



## National Titles Event Rules

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| 09.05.2017 | Version 5.0<br>Separation of Hosting Document<br>Separation of Rules of Engagement Document & Review                      | Russell Lee, Matt Jorgensen,<br>Dale Dower   |
| 13.08.2017 | Version 5.1<br>All-star Team Selection Review   | Russell Lee, Matt Jorgensen,<br>Dale Dower   |
| 03.02.2020 | Version 5.2<br>Changes to reflect new practices at tournament based on 2019 tournament review                             | Alan Spaul, Russell Lee, Andrew Haddock  |
| 10.09.2021 | Version 5.2<br>Changes to reflect new practices at tournament based on feedback from AGM                                  | Andrew Haddock, Russell Lee,<br>Dave Purnell, Jamie Sutton                                     |
| 3/9/24     | Version 5.3<br>Changes to reflect updates in roles and age groups, and clarification of the player awards voting process. | David Purnell, Lee Klomp, Alan Spaul, Rebecca Gollan, Jamie Sutton, Dale Dowler, Thea Porteous |

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## **1. INTRODUCTION**

The CFFA is responsible for organising and overseeing the National Titles Competition. This document lays out details to assist bodies as to what is required of them whilst preparing for and competing in CFFA endorsed events.

## **2. CFFA RESPONSIBILITIES**

### **2.1. General Responsibilities**

The CFFA will be responsible for undertaking the following tasks in relation to the National Titles:

- Organisation of referees of suitable quality for the event
- Organisation of suitable trophies, medallions and awards etc for each Age Division attending and provide the hosts with the cost involved.
- Preparation and publishing of fixtures and results in conjunction with the hosting confederation
- Organisation and distribution of fixtures prior to the event
- Recording of all result details as provided by referee match reports
- Publishing of all results and maintenance of ladders for each age group participating
- Publishing administration of all yellow and red cards issued
- Publishing administration of disciplinary actions issued to players by the Event Disciplinary Committee
- Issuance of all invoices for the tournament and collection of monies
- Provision of partner hosting guidelines and protocols for the Titles each year

### **2.2. Roles**

#### **2.2.1. Tournament Director**

The role of this person is to oversee all aspects in relation to all duties listed in this document and is to be the first point of contact for:

- Fixture queries
- Disciplinary appeals
- All general queries
- Issues not covered within these guidelines

### **2.2.2. Tournament Referees Director**

The role of this person is to coordinate referees for the event and be the sole point of contact for teams and competing confederations for any matters concerning referees. His or her duties include, but are not limited to the following:

- Organising referee accommodation
- Organising referee transportation
- Organising referee uniforms
- Organising referee allocations
- Competing confederation organisers briefing

### **2.2.3. Registrar/ Nationals Advisor**

The role of this person is to record the details of players participating at the National Titles for the purposes of producing match cards for all matches.

Participating confederations are to submit their player details to the CFFA Registrar, one (1) month prior to the event start date. This date will be published in the general list of event dates.

## **3. SENDING PARTY RESPONSIBILITIES**

### **3.1. General Responsibilities**

#### **3.1.1 Players**

The selection of players to compete at the event and the criteria used in their selection is the sole responsibility of the sending body incorporating the CFFA general rules for detailed eligibility criteria.

#### **3.1.2. Coaches, Managers & Support Staff**

Outside of the mandatory requirements laid out in this document, the number of support staff required for a particular touring party is the sole responsibility of the sending body.

#### **3.1.3. Transport for the Event**

This includes any and all air fares and /or local transport requirements to get a sending body's touring party to and from accommodation, church services, opening and closing ceremonies, grounds, airports and any other transport component from their place of residence to the event venue.

**3.1.4. Accommodation**

Where accommodation is not being provided by the host, the sending body is solely responsible for the selection and costs of accommodating its touring party for the event.

**3.1.5. Meals for the Event**

The sending body is solely responsible for the provision of all meals not being supplied at the playing venue for its touring party before, during and after the event.

**3.1.6. Player Registration Details**

The sending body will provide player details to the Tournament Director one (1) month prior to the event start date in the format requested by the tournament organisers.

**3.1.7. Code of compliance**

The sending body will submit all player, coach and team management Code of Conduct forms to the CFFA Registrar one (1) week prior to the commencement of the first game of the tournament.

**3.1.8. Photography Permission forms**

The sending body will submit all player, coach and team Photography permission forms to the CFFA Registrar one (1) week prior to the commencement of the first game of the tournament.

**3.2. Roles**

Each participating group is required to have as a minimum the following nominated people to fulfil the following roles:

**3.2.1. Tour Leader**

He or she is to be the primary contact point between their group and the CFFA and event organisers (e.g. meal times, all stars voting, tour leader briefing meetings, etc.).

**3.2.2. Chaplain**

Each group attending needs to have a person who will be responsible for the pastoral care of their group for the entirety of the event.

**3.2.3. Player Disciplinary Committee Representative**

Each touring party shall supply one member representative to be available to sit on any player disciplinary committee that does not involve his or her confederation teams. The nomination is to be made as part of the team nomination.

## 4. PLAYER ELIGIBILITY

### 4.1. Participation

All members of the CFFA are eligible to send teams to contest nominated age division competitions at National Titles.

### 4.2. Age Determination

| Age Group       | Cut-Off Date  |
|-----------------|---|
| <b>Under 14</b> | Must have turned a maximum of 14 years of age prior to the 31st of December in the year competing |
| <b>Under 16</b> | Must have turned a maximum of 16 years of age prior to the 31st of December in the year competing |
| <b>Women</b>    | Must have turned a minimum of 15 years of age prior to the 31st of December in the year competing |
| <b>Men</b>      | Must have turned a minimum of 17 years of age prior to the 31st of December in the year competing |

### 4.3. Eligibility Criteria for Players

#### 4.3.1. Amateur Players Only

Players participating at National Titles are to be registered as an **amateur player only** with their relevant sending body. Players who receive payment from their relevant sending body or a member of a relevant sending body are not eligible. Players holding professional or semi-professional status **are not eligible** for selection in teams competing at National Titles.

#### 4.3.2. Registration Status

Players may hold dual registration status with other football organisations providing they meet all the requirement limitations below.

##### 4.3.2.1. Limits for competition based CFFA members (i.e. members who administer competition seasons for their club members and who recruit CFFA National players from their member clubs):

(a) Dual registration status players must participate as a player in a minimum of five (5) matches with the relevant sending body in the current season. The relevant sending body must be able to produce evidence of this upon request.

(b) Dual registration status players may not have income for participating as a player in football or football-related activities

(e.g. indoor soccer, futsal, etc.) as their main source of income or their occupation.

(c) Dual registration status players may not receive payments for participating as a player in football or football-related activities (e.g. indoor soccer, futsal, etc.) of more than \$5,000 gross per year.

**4.3.2.2. Limits for Academy-based CFFA members** (i.e. members who recruit CFFA National players through a player development focus and do not have a competition based season):

(a) Dual registration status players may not be paid in any capacity for participating as a player in football or football-related sports (e.g. indoor soccer, futsal, etc.).

(b) Dual registration status players may not play football above a FFA division or equivalent level to be determined by the CFFA Executive each year, localised for different States and Territories where required.

**4.3.3. Compliance**

Compliance with player eligibility is the onus of the relevant sending body. Any clarifications for specific player situations should be sought from the CFFA prior to the tournament. Violations of player eligibility discovered at the tournament will be reviewed by the Event Disciplinary Committee.

**4.3.4. Exception Requests**

A member can apply for an exception with the CFFA no later than fourteen (14) days prior to the commencement of the competition for review. All decisions made by the committee will be final without opportunity for appeal.

**4.3.5. Evening of Division Team Numbers**

If an age group has three (3) or fewer teams or an odd number of teams, the host members within the state that CFFA Nationals are being held will be encouraged wherever possible to provide an additional team in each age division to assist in ensuring even-numbered teams in respective divisional draws.

**NOTE:** CFFA reserves the right to invite teams of a suitable standard to compete in the competition in each age division to even out divisions. Teams invited under this clause shall be deemed “invitational” and will hold all the rights and carry the



same responsibilities of member-affiliated teams for the purposes of the tournament.

#### 4.4. Squad Selection Policies

Each participating body is responsible for its own selection criteria and processes they employ to select teams and team members participating at the National Titles. The CFFA has no power to reject any particular player's participation at National Titles as long as his or her application for involvement has been signed off by the sending body and they meet the above eligibility criteria.

#### 4.5. Squad Sizes

Each team participating is limited to a squad of 20 players maximum. Of those 20 players, only 16 are permitted to participate in a match (11 on-field players + 5 substitutes). Prior to the start of the competition, every team player and his/her shirt number must be submitted. Shirt numbers may not be changed from those entered in the player database on the team registration form without advising the Tournament Director in writing of the changes prior to the commencement of the next scheduled game.

In the event there is a depletion of available players in a particular division, teams are able to borrow players from a lower age division to ensure they are able to supply up to 16 players for a particular game. This provision may only be accessed once approval has been obtained from the Tournament Director. Approval is only granted once sufficient evidence has been supplied to the Tournament Director. The team will be unable to compete without receiving this approval. **This provision will not be made for finals.**

## 5. COMPETITION RULES

### 5.1. Competition Format

- Wherever possible each team in an age group will play each other team at least once.
- A league table will be maintained and will be used to determine finalists. Normally a team shall play a minimum of two (2) games per day in preliminary rounds of the competition and a maximum of three (3) games per day.
- Where there are eight (8) or more teams in any one age division, that age division may be split into pools to ensure that the competition can be completed within the allocated playing window. The top two (2) teams in each age division will contest the championship final.

- Where there are 4 teams or more in an age division, the third and fourth teams and each subsequent pair of teams (where there is an even number of teams) will contest a place final where there is field availability and sufficient time.
- Any prospective finals series shall be altered on an event-by-event basis to suit the needs of the tournament and the availability of fields at the discretion of CFFA executive management committee in consultation with the Tournament Director.

CFFA reserves the right to alter the competition format from tournament to tournament to reflect the number of teams entered in any one age division and the availability of suitable playing surfaces.

## 5.2. Laws of the Game

The current published Australian edition of FFA “Laws of the Game” shall be used as the overriding laws governing competition for scheduled matches during the event. Variations approved to the above currently include, but are not limited to, the following:

- Interchange rules shall apply to all levels of the competition.
- Due to time restrictions on field availability, time will not normally be added on for stoppages of any kind including serious injuries. At the sole discretion of the match referee, time may be added on at the end of each half if significant time losses have occurred. This is to be kept to a maximum of three (3) minutes in each half and is at the sole discretion of the referee. CFFA reserves the right to alter this ruling on a tournament-by-tournament basis.
- The appointed referee of the match is the sole and only time timekeeper for the match.

In the situation of an unforeseen match abandonment (i.e., abandonment, weather, injury, etc.) that is **not** related to behaviour or discipline issues, if more than half of the match has been completed, the score at the time of the abandonment will be the result of the match. If the unforeseen abandonment occurs before half of the match has been completed, the outcome of the match (i.e., declared score, nullified result, re-match, etc.) will be determined by the Tournament Director and two CFFA Board members with advice from the Director of Referees.

In the situation of an abandonment due to behaviour or discipline issues, the result of the match (i.e., forfeit, declared score, re-match, etc.) will be determined by the Player Discipline Committee.

CFFA reserves the right to alter the match format from tournament to tournament to reflect the circumstances and field availability at the time of a major incident occurring.

### 5.3. Match Duration

Match duration times and half-time breaks may vary from event to event and game to game depending on local conditions, availability of fields and local council statutes regarding use of pitch lighting. The table below is a typical guidance of match durations for the tournament.

| Age Group | Halves     | Half-time Break | Total Match Time | Stoppage Time                         |
|-----------|------------|-----------------|------------------|---------------------------------------|
| Under 14  | 25-30 min. | 10 minutes      | 50-60 minutes    | Up to a maximum of 3 minutes per half |
| Under 16  | 30-35 min. | 10 minutes      | 60-70 minutes    | Up to a maximum of 3 minutes per half |
| Women     | 30-40 min. | 10 minutes      | 60-80 minutes    | Up to a maximum of 3 minutes per half |
| Men       | 30-45 min. | 10 minutes      | 60-90 minutes    | Up to a maximum of 3 minutes per half |

It is the responsibility of the relevant sending body to check your draws to ensure you are aware of the match duration times for any particular tournament. The Tournament Director reserves the right to alter match duration times during an event if playing time is lost due to environmental or lighting conditions during the tournament.

### 5.4. Interchange (Substitution)

Interchange will be used in all matches instead of standard substitution.

Each team is allowed an unlimited number of interchanges during all games; however, interchange must not proceed without the referee's consent in any circumstance. In all matches the player being rested shall leave the field of play before the interchange player enters the field of play, and this shall take place only after the referee has acknowledged the team officials and assistant referee's signal that an interchange is required. Players entering the field of play must do so at the halfway line. Exiting players can leave the field of play under the direction of the referee. At no time shall more than the permissible number of players in a team be allowed on the field during play.

If an interchange is made without the permission of the Referee, or if an interchange player enters the field of play before the player being rested has left the field of play, the play shall, if necessary, be stopped and the offending player cautioned and removed from the field as per the current published Australian edition of FIFA “Laws of the Game”.

Referees can limit a team’s interchanges should they believe that the team is time wasting. If this occurs, the referee will inform the captain and bench of the offending side that for the remainder of the game their ability to interchange players will be limited to when they are in control of the ball or at an injury interruption.

Players may only be interchanged at a stoppage in play.

**Points Table**

|                   |          |
|-------------------|----------|
| Win               | 4 points |
| Draw with a Score | 2 points |
| Scoreless Draw    | 1 point  |
| Loss              | 0 points |

## 5.5. Determination of Teams for the Finals

If teams are even on points in an age division at the end of the preliminary rounds, the following will be used to determine finals positions:

- Most goals for
- Most goals against
- Winning result against each other (results are combined if sides have played each other twice or more)
- Best disciplined team – least number of red cards issued to the team
- Best disciplined team – least number of yellow cards issued to the team

### 5.5.1. Further Determination

A penalty shoot-out to decide finalists will be performed at a time to be advised by the tournament director if:

- 1st, 2nd and 3rd cannot be separated by the above; or
- 2nd and 3rd cannot be separated by the above; or
- Lower placed finals positioning shall be determined by coin toss if the above has been exhausted.

## **5.6. Finals Series Matches**

All players competing in finals series games must have played a minimum of two (2) games in the preliminary rounds in that age division for the team competing in the match. Any deviation from this must be approved by the Tournament Director prior to the commencement of the match. Any nonapproved player found to be competing in a finals match will force the team he or she is playing for to forfeit the match.

A player is only allowed to play finals for one team.

For each Championship Final that is played where the score is tied at the end of regulation time, the match will proceed directly to penalty kicks. There is no allocation for any periods of extra time.

- Each team will alternately take five (5) penalty kicks.
- If after five (5) penalty kicks each the score is still tied, each team will take alternate penalty kicks until a winner is determined.

## **5.7. Minor Placing Finals Matches**

For each minor placing championship final that is played where the score is tied at the end of regulation time, the match will be deemed a draw and the team finishing higher on the table at the end of the preliminary rounds shall be deemed to be the winner of the fixture.

## **5.8. Medical Clearances**

Match officials are to record details of players who require on-field medical treatment and submit them with their match report.

Where a player requires offsite medical care as the result of an on-field incident, the player must obtain a medical certificate stating that he or she is cleared to continue playing in the event. The certificate must be given to the Tournament Director before the player can resume playing in the tournament.

## **6.0. DISCIPLINE**

### **6.1. For Red and Yellow Cards**

Accumulating three (3) yellow cards in different games will result in a one (1) match penalty which is to be served in the very next game that the player's team

is scheduled to play regardless of whether it is a preliminary round or finals series game.

Accumulating two (2) yellow cards in one game (thus resulting in a red card) will result in a minimum one (1) match penalty which is to be served in the very next game that the player's team is scheduled to play regardless of whether it is a preliminary round or finals series game.

Red card offences by players that have been issued for the following offences will result in a hearing by the Event Disciplinary Committee:

- Serious foul play
- Violent conduct
- Spitting at an opponent or any other person
- Using any language or behaviour deemed to be racial in nature.

Remaining red card offences will have an automatic one (1) match penalty which is to be served in the next scheduled game. These include, but are not limited to:

- Denying the opposition a goal or obvious goal-scoring opportunity by deliberately handling the ball (This does not apply to a goal keeper within his or her own penalty area.)
- Denying an obvious goal-scoring opportunity to an opponent moving towards the player's goal by an offence punishable by a free kick or penalty kick
- Receiving a second caution in the same match
- Using offensive, insulting or abusive language and/or gestures or blasphemy

This committee will advise the team coach of the penalty to be imposed after the judicial hearing.

Yellow and Red Card offences are defined as those listed in the current FFA Rules of the Game – Law 12: Fouls and Misconduct.

## **6.2. Player Disciplinary Committee**

Prior to the Event, participating members are to nominate one (1) person to be a member of the Player Disciplinary Committee. In the event that a player receives a red card as per the above discipline section, or a referee refers any discretion they consider warrants a Player Disciplinary Committee review, the committee will be convened as soon as possible after the match's conclusion and after the match report has been lodged with the Tournament Director. The committee will consist of the following members:

- The referee coordinator for the event or his or her nominated representative
- A CFFA representative nominated prior to the event by the CFFA board.
- One (1) nominated sending body representative from a non-involved sending body. The committee will meet and decide on the necessary penalty to be applied in relation to the offence being heard.
- The relevant sending body may send up to three representatives with one spokesperson identified, in addition to the player or team official who is fronting the Player Disciplinary Committee. For the avoidance of doubt, the player or team official who is fronting the Player Disciplinary Committee may speak in addition to the spokesperson identified.

### **6.3. Player Discipline Appeals Committee**

Any competing confederation that wishes to appeal a suspension applied to one of its players must submit an appeal request in writing to the Tournament Director via their sending body tour leader. It must state the grounds for the appeal within three (3) hours of being notified of the suspension. Appeal request forms are available from the Tournament Director.

Please note that yellow card offences **CANNOT** be appealed and will stand as issued by the match official.

A Player Discipline Appeals Committee will be convened to hear an appeal and shall consist of the following members:

- A CFFA executive member
- Two (2) nominated sending body Player Disciplinary Committee members from non-involved sending bodies and not involved in the original decision.

If the appeal is received a minimum of four (4) hours before the next scheduled match of the player involved, all endeavours will be taken for the appeal to be heard before that match. Until such as a time as the appeal is heard and a decision made, the original penalty administered by the Player Disciplinary Committee will continue to stand, and the player is still suspended from competing in a match, regardless of whether it is a regularly scheduled match or a final.

The result of the hearing is binding and final. There will be no further means of appeal.

## **7.0. PLAYER AWARDS**

The CFFA awards a number of special awards in each age division contested at National Titles. These awards are voted on by opposition team coaches on the park during the titles. It is essential that confederations ensure that player's numbers and names match

as the opposing team coach will only be reporting player numbers and not names when making out their nominations at the conclusion of each scheduled match.

### **7.1. Voting Allocations & Procedures**

- The Tournament Director will allocate matches to be watched by specific coaches or a suitably qualified person in their place. This roster will be distributed prior to the tournament to all tour group leaders who are to ensure that the assigned representative designated by the sending body is made aware of the responsibilities for that match.
- Whilst it is our preference for coaches to be used in the voting process, it is at the discretion of the Tournament Director to ensure that all games are covered. He or she has the right to go outside the coaching pool to do this. For example, a CFFA executive member or one of the many sending body chaplains may be utilized.
- Forms are generally available at half-way for assigned representatives to complete. If a form is not available, an assigned representative can source one from the tournament administration office.
- At the conclusion of the match in each division, the assigned representative is required to award 4, 3, 2, & 1 points to the players they deem as being the best during the match, as well as identifying the best goal keeper (i.e. individual player).
- Consider the following general guidelines when making point allocations:
  - A yellow or red card issued to a player in a match would normally see him not receive any points for that match.
  - Observers are requested to look at all players and to remember that often the best player is not the one who scores the goals, but the hard worker who assists in either the attack or defensive process. After all, goal scorers are also competing for the golden boot award.
- Award points are to be recorded on the form provided and handed back to the match referee (at the conclusion of the match and not before) who will submit the form with his or her match report to central control.
- The player in each age division that receives the highest total of points at the end of the competition rounds will be deemed to be the Best and Fairest for that division. Should a tie occur, the player with the superior number of maximum points in a match shall be awarded the winner. If still tied, 4-point allocations will be used, followed by 3-points, 2-points, and then 1-point allocations until a clear winner can be decided. If players are still tied, then



each player's disciplinary record will be used a tie breaker. If still even on points, then the award will be shared.

## **7.2. Divisional Goalkeeper of the Tournament - Golden Gloves Award**

The goalkeeper in each age division that receives the highest total of nominations will be deemed to be the best goalkeeper for that division. Where a tie occurs, each player's disciplinary record will be used as a tie breaker. If still even at this point, then the award will be shared.

## **7.3. Age Division Top Goal Scorer - Golden Boot Award**

At the conclusion of each match in each division, the officiating referee is to indicate the goal scorers for the match on the match report. The player in each division that scores the highest number of goals will be awarded the golden boot for that division. Where a tie occurs, each player's disciplinary record will be used a tie breaker. If still even on points, then the award will be shared.

## **7.4. Age Division Best on Ground Award in Championship Final**

At the conclusion of the championship final of each division the assigned CFFA official shall award the Best on Ground award which is to be presented at the awards ceremony. He or she will also be named as the captain of the All-Stars team for that division. In divisions where there are no finals, no Best on Ground award shall be awarded.

## **7.5. CFFA All-Star Team Selection**

At the conclusion of the tournament, the 4, 3, 2, & 1 votes allocated to identify the best players in each game will be used as the basis for naming an All-Star team for each division. The top twelve (12) players who have received the most votes in each division will then be named in the All-Star team for that division.

The best goalkeeper, the top goal scorer, the player of the series, and the best on ground in the Final in each division shall be added to the team to complete the All-Star 16-member squad for each age division. Additional players may be added to the team at the discretion of the Tournament Director when divisions are combined due to insufficient entries in a particular division.

## **7.6. Presentation Awards Ceremony**

The CFFA will determine the best way to present CFFA All Star awards in planning for the CFFA Nationals Tournament.