

Canada Soccer ITCs and Minor Player Application Guide

Revised June 2020



CHECKLIST A: ITC Application for Adult Player in Canada

| | |
|--|--|
| First Name(s): | |
| Surname: | |
| Date of Birth (DD/MM/YYYY): | |
| Nationality / Nationalities: | |
| Current Address: | |
| Country of Last Registration / Residence: | |
| Club Played for in that Country: | |
| Date of last match played: | |
| Club Registering for in Canada: | |

NOTE: Upon receipt of a **complete** application, Canada Soccer will submit the application through the FIFA Transfer Matching System. Please allow 7 (seven) days from the date of request for receipt of the ITC.

| | |
|---|--------------------------|
| 1. Players Passport (photo page) or government issued ID that contains the following information: <ul style="list-style-type: none">• Full Name• Nationality | <input type="checkbox"/> |
|---|--------------------------|



CHECKLIST B: ITC Application for Adult Player in Canada as a Refugee/ for Humanitarian Purposes

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|--|--|
| First Name(s): | |
| Surname: | |
| Date of Birth (DD/MM/YYYY): | |
| Nationality / Nationalities: | |
| Current Address: | |
| Country of Last Registration / Residence: | |
| Club Played for in that Country: | |
| Date of last Match Played: | |
| Club Registering for in Canada: | |

NOTE: Upon receipt of a **complete** application, Canada Soccer will submit the application to the FIFA Players Status Committee. Please allow **at least 6-8 weeks** for a decision to be made by FIFA.

| | |
|---|--------------------------|
| 1. Player's Passport (photo page) | <input type="checkbox"/> |
| 2. Player's Birth Certificate | <input type="checkbox"/> |
| 3. Proof of Refugee Status in Canada as provided by Canada Immigration and Citizenship | <input type="checkbox"/> |
| 4. Proof of Residence in Canada (utility bill, tenant agreement, etc.) | <input type="checkbox"/> |
| 5. Declaration letter from Canadian Club with club details (i.e. strictly amateur club or professional club; how and when did the club become aware of the player?) | <input type="checkbox"/> |
| 6. Declaration from the player as to when they first arrived in Canada. | <input type="checkbox"/> |



CHECKLIST C: ITC Application for Minors moving to Canada with their Parents for purposes not related to soccer

| | |
|---|--|
| First Name(s): | |
| Surname: | |
| Date of Birth (DD/MM/YYYY): | |
| Nationality / Nationalities: | |
| Current Address: | |
| Country of Last Registration: | |
| Club Played for in that Country: | |
| Date of Last Match Played: | |
| Club Registering for in Canada: | |

NOTE: Upon receipt of a **complete** application, Canada Soccer will submit the application via the FIFA TMS. Please allow seven (7) days from the date of request to the releasing association for receipt of the player's ITC.

| | |
|---|--------------------------|
| 1. Player's Passport (photo page) | <input type="checkbox"/> |
| 2. Player's Birth Certificate | <input type="checkbox"/> |
| 3. Player's Parents' Passports (BOTH parents) (photo page) | <input type="checkbox"/> |
| 4. Proof of Residence of parents in Canada (i.e. Utility bill, tenant agreement, etc.) | <input type="checkbox"/> |
| 5. Parents Valid Work Permit or government issued visas as issued by Canada Immigration and Citizenship <i>Note: not required if parents are citizens or permanent residents of Canada</i> | <input type="checkbox"/> |
| 6. Player's Parents' employment contract or other documents corroborating the reason invoked for the parents move to Canada | <input type="checkbox"/> |
| 7. Letter signed and dated by both parents stating the date they arrived in Canada and their reason(s) for moving to Canada. | <input type="checkbox"/> |

To be completed by Parent:

1. I declare that I, the undersigned, relocated to Canada with my child,

,on the following date: _____for the following reasons:

2. **I declare that I myself and my child relocated to Canada for reasons not linked to soccer.**

3. I give permission for my child to register to play soccer with the following club should their international clearance be granted, and authorize this club to seek that clearance on my child's behalf:

Name of Club:_____

4. I consent to the collection, use and disclosure of this personal information for the purposes set out in Canada Soccer's privacy policy, including administering the sport of Soccer in Canada.

(Print Name)

(Signature)

(Place and date)

To be completed by the Applicant Club:

1. I make this declaration on behalf of the following club:
2. The applicant club requests the International Transfer Certificate of the following child:
3. The applicant club is: (select *as appropriate*)

Purely amateur, and the child shall be registered as an amateur; **or**

has professionally contracted senior players and, while the child shall be registered as an amateur, the child came to the clubs attention under the following circumstances¹:

(Print Name/Title)

(Signature)

(Place and date)

To be completed by the Member Association:

I declare that I, the undersigned, have reviewed all the relevant documents to be annexed to, and form part of, this application.

(Print Name/Title)

(Signature)

(Place and date)

¹ Where this is the case, Club must also provide this declaration in letter form, on club letterhead, signed and dated.



CHECKLIST D: Application for Minors – 50km Shared Border Exception

| | |
|---|--|
| First Name(s): | |
| Surname: | |
| Date of Birth (DD/MM/YYYY): | |
| Nationality / Nationalities: | |
| Current Address: | |
| Country of Last Registration: | |
| Club Played for in that Country: | |
| Date of Last Match Played: | |
| Club Registering for in Canada: | |

NOTE: Upon receipt of a **complete** application, Canada Soccer will submit the international transfer request via the FIFA TMS. **Please allow at least seven (7) days from the date of the request being made in the FIFA TMS for receipt of the ITC.**

| | |
|--|--------------------------|
| 1. Player's Passport (photo page) | <input type="checkbox"/> |
| 2. Player's Birth Certificate | <input type="checkbox"/> |
| 3. Player's Parents' Passports (BOTH parents) (photo page) | <input type="checkbox"/> |
| 4. Proof of distance for 50km rule (e.g. Google Maps) | <input type="checkbox"/> |
| 5. Proof of Residence – player (i.e. utility bill, tenant agreement, etc.) | <input type="checkbox"/> |
| 6. Declaration letter from Canadian Club with Club details (e.g. strictly amateur club with no ties to a professional club). | <input type="checkbox"/> |



CHECKLIST E: Application for Minors moving to Canada for the purposes of an academic exchange program

| | |
|---|--|
| First Name(s): | |
| Surname: | |
| Date of Birth (DD/MM/YYYY): | |
| Nationality / Nationalities: | |
| Current Address: | |
| Country of Last Registration: | |
| Club Played for in that Country: | |
| Date of last match played: | |
| Club Registering for in Canada: | |

NOTE: Upon receipt of a **complete** application, Canada Soccer will submit the application to the FIFA TMS. Please allow at least seven (7) days for receipt of the ITC from the date of the request submitted via the FIFA TMS.

| | |
|--|--------------------------|
| 1. Player's Passport (photo page) | <input type="checkbox"/> |
| 2. Player's Birth Certificate | <input type="checkbox"/> |
| 3. Player's Parents' Passports (BOTH parents) (photo page) | <input type="checkbox"/> |
| 4. Exchange Program registration form signed by player and parents | <input type="checkbox"/> |
| 5. Info on Exchange Programme (e.g. brochure or pamphlet) | <input type="checkbox"/> |
| 6. Parent Consent to Guardianship Letter. | <input type="checkbox"/> |
| 7. Guardianship Letter. | <input type="checkbox"/> |
| 8. Letter from Home Country School confirming exchange program and the players return to home school. | <input type="checkbox"/> |
| 9. Letter from Canadian School confirming registration of player and dates of enrolment. | <input type="checkbox"/> |
| 10. Weekly timetable of student classes from the Canadian School | <input type="checkbox"/> |
| 11. Declaration letter from Canadian Club with club details and envisioned registration dates. | <input type="checkbox"/> |
| 12. Letter from Home Country FA (e.g. The English FA) stating whether the player has ever been registered with a member club, and if yes, was the player amateur or professional. <i>[Office Use Only]</i> | |



CHECKLIST F: ITC Application for Minors in Canada for humanitarian purposes without their parents

| | |
|--|--|
| First Name(s): | |
| Surname: | |
| Date of Birth (DD/MM/YYYY): | |
| Nationality / Nationalities: | |
| Current Address: | |
| Country of Last Registration / Residence: | |
| Club Played for in that Country: | |
| Date of Last Match Played: | |
| Club Registering for in Canada: | |

NOTE: Upon receipt of a **complete** application, Canada Soccer will submit a formal International Transfer request through the FIFA TMS. **Please provide this checklist along with your application.**

| | |
|--|--------------------------|
| 1. Player's Passport (photo page) | <input type="checkbox"/> |
| 2. Player's Birth Certificate | <input type="checkbox"/> |
| 3. Proof of Refugee Status of the Player in Canada as provided by Canada Immigration and Citizenship | <input type="checkbox"/> |
| 4. Proof of Custody | <input type="checkbox"/> |
| 5. Authorization of custody holder | <input type="checkbox"/> |
| 6. Letter explaining the parental situation as provided by the player's guardian | <input type="checkbox"/> |
| 7. Status of Canadian Club as provided by the engaging Club (strictly amateur with no ties to a professional club, etc.) | <input type="checkbox"/> |
| 8. Status of player with former club (if applicable) | <input type="checkbox"/> |



CHECKLIST G: Minors in Canada for humanitarian purposes accompanied with their parents

| | |
|--|--|
| First Name(s): | |
| Surname: | |
| Date of Birth (DD/MM/YYYY): | |
| Nationality / Nationalities: | |
| Current Address: | |
| Country of Last Registration / Residence: | |
| Club Played for in that Country: | |
| Date of Last Match Played: | |
| Club Registering for in Canada: | |

NOTE: Upon receipt of a **complete** application, Canada Soccer will submit a formal International Transfer request through the FIFA TMS. **Please provide this checklist along with your application.**

| | |
|---|--------------------------|
| 1. Player's Passport (photo page) | <input type="checkbox"/> |
| 2. Player's Birth Certificate | <input type="checkbox"/> |
| 3. Proof of Refugee Status of the Player in Canada as provided by Canada Immigration and Citizenship | <input type="checkbox"/> |
| 4. Proof of Refugee Status of player's Parents in Canada as provided by Canada Immigration and Citizenship | <input type="checkbox"/> |
| 5. Proof of Residence – players parents (e.g. utility bill, tenant agreement, etc.) | <input type="checkbox"/> |
| 6. Status of Canadian Club as provided by the Club (strictly amateur with no ties to a professional club, etc.) | <input type="checkbox"/> |
| 7. Status of player with former club (if applicable) | <input type="checkbox"/> |



CHECKLIST H: First Registration Application for Minors Resident in Canada for 5+ years

| | |
|--|--|
| First Name(s): | |
| Surname: | |
| Date of Birth (DD/MM/YYYY): | |
| Nationality / Nationalities: | |
| Current Address: | |
| Country of Last Registration / Residence: | |
| Club Played for in that Country: | |
| Date of Last Match Played: | |
| Club Registering for in Canada: | |

NOTE: Upon receipt of a **complete** application, Canada Soccer will approve the registration of the player. **Please provide this checklist along with your application.**

| | |
|---|--------------------------|
| 1. Player's Passport (photo page) | <input type="checkbox"/> |
| 2. Player's Birth Certificate | <input type="checkbox"/> |
| 3. Player's Parents' Passports (BOTH parents) (photo page) | <input type="checkbox"/> |
| 4. Player's Parents' Visas into Canada (preferable work visas) Note: If CDN Citizens, work visa not required. | <input type="checkbox"/> |
| 5. Players' permanent residence card and/or date of landing document from Canada Immigration and Citizenship | <input type="checkbox"/> |
| 6. Players' Parents' permanent residence card and/or date of landing document from Canada Immigration and Citizenship | <input type="checkbox"/> |
| 7. Parents' Support Letter. | <input type="checkbox"/> |



CHECKLIST I: First Registration Application for Minors Resident in Canada for less than 5 years

| | |
|--|--|
| First Name(s): | |
| Surname: | |
| Date of Birth (DD/MM/YYYY): | |
| Nationality / Nationalities: | |
| Current Address: | |
| Country of Last Registration / Residence: | |
| Club Played for in that Country: | |
| Date of Last Match Played: | |
| Club Registering for in Canada: | |

NOTE: Upon receipt of a **complete** application, Canada Soccer will submit a formal International Transfer request through the FIFA TMS. **Please provide this checklist along with your application.**

| | |
|--|--------------------------|
| 1. Player's Passport (photo page) | <input type="checkbox"/> |
| 2. Player's Birth Certificate | <input type="checkbox"/> |
| 3. Player's Parents' Passports (BOTH parents) (photo page) | <input type="checkbox"/> |
| 4. Player's Parents' Visas into Canada (preferable work visas) Note: If CDN Citizens, work visa not required. | <input type="checkbox"/> |
| 5. Players' Parents' Proof of Residence (Utility bill, rental agreement, etc.) | <input type="checkbox"/> |
| 6. Players' Parents' Proof of Employment (Employment contract, letter from employer) | <input type="checkbox"/> |
| 7. Parents' Support Letter. | <input type="checkbox"/> |