



2021 - 2022 USYF CHAMPIONSHIP SERIES RULES

The rules of this tournament shall be in accordance with FIFA, US Soccer Federation, and US Youth Futsal except as modified and approved herein. To download a copy of [the most recent FIFA laws of the game](#).

Notable Rules or Rule Modifications from Previous Year

1. Age Matrix – All USYF Championship Series events will use the United States Soccer age matrix below.
2. Coach Background Check- All coaches and managers must complete a background check by the USYF provider. Previous background checks for other associations are not valid, even if they have been recently completed. For the link to the background check, refer to the Confirmation email received by the team manager after the team registered for the event.
3. Red card carryover - Unserved suspensions as a result of red cards in a State Championship and or a Regional Championship will be carried over. If a player is red-carded in a State or Regional Championship, a one game suspension will be served in the next subsequent Championship Series event (i.e. Regional and or National Championship).
4. The 2020 [FIFA Rules Full Amendment](#) document can be found here
5. Key rule changes includes:
 - a. USYF does not currently have any conditional rules regarding goalkeeper distribution modifications for our State, Regional, or National Championship Series events (i.e. - GK can throw over half court, etc).
 - b. Kick Off Procedure: All players, except the player taking the kick off, must be in their own half of the pitch. The ball is in play when it is kicked and clearly moved. A goal may be scored directly against the opponent from kick off;; if the ball directly enters the kicker's goal, a corner kick is awarded. This means the ball can be played backwards directly from a kick-off.
 - c. In the event of a tie at regulation time in a match where a winner must be determined, Five (5) PKs will be taken by each team and if the score is still tied at the end of that phase then sudden death PKs are taken. If, at the end of the match, and before the kicks from the penalty mark start, one team has a greater number of players (including substitutes) than its opponents, it may choose to reduce its numbers to the same number as its opponents and the referees must be informed of the name and number of each player excluded, if any. Any excluded player is not eligible to take part in the kicks (except as outlined below). If, during the kicks from the penalty mark, one team's number of players is reduced, the team with more players may choose to reduce its numbers to the same number and the referees must be informed of the name and number of each player excluded, if any. Any excluded player is not eligible to take further part in the kicks (except as outlined above).
 - d. A Goal Clearance can now be played to a teammate within the penalty area. Opponents must be outside of the penalty during goal clearance until the ball has been distributed.
 - e. Kick-Ins must be stationary with the ball touching the line. The player taking the kick-in is no longer required to have a plant foot on or behind the line.
 - f. Referees can take action against team officials who fail to conduct themselves in a responsible manner and warn them, caution them or send them off from the pitch and its immediate surrounds, including the technical area. If the offender cannot be identified, the senior coach present in the technical area will receive the sanction.

- g. For the 2021-2022 USYF Championship Series, to support sanitation guidelines due to Covid players will not be required to wear bibs at any time.
- h. For the 2021-2022 USYF Championship Series, to support sanitation guidelines due to Covid teams will not switch benches or goals at halftime. Each team's bench will stay in their defensive half for the entire match.
- i. Knee and arm protectors for Goalkeepers or other players: USYF is modifying the new FIFA rule to accept any color of knee or arm protective equipment. The size of the equipment must still meet FIFA standards.
- j. In compliance with current United States Soccer Covid Protocols, international teams will not be allowed to participate in USYF Championship Series Events as US Soccer is not sanctioning International events at this time.

POLICIES AND REQUIREMENTS

HOST HOTELS

The Regional Championship is a Stay to Play event. ALL out of town teams must book rooms through the USYF Travel management company, TeamRunner. There are no exceptions to the Stay to Play policy. Having family in the area, staying in tents, etc. does not exempt teams from the policy. TeamRunner has negotiated group rates and other amenities to make your stay comfortable, cost effective and in hotels close to the tournament venue sites.

If you want to stay at a hotel that is not a current host hotel, TeamRunner may be able to source a room block for you. If you have **additional questions or need other assistance**, contact Sha Leahey, Hotel Director sha.leahey@zimcode.com or 763-302-9252

IMPORTANT - Out of town team's application will not be accepted unless a booking with one of our host hotels is on record by the registration deadline. However, it is highly recommended that you book 3 weeks before that deadline as the rooms reserved for the tournament will be released back to the public.

CHAMPIONSHIP SERIES SCHEDULES

Will be posted on the tournament website by the Monday before the tournament begins

AGE DIVISIONS

Boys and Girls birth year 2013 – 2003 (U9 to U19)

TEAM ELIGIBILITY

USYF Tournaments shall be open to all teams composed of properly registered youth players (as defined by the rules of the affiliated organization) in all age groups indicated on the tournament application form, provided such team is in good standing with its youth association. The US Soccer age group matrix will be used to determine tournament age groups. The oldest player on the roster dictates the age group the team will play.

US SOCCER AGE GROUP CHART 2021 - 2022 SEASON

Birth Year	Age Group	Birth Year	Age Group
2003	U19	2008	U14
2004	U18	2009	U13
2005	U17	2010	U12
2006	U16	2011	U11
2007	U15	2012	U10
		2013	U9

**UPDATED 9-12-2021*

FOREIGN TEAMS - Must have a completed form from its Provincial or National Association approving the team's participation in the tournament. [USSF Permission to Host Foreign Teams](#) For the **2021-2022 USYF Championship Series**, international teams will not be allowed to participate as US Soccer is not sanctioning International events at this time.

PLAYER ELIGIBILITY

All teams are required to present their United States Soccer Federation affiliated cards for each of their players/coaches at team check in. These are the cards issued by their governing association used for identification purposes to play outdoor leagues and tournaments. These cards are issued by US CLUB, USYS, AYSO, or other similar US Soccer sanctioned organizations. Player/coach cards must be verified and include a photo - either laminated or digital. If you are not sure of a player's eligibility ask, in writing, to the Tournament Director. If the player does not have a card issued from their association, see **Team Check-in** below for alternative identification. **USYF cards issued by the local affiliate or other Futsal associations cards are not valid for age verification at team check in as these documents are not age verified.**

Double Rostering Players in the same age group not allowed - Players are not eligible to play on two different teams in the same age groups. A player may play up on multiple teams, but is restricted to rostering on one team in the age group.

Maximum Roster Size

All USYF Championship Series Tournaments will have a maximum roster size of 14 players per team.

Adding Players to Rosters for National Championships

Up to four players may be removed and/or added to their Regional rosters subject to the roster maximum of 14. For example, two new players can be added to a 12 - player Regional Championship roster or a team with a Regional roster of 14 or could delete 4 players from that roster and add 4 new players to the National Championships roster.

United States Youth Futsal Player Registration – all players must be registered with USYF. Any player not currently registered with USYF, must pay \$13.50 per player for registration. This fee is in addition to the tournament entry fee. To be USYF registered, the player must be entered in the USYF tournament registration system, Media / Medical Release received and fully paid. Coaches and Managers do not have to pay for the registration fee. Players already registered with USYF for the current year (8/1/2021 to 7/31/2022) do not have to pay again.

United States Youth Futsal Inclusion Policy

- A. Membership of US Youth Futsal is open to all futsal and soccer organizations and all futsal and soccer players, coaches, trainers, managers, administrators and officials without discrimination on the basis of race, color, religion, age, sex, sexual orientation, gender identity, gender expression or national origin.
- B. For the purposes of registration on gender-based teams, a player may register with the gender team with which the player identifies, and confirmation sufficient for guaranteeing access shall be satisfied by documentation or evidence that shows the stated gender is sincerely held, and part of a person's core identity. Documentation satisfying the herein stated standard includes, but is not limited to, government-issued documentation or documentation prepared by a healthcare provider, counselor, or other qualified professional not related to the player. Documentation shall be submitted during the team check-in prior to the tournament or event.
- C. US Youth Futsal recognizes 2 team gender classifications:
 - (1) Teams with females only are considered girls teams.

(2) All other teams are considered boys teams.

TEAM, COACH AND PLAYER REGISTRATION

All teams must register on-line in the tournament registration system on the tournament website. After registering their team on-line, each team manager will receive an email confirmation of receipt of their application to the Regional Championship. In some cases, the Regional may be fully subscribed or a division may have an unworkable number of teams in an age group, such as 7 or nine teams. The tournament director has final say as to teams accepted.

The email also contains directions as to how to log into the registration site to complete registration. Player information required includes, but not limited to: name, assigned jersey number, date of birth and home address and one parent email address. Players entered will comprise the team's Official Tournament Roster.

US Background Check- All coaches and managers must complete a background check by the USYF provider. Previous background checks for other associations are not valid, even if they have been recently completed. The link to complete the background check is in the Confirmation email received when the manager registered the team.

International Background Check link - All coaches that do not have a Social Security number must complete an International Background check instead of the US Background check above. This process will typically take 4-6 weeks to complete so please plan accordingly. The cost for this background check is \$28 for Canadian residents and \$55 for all other countries. [International Background Check](#)

Each manager, coach or assistant must have a valid ID and be listed on the Official Tournament Roster. If a manager or coach is ejected, an assistant may conduct the team. If the assistant is also ejected, or there is no assistant, the game will be forfeited. In no case will a team be allowed to participate without a properly registered coach or assistant. Each team is limited to three coaches on the bench all of which must be on the Official Tournament Roster.

Teams have **4 working days prior to the tournament** to make any roster changes. At that time, tournament staff will print out the Official Tournament Roster, which will be used for tournament play.

TEAM CHECK-IN AND REQUIRED AGE VERIFICATION DOCUMENTS

Team check-in will be held at a designated location. Please refer to the Tournament Details Page for specific address and time. Players do not need to be present. Team manager or adult team representative must attend with required documents. Electronic images of the documents are also acceptable.

Player and Coach Identification Needed at Team Check-in

1. Player/Coach cards for each player as discussed in **PLAYER ELIGIBILITY** above
OR
2. A Copy of a birth certificate **and** a photo of the player
OR
3. A copy of a birth certificate **and a photo ID**
OR
4. Valid driver's license
OR
5. Passport (**required for foreign teams**)
OR
6. Government Issued Identification i.e. Green Card

At Check in, tournament staff will conduct credential checks and compare the printed roster to the player identification presented. Upon approval, each team will receive an Official Tournament Roster. The Official Tournament Roster is to be carried throughout the tournament and presented to the referee staff prior to each match. Always bring the Official Tournament Roster with you as it is required by the official to start the game. We will not provide duplicates. The proof of age documents listed above in Player Eligibility must be present and made available at each game if requested by Tournament staff.

PRE GAME CHECK IN

Pre-game check in procedures will begin 15 minutes prior to each match. The team must present the laminated Official Tournament Roster to the referee staff at game check-in. Any team using an ineligible player will forfeit all matches played and will be eliminated from the tournament

Players and coaches not certified by the tournament staff will not be allowed to participate.

LAWS OF THE GAME

All games shall be in accordance with the FIFA Futsal Laws of the Game. Exceptions to The Laws of the Game are listed below. Other exceptions specific to a particular location may be listed under House Rules in the Tournament Detail Page. Official futsal goals (3m x 2m) with aluminum, steel, or other hard surfaced goalposts, will be used in all Championship Series competitions.

MODIFICATIONS TO THE LAWS OF THE GAME FOR ALL CHAMPIONSHIP SERIES EVENTS

LAW 1: Pitch, Dimensions

In facilities where there are no marked lines, but a difference in floor color can be distinguished as out of play, the referee will use the line where the different floor colors meet.

LAW 4: Players' Equipment

Each player must have a clear and visible number on the back of their jersey. The shirt number of each player must be the same as the player's shirt number on the daily match report or roster. If the numbers are not the same, the referee is not to allow the player to take part in the match until the numbers are the same (ex: the player changing his or her shirt, or the daily match report being changed). Players wearing a traditional hard, unremovable orthopedic cast shall not be eligible to participate in any game. However, soft braces can be worn if they are properly wrapped. The safety of all players and final decision on safety is at the discretion of the referee

We will not be enforcing the new FIFA Player Equipment Law regarding Knee and Arm protectors. Due to current access of safety equipment for youth players, we will allow each player to wear appropriate safety equipment regardless of the color of the player kit.

We will not require the use of bibs by players.

LAW 5: The Referee

2 (two) referees will officiate the match and some matches may have a third referee appointed. The referees are responsible for keeping time, score, fouls. Referees may appoint volunteers to help record; one adult from the home and away team and would be responsible for staffing the score table at half-court. Volunteer duties are to assist the referee with record keeping of goals and fouls accumulated based on specific direction from the referee.

Powers and Duties -take action against team officials who fail to conduct themselves in a responsible manner and warn them, caution them or send them off from the pitch and its immediate surrounds,

including the technical area. If an offender cannot be identified, the senior coach present in the technical area will receive the sanction.

LAW 7 : The Duration of the Match

- The duration of the game will be:
- Two (2) twenty-four (24) minute halves**
- 3 minute halftime
- For semi-final and final games, During the last two minutes of play if the score differential is less than 4 goals (3, 2, 1 or 0 goal difference), at the referee's discretion, the clock can be stopped if it is determined that time-wasting techniques are being used.
- The end of period is signaled by the time clock buzzer, not the referee whistle per the Law 5 amendment. If a clock buzzer is not available, the referee whistle will serve as the signal for the end of the period.
- Abandoned Matches will not be replayed
- Team will not switch benches at half time and the GK does not switch goals

Law 15: The Kickin

The ball must be stationary on the touchline at the point where it left the pitch or the nearest point to where it touched the ceiling.

RULES OF THE COMPETITION

- No Heading per US Soccer guidelines for U11 divisions and under.
- Official tournament balls shall be used: Ball size 3 for U12 and younger; Ball size 4 for U13 and older
- If players arrive late at the court after the start of the match, a check in procedure is required to enter the game. Once the games' official(s) verify the player is eligible and with the permission of the center referee, the player may enter the court.
- Games that require a winner will be determined by penalty kicks under the Law 10 Determining the Outcome of a Match
- Forfeit and Abandoned matches: If a team does not report for a match, plays a match with an ineligible player, or if a team reports to the match with less than 3 players and it is 5 minutes past the scheduled start time, except in cases of force majeure, the team will be considered as having forfeited the match and 3 points will be awarded to the opponent with the score of 3-0. In the case of an abandoned match where the game has started and a team refuses to continue to play or leaves the facility before the end of the match, and has already achieved a better result (Refer to Tournament Point Guidelines and Tiebreakers) at the time of abandonment, that result will stand. The tournament committee will review each scenario independently and as a general rule, except in cases of force majeure, the offending team may be excluded from further participation in the competition and all previous matches may have the scores changed to the same result so that the competition is fair for all other teams in the bracket.
- In the case of force majeure, the tournament committee will notify the teams of the tournament plan.
- If at any point in the play-offs, a team chooses not to continue, USYF reserves the right to move an alternate team forward into its position based on total points and tiebreakers. Teams who choose not to continue may not be invited to participate in future USYF events.

HOME TEAM

The team listed first on the schedule is the Home team. The Home team is to wear white/lighter color jerseys. If the home team complies and there is a conflict, the visiting team must change jerseys. If the home team does not comply and there is a color conflict, then the home team must change colors.

CONTROL OF SIDELINE CONDUCT

Players, reserve players, managers, coaches and fans are expected to conduct themselves within the letter and spirit of the "Laws of the Game". The Tournament Staff has the authority and the responsibility to remove any person(s) from the tournament for abuses of conduct, in addition to any specific disciplinary action brought about by any other authority. In addition to good manners, the following rules will apply to USYF Tournaments:

Artificial noise making devices are prohibited.

The manager/coach will be responsible for the behavior of their fans and the referee will have the authority to warn and ultimately send off any manager/coach and the fans who behave in an abusive or disruptive manner.

POST GAME PROCEDURES

Due to our current Covid safety protocols, there will not be a physical handshake at the end of the game. A social distanced display of sportsmanship with each team facing each other around half-court will be expected. The coach or manager of both teams will ensure their respective sideline areas are clean and that all trash is in containers.

It is the responsibility of the coach/manager to retrieve their Official Tournament Roster card from the referee at the conclusion of the match.

DISCIPLINE - EJECTIONS

Ejections - A player, manager or coach ejected will have an automatic minimum one (1) game suspension regardless of the cause of the ejection. The tournament committee may take additional disciplinary action against a team or individual for serious offenses, including but not limited to additional game suspensions, suspension from the remainder of the tournament, and/or non-eligibility for future tournaments. The referee reports the ejection to the tournament committee along with a written report. The Tournament Committee will note ineligibility on the game card(s) for the ejected coach or player. A Red card suspension can only be served with the team with which the suspension was delivered (you may not serve your suspension with an alternate team).

When ejected, the individual must immediately leave the facility. Depending on the nature of the incident, the Tournament Staff can review the details and determine whether the individual may be able to remain in the building away from the immediate court (ex: in the cases of young youth athletes with a chaperone that may not be able to leave the facility). For the remainder of their suspension neither coach nor player can be in the technical area during the match, but may sit in the stands. Coach can not instruct nor communicate with the team in any manner and the suspended player cannot wear team uniform while deemed ineligible.

REPORT OF DISCIPLINARY ACTION

For United States teams, USYF utilizes the game card filled out by the referee as an incident report.

For CONCACAF teams, the tournament committee will notify USYF and the US Soccer Federation of disciplinary action taken, and that the Federation will transmit the disciplinary action taken or required to that team's provincial or national association.

PROTESTS

There will be no protests. Referee and Tournament Staff decisions are final.

DISPUTES

For non-referee decisions (ex: player eligibility issues or disputes over tournament rules), disputes may be written and filed with the Tournament Committee. All decisions are considered final after tournament committee review.

EXTERNAL CONDITIONS/WEATHER, etc.

We make every effort to accommodate all games due to space/court limitations. If a game or the entire tournament is cancelled due to acts of God or field conditions, no refunds will be given under any circumstances. The tournament committee holds sole authority for delay, suspension or cancellation of play.

TERMINATED GAMES

If the referee terminates a match for reasons other than field conditions, the Tournament Disciplinary Committee will decide the result of the match after reviewing the match report and written testimony of both coaches.

CHAMPIONSHIP FINAL CEREMONIES

After each Championship Final Game an awards ceremony will take place in the Awards Area. Out of respect for the other team, all teams should proceed immediately to this area after their final match to conclude award ceremonies in a timely manner. Medals and team trophies will be presented to both Champions and Finalists.

REFEREES

If you are interested in joining the referee pool, please contact the assignor listed on the Tournament Detail Page.

GENERAL RULES – Products and behavior prohibited by the facility are not allowed in the facility, including but not limited to outside beverages and food, verbal abuse, all animals that are not certified service animals, etc. The tournament reserves the right to remove and or ban individuals violating the general rules.

REFUNDS - No Refunds will be given

DETERMINATION OF POOL PLAY WINNERS

TOURNAMENT POINT GUIDELINES AND TIEBREAKERS

In pool play there will be no overtime given. Standings in a division or pool will be determined by:

- 3 points for a win
- 1 point for a tie
- 0 points for a loss

Tiebreaker - If teams tie in points, the division or pool winner will be determined by:

1. Head to head result; if no clear winner,
2. Net goal differential, only a maximum of seven (7) goals differential per game will count, if no clear winner
3. Fewest goals allowed, if no clear winner
4. Total Goals For (max of 7 per match)
5. Penalty Kicks (5)

POOL PLAY AND PLAYOFFS - NUMBER OF GAMES

Division play and playoffs are determined by the number of teams and pools in a division. Depending upon the division configuration, a team could play as many as 3 games in one day.

Divisions with 4 teams – 1 pool - Each team plays each other once. The 1st and 2nd place teams advance to the finals.

Divisions with 5 teams – 1 pool -Each team plays each other once in pool play. In **USYF State and Regional Championships**, the Champion is determined by the team with the most points after their four - game pool play and the Finalist is determined by the team with the second most points. There is not a finals game. In **USYF National Championships**, the team with the most points and the second most points will advance to the finals.

Divisions with 6 teams - 2 pools of 3 teams - Each team plays the teams within their pool. After each team has played their two pool games, points are calculated and temporary standings are generated within each pool. The temporary standings are used to determine the order of play for the cross-over pool games, which are the guaranteed third game for each team. The third place teams of Pool A and Pool B will play each other in the consolation game, completing their third and final game and are eliminated from the tournament. Using the temporary standing generated from the two pool games, the Team with most points from Pool A vs. Team with 2nd most points from Pool B. Team with most points from Pool B vs. Team with 2nd most points from Pool A. These games are semifinals with winners advancing to the Finals.

Divisions with 8 teams - 2 pools of 4 teams – Each team plays the teams within their pool. The 1st and 2nd place teams of Pool A and B advance into the semi-final round where the 1st of Pool A vs. 2nd of Pool B and 1st of Pool B vs. 2nd of Pool A. The winners of the semi-finals advance to the finals.

Divisions of 10 teams - 2 pools of 5 teams. Each team from Pool A plays the other 4 teams in their pool. Each team from Pool B plays the other 4 teams in their pool. The first place team from Pool A and the first place team from Pool B will advance to the finals.

Divisions with 12 teams - 3 pools of 4 teams - Each team plays the teams within their pool (3 games of pool play). Points are calculated and 1st place teams of pool A, B and C and the wildcard* playoff team will advance to the semi-final round. In one semi-final round, the wildcard playoff team* will play the team with the highest point total from pool play. In the other semi-final round, the pool winners who have the 2nd and 3rd highest point total from pool play will play each other. The winners of the semi-finals will advance to the finals

In a 12 team division, the wildcard team is the team with the 4th most points from pool play

The wild card team will always play the team with the most points accrued during pool play, unless the two teams have previously played during the tournament. When this exception occurs the wild card will play the semi finalist team with the second most points accrued during pool play.

There is no 14 team division configuration

Divisions with 16 teams - 4 pools of 4 teams - Each team plays the teams within their pool (3 games of pool play). Points are calculated and 1st place winners of pool A, B , C and D will advance to the semi-final round. In one semi-final round, the pool winner with the highest point total from pool play will

play the pool winner with the least points from pool play. In the other semi-final round, the pool winner with the 2nd and 3rd highest point total from pool play will play each other. The winners of the semi-finals will advance to the finals

Playoff Games ending in ties at regulation

If at the end of a match where a winner must be decided and the score is tied, the referees will go directly to penalty kicks to determine the winner of the match. Five (5) PKs will be taken by each team and if the score is still tied at the end of that phase then sudden death PKs are taken.

Procedure: Before kicks from the penalty mark start:

- Unless there are other considerations (e.g. pitch condition, safety, camera placement, etc.) or the competition regulations specify otherwise, the referee tosses a coin to decide the goal at which the kicks will be taken.
- The referee tosses a coin and the team that wins the toss decides whether to take the first or second kick.
- All players and substitutes are eligible to take kicks from the penalty mark, except those players who, when the match or extra time finishes, are injured or have been sent off.
- Each team is responsible for selecting, from the eligible players, the order in which they will take the kicks. The referees do not need to be informed of the order.
- **If, at the end of the match or extra time, and before the kicks from the penalty mark start, one team has a greater number of players (including substitutes) than its opponents, it may choose to reduce its numbers to the same number as its opponents and the referees must be informed of the name and number of each player excluded, if any. Any excluded player is not eligible to take part in the kicks (except as outlined below).**

Determining the Outcome of a Match (Law 10)

- A goalkeeper who is unable to continue before or during the kicks may be replaced by a player or substitute excluded to equalise the number of players, but the replaced goalkeeper takes no further part and may not take a kick.
- If the goalkeeper has already taken a kick, the replacement may not take a kick until the next round of kicks.
During kicks from the penalty mark
- Only eligible players, the referees and the other match officials are permitted to remain on the pitch.
- All eligible players, except the player taking the kick and the two goalkeepers, must remain within the centre circle or either on or close behind the halfway line.
- The goalkeeper of the kicker's team must remain on the pitch, outside the penalty area, approximately in line with but at least 5m away from the penalty mark and on the opposite side of the pitch to the benches and the second referee.
- An eligible player may change places with the goalkeeper.
- The kick is completed when the ball stops moving or goes out of play or when the referees stop play for any offence; the kicker may not play the ball a second time.
- The referees keep a record of the kicks.
- If the goalkeeper commits an offence and, as a result, the kick is retaken, the goalkeeper must be cautioned.
- If the kicker is penalized for an offence committed after the referees have signalled for the kick to be taken, that kick is recorded as missed and the kicker is cautioned.
- If both the goalkeeper and kicker commit an offence at the same time:
 - if the kick is missed or saved, the kick is retaken and both players are cautioned;
 - if the kick is scored, the goal is disallowed, the kick is recorded as missed and the kicker is cautioned.

- If, during the kicks from the penalty mark, one team's number of players is reduced, the team with more players may choose to reduce its numbers to the same number and the referees must be informed of the name and number of each player excluded, if any. Any excluded player is not eligible to take further part in the kicks (except as outlined above).

Subject to the conditions explained below, both teams take five kicks

- The kicks are taken alternately by the teams.
- Each kick is taken by a different player, and all eligible players must take a kick before any player can take a second kick.
- The above principle continues for any subsequent sequence of kicks but a team may change the order of kickers.
- If, before both teams have taken five kicks, one has scored more goals than the other could score, even if it were to complete its five kicks, no more kicks are taken.
- If the scores are level after both teams have taken five kicks, kicks continue until one team has scored one goal more than the other from the same number of kicks.
- Kicks from the penalty mark must not be delayed for a player who leaves the pitch. The player's kick will be forfeited (not scored) if the player does not return in time to take a kick.