



# Michigan State Youth Soccer Association

## Director's Academy Rescheduling Games

DA Games may be rescheduled for any reason by submitting an official request (form posted at [www.michiganyouthsoccer.org](http://www.michiganyouthsoccer.org)), written record that both teams have agreed to the change, and relevant fees (if applicable) at least seven (7) days prior to the original game date.

No fees shall be assessed if the game reschedule request is received 30 days or more before the originally scheduled game AND if the rescheduled game takes place at least ten (10) days after the day the reschedule request is received.

Games may only be rescheduled less than seven (7) days prior to the game date if the facility revokes use of the fields, the referee deems the field not playable, the referee cancels the game due to weather, the referee suspends play due to unacceptable spectator behavior, or MSYSA feels there is just cause.

To reschedule a previously scheduled game, please follow the instructions below.

1. If the request is 30 or more days before the originally scheduled game AND if the rescheduled game takes place at least 10 days after the day in which the reschedule request is received, send an email to [sarah@michiganyouthsoccer.org](mailto:sarah@michiganyouthsoccer.org) with the following information/attachments:
  - Game number and game logistics (date, time, location) for the original game and the reschedule game
  - Written record of both teams agreeing to reschedule the game
2. If the request is 29-7 days before the originally scheduled game OR if the request is 30 or more days before the originally scheduled game and the rescheduled game is less than 10 days after the day in which the reschedule request is received, submit the online Game Reschedule Request form with fees. Then, send an email to [sarah@michiganyouthsoccer.org](mailto:sarah@michiganyouthsoccer.org) with written record of both teams agreeing to reschedule the game.
3. If the request is 4-6 days before the originally scheduled game, send an email to [sarah@michiganyouthsoccer.org](mailto:sarah@michiganyouthsoccer.org) and describe the situation. Unless the request is based on a situation that is out of the control of either team, it is likely that the request will not be approved. If there is an issue with the facility that predicates the request, submit written document from the facility owner.
4. If the request is 3 days OR LESS before the originally scheduled game, send an email to [sarah@michiganyouthsoccer.org](mailto:sarah@michiganyouthsoccer.org) AND [eshrews@gmail.com](mailto:eshrews@gmail.com). Describe the reason for the request. Unless the request is based on a situation that is out of the control of either team, it is likely that the request will not be approved. If there is an issue with the facility that predicates the request, submit written document from the facility owner.



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Upon receipt of your e-mail, MSYSA will work with the referee assigning committee on the reschedule if the rescheduled request is granted. Please check the website regularly for accuracy, and notify [sarah@michiganyouthsoccer.org](mailto:sarah@michiganyouthsoccer.org) immediately if anything is not accurate.

