

MSYSA Director's Academy Application – NEW Clubs



Application Instructions

Only an official club representative should fill out this form. One form is required for any/all teams from the club who are interested in playing in the MSYSA Director's Academy. This form must be filled out in its entirety. The application may be rejected for failure to fill out the form completely and/or failure to submit all application materials by the deadline. ***The following application materials are due by 12:00pm on March 31, 2025:***

- This MSYSA Director's Academy Application
- Payment in the amount of \$895 per team
- All additional documents outlined in the application

Section I: Club Information

A. Club Information

I. Name of Club: _____

II. Name of Club Administrator: _____

Phone: _____ E-Mail: _____

III. Please outline your club's administrative structure on a separate sheet.

IV. Please attach an organization chart for your club. Show specifics, including a reporting structure.

V. Does your club have facilities available with dimensions as required in the DA Rules? YES / NO

VI. If yes, list name(s) of home facilities, field sizes, and goal sizes. Attached another sheet if necessary.

Name of Facility #1: _____

Size of 9v9 Fields: _____ Size of 9v9 Goals: _____

Name of Facility #2: _____

Size of 9v9 Fields: _____ Size of 9v9 Goals: _____

B. Teams: List all information below for proposed team entry into the 2025-2026 Director’s Academy. Attach another sheet if necessary.

Ideally, every DA club would have at least four (4) competitive teams participating in the DA. **If you listed less than four (4) teams below**, please explain the challenges preventing your club specifically from fielding four DA teams and how the club plans to increase quality & quantity at the U9 – U12 age groups. Attach a separate page for the explanation.

2025-2026 Age	Gender	Team Name	Head Coach
Ex: U12 (2014)	Girls	MSYSA 14 Red	John Smith

C. Team & Player Programming

I. How many times per week does each U11 team train in the spring and fall seasons?

Fall: _____ Spring: _____

II. How many times per week does each U12 team train in the spring and fall seasons?

Fall: _____ Spring: _____

III. List additional playing or training opportunities for individual players with your club in the spring and fall seasons. Attach another sheet if necessary. Please note if there is an additional cost.

IV. How many tournaments do your U11 teams participate in during the soccer year? _____

V. How many tournaments do your U12 teams participate in during the soccer year? _____

VI. How many games (roughly) do your U11 teams play during the soccer year? _____

VII. How many games (roughly) do your U12 teams play during the soccer year? _____

VIII. Winter Programming:

- What months do you train during the winter? _____
- How many times a week during this period do you train? _____
- Do your U11 teams play games during the winter? _____
- Do your U12 teams play games during the winter? _____
- If so, are these games in-house, facility run leagues, or private leagues? _____
- If so, what format do they play (5v5, 7v7, 9v9, 11v11, etc)? _____
- List any other opportunities to play or train during the winter with your club (futsal, etc)?
Please note if there is an additional cost for this training. Attach another sheet if necessary.

D. History of Club's Participation in the Director's Academy

- I. Have you *applied* to participate in the Director's Academy in the past? YES / NO
- II. Have you *participated* in the Director's Academy in the past? YES / NO
- III. If you have applied in the past but were not accepted, describe what steps you have taken internally to better meet the expectations of the Director's Academy program.

IV. If you have participated in the past, please explain why you stopped participating.

E. **History of Club’s Participation in the State Cup** – List all the teams from your club who have participated in the State Cup for the past 3 years, where they finished, and in which division.

Team & Gender	2024– 2025	2023 – 2024	2022– 2023
Ex: MSYSA 08 Boys	TBD, Elite Division	Champions, Premier Division	Quarterfinals, Premier Division

F. **History of Club’s Participation in the Junior State Cup** – List all the teams from your club who have participated in the Junior State Cup for the past 3 years, where they finished, and in which division.

Team & Gender	2024 – 2025	2023 – 2024	2022 – 2023
Ex: MSYSA 13 Girls	TBD, 2 nd Division	Round of 16, 2 nd Division	Preliminary Round, 2 nd Division

- I. **History of Players from Club in ODP101** – List all players from your club who have participated in the ODP101 program in the past 3 years. Attach another sheet if necessary.

Player Name	2024 – 2025	2023 – 2024	2022 – 2023
Ex: John Doe	X	X	

Section II: Player Development

- A. **Does your club have a long-term developmental plan for players?** YES / NO
(If so, please provide a copy)
- B. **Does your club have a comprehensive age group curriculum?** YES / NO
(If so, please provide the outline for the U11 and U12 age groups)
- C. **Are your U11-U12 coaches required to follow seasonal themes / training blocks?** YES / NO
(If so, please provide the outline for the U11 and U12 age groups)
- D. **Are your coaches required to provide and follow lesson plans for each training session?** YES / NO
(If so, please provide an example lesson plan written by each Directors Academy team coach)
- E. **U11 & U12 Age Group Philosophy.** Please describe your club’s philosophy at U11 & U12.

F. Player Evaluation

I. Does your club evaluate your U11 – U12 players during the year? YES / NO
(If so, please attach a copy of the evaluation sheet)

II. If so, how often?

III. What is the purpose of these evaluations?

IV. Are you players provided feedback based on this evaluation? YES / NO

V. How is the feedback provided to the players?

Section III: Coaching Development

A. Coaching Leadership

I. Does your club have a Director of Coaching / Technical Director? YES / NO

Name: _____ Title: _____

Phone: _____ Email: _____

License Level(s): _____ US Soccer CTL Level(s): _____

II. Does your club have a specific Age Group Director for the U11 & U12 age groups YES / NO

Name: _____ Title: _____

Phone: _____ Email: _____

License Level(s): _____ US Soccer CTL Level(s): _____

III. Please list any other directors who have a role within the U11 & U12 age groups? Indicate names, titles, and email addresses.

Name: _____

Name: _____

B. Internal Coaching Education

I. Do you have an in-house coaching education program? YES / NO
(please attach an example agenda or topics)

II. If so, how often do you hold these meetings?

III. What is the format and ratio of these meetings? (Example: 2 Classroom & 2 Field per year)

IV. Who teaches or leads these meetings?

- C. Coach Certifications – DA Coaches*** – Please list all coaches (head coaches and assistant coaches) that will be working with the proposed Directors Academy teams. Attach another sheet if necessary.

First & Last Name	USSF	License No.	Additional Licenses
Ex: Jordan Smith	C License	34789	NSCAA Advanced National

** The minimum license requirement for DA head coaches is a 'D' License. The minimum license requirement for all assistant coaches is the USSF Grassroots 7v7 and 9v9 licenses.*

- D. Coach Certifications – Other Coaches** – Please list any coaches from the club, not listed above, that have a C license or higher. Attach another sheet if necessary.

First & Last Name	USSF	License No.	Additional Licenses
Ex: Jess Smith	C License	34789	NSCAA Advanced National

E. External Coaching Education

I. Does your club have a set policy for coach licensing progression? YES / NO
Please attach a copy of this policy.

II. Does the club help with the expense of attending licensing? YES / NO

III. Please explain the club policy

Section IV: Parent Education

A. Does your club have a set policy for Parent Education & Communication? YES / NO
If so, please provide a copy.

B. How often does a coach and / or director meet with each teams' parents?

C. When, in each teams' yearly cycles, are these meetings held? Please provide a schedule.

D. Please provide an example agenda for a parent meeting.

Section V: Additional Application Requirements

A. Document Submission – All clubs must provide the following documents by **MARCH 31, 2025**.

Document	Yes / No
Club Administrative Structure	
Club Organizational Chart	
Written Explanation (if less than 4 proposed teams for DA)	
Long Term Developmental Plan	
Age Group Curriculum for U11 and U12	
Seasonal Training Blocks for U11 and U12	
Example Lesson Plans for each DA Coach	
Player Evaluation Sheet	
In house coaching education – example agenda or topic breakdown	
Current U10, U11, and U12 Practice Schedule	
Current U10, U11, and U12 Game Schedule	

B. Coaching Education Attendance –The rostered head coach for every team participating in Director’s Academy must attend the coaching education events/programs as stated in the DA Rules.

_____ *Initial to signify that you have read and agree to this condition*

C. Tryout Advertisements – All clubs must advertise their tryouts in the Michigan Soccer magazine for any/all teams that desire to participate in the Director’s Academy.

_____ *Initial to signify that you have read and agree to this condition*

D. Director’s Academy Patches – All teams that participate must affix the Directors Academy patch on at least two sets of team jerseys per the DA rules.

_____ *Initial to signify that you have read and agree to this condition*

Section V: Application Agreement

By filling out this form and submitting it to the Michigan State Youth Soccer Association, I understand that I am solely responsible for the accuracy of the information provided. Any inaccuracies may be basis for rejection of my club/teams from the MSYSA Director's Academy. Furthermore, I understand that there are absolutely no refunds once my team is accepted into the program.

_____ (Signature) _____ (Date)

_____ (Printed Name)