upon teaching "through school activities." Interscholastic activities can be justified only when this is their primary philosophy and purpose.
- D. **PURPOSE OF DISTRICT AND STATE CONTESTS:** There are two primary purposes that justify and cause district and state events to be desirable. Those purposes are to provide opportunities to demonstrate before the public the best knowledge, skills, and emotional patterns taught through a particular sport; and to evaluate and compare the best of this teaching of knowledge, skills and emotional patterns among schools. Unless these purposes are primary, district and state athletic contests cannot be completely justified.

It is the desire of the MSHSAA Board of Directors that these events be both fun and educational. It is extremely important that competitors, coaches, and the school community make every effort to enhance, and keep in proper perspective, the educational values of these events. Competition merely for "competition's sake" cannot be justified. Only when competition contributes toward worthwhile educational goals can it be considered sufficiently important to be included in the school program.

- E. **SUPERVISION OF COMPETITORS AND FANS:** MSHSAA By-Laws hold a school responsible, both at home and away, for the conduct of its competitors, students, coaches, and fans. Coaches are required to supervise their competitors. A coaches' respect for others and school property is necessary in order to instill this respect in competitors. Students staying overnight in hotels or motels in conjunction with any interscholastic athletic contest should be well chaperoned. The good conduct of students will leave a good impression of the entire school.

A school also should inform its competitors, students, coaches and fans of the value contest officials play in education through athletics. When informing these people of this, the difference in the purpose of high school and professional sports should be emphasized. Lack of respect for officials should not be tolerated. Booming of officials leads to booing of coaches and competitors. This has no place in high school athletics. Athletic administrators are urged to develop a program through any and all communication techniques available to ensure that spectators understand that high school athletics are an educational endeavor as opposed to the games being an end in themselves.

KEY MANUAL AND BY-LAW/BOARD POLICY CHANGES

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A. BY-LAW/BOARD POLICY CHANGES

1. SPECIFIC TO SOCCER:

- a. Girls Soccer and Fall Non-School Competition Exception - Amends By-Law 3.13.2 to adjust the Fall Non-School Competition Exception and to add the Girls Soccer Non-School Competition Exception to allow for non-school competition through the day before the first allowable contest, with prior approval by a school administrator.

2. SPECIFIC TO ALL ATHLETIC PROGRAMS:

- a. SANCTIONING Requirements and Penalties - Adds new By-Laws 1.1.5 and 1.1.6 and all related amendments as indicated in Sections 3 and 4 to adjust the types of interscholastic competitive and/or evaluative events that require a sanction for participation and add penalty language when member schools fail to comply with sanction requirements.
- b. Freshmen-Only Team Age Restrictions - Amends By-Law 3.5.1 to eliminate the age restriction as it relates to freshmen-only teams.
- c. Age Restriction for Junior High School - Amends By-Laws 3.5.2 to explicitly restrict 4th and 5th grade students from competing against 6th grade and above students, except in cases where they meet the overage criteria.
- d. Review by MSHSAA Office for Specific Ejections - Amends By-Law 5.5.1 to allow for an appeal to the MSHSAA office in instances of an ejection for kicks, strikes, fights, or when a substitute leaves the bench area during an altercation event.

B. APPROVED ADVISORY RECOMMENDATIONS

None

C. MANUAL & NFHS RULE CHANGES

1. **SUBSTITUTIONS MADE DURING SUSPENDED GAME:** Rule 3-3-1,2,3,2c now allows substitutions during a temporarily suspended game. Under this change, during temporarily suspended games (including inclement weather and water breaks) teams *would now be permitted* to make substitutions during these stoppages.
2. **INURED PLAYER:** Rule 3-3-2b(2) clarifies that if an official beckons a coach or appropriate health-care provider for any injured player, including the goalkeeper, that player must leave the field regardless of the reason the clock is stopped.
3. **UNIFORM NUMBERS:** Rule 4-1-2 adds clarification to the overall interpretation to clarify that a number is required on the front of the uniform which may be on the jersey and/or the shorts.
4. **HALFTIME INTERACTION WITH OFFICIALS:** Rule 7-2-4 prohibits a coach or team personnel *other than the team captain* from speaking with a referee during interval between periods, *unless beckoned by a referee*. The time between periods of play is designated for rest for all participants, not for engaging with officials. This rule change introduces specific language and penalties for coaches who confront officials during these intervals, aiming to reduce unnecessary disputes and maintain a respectful game environment.
5. **BENCH DECORUM:** Rule 12-4-4 states a misconduct penalty may be given to the head coach if team or bench misconduct occurs. To encourage and support sporting and positive bench decorum, the rule change reinforces the head coach's responsibility for the conduct of their team and bench personnel within the team area. It provides officials with additional tools, allowing them to warn, caution, or eject the head coach if any bench personnel engage in misconduct.

D. POINTS OF EMPHASIS

1. EDUCATION BASED HIGH SCHOOL ATHLETICS
2. COURAGE, CHARACTER AND CONSISTENCY
3. TEAM AREAS AND BENCH DECORUM
4. PLAYER EQUIPMENT (SHINGUARDS)

SECTION 1: ESSENTIAL RESOURCES

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The information listed/linked in this section relates to MSHSAA By-Laws, Board Policies and information from the Sports Medicine Page as well as any state adoptions or modifications related to the applicable NFHS, USGA or USTA rules codes.

A. MSHSAA HANDBOOK REFERENCES ([MSHSAA Handbook](#))

1. ALCOHOL/TOBACCO USAGE AROUND INTERSCHOLASTIC ACTIVITIES (Board Policy)
2. CHARITY/AWARENESS EVENTS (Board Policy)
3. CONDUCT – REMOVAL OF TEAMS & EJECTIONS (By-Law 5.5)
4. GUIDELINES FOR FAN SUPPORT ITEMS (Board Policy)
5. HEAT ACCLIMATIZATION (By-Law 1.7)
6. NON-SCHOOL COMPETITION (By-Laws 3.13.2 & 3.14.2)
7. ON-SITE PROTEST PROCEDURES (BOARD POLICY)
8. SANCTIONING (By-Laws 1.1.5, 1.1.6, 3.18.1, 3.18.2, 4.2.2, 4.3.4, 4.4.4, 4.5.10, & 4.6.4)

B. SPORTS MEDICINE REFERENCES ([Sports Medicine Page](#))

1. CONCUSSIONS EDUCATION AND MANAGEMENT PROTOCOL ([LINK](#))
2. HAZARDOUS WEATHER CONDITIONS/LIGHTNING GUIDELINES ([LINK](#))
3. HEAT ACCLIMATIZATION ([LINK](#))
4. OXYGEN USE POSITION STATEMENT ([LINK](#))
5. WET BULB GLOBE THERMOMETER USE ([LINK](#))

C. STATE ADOPTIONS AND MODIFICATIONS

NFHS Rule	Language of Rule	Missouri Adoption
4-1-1f	Commemorative or memorial patches may be worn on the jersey for special occasions, not to exceed 4 square inches.	Commemorative or memorial patches may be worn on the jersey for special occasions, not to exceed 4 square inches. A written request to the MSHSAA office must be submitted and approval granted from the MSHSAA sport executive is required prior to wearing on a school's jersey.
4-3-1 Exception 2	By state association adoption, players may wear soft and yielding caps during inclement weather. Caps shall be alike in color.	Adopted as written by NFHS.
4-2-5	All permissible artificial limbs shall be padded with a closed-cell, slow recovery foam padding no less than ½-inch thick.	Any participant wearing an artificial limb must have a letter from MSHSAA indicating that the artificial limb has been reviewed and in the judgement of MSHSAA, it is permissible to play with such. This permission must be granted prior to the student's participation.
5-1-1	The game officials shall be a head referee and a referee (dual system), a head referee and two assistant referees (diagonal system), or a center referee and two side referees (double dual system) assisted by a timer, scorer and at least two ball holders. An additional fourth official can also be used for the three referee systems.	MSHSAA has not chosen one system of officiating over another.
5-1-3	The officials shall be dressed alike in the uniforms primarily consisting of: A. a shirt approved by the state association; in the event of a color conflict between the officials and the field players of either team, the officials shall change to a jersey of a color distinct from the field players of both teams; B. black shorts or long trousers; C. predominantly black shoes and black knee socks with white horizontal stripes; D. two whistles, yellow card, red card, stop watch, flipping coin, pencil and scorecard; E. a solid black cap, if worn; F. unless otherwise prohibited by the state association, electronic communication devices may be used by officials to communicate.	MSHSAA has adopted the safety green and black vertically striped front with a solid safety green back jersey. No other jersey styles that have been previously approved will be recognized as proper attire for MSHSAA soccer officials. Officials shall be dressed identically. The MSHSAA patch will be worn on the left sleeve as manufactured. The NFHS patch may (optional) be worn on the right sleeve only. The American Flag may (optional) be worn on the right sleeve only (must be worn above the NFHS Officials Association patch if both are worn). A local association patch may (optional) be worn on the left chest only. For state tournament contests only the MSHSAA patch (and the optional American Flag) shall be worn on the uniform shirt.
6-2-1	The home school timer shall be the official timer. However, by mutual agreement of opposing coaches or by state high school association adoption, the official time may be kept by the head referee.	The head referee shall be the official time keeper and ensure that any visible timing device reflects accurate time remaining. The official will also visibly signal to the home school timer when to start, stop and adjust (if needed) the time showing on the timing device.
6-3-1	The home school shall designate the official scorer. However, by mutual agreement of opposing coaches or by the state high school association adoption, the official score may be kept by the head referee.	Adopted as written by the NFHS. The head referee shall be the official scorer and ensure that any visible scoring device is accurate, and adjust if necessary. The head referee will also be responsible for initiating the captain's meeting prior to kickoff, collecting team rosters, recording scores, recording the number and reason for all cautions and ejections, and verifying scores at the conclusion of all contests.

6-3-3	By state association adoption, a fourth official may be appointed to assume the duties of scorer. The fourth official is under the jurisdiction of the head referee and performs those duties as assigned.	Adopted as written by NFHS.
7-1-1	Two equal halves of 40 minutes each shall be played, unless by state high school association adoption, four equal quarters of 20 minutes each are specified.	Adopted as written by NFHS.
7-1-2	Periods may be shortened by state high school association adoption, or if mutually agreed upon or in any emergency, by agreement of coaches or ordered by the head referee, provided it is determined to shorten the periods before the game or before the second half begins and all remaining periods are the same length.	Adopted as written by NFHS.
7-1-3	In the event a game is suspended because of conditions which make it impossible to continue play, the head referee shall declare it an official game if one complete half or more of the game has been played, unless otherwise set forth by state association adoption. If less than one-half of the game has been played, the game may be rescheduled from the start, or restarted from the suspension of play according to state association adoption.	In the event a game must be suspended because of conditions which make it impossible to continue play, the head referee shall declare it an official game if one complete half (or more) of the game has been played and a winner can be determined (score is not tied). If less than one-half has been played or a winner cannot be determined, then the game will be resumed from point of interruption
7-1-5	By state association adoption, a goal differential may be established whereby at the end of the first half if one team has gained the established goal differential or if it secures such differential during the second half, the game shall be ended.	MSHSAA has adopted a point differential (8 goals) whereby at the end of the first half if one team has gained the established point differential or if it secures such differential during the second half the game shall be terminated.
7-3-1	Regular season games which are tied at the end of 80 minutes of play may be resolved by procedures adopted by state high school associations.	Regular season varsity games (conference or nonconference play) – the overtime shall be two ten-minute sudden victory periods with the National Federation Penalty Kick Procedure to follow if necessary. Sub-varsity games in this category shall not play overtime. 2. Regular season tournament pool play, where no advancement from an established bracket is necessary, overtime is optional. The options are as follows: (1) no overtime, or (2) the overtime procedure shall be two ten-minute sudden victory periods with the National Federation Penalty Kick Procedure to follow if necessary. The winning team after overtime, and penalty kicks if necessary, will record this result as a win and the losing team will record this result as a loss on their seasonal records. Overtime procedures will be determined at the discretion of the tournament host and must be provided in advance to all tournament participants. 3. Regular season tournament games when advancement from an established bracket is necessary (not pool play) – the overtime procedure shall be two ten-minute sudden victory periods with the National Federation Penalty Kick Procedure to follow if necessary. The winning team after overtime, and penalty kicks if necessary, will record this result as a win and the losing team will record this result as a loss on their seasonal records.
12-4-4	NOTE: The rules committee strongly recommends that each state high school association adopt a policy wherein an ejected player, substitute, coach or other bench personnel under articles 2, 3, and 4 shall be barred from participating in the next contest(s).	Adopted as written by NFHS.
12-5-1e	A player, substitute, coach or bench personnel shall be cautioned for any incidental use of vulgar or profane language.	Adopted as written by NFHS.

SECTION 2: REGULAR SEASON

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- A. **GAME RULES:** The current National Federation Soccer Rules Book shall govern all competition except where modified by MSHSAA. MSHSAA By-Law 3.18 and Board policies regarding all tournaments shall be followed by soccer tournament managers.

- B. **SOCCER PRE-SEASON JAMBOREE:** MSHSAA boys' and girls' soccer teams are allowed to participate in a scrimmage with other schools **after having completed the 9th day of practice and prior to their first regular season contest.** Each school will be allowed 1 scrimmage using a 3-team or 4-team format. Schools may **NOT** attend or participate in a 2-team format.

Team scoring and all NFHS rules will be followed and enforced. All scores will be cleared after each period. Teams may wear practice or game uniforms. Admission, if collected, will be determined by the host school.

Each school may only play a maximum of 75 minutes as described below:

3-Team Format

A vs. B (35 minutes)

B vs. C (35 minutes)

C vs. A (35 minutes)

(Each school may only play a maximum of two 35-minute periods.)

4-Team Format

A vs. B (25 minutes)

C vs. D (25 minutes)

A vs. C (25 minutes)

B vs. D (25 minutes)

A vs. D (25 minutes)

B vs. C (25 minutes)

(Each school may only play a maximum of three 25-minute periods.)

- C. **DURATION OF GAME/OVERTIME PROCEDURES:** Rule 7-1-1 – MSHSAA has adopted the two equal halves of 40 minutes each for senior high contests. Also, the length of play for junior high schools shall be two equal halves of 30 minutes each. Rule 7-1-2 – MSHSAA has adopted the procedure of shortening periods.
1. Regular season varsity games (conference or nonconference play) – the overtime shall be two ten-minute sudden victory periods with the National Federation Penalty Kick Procedure to follow if necessary. Sub-varsity games in this category shall not play overtime.
 2. Regular season tournament pool play, where no advancement from an established bracket is necessary, overtime is optional. The options are as follows: (1) no overtime, or (2) the overtime procedure shall be two ten-minute sudden victory periods with the National Federation Penalty Kick Procedure to follow if necessary. The winning team after overtime, and penalty kicks if necessary, will record this result as a win and the losing team will record this result as a loss on their seasonal records. Overtime procedures will be determined at the discretion of the tournament host and must be provided in advance to all tournament participants.
 3. Regular season tournament games when advancement from an established bracket is necessary (not pool play) – the overtime procedure shall be two ten-minute sudden victory periods with the National Federation Penalty Kick Procedure to follow if necessary. The winning team after overtime, and penalty kicks if necessary, will record this result as a win and the losing team will record this result as a loss on their seasonal records.
- D. **SUSPENDED/CANCELLED GAME:** In the event a game must be suspended because of conditions which make it impossible to continue play, the head referee shall declare it an official game if one complete half (or more) of the game has been played and a winner can be determined (score is not tied). If less than one-half has been played or a winner cannot be determined, then the game will be resumed from point of interruption (NFHS Rule 7-1-3 adoption). (See *Hazardous Weather Conditions* Section 1-J)

- E. **TIMING FOR HALF-TIME AND BETWEEN GAMES:** Schools shall follow rule book procedures for half-time length and it is recommended that the time between games be no greater than 10 minutes.
1. The half-time interval shall be 10 minutes unless opposing coaches mutually agree to a different length
 2. The interval between the second half and the first overtime period shall be five minutes. The interval between the first and second overtime (if necessary) shall be two minutes.
- F. **MERCY RULE:** Rule 7-1-5 – MSHSAA has adopted a point differential (**8 goals**) whereby at the end of the first half if one team has gained the established point differential or if it secures such differential during the second half the game shall be terminated.
- G. **FORFEITED GAMES:** A game shall be forfeited if a team fails to report by 15 minutes after the set starting time. Host schools or tournament managers will make the final decision on the forfeit. Every effort should be made to contact a late team. (Unless unavoidable, i.e. bus trouble, etc.)
- H. **OFFICIALS:** It is strongly recommended, in the interest of safety, that in areas of the state where the number of officials are available, the three-man officiating system be used for regular season varsity games.
- I. **GAME BALL:** All game balls used for interscholastic competition shall possess the NFHS Authenticating Mark. Game officials shall inspect all balls provided for competition for the NFHS Authenticating Mark. Should the host school be unable to provide conforming balls, the official will put into play conforming balls provided by the visiting school. Contest officials are required to notify the MSHSAA office in writing regarding the failure of any host school to provide the marked balls. No contest shall be cancelled and no contest penalties shall be assessed for nonconforming balls. MSHSAA will provide game balls beginning with the semifinal games. The official soccer ball is the **Wilson VIVIDO**.
- J. **UNIFORMS/PLAYER EQUIPMENT:** The designated home team will be responsible for providing a uniform clearly distinguishing it from the other team. The home team shall wear dark jerseys and dark socks of a single dominant color (Rule 4-1-1a, b). The visiting team shall wear **solid** white jerseys and solid white socks. If tape or similar material is applied externally to the socks it must be of similar color as that part of the sock to which it is applied. In **district** play the top team on the bracket shall be considered the home team and shall wear dark jerseys and dark socks. The visiting team shall wear solid white jerseys and solid white socks. Schools shall be reminded to take both solid white and dark jerseys and socks to every game so conflicts can be easily resolved.

In quarterfinal, semifinal, and final play the bottom team on the bracket in even-numbered years will be considered the home team and wear dark jerseys and dark socks of a single dominant color. In odd-numbered years the top team on the bracket will be considered the home team.

Captain Arm Bands: Rule 4-1-2 – Captain Arm Bands must be worn on the arm and must be of contrasting color.

Caps: Rule 4-2-1h – Missouri has adopted the wearing of caps as long as they are all identical.

Artificial Limbs: Rule 4-2-5 – Any participant wearing an artificial limb must have a letter from MSHSAA indicating that the artificial limb has been reviewed and in the judgment of MSHSAA, it is permissible to play with such. This permission must be granted **prior** to the student's participation.

Protective Face Mask: Rule 4-2-8 – A protective face mask may be worn by a player with a facial injury. The mask may be made of a hard material, but must be worn molded to the face with no protrusions. A medical release for the injured player signed by a physician (MD/DO) shall be available at the game site.

Commemorative/Memorial Patches: Rule 4-1-1f – Commemorative or memorial patches may be worn on the jersey for **special occasions**, not to exceed 4 square inches. A written request to the MSHSAA office must be submitted and approval granted from the MSHSAA sport executive is required **prior** to wearing on a school's jersey.

- K. PRE-GAME CONFERENCE:** Officials shall conduct a pre-game conference before each contest at the midfield line which the head coach of both teams (not a representative of the head coach), each team's captains, and all the officials must attend to discuss sportsmanship, identify ball persons (do not start game without two ball persons being provided), game procedures, etc. Coaches must submit a complete roster to the Head Referee. The roster must contain first and last names of each coach on the bench, and the first and last names of all eligible players and jersey numbers associated.
- L. YELLOW AND RED CARDS:** The following MSHSAA Board of Directors policy will be used regarding the accumulation of yellow and red cards:
1. A yellow card of any type will count towards a player or coaches card count.
 2. An individual player or coach that accumulates five yellow cards during the season will be issued a one game suspension for the next game. The second set of five yellow cards received will result in a two-game suspension for the next game; the third set of five yellow cards will result in a three-game suspension for the next game.
 3. Card counts from out-of-state games must be reported by the AD to the MSHSAA office.
 4. Any player or coach receiving two yellow cards in one game (soft red) will result in a one game suspension. The first yellow card goes towards the player's or coach's yellow card count. The second yellow card is considered a red card and does not count towards a player's or coach's yellow card count. The player or coach will sit out the next game for the red card violation. If the player **or coach** has **four** yellow cards going into a game and gets two additional yellow cards, the player **or coach** will sit out one game for the five yellow cards and will sit out one game for the soft red (total of two games).
 5. Same rules apply for the coaches.
 6. Postseason card counts will begin at zero starting with the district tournament. If a player or coach accumulates four yellow cards during any part of the state tournament a player or coach will be issued a one game suspension.
 7. Officials must submit a special report on the MSHSAA website regarding **all** yellow and red cards issued.
- M. YELLOW CARDS FOR UNSPORTING DISSENT:** The following policy will be used regarding the accumulation of yellow cards for Dissent. Dissent is unsportsmanlike behaviors by word (cursing towards officials, opponents, or fans) or shows of dissent by action (unsporting behavior, actions, gestures towards officials, opponents, or fans).
1. An individual player or coach that accumulates three yellow cards during the season for unsportsmanlike dissent cautions will be issued a one game suspension for the next game at that level. The second set of three yellow cards during the season for unsportsmanlike dissent cautions will result in another one game suspension for the next game at that level.
 2. A coach whose team receives six unsportsmanlike dissent cautions (yellow card) will result in a one game suspension for the coach at the next game at that level.
 3. Unsportsmanlike dissent yellow cards also accumulate towards the yellow and red card count. Thus, if a player or coach had received two yellow cards for unsportsmanlike dissent actions and a total of four yellow cards coming into a game, and in that game received a yellow card for unsportsmanlike dissent behavior, the player or coach would have to sit out of the next game at that level for their third unsportsmanlike dissent yellow card plus another game for their fifth yellow card. In this case, the individual player or coach would have to sit out a total of two games. Likewise, if an individual player or coach came into a game with two yellow cards for unsportsmanlike dissent actions and a total of three yellow cards, and in that game received two additional yellow cards including one for unsportsmanlike dissent actions, the individual or coach would have to sit out a total of three games. One game for three unsportsmanlike dissent actions, one game for the accumulation of five yellow cards, and one game for the soft red card.
 4. Card counts from out-of-state games must be reported by the AD to the MSHSAA office.
 5. Postseason card counts will begin at zero starting with the district tournament.
 6. Officials must submit a special report on the MSHSAA website regarding all yellow cards issued for unsportsmanlike dissent behaviors and those cards should be coded as such in the website by clicking "Unsporting Yellow".

N. EJECTED PLAYER OR COACH

PLAYER:

1. An ejected player is automatically suspended from the next game. Any player that is issued a red card and disqualified before, during, or after a soccer contest shall be prohibited from participating in the **next** contest for that level by the school administration in accordance with MSHSAA By-Law 5.5.
2. Any player ejected from a suspended, tied game remains ineligible for further play in that game and the next game.
3. No player shall verbally, or by action, dispute an official's judgment. (This should always be considered unsporting conduct and the player should be carded with either a red or yellow card.)

COACH:

1. An ejected coach shall be removed from the playing area and bleachers, but should remain available should an emergency situation arise, i.e., visiting coach could go to bus. He/she is prohibited from any further contact, direct or indirect, with the team during the remainder of the game. Failure to comply shall result in the termination of the game. An ejected coach shall not be within sight or sound of the contest.
2. A game may continue only if an assistant coach or a bona fide school faculty member and/or administrator is available to substitute for the coach on the bench.
3. Should there not be a faculty member and/or administrator available, the game will be forfeited.
4. Any coach that is issued a red card and disqualified before, during, or after a soccer contest shall be prohibited from coaching in or attending the **next** contest for that level team by the school administration in accordance with MSHSAA By-Law 5.5.

O. SPECIAL ACCOMMODATIONS: The school of a competitor with a disability or special need may request specific accommodations or to use special equipment. **The following items are required before accommodation requests can be reviewed and considered:**

1. A written request from the school, describing the competitor's special needs and the specific accommodations being requested. The letter should include the rule references of applicable NFHS Soccer Rules that would be violated without the accommodation.
2. A letter from the parent(s) or guardian confirming the need for an accommodation and approving the accommodation request.
3. A letter from the student's doctor or applicable caregiver describing the medical circumstance or special need, and confirming the need for an accommodation.
4. Photographs of 1) the special equipment, and 2) the student wearing the special equipment, if applicable.

Subsequent requests (after a student is initially approved for an accommodation) will only require the school request (number 1 on the list above.)

Written approval from the MSHSAA office is required prior to any competition. During the regular season, the letter of approval from MSHSAA must be presented to match officials before any accommodations may be used. **Please allow ONE WEEK for requests to be reviewed prior to the first competition.**

MSHSAA will consider requests if:

1. the sport is not fundamentally altered by the accommodation,
2. the accommodation does not create a risk to either the athlete or others, and
3. the accommodation does not place opponents at a disadvantage.

P. GOOD SPORTSMANSHIP: Good sportsmanship is an integral part of school activities. Coaches, players and fans should display only those actions which reflect the highest ideals of sportsmanship in the athletic program at all times. Any type of cheering, yelling and other similar actions which are done in a fashion to disconcert or be derogatory toward the opposing team or a specific opponent at the point play is occurring is considered inappropriate. Cheering, yelling and other support should be in a positive nature toward the school team and not done to taunt or disconcert opponents.

Q. UNSPORTSMANLIKE CONDUCT: The Board of Directors is vested with the power to suspend schools from membership for the unsportsmanlike conduct of teams, coaches, students or fans. Each school is responsible for the conduct of its teams, coaches, students and fans at matches both at home and away.

1. The Board may delegate to the Executive Director power to take immediate action when a situation demands such. The party or parties concerned shall have the privilege of requesting a hearing before the Board of Directors at its next regularly scheduled meeting for a review of the case and the action taken by the MSHSAA Office.
2. The Board of Directors may, at its discretion, substitute a fine not to exceed the sum of \$25.00 for each offense in lieu of suspension from the Association or to take any action that it deems advisable that does not exceed the maximum penalty of 365-day(s) suspension from the Association.

R. CONTEST LIMITATIONS:

1. A Senior High School team may participate in 25 contests during a season.
2. A Junior High School team may participate in 18 contests during a season.

S. ENTERING SCORES/LISTING OFFICIALS: Coaches entering the score of all varsity contests and the officials working the contest is a requirement. This information should be entered within 24 hours of each game, and they must be completed by the District Entry deadline. Coaches entering the officials working the contest is the only way MSHSAA can track/monitor how many contests an official is working the current year and the previous year. This information is vital to the postseason selection process for both District Tournament Managers and MSHSAA.

T. INDIVIDUAL PLAYER LIMITATIONS (HIGH SCHOOL):

1. Daily Limit: No player may play in more than three halves of soccer per day in a varsity/junior varsity doubleheader against the same school. If a school schedules two/three varsity or two/three junior varsity soccer games against different schools on the same calendar date, a player could play no more than four/six halves on that date, respectively.
2. Season Limit: A player is eligible to play in no more than 66 halves for the season.

U. OFFICIALS JURISDICTION

1. The jurisdiction of the officials shall begin on arrival at the field of play and its immediate surroundings (to begin official responsibilities), which shall be no later than 15 minutes prior to the start of the game and end with the officials leaving the field of play and its immediate surroundings. (Rule 5-1-2)
2. The head referee shall be the official time keeper and ensure that any visible timing device reflects accurate time remaining. The official will also visibly signal to the home school timer when to start, stop and adjust (if needed) the time showing on the timing device. (Rule 6-2-1)
3. The head referee shall be the official scorer and ensure that any visible scoring device is accurate, and adjust if necessary. The head referee will also be responsible for initiating the captain's meeting prior to kickoff, collecting team rosters, recording scores, recording the number and reason for all cautions and ejections, and verifying scores at the conclusion of all contests. (Rule 6-3-1)

SECTION 3: POSTSEASON CRITERIA

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A. SCHOOLS/INDIVIDUALS

1. Postseason is for member senior high schools only
2. Schools must register for the postseason by the annual deadline
3. A school must have competed in the minimum number of contests (8) for the sport/activity concerned as outlined in Diagram 3-29-6 in the MSHSAA handbook
4. An individual must have represented their school in interscholastic competition in that sport during the current season as according to MSHSAA By-Law 5.1.2.

B. OFFICIALS: MSHSAA registered officials (not on probation) will be the only eligible officials who can be contracted for postseason contests. Furthermore, only those MSHSAA registered officials who have completed and verified a postseason application shall be eligible to work postseason contests. Officials for the district tournaments will be selected via a regional draft. Officials for all quarterfinals and final site contests will be selected by the MSHSAA staff.

C. MSHSAA BY-LAW PROVISIONS: In order to enter students in the MSHSAA State Soccer Championships Series, the following provisions must be met:

1. A school must have employed a soccer coach and offered instruction in soccer as provided in MSHSAA By-Law 3.1.

D. CLASSIFICATION: The district and state soccer tournaments will be administered under an annual classification based upon the total number of schools participating in the sport. There will be a total of 4 classes with the lowest enrollment schools representing Class 1 and the highest enrollment schools representing Class 4. Classification and district assignments will be released accordingly: Boys = Friday of Week # 8; Girls = Friday of Week # 37.

E. DISTRICT ASSIGNMENTS: District assignments, listing host sites and local managers will be published on the MSHSAA website early in the season. The assignment criteria utilized for the assignment of schools to districts are (1) geographic proximity and (2) approximate numerical balance.

F. SPORTS REGISTRATION FEE: Schools which submitted the Tournament Registration Fee for soccer have been assigned to a district soccer tournament.

G. SPORTS SEASON: Only those schools participating in the soccer season, as outlined in MSHSAA Athletic By-Laws (Section 3) will be eligible to enter a district soccer tournament.

H. GAME BALL: The official game ball for the state tournament series is the WILSON VIVIDO. MSHSAA will provide game balls beginning with the semifinal games.

I. SITE/FIELD QUALIFICATIONS: See Appendix C at the conclusion of this manual for site selection process criteria.

J. DISTRICT & STATE TOURNAMENT: For all classes there will be either 4 or 8 district tournaments. For classes with 4 district tournaments, there will be no quarterfinals. For districts of 8, a quarterfinal game will be played. Regardless of whether a quarterfinal game is played, a state tournament will occur for each class. If there is no quarterfinal game, advancement will occur to the semifinals. For classes that have a quarterfinal game, winners will advance to the semifinals and finals. A third-place game will be played.

SECTION 4: POSTSEASON ENTRY PROCEDURE

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A. PARTICIPATION IN DISTRICT TOURNAMENT: Any team scheduled to play in the district tournament that does not appear as scheduled is subject to a forfeit and shall be responsible for paying the scheduled officials' fees in addition to the fee for dropping postseason after the deadline.

B. ENTRY PROCEDURES:

1. All school/team district entries shall be submitted online for the MSHSAA District and State Tournament Series. All school/team district entries shall be submitted by 4:00pm the day before the district seeding meeting (**Boys Class 1-4: Friday of Week 15; Girls Class 1-4: Friday of Week 43**). The online guide for accomplishing this entry process can be found on the MSHSAA website by following these steps:
 - a. Select the Login Link in the upper right-hand corner of the MSHSAA website.
 - b. Under "Sports and Activities", select the link "District Entries".
 - c. Click on the "Boys/Girls – Soccer".
 - d. Complete the screens as listed

Be sure to submit your Officials Recommendations, Contest Official Declarations, District Eligibility Rosters, Season Records, Conflicts of Interest, and Pass Lists) by the indicated individual deadlines listed on the MSHSAA website and included in this manual.

All eligible players shall be listed on the roster at the time of the beginning of each tournament (the District Tournament is one tournament and the Quarterfinal/State combination is a second single tournament). No new players may be added to the roster once the team has participated in the respective tournament. **Example:** A coach may add a player to the roster at the completion of the District Tournament prior to participating in the Quarterfinal Tournament. Once the Quarterfinal round begins, no further additions would be allowed.

2. **Officials Recommendations:** All coaches are **required** to submit Postseason Soccer Officials Recommendations, on the MSHSAA website under the "District Entries" link. Recommendations must be submitted online no later than **Wednesday of Week 14 for boys** and **Wednesday of Week 42 for girls**. These recommendations will also be used when determining Quarterfinal and State assignments.

Purpose of Official Recommendations: MSHSAA takes the officials recommendation/non-recommendation process very seriously. This process for post-season officials is designed to enhance the quality of officiating through input from each school on those officials that should be considered for post season contests. MSHSAA has the right to dismiss any recommendations/non-recommendations, submitted by head coaches, if it is determined that the coach has abused and/or manipulated the process for intentions not aligned with MSHSAA's purpose and philosophy in selecting post-season officials.

3. **District Eligibility Roster:** This information shall be submitted via the MSHSAA website no later than one day before the first allowable district seed meeting: **Friday of Week 15 for boys** and **Friday of Week 43 for girls**. A school should include on the list all of its eligible athletes for soccer. Failure on the part of the school and/or head coach to complete this process could result in the elimination of the school from the MSHSAA district and/or state championship series **and a \$50 late fee will be assessed to the school.**

4. **Additions/Substitutions:**

- a. District eligibility rosters submitted prior to the deadline may be edited for no fee.
- b. A fine of \$50 will be assessed for changes made to the district eligibility roster after Saturday of week 16 for boys and week 44 for girls and prior to the first day of the district tournament.
- c. After the first game of the district tournament, substitutions to the district eligibility roster may only be made in case of illness or injury verified by a physician. Any player who is thus replaced may not return to competition in the district tournament but may return for the state tournament.
- d. Rosters may be edited between winning the district tournament and playing in the first round of the state tournament (quarterfinals). Even though the availability of a player is doubtful due to an injury or illness, they should be included on the roster submitted between the district tournament and quarterfinal game. After the quarterfinal game has been played no additions may be made to the state roster.

5. **Season Record:** All schools assigned to the tournament shall be required to have an up-to-date season record on the MSHSAA website no later than the day before the first allowable district seeding meeting: **Friday of Week 15 for boys** and **Friday of Week 43 for girls**.

6. **Pass List:** The district pass list shall be submitted on the MSHSAA website to the district manager by one day prior to the first allowable playing date of the district tournament: **Friday of Week 17 for boys** and **Friday of Week 45 for girls**. A separate pass list shall be used for the district and quarterfinal contests. At the semifinal and final contests, individual gate passes will be given to players, coaches, administrators, trainers, cheer coaches, etc. of qualifying teams.

Gate passes will be issued to all participating players and coaches for the semifinal/final contests. The number of passes issued to qualifying schools will be based on the numbers submitted on the District Winners Report. An additional seven passes will also be provided to be distributed to managers, bus driver, and student supervisors. A pass for the superintendent, principal, athletic director and cheer coach will be available at the will call window with photo identification.

Varsity cheerleaders shall be admitted free to the session their team plays in semifinal/final contests provided they are in their official school cheerleader uniforms and are accompanied by their cheer coach who must have a pass. They must enter as a group with their coach to gain free admission. The number of varsity cheerleaders is to be verified by the school principal or superintendent.

7. **Late Entries:** Managers are allowed to accept late entries one week prior to the first allowable playing date of the district tournament. A late entry penalty fee of \$50 shall be assessed for late entries. No entries will be accepted after the first allowable playing date of the district tournament. The district manager shall notify MSHSAA regarding any late entries or failed submissions for the tournament. MSHSAA shall invoice any school(s) owing a late entry penalty fee.

- C. **SEEDING MEETING:** The district manager, along with the help of a tournament committee, shall schedule a meeting to draw the tournament bracket. The seed meeting should be scheduled during the evening or on a Saturday to avoid conflicts with school time. The seeding must occur between **Saturday of Week 15 and Saturday of Week 16 for boys** and **Saturday of Week 43 and Saturday of Week 44 for girls**. All schools assigned to the tournament should be notified of the time and place for the meeting at least seven (7) days in advance, and all schools are requested to be represented. A face-to-face seed meeting is highly recommended. A zoom or similar type of conference call may be used in place of an actual meeting if approved by the tournament committee.

1. **Seed Meeting Procedures:**

- a. The mandatory seeding procedure is to seed each spot individually starting with the #1 seed, followed by the #2 seed, continuing to the last seed.
 - b. Schools may not vote for themselves in the seeding process. **NOTE:** If School "A" votes School "B" as the #1 seed and School "B" does not receive enough other votes for the #1 seed, School "A" **MUST** vote School "B" as the #2 seed in the next round of voting (until School "B" has been seeded).
 - c. The district schools participating in the meeting shall consider each team's win-loss record (varsity vs. varsity matches only), head-to-head competition, caliber of competition, and common opponents they have played over the season.
 - d. After the District Manager receives each school's vote after each round, the manager must make each vote known to all participating coaches.
 - e. If a tie should occur, a second vote would be used to determine the seed, but only the district schools who **are not** involved with the tie would participate in the second vote.
 - f. Should a tie still exist, a coin flip shall determine the seeds of the tied teams. This specific procedure shall be followed by the district manager.
2. All teams shall be seeded. In districts of eight teams or less, byes are to be given first to the first-seeded team, then the second-seeded team, etc.

SECTION 5: CHAMPIONSHIP SERIES

(District Tournament thru the State Championships)

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- A. **POSTSEASON BROADCAST:** MSHSAA Holds exclusive ALL-PLATFORM DISTRIBUTION rights for AUDIO, DATA, and VIDEO for all postseason contests or festivals (beginning with district level through state) in all activities. Any transmission or production of any portion of these events, without the consent of MSHSAA is prohibited. Events are defined as the competition or performance. This includes, but not limited to, using programs such as Facebook Live, or YouTube.

B. CLASSIFICATIONS (FRIDAY OF WEEK 8 FOR BOYS; FRIDAY OF WEEK 37 FOR GIRLS)

1. Schools will be divided into classes as determined by classification procedures outlined in Board Policy. For all classes there will be either 4 or 8 district tournaments, 4 quarterfinal games (for classes that have 8 districts), and a state tournament. For classes with only 4 districts, advancement to the semifinals and finals will occur from the district championships. For classes that have 8 districts, quarterfinal winners will advance to the semifinals and finals. A third-place game will be played.
2. **Tournament Format**
 - a. **Ball Person:** During the district and state tournament series, each team shall furnish one ball person and it is recommended that this same procedure be followed during regular season tournaments as well. For regular season games, National Federation Rule 6-1 states that "at least two ball holders shall be provided by the home team."
 - b. **Overtime Procedure:** For the district and state tournament series the overtime procedure shall be two 15-minute sudden victory periods with the National Federation Penalty Kick Procedure to follow if necessary. The winning team after overtime and penalty kicks (if necessary) will record this result as a win and the losing team will record this result as a loss on their seasonal records.
 - c. **Suspended Game/Inclement Weather:** In the event a MSHSAA post season soccer game must be called due to darkness, rain, or other causes which make it impossible to continue play, it shall be considered a suspended game and shall be continued from the point of suspension. If the game has reached half-time and a winner can be determined, the team trailing at the time of suspension has the option to return and finish the game or have the current score be considered final. Coaches and officials must sign and date the rosters and indicate if the game is official or will be completed at a later date. (See *Hazardous Weather Conditions* Section 1-J)
 - d. **District Tournaments**
 - i. District tournaments shall be scheduled in accord with the committee's best judgment, including starting times for sessions. If afternoon games are scheduled, it is suggested that these sessions be scheduled after the school day closes. District tournament games shall begin on the first allowable date unless the host school's fields are not available and in such situations be scheduled as soon as possible.
 - ii. When it becomes necessary to postpone an event, the local manager should check with the MSHSAA Office. Rescheduling on Sunday should be avoided unless absolutely necessary and then only after getting approval of participating schools.
 - iii. Schedule: The principals, athletic directors, and coaches are requested to follow the schedule in this manual.
 - a. **District tournament games shall be played:**
Boys Class 1-4: Saturday of Week 17 – Tuesday of Week 19
Girls Class 1-4: Saturday of Week 45 – Tuesday of Week 47
 - b. **The district tournament must begin by Tuesday of Week 18 for boys soccer and Tuesday of Week 46 for girls soccer.**
 - c. Postponed games shall be played on the first possible date following the postponement.
 - d. The schools winning district tournaments shall contact immediately the host site manager for necessary information and instructions.
 - e. See the MSHSAA website at www.mshsaa.org for brackets for district, sectional, and quarterfinal game sites and times.
 - f. Trophies will be presented to the place winners at the state tournament. Plaques will be given to district winners and runners-up. Plaques will be mailed directly to district managers and winners will receive the plaques at the site.

e. **Quarterfinal Games**

- i. The host school for the quarterfinal game will be the top team on the bracket in odd years and the bottom team on the bracket in even years.
 - ii. All soccer quarterfinal games occurring on a Saturday must have a scheduled starting time between 12:00 noon and 6:00 p.m.; quarterfinal games occurring on a weekday must have a scheduled starting time between 4:00 p.m. and 6:00 p.m. A starting time scheduled outside these parameters must be approved in advance by both school administrators and the MSHSAA staff.
 - iii. Schools that do not meet the minimum state field dimensions (60 yards by 110 yards) or do not have lighted fields and are scheduled to host a sectional or quarterfinal game must secure a suitable alternative location or portable lighting at no cost to MSHSAA. If the host school is unable to secure an alternative site or portable lighting at no cost to MSHSAA, the game shall be played at the non-host schools location. If the non-host school is unable to provide a suitable playing field or is unable to secure an alternative site at no cost to MSHSAA, both schools will incur the expense of securing a neutral site. A host site that forfeits or is unable to host a round of the playoffs will still be considered as hosting that round when it comes to the formula in determining the host site for the next round.
 - iv. The quarterfinal games shall be played:
Boys Class 1-4: Saturday of Week 19
Girls Class 1-4: Saturday of Week 47
 - v. Instructions will be electronically delivered to the AD/coach of the winning team immediately following the quarterfinal game.
- f. **STATE TOURNAMENTS:** See brackets on the MSHSAA website for times and field assignments.
Boys Class 1-4: **Semifinals: Friday of Week 20**
 Finals: Saturday of Week 20
Girls Class 1-4: **Semifinals: Friday of Week 48**
 Finals: Saturday of Week 48

*See brackets on the MSHSAA website for game sites and times.

C. **DIGITAL TICKETS:** Hometown Ticketing is the official partner for digital ticketing.

1. Districts: Use of digital ticketing will be a host school option
2. State Series: Use of digital ticketing will be REQUIRED. No paper ticketing will be available.
3. Contact: digitaltickets@mshsaa.org

D. **ADMISSION CHARGES:** Required for all spectators ages six (6) and up

1. District Games: \$6:00
2. Quarterfinal Game: \$10.00
3. Championship Games: \$12.00

APPENDIX A:
PROGRAM INFORMATION AND STATISTICS
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The MSHSAA staff strives to publish the most accurate materials for all Championship events. Since a majority of the information contained in Championship publications is submitted by qualifying schools, it is imperative that the MSHSAA office receive correctly-spelled names, accurate classifications (year in school), season results, statistics of participants and coaching information. The MSHSAA Board of Directors has approved a fine process for all late, incomplete or illegible submissions for MSHSAA Championship publications. Schools that do not submit their information to MSHSAA in a timely, legible, complete and accurate manner will be fined \$25 per offense (Board Policy #22). Electronic reports must be submitted by the appropriate deadline in the format and style included with the report instructions. It is the responsibility of the school to verify that MSHSAA has received its program information, team photo and any other required information by the appropriate deadline.

In addition to the appropriate roster and schedule information, the following statistical information will be requested for soccer teams advancing past the district tournament:

G	Games Played
Gls	Goals scored by the player
A	Assists recorded by the player
Pts	Points scored by the player (Goals are 2 pts, Assists are 1 pt)
GKM	Goalie Minutes- minutes played as goalie (can be rounded to halves)
GA	Goals Against
S	Saves
SO	Shutouts recorded by goalie (must be only goalie used in that game to be considered a shutout for the individual). Shutouts recorded by a team when two or more goalies are used are team shutouts only.

Note:

- 1) These numbers should represent all games played through the district tournament and will be required for teams advancing past the district tournament. Any statistical information to be found incomplete will result in a fine per Board Policy #9 as listed above.
- 2) Stats only need to be entered once prior to the Sectional game. The stats will not need to be updated after each playoff contest.
- 3) If you have any statistical questions, do not hesitate in contacting Andrew Kauffman in the MSHSAA office by e-mailing andrew@mshsaa.org or calling (573) 875-1077.

APPENDIX B: MSHSAA POSITION STATEMENT REGARDING U.S. COPYRIGHT COMPLIANCE

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Educators, coaches, and administrators who wish to use copyrighted material need to understand the privileges and rights of the copyright owner and must abide by defined limitations as expressed in U.S. Copyright Law. It is the responsibility of the school administration to ensure their school community is in compliance with U.S. Copyright Laws at all times when playing music at your events, reproducing consumable materials, and all other events taking place at school facilities where copyright laws are to be followed. When hosting a MSHSAA postseason event, the host site is responsible for confirming any music being played over a public sound system, used in video clips, etc., has the gained written permission and/or secured the necessary license(s) to play the music, video clips, etc. from the appropriate Performing Rights Organization (i.e. ASCAP, BMI, SESAC, other).

The NFHS (National Federation of State High Schools) has established an agreement with ASCAP to allow schools and non-school sites hosting a MSHSAA postseason event, to perform/play music in which they own the rights (at least 50%) of the work at no charge. It is your responsibility to ensure the music performed onsite is owned by ASCAP. To determine if the music is owned by ASCAP go to www.ASCAP.com and select the link 'Repertory' to search their catalog. If the work is not owned by ASCAP (at least 50%), you will need to work directly with the organization that does own the rights (BMI, SESAC, etc.) to secure the necessary license or not use that work. This agreement only extends to the playing of music recordings downloaded to personal electronic devices, CD's, etc. but does not extend to mash-up recordings or music altered from its original recording without the site obtaining a license to do so.

APPENDIX C: SITE SELECTION PROCESS

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A. General Process: District Site Selection Process

1. Following the assignment of all registered schools to classifications and districts, the MSHSAA staff shall select one Athletic Administrator or Principal (per district) to serve as the Site Selection Chairperson for the purpose of coordinating the process.
2. The chairperson shall be contacted and confirmed via email by the MSHSAA staff.
3. Each chairperson shall review the list of schools assigned to their district located on the activity page on www.mshsaa.org under the "Class and District Assignments" link
4. Each chairperson will contact all athletic administrators of schools and arrange a meeting (face-to-face is preferred but telephone conference call, email, fax, ballot, etc. is acceptable) to select the host site(s). MSHSAA shall incur no expense in conjunction with this meeting.
5. The request shall be to select the host site(s) for only the current classification cycle.
6. Schools wishing to host, shall complete and submit the District Host Submission Form (Appendix F) to provide evidence that facilities and staffing meet the necessary and/or recommended requirements to safely, securely and adequately provide for the conduct of the district tournament.
7. The chairperson shall distribute all submitted forms to district members for review prior to the selection meeting.
8. The chairperson shall notify the MSHSAA office, via email, by the established deadline and indicate the selected host site(s) and manager's information and the District Host Submission Form.
9. The MSHSAA staff shall review the submitted host sites for any necessary adjustments and final approval. The MSHSAA staff and/or Board of Directors shall select the host site when a district committee is unable to reach agreement or the Board determines a suggested site is unacceptable due to site constraints. A neutral site may only be used, provided there is prior approval from MSHSAA, due to confirmation of inadequate facilities at the assigned district schools or unusual circumstances. The neutral site shall be at no additional expense to MSHSAA.
10. Prior to final approval, a Medical Emergency Action Plan (EAP) for all state series sites and venues must be confirmed/uploaded to the MSHSAA website prior to hosting. The medical EAP shall specifically require an onsite AED and use of MSHSAA's AED Guidelines as posted on the Sports Medicine page at www.mshsaa.org
11. Following final approval, host sites shall be added to the district assignments link and the district managers' packets shall be forwarded to each district manager within an appropriate time frame to allow for proper administering of the event.

B. Specific Location and Emergency Requirements for District Sites

1. The Board of Directors has taken the position on the locations for District and State Tournaments that competition sites for all district and state series events shall be conducted in Missouri unless a school owned facility, contiguous to the school campus is beyond the state border.
2. The site facility(s) must be in compliance with the Title III of the Americans with Disabilities Act as a place of public accommodation.
3. A Medical Emergency Action Plan (EAP) for the venue being used for hosting a postseason contest must be uploaded and accounted for at www.mshsaa.org. The medical EAP shall specifically require an onsite AED and use of MSHSAA's AED Guidelines as posted on the Sports Medicine page at www.mshsaa.org
4. Secure location for contest officials to be sequestered from teams and spectators.
5. Ability to take admission for all contests.
6. Seating capacity shall be adequate to accommodate anticipated attendance.
7. Adequate off-street parking available for the seating capacity of the facility – required.
8. Adequate concessions available for spectators – required.

C. Specific Criteria For Soccer District Sites:

1. To host a district and/or state tournament game, the soccer facility must meet the following requirements: a quality surface, a minimum playing field of 60 yards by 110 yards, and it is strongly recommended that the playing field be 70 yards in width and 120 yards in length when possible, adequate seating capacity, lights (when possible), scoreboard and timing device.
2. Districts that do not have participating schools that have adequate facilities to host the district tournament (i.e., minimum state field requirements of 60 yards by 110 yards) must secure a suitable alternative at no cost to MSHSAA. If the participating schools are unable to secure a suitable playing field at no cost to MSHSAA the participating schools will incur the expense of securing a neutral site to host, the district tournament.
3. School location (playing field) among the schools assigned to the specific district is considered for reasonable travel.
4. As many games as possible shall be played at night to accommodate parents and spectators.
5. Properly maintained adequate bleacher seating with a strong under structure including foot boards is available for spectators from both the visiting and home teams is preferred.
6. A scoreboard with an automatic timing device and a public address announcer is preferred.
7. Availability of adequate restrooms for public use is required.
8. During all district and/or state tournament series games the playing field must have four corner flags with midfield flags or cones optional.
9. During all district and/or state tournament series games each game will have three balls available (one in the game and one each in the hands of the two ball persons).
10. Schools selected to host must be willing and capable of hosting. Schools electing not to participate in the site selection process method shall not have a vote in any alternative method before or after the fact.
11. Following final Board of Directors' approval, district assignments shall be printed indicating host sites and further advancement procedures including quarterfinal, and/or final sites selected by the MSHSAA staff and Board of Directors.

APPENDIX D: SOCCER BRACKET ROTATION

[\(TOC\)](#)

<u>21-22, 24-25, 27-28, 12-13, 15-16, 18-19</u>			<u>20-21, 23-24, 26-27, 11-12, 14-15, 17-18</u>			<u>19-20, 22-23, 25-26, 10-11, 13-14, 16-17</u>		
1	1	A	1	1	A	1	1	A
2	2	vs.	2	2	vs.	2	2	vs.
	3	B		3	B		3	B
	4			4			4	
5	9	E	7	13	G	3	5	C
6	10	vs.	8	14	vs.	4	6	vs.
	11	F		15	H		7	D
	12			16			8	
3	5	C	3	5	C	5	9	E
4	6	vs.	4	6	vs.	6	10	vs.
	7	D		7	D		11	F
	8			8			12	
7	13	G	5	9	E	7	13	G
8	14	vs.	6	10	vs.	8	14	vs.
	15	H		11	F		15	H
	16			12			16	

APPENDIX E: MEDIA INFORMATION

(TOC)

The following sections outline the standards and expectations set by MSHSAA for accommodating and managing media at MSHSAA postseason events. As the site manager, you are responsible for thoroughly understanding and adhering to these guidelines. You may also want to review our Media & Regulations Book on mshsaa.org/media.

- A. Eligible Media-** All media representatives must be approved by the MSHSAA communications team via our online credentialing system (See Credentialing in Section C). Please ensure media covering our events are working in a professional capacity and adhering to professional standards of conduct, as well as all MSHSAA media regulations (mshsaa.org/media) and event policies.
- B. Eligible School Media-** All school media representatives must be approved by the MSHSAA communications team via our online credentialing system (See Credentialing in Section C). School media is identified as a reporter/photographer/broadcaster who is verified to represent a full-member school. Each school qualifying for a MSHSAA-sponsored postseason event will be allowed school media credentials to gain access to the media areas for the purpose of taking still photography, videography, writing news/feature stories, or broadcasting. It is up to the school administration to decide which students or personnel will be issued these credentials (See Credentialing in Section C). See your Media Regulation and Credential Book on mshsaa.org/media for more information.
- C. Credentialing-** Athletic Directors can apply for **school media credentials** by logging into their MSHSAA administrative account, navigating to the Sports/Activities tab, and selecting "MSHSAA Media Credentials" under the postseason section. From there, athletic directors can add reporters and submit credential requests for postseason events. Schools may receive up to three approved media credentials per event, to be distributed at the school's discretion. Please note: Schools who wish to broadcast can apply for an additional number of media credentials (More Information in Broadcast Section Below). All media personnel—including, but not limited to, reporters, photographers, writers, broadcasters, and camera operators—must be credentialed to gain entry to the event grounds. Only individuals listed on the official pre-approved media list with a green checkmark are authorized to access your event. There are no exceptions. This list will include each media member's name, outlet, and email address, and can be found in the **Postseason Manager** portal by navigating to: **(The Event) > Tournament Items > Media Credentials**. Any outlet or individual not marked with a green checkmark, or not appearing on the list, must be treated as a spectator and must purchase a ticket for admission. If there is any uncertainty regarding a person's media status, please contact Andrew Kauffman or Scott Lunte for verification. See your Media Regulation and Credential Book on mshsaa.org/media for more information.
- D. Conduct-** All members of the media, school media included, should be held to the same standard. MSHSAA expects all media to behave in a professional manner. Any media representative who displays unprofessional behavior may be asked to leave. If a member of the media is found to have a direct association with a team or individual competing in a MSHSAA sanctioned event (such as a coach, team manager or reserve player), the individual's media credential privileges should be revoked, and an effort should be made to appropriately credential the violating individual should the situation warrant. Designated media areas should be for media use only. No one under 18 years of age (except student media representatives), spouses, friends, coaches or fans will be admitted to media areas. See your Media Regulation and Credential Book on mshsaa.org/media for more information.
- E. Restricted Areas and Procedures-** The player and officials locker rooms, practice areas and dressing areas are closed to all media representatives, including school media, at all times during any MSHSAA-sponsored activity. This policy is in place to protect the privacy of your student-athletes. It is the philosophy of MSHSAA and its member schools that minors in dressing areas do not mix with cameras and reporters, period. There are no exceptions to this rule at any time. Likewise, game officials are restricted from issuing comments to the media before, during or after a contest. Any attempt to pursue an official in the playing area, in the dressing areas or on the grounds of the event itself will be considered a violation of the conditions placed on the representative's/outlet's credentials. Rules interpretations may be sought through the site manager, media host or host athletic administrator only. See your Media Regulation and Credential Book on mshsaa.org/media for more information.
- F. Accommodations-** Site managers are responsible for accommodating media representatives and ensuring appropriate working space is provided. Basic accommodations should include, but are not limited to, access to team rosters and brackets, official scoring or results, a writing surface (e.g., a designated press table), weather protection, and access to the competition area after the event concludes. If there are any known limitations that may hinder the ability to properly accommodate media, the MSHSAA communications team must be notified in advance. Known limitations could include lack of broadcast areas, working table space, photography areas, exposure to inclement weather, and other areas that are believed to be at an unsafe distance from the playing surface. Additionally, banners, when permitted at the site manager's discretion, should be displayed at the station's originating location, and this banner may only be displayed while the outlet is originating. The banner may not display logos or names of advertisers sponsoring the outlet's origination. See your Media Regulation and Credential Book on mshsaa.org/media for more information.

- G. Results-** Each site manager has the responsibility to ensure all final results are reported immediately after the conclusion of each postseason game to the MSHSAA website.
- H. Photography-** Photographers who need “floor” access must be on the official pre-approved media list. Individuals with a camera who are not on the pre-approved media list with a green checkmark must be treated as a spectator and must purchase a ticket for admission. All photographers must follow NFHS and MSHSAA guidelines. Complete photographer regulations by sport can be found in the Media Regulation and Credential Book on mshsaa.org/media. Individuals who fail to follow NFHS and MSHSAA guidelines may be asked to leave the facility.
- I. Broadcasts-** Any entity, including schools, wishing to conduct a video or audio broadcast must request approval through the MSHSAA online credentialing system. Only individuals listed on the official pre-approved media list with a green checkmark are authorized to broadcast your event. Unauthorized broadcasts of postseason games (even from the stands) are strictly prohibited. Once approved, broadcasters must coordinate directly with the site manager **at least 24 hours prior to the scheduled contest**. Broadcasters are solely responsible for securing and installing any necessary internet or phone lines. Site managers may choose to install these lines at their own expense and share costs among all broadcasting entities. **Please note: Do NOT collect any broadcast agreement forms or payment from media. This is all done online ahead of the event through the MSHSAA website and is NO LONGER the responsibility of the site manager.**
- 1. Video Streaming-** All MSHSAA postseason events leading up to the final site are eligible for live video streaming by approved media outlets and schools. Entities who stream to MSHSAA.TV do not have any broadcast fees. All media outlets, including schools, must apply for credentials through MSHSAA’s online credentialing system. If approved, they will show up on your pre-approved media list with a green checkmark. **All live video streaming must be streamed exclusively on MSHSAA.TV.** Video streaming showing game action through third-party platforms such as YouTube, Facebook, GameChanger, or similar services is strictly prohibited. Failure to comply may result in a minimum **\$500 fine** issued to the violating party. **Please note:** MSHSAA holds exclusive rights to all video streaming at the state final site. Media and school media are not eligible to video stream these championship events. For complete details, refer to the **Postseason Streaming Information** page linked on mshsaa.org/media.
 - 2. Linear TV-** There is a significant rights fee for all live/delayed linear television broadcasts. All requests to broadcast live/delayed on linear TV must receive prior approval from MSHSAA by contacting Andrew Kauffman at the MSHSAA office. If approved, the linear television stations will appear on your pre-approved media list with a green checkmark. For more information, visit mshsaa.org/media.
 - 3. Radio/Audio Only Broadcasts -** Media organizations and schools seeking to produce a radio or audio-only broadcast must submit a credential request through MSHSAA’s online credentialing system. Upon approval, the outlet will be displayed on your pre-approved media list with a **green checkmark** indicating full authorization. If the checkmark appears **orange**, it means the outlet has **NOT YET** completed the required broadcast rights fee payment. In such cases, broadcasting is **not permitted** until payment is submitted **online only**. Once the fee is received and processed, the orange checkmark will automatically update to green, confirming the outlet is fully cleared to proceed with its broadcast.
- Priority for Broadcast Placement** (assigned by the site manager) shall be assigned in the following order:
- (a) Outlets representing the host school
 - (b) Outlets covering participating teams — with equal distribution per school
 - (c) Outlets covering the geographic region of the site and participating teams
 - (d) All other outlets
 - (e) When priorities are equal, preference is given to stations with more frequent regular-season coverage. If still tied, a coin toss will determine placement.
- J. Public Address Announcements-** You can see all our [public address announcements](http://mshsaa.org/media) on mshsaa.org/media. Please use these as you see fit during your games and broadcasts.

NOTE: Please contact Andrew Kauffman, Communications Director, by phone at (573) 875-1077 or by e-mail at Andrew@mshsaa.org, if you have ANY questions concerning the guidelines listed in this section or have any media questions/concerns. You can find our Media Regulations & Credentials Book on mshsaa.org/media.

MISSOURI STATE HIGH SCHOOL
ACTIVITIES ASSOCIATION

Centennial

FEBRUARY

4

**MSHSAA'S 100TH
BIRTHDAY**



MSHSAA Centennial
National Anthem

MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION

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