



**THIS CLEARANCE REQUEST APPLICATION CAN BE USED IN TWO INSTANCES. REVIEW AND SELECT THE APPLICABLE INSTANCE THAT APPLIES TO THE MINOR AND ATTACH THE OUTLINED REQUIRED DOCUMENTS WHEN SUBMITTING**

## MINORS | PARENTS MOVE EXCEPTION

Application criteria:

- Player is between the ages of 10 and 17 at the time of registration
- The player has moved with his/her parents/legal guardians to the United States for reasons not linked to soccer
- The player is **not** a United States citizen
- The parents and the player are moving to the United States

### FIFA REQUIRED DOCUMENTS

- Documents must be in English, Spanish, German, or French
  - Official notarized translation required with the original document if not in one of the above listed languages

FIFA reserves the right to request additional documents other than those listed below

DOCUMENTS REQUIRED	ACCEPTABLE DOCUMENT TYPES
1. PLAYER'S BIRTH CERTIFICATE	<p><b>Limited the following :</b></p> <ul style="list-style-type: none"> <li>• Original birth certificate (Must contain parentage information)</li> </ul>
2. PLAYER'S PERSONAL IDENTIFICATION DOCUMENT (PID)	<p><b>Limited to ONE (1) of the following :</b></p> <ul style="list-style-type: none"> <li>• Passport (to include photo page)</li> <li>• Permanent Resident Card w/photo</li> <li>• Visa w/photo</li> <li>• Government Issued National ID w/photo</li> </ul>
3. PARENTS'/ GUARDIANS' PERSONAL IDENTIFICATION DOCUMENT (PID)	<p><b>Limited to ONE (1) of the following for each parent/guardian:</b></p> <ul style="list-style-type: none"> <li>• Passport (to include photo page)</li> <li>• Permanent Resident Card w/photo</li> <li>• Visa w/photo</li> <li>• Government Issued National ID w/photo</li> </ul>
	<p>If only one biological parent moved to the United States with the player, FIFA also requires ONE (1) of the following:</p> <ul style="list-style-type: none"> <li>• A custody document indicating the moving parent has custody of the player OR</li> <li>• A signed letter from the non-moving parent consenting to the player's residence in the new country along with the non-moving parent's ID OR</li> <li>• If neither of the above can be obtained, a letter from the moving parent stating that the non-moving parent is not able to be contacted and does not occupy a role in the player's life.</li> <li>• If remarried - proof of marriage</li> </ul>
4. PARENTAL PROOF OF RESIDENCE	<p><b>Limited to ONE (1) of the following :</b></p> <ul style="list-style-type: none"> <li>• Utility bill issued within the last 6 months that contains parent name, and address.</li> <li>• Lease, Mortgage, Deed, or Title that contains the start date at the residence, parent name, and address.</li> </ul>
5. CLUB STATEMENT (TEMPLATE FOUND HERE)	<p>Letter from registering club must:</p> <ul style="list-style-type: none"> <li>• State club headquarters address</li> <li>• State how first contact with player occurred (i.e. tryouts, walk on etc.)</li> <li>• Signed by club administrator and/or coach</li> </ul>



<p>6. PARENT/ GUARDIAN PROOF OF EMPLOYMENT</p>	<p><u>IF EMPLOYED</u></p> <ul style="list-style-type: none"> <li>Signed and dated employment verification letter from the employer of each parent/guardian that is residing in the United States that confirms the employment start date.</li> </ul> <p><u>IF SELF EMPLOYED</u></p> <ul style="list-style-type: none"> <li>A letter from the self-employed parent stating that he/she is self-employed OR</li> <li>Business tax return forms or confirmation issued by the relevant government authority (example: business registration)</li> </ul> <p><u>IF UNEMPLOYED OR ATTENDING SCHOOL</u></p> <ul style="list-style-type: none"> <li>If one of the parents does not work a signed letter from the non-working parent stating that he/she does not work.</li> </ul> <p><u>IF ATTENDING SCHOOL</u></p> <ul style="list-style-type: none"> <li>The full long-form F-1 visa page signed by the DOJ. OR</li> <li>A letter confirming enrollment signed by the school, and proof of payment of tuition from the school, or a recent report card from the school demonstrating that academic pursuit is ongoing.</li> </ul>
<p>7. PARENT/GUARDIAN STATEMENT (TEMPLATE FOUND HERE)</p>	<ul style="list-style-type: none"> <li>Statement signed and dated by the parents/guardians detailing the reasons and circumstances behind the family's move to the United States.</li> <li>MUST indicate reason for the move was not related to soccer</li> </ul>

**MINORS | U.S. CITIZEN RETURNING TO THE UNITED STATES  
 (PARENTS HAVE ALWAYS BEEN IN THE U.S.)**

Application criteria:

- Player is between the ages of 10 and 17 at the time of registration
- The player is a United States citizen**
- The player is returning to the United states to play with an affiliated , U.S. based club
- The parents of the minor have **lived continuously in the United States** for over a year while the player was abroad

**FIFA REQUIRED DOCUMENTS**

- Documents must be in English, Spanish, German, or French
  - Official notarized translation required with the original document if not in one of the above listed languages

FIFA reserves the right to request additional documents other than those listed below

DOCUMENTS REQUIRED	ACCEPTABLE DOCUMENT TYPES
<p>1. PLAYER'S BIRTH CERTIFICATE</p>	<p>Limited the following :</p> <ul style="list-style-type: none"> <li>Original birth certificate (Must contain parentage information)</li> </ul>
<p>2. PLAYER'S PERSONAL IDENTIFICATION DOCUMENT (PID)</p>	<p>Limited to ONE (1) of the following which includes DATE OF BIRTH :</p> <ul style="list-style-type: none"> <li>Passport (to include photo page)</li> <li>Permanent Resident Card w/photo</li> <li>Visa w/photo</li> <li>Government Issued National ID w/photo</li> </ul>



<p>3. PARENTS'/ GUARDIANS' PERSONAL IDENTIFICATION DOCUMENT (PID)</p>	<p>Limited to <b>ONE (1)</b> of the following for each parent/guardian:</p> <ul style="list-style-type: none"> <li>• Passport (to include photo page)</li> <li>• Permanent Resident Card w/photo</li> <li>• Visa w/photo</li> <li>• Government Issued National ID w/photo</li> </ul> <p>If only one biological parent moved to the United States with the player, FIFA also requires ONE (1) of the following:</p> <ul style="list-style-type: none"> <li>• A custody document indicating the moving parent has custody of the player OR</li> <li>• A signed letter from the non-moving parent consenting to the player's residence in the new country along with the non-moving parent's ID OR</li> <li>• If neither of the above can be obtained, a letter from the moving parent stating that the non-moving parent is not able to be contacted and does not occupy a role in the player's life.</li> <li>• If remarried - proof of marriage</li> </ul>
<p>4. PARENTAL PROOF OF RESIDENCE</p>	<p>Limited to <b>ONE (1)</b> of the following :</p> <ul style="list-style-type: none"> <li>• Utility bill issued within the last 12 months that contains parent name, and address and show service for at least 1 (one) year continuously.</li> <li>• Lease, Mortgage, Deed, or Title that contains the start date at the residence, parent name, and address.</li> </ul>
<p>5. CLUB STATEMENT (TEMPLATE FOUND HERE)</p>	<p>Letter from registering club must:</p> <ul style="list-style-type: none"> <li>• State club headquarters address</li> <li>• State how first contact with player occurred (i.e. tryouts, walk on etc.)</li> <li>• Signed by club administrator and/or coach</li> </ul>
<p>6. PARENT/ GUARDIAN PROOF OF EMPLOYMENT</p>	<p><b>NOT REQUIRED</b></p>
<p>7. PARENT/GUARDIAN STATEMENT (TEMPLATE FOUND HERE)</p>	<ul style="list-style-type: none"> <li>• Statement signed and dated by the parents/guardians indicating they have continuously lived in the united States while their child played abroad.</li> </ul>

## SUBMISSION INSTRUCTIONS

- Submit electronically in **ONE (1)** email to - [psd@ussoccer.org](mailto:psd@ussoccer.org) and [beth@wvsoccer.net](mailto:beth@wvsoccer.net)
- Copy all required person(s) as outlined by local state registrar, club, team and league requirements
- Subject line must indicate - Clearance type being requested /Player Name/Club Name
  - Example - Parent Move/John Smith/Kicks Club
- Submit all required documents (see above and review document checklist)
- Attach each document separately to the **ONE (1)** email
- All in PDF format and no larger than 5MB
- Application must contain current and accurate information
- Applications must be submitted a minimum of 30 days prior to official start of club/league play

**NOTE - Submitting at least 30 days prior to the start of official club/team/league play does not guarantee the player will be eligible as process times vary based on clearance type requesting and information submitted.**

## STATUS UPDATES

The Player Status Department will contact applicants to provide updates on applications when available and/or as required throughout the process. Player Status will not respond to emails which solely request a status update of submitted application due to the high volume of applications received.



## APPLICATION TYPE

### FIRST REGISTRATION (FR)

Has the player ever registered or played soccer at any level with an affiliated* team/club/league outside of the United States? (*Meaning I affiliated to the foreign Federation as members are affiliated to USSF)	YES*	NO
--	------	----

**\*If YES is selected you will need to complete the below section - International Transfer Certificate**

### INTERNATIONAL TRANSFER CERTIFICATE (ITC)

FEDERATION OF LAST REGISTRATION			
FORMER FOREIGN CLUB			
LAST MATCH PLAYED	MONTH	DAY	YEAR
STATUS WITH FOREIGN CLUB	PURELY AMATEUR		PROFESSIONAL

## PLAYER | BIOGRAPHICAL INFORMATION

PLAYER'S FIFA ID (will not have if FR)				
NAME	LAST	FIRST	MIDDLE	
DATE OF BIRTH	MONTH	DAY	YEAR	
COUNTRY OF BIRTH				
GENDER	MALE	FEMALE	SELF DESCRIBE	
CURRENT U.S. ADDRESS	STREET	CITY	STATE	ZIP CODE



## PARENTS/LEGAL GUARDIANS | BIOGRAPHICAL INFORMATION

MOTHER'S / LEGAL GUARDIAN NAME	MAIDEN	FIRST	MIDDLE
FATHER'S / LEGAL GUARDIAN NAME	LAST	FIRST	MIDDLE
I give permission for my child to register/play soccer with the club listed in this application (SIGNATURE REQUIRED )			

## REGISTERING CLUB INFORMATION **TO BE COMPLETED BY CLUB REPRESENTATIVE**

REGISTRATION DATE OF PLAYER	MONTH	DAY	YEAR
CLUB NAME	FIFA CLUB ID		
STATUS	PROFESSIONAL	PURELY AMATEUR	
GENDER	MEN'S	WOMEN'S	COED
PRIMARY EMAIL			
PRIMARY PHONE NUMBER			
LEAGUE NAME			
STATE ASSOCIATION			
MEMBER ORGANIZATION			

## REGISTERING CLUB PRO AFFILIATION STATUS

FIFA defines a professional affiliation as a legal, financial, or de facto link to a professional club domestic or abroad. This includes but is not limited to summer camps, the use of the training facilities, shared club names, pathway to participate on the full team, sponsorships by the full team, fundraisers, etc.

Responsibility lies with purely amateur club to provide verification that the association is only in the instances listed below:

- If an amateur club ONLY shares a Name with a professional club
- If an amateur club is participating in pro affiliated league solely for level of competitive play

PRO AFFILIATION STATUS	YES *	NO
NAME OF PRO AFFILIATED CLUB		



## CHECKLIST | DOCUMENTS ATTACHED

PLAYER BIRTH CERTIFICATE	YES		NO		
PLAYER'S PID	PASSPORT	VISA	PERMANENT RESIDENT CARD	GOVERNMENT ISSUED NATIONAL ID	
PARENTS/LEGAL GUARDIANS PID	PASSPORTS	PERMANENT RESIDENT CARDS	GOVERNMENT ISSUED NATIONAL ID	VISA	
PARENTS'/LEGAL GUARDIAN PROOF OF RESIDENCE	LEASE	MORTGAGE	DEED	TITLE	UTILITY BILL
PARENTS'/LEGAL GUARDIAN PROOF OF EMPLOYMENT <i>IF APPLICABLE</i>	EMPLOYER VERIFICATION	PROOF OF SCHOOLING	SELF-EMPLOYED	NOT WORKING	
CLUB STATEMENT COMPLETED TEMPLATE	YES		NO		
PARENTS'/LEGAL GUARDIAN STATEMENT	YES		NO		

## SIGNATURE

NAME	
TITLE	
I declare that this application, to the best of my knowledge and belief, is true, correct, and complete.	
SIGNATURE	
DATE SUBMITTED	