

FALL20 Game Rescheduling Info & Instructions 8-14-20



Please read info and instructions carefully – Given the fluid situation re: COVID-19, these guidelines are in place for Fall2020 – modifications could be made upon notice from CSA.

- [Real CO Rescheduling Form](#) submission is the ONLY way to request a game change.
- No email requests will be accepted.
- Any questions regarding the process of Game Rescheduling: cindy@realcolorado.net

******Unlike the last few seasons, there is no CSA GAME CHANGE WINDOW (specific time frame to make changes) for Fall2020 nor will there be game change fees.**

******We are still waiting for clarification from CSA, as to any other changes to the game reschedule process, so this info may change. We will provide any updates we get as we get them.**

Game changes are highly discouraged for Fall2020 and will only be allowed under CSA Policy and Procedures, if it is even physically possible to reschedule, which it may not be:

- Head Coach Conflict (try to get coverage first!)
- Family Tragedy
- Natural Disaster
- State Cup, Presidents Cup Semis and Finals (not quarters or pool play)
- Out of State Travel –MUST be approved by CSA in advance! [Request to Postpone Game](#)

What are the deadlines for rescheduling CSA League Games?

1. There is NO SPECIFIC CSA Game Change Window
2. Game change requests must be submitted to Real by **4pm on Tuesday** the week prior to the game date. EXAMPLE: 9/12-original date so Real Form is due by 4pm, Tues., 9/8
3. If a Real Form submission is submitted after 4pm on Tues., the game will not be changed for that weekend.

There is no requirement that a team must agree to change a game.

- There is NO REQUIREMENT that a team change a game when asked if the change absolutely will not work for them, HOWEVER, it is Real policy to change games when requested, if possible.
- **Exception:** State/Presidents Cup Semis and Finals scheduled for the Sunday after a league game – all requests must be honored.

Specifically Not Allowed: spring or fall break, prom, homecoming, injured or absent players, coach inability to attend. ***If a team makes such a request, it will be denied by Real.***

What should I do when the CSA League Schedule is Posted?

1) Does my coach have 2 or more teams?

If so – you, your coach and the coach’s other team manager must get together immediately to determine what games need to be rescheduled.

NOTE: if the conflict(s) are between AWAY and HOME games, ***always*** try to reschedule the AWAY game first due to limited Real field availability.

2) Is my team attending a travel tournament when we have a scheduled league game?

If so- you must submit a [Request to Postpone Game](#) and follow directions below to reschedule.

THE ONLY AVAILABLE TIMES FOR RESCHEDULING GAMES ON REAL HOME FIELDS WILL BE SUNDAY AFTER 3:00 pm.

- DO NOT make any request unless for one of the specifically approved CSA allowances, as your request will be denied.
- DO NOT ask for specific times or fields for a rescheduled game.
- You must provide 3 different dates for a makeup game, whether same day is requested or 3 different Sundays.

What is the procedure if my team wants to change its game (home or away)?

****If it is a HOME game:**

- If your team must reschedule your HOME game, ***the very first and best option is to ask your opponent if they can play on the original date at a different time.*** You still need to provide 2 other backup dates/Sundays, in case we do not have field availability on the same day.

- You or your coach contacts the opponent (Click on opposing team name on gotsport schedule), asking for 3 new dates.
- You submit the [Real Reschedule Form](#) providing all info requested – you must provide 3 new options!
- You will receive a response ASAP with the new date/time/field via email with instructions and the link to the CSA Approval Form, which you must submit.
- It is your responsibility to be sure your opponent is aware of the reschedule.
- You will know that the game change is approved when you see it changed on your gotsport schedule.

** If your opponent requests a change to your HOME game:

- ***The very first and best option is to ask them if they can play on the original date at a different time.*** You still need to provide 2 other backup dates/Sundays, in case we do not have field availability on the same day.
- Once you agree on 3 new dates, you submit the [Real Reschedule Form](#), as indicated above.
- We will respond ASAP with the new date/time/field via email with instructions and the link to the CSA Approval Form, which the opponent must submit.
- You should forward the email Real sends to your opponent so they have the new game info to submit the CSA Approval Form. They will confirm with you once the game is approved by CSA and the change will appear on the gotsport schedule.
- Once new game info is provided, we do not need to hear back from you, unless a problem arises.

If it is an **AWAY** game for your team:

- You or your coach contact the opposing (Click on opposing team name on gotsport schedule), to request the game change, providing 3 new dates when your team is available within the parameters of their club's process for makeups.
- Note, when rescheduling an AWAY game, you must work with your opponent to play on their fields. We cannot reschedule away games on Real fields.
- You **do not** submit the Real Form and this office does not need to know about an away reschedule at all.
- Your team manager must complete the CSA game change approval form ASAP, once your opponent provides you the new game date, time and field info. You will need the original game info to complete this form.
- You will know the game is changed when the new info is posted on the gotsport schedule.
- Be sure to inform your opponent when you see it is approved.
- If an opponent contacts you to reschedule an AWAY game, you must give them 3 new dates and their team is responsible to complete the CSA Approval Form, and again, Real does not need to know about it.

How do the referees know about rescheduled games?

- For rescheduled home games, referees are assigned by Real via the CSA Approval Form.
- So this form **MUST** be submitted ASAP once there is a reschedule.
- If CSA approval is not provided, referees could show up to the original game time, in which case, the referees will fine the teams AND, no referees will show up for the new game.

Is there anything else we should know?

- Please do not email to ask what is available for any reschedules. Spots cannot be saved so any info given could be gone by the time you submit your request.
- Do not request weeknight reschedules, as there is no availability.
- Be aware that often teams will give you dates and by the time you get the info submitted and we get the new info confirmed to you, they may say that date was taken for another reschedule. BE SURE to let them know (as friendly as possible!) that you are holding them to these dates. Real will not offer other dates/times, so the game will have to be forfeited.
- Once a game is rescheduled by this office, it will not be rescheduled, so always act quickly to get back to opponents.