



## Enclosure 1

### Registration procedure for the 2021/22 UEFA club competitions

#### Registration procedure for the 2021/22 UEFA Champions League, the 2021/22 UEFA Europa League, the 2021/22 Europa Conference League and the 2021/22 UEFA Youth League

Please find below detailed information concerning the 2021/22 registration procedure for clubs entering the UEFA Champions League (UCL), the UEFA Europa League (UEL), the UEFA Europa Conference League (UECL), and the UEFA Youth League (UYL).

The entry process to register for the UEFA club competitions has not been changed for 2021/22. It remains the same as for previous seasons and is the same for all associations and clubs.

In order to check the eligibility of each participating club, a pre-registration procedure is applied, followed by the final registration. This means that each national association must send UEFA, by the specified pre-registration deadline, the admission criteria forms for all clubs that have qualified or could potentially still qualify for UEFA club competitions by this date. By the final registration deadline, the other entry documents (i.e. official entry form and playing attire approval form) must then be sent to UEFA or completed online for all clubs that have actually qualified for the UEFA club competitions.

All relevant entry documents (official entry form, admission criteria form and playing attire approval form) and further information can be found on and downloaded from the [Documents](#) section of the UEFA TIME portal. Details of how to access TIME and give access to your clubs can be found in Enclosure 5 of this circular. Please note that no stadium registration or approval forms are included in this entry process anymore. For information on stadium matters, please refer to circular letter 14/2021.

Please send all pre-registration and registration documents for the UEFA Champions League, the UEFA Europa League, the UEFA Europa Conference League and/or the UEFA Youth League as a **manually countersigned PDF** of the original documents **by email to [entry@uefa.ch](mailto:entry@uefa.ch)**. Electronic signatures are not accepted.

The process of pre-registration and final registration is explained in detail below. You are kindly asked to respect all the deadlines indicated.

#### 1. Pre-registration – 11 May 2021

National associations must provide and return the following form as **manually countersigned pdf** of the original document (*colour copy, if possible; signed by hand; no electronic signatures*) **by email to [entry@uefa.ch](mailto:entry@uefa.ch) by 11 May 2021** at the latest:

- The ***official admission criteria form (UEFA club competitions 2021/22)*** completed in full by each club that has qualified or could potentially still qualify for the UEFA Champions League, the UEFA Europa League, the UEFA Europa Conference League and/or the UEFA Youth League by this date. One admission criteria form must be completed and submitted by each club, whether they are participating in the UEFA Youth League only or are entering both a senior team in the UEFA Champions League, UEFA Europa League or UEFA Europa Conference League and a youth team in the UEFA Youth League.

### Registration procedure for the 2021/22 UEFA club competitions

As regards admission to UEFA's club competitions, please refer to the criteria and procedures set out in Articles 3 and 4 of the Regulations of the UEFA Champions League 2021/22, the Regulations of the UEFA Europa League 2021/22, the Regulations of the UEFA Europa Conference League 2021/22 and the Regulations of the UEFA Youth League 2021/22. The access list, which applies the coefficient ranking system to determine admission to the UEFA Champions League, the UEFA Europa League, the UEFA Europa Conference League and the UEFA Youth League, is included in Annex A to these regulations.

Please be aware that all submissions required for the pre-registration phase are to be regarded as provisional, since the admission criteria listed in the competition regulations must still be fulfilled on the final registration date. This also applies, for example, to clubs whose season is over, but which have not completed the licensing process (i.e. licences have not yet been granted).

#### 2. Final registration – 1 June 2021

For the final registration phase, national associations must provide and return the following forms as **manually countersigned PDFs** of the original documents (*signed by hand; no electronic signatures*) **by email to [entry@uefa.ch](mailto:entry@uefa.ch) by 1 June 2021** at the latest:

- The **official competition entry form**, indicating all the clubs that have qualified for the UEFA Champions League, the UEFA Europa League, the UEFA Europa Conference League and the UEFA Youth League (including the domestic youth champion and their age category, confirmed for the entire cycle 2021-24 as part of last year's entry process). Please make sure the club names are correct, as these will be used for all purposes relating to the UEFA club competitions. Furthermore, national associations that are unable to send the results of their domestic competitions (league and cup(s)) by 11 May 2021 must send these by 1 June 2021 to confirm which clubs have qualified for the above-mentioned competitions.
- The **official playing attire approval forms** (also for UEFA Youth League if necessary) for each club that has qualified for the UEFA Champions League, the UEFA Europa League, the UEFA Europa Conference League and/or the UEFA Youth League. If the playing attires used for the UEFA Youth League are different to the playing attires used for the UEFA Champions League, please complete two separate playing attire approval forms for the club(s) concerned. For more information regarding playing attire, see Enclosure 2 of this circular letter.

Furthermore, with regard to the official registration for the UEFA Youth League, please note the following:

- On entering the 2021/22 UEFA Champions League (through the submission of the official competition entry form by their national association), participating clubs agree, if they qualify for the group stage of that competition, to take part in the 2021/22 UEFA Youth League (UEFA Champions League path) with one of their youth teams in accordance with the regulations governing this competition (see Articles 3 and 4 of the Regulations of the UEFA Youth League 2021/22 and Article 6.01(p) of the Regulations of the UEFA Champions League 2021/22).

### Registration procedure for the 2021/22 UEFA club competitions

- When submitting the official competition entry form, the national associations **confirm the age category** of their domestic championship that gives access to the UEFA Youth League 2021/22. Please note that this age category is confirmed **for the entire cycle 2021-24**.
- All domestic youth champions which have qualified for the UEFA Youth League as domestic youth champions (including clubs whose senior team has qualified for the qualifying rounds and/or play-offs of the UEFA Champions League, or for the qualifying rounds, play-offs and/or group stage of the UEFA Europa League or UEFA Europa Conference League) must be named and indicated on the official entry form.
- In accordance with Articles 3.03 to 3.05 of the 2021/22 UEFA Youth League regulations, if the domestic youth champion of one of the 32 best-ranked associations has also qualified for the competition via the UEFA Champions League, it will participate in the UEFA Champions League path of the UEFA Youth League and the first place vacated in the domestic champions path will be filled by the UEFA Youth League titleholder if they have not otherwise qualified. Any additional vacancy will be filled by the domestic youth champion of the next association in the coefficient rankings whose domestic youth champion has not already qualified (see Annex A of the UEFA Youth League regulations). Consequently, associations ranked 33 or below who are interested in entering a domestic youth champion in the UEFA Youth League are invited to complete the form(s) accordingly. However, the participation of these associations' domestic youth champions is subject to the principles established in Articles 3.03 to 3.05 of the UEFA Youth League regulations. The final access list for the UEFA Youth League will be communicated only after the UEFA Champions League play-offs, when all the participants in both UEFA Youth League paths are known. This will be communicated to all parties.
- If the relevant domestic youth championship will not be finished before **1 June 2021**, please inform the UEFA administration immediately (by email to [entry@uefa.ch](mailto:entry@uefa.ch)).

In line with the final registration deadline of 1 June 2021, each club participating in the 2021/22 club competition season is asked to complete its TIME Organisation Profile and keep it up to date in accordance with the instructions set out in the TIME Organisation Profile User Guide. Further information can be found in circular letter 06/2021.

### Registration procedure for the 2021/22 UEFA club competitions

#### 3. Access to the 2021/22 UEFA club competitions – special principles related to COVID-19

On 23 April 2020, the UEFA Executive Committee approved *Guidelines on eligibility principles for 2020/21 club competitions – COVID-19* (see circular letter 24/2020), with the objective of providing guidance on how UEFA would admit clubs to participate in its club competitions from national associations whose domestic competitions were prematurely terminated due to COVID-19. In addition, on 30 April 2020 the UEFA Executive Committee clarified how to replace a domestic cup winner in the access list if a national association was legitimately unable to complete a domestic cup competition (see circular letter 28/2020).

Due to the prolonged impact of COVID-19 and the ongoing uncertainty regarding the pandemic, which may lead to further restrictive measures being taken by the relevant authorities, potentially resulting in the premature termination of certain domestic competitions, at its meeting on 19 April 2021 the UEFA Executive Committee decided to:

1. extend the application of its *Guidelines on eligibility principles for 2020/21 club competitions – COVID-19* to the 2021/22 UEFA club competitions (women's, men's, youth and futsal);
2. extend the principle explained in circular 28/2020 to domestic cup winners' entry into the 2021/22 UEFA Europa League and 2021/22 UEFA Europa Conference League, as applicable and necessary.

In addition to the abovementioned decisions, the UEFA Executive Committee further authorised the UEFA administration to grant extensions to the deadline stipulated in Article 4.01 of the competition regulations, on an exceptional basis and until 7 June 2021, to national associations that are unable to complete domestic competitions by 1 June 2021, provided they request an extension by 11 May 2021.

Therefore, in cases where it might not be possible to complete a domestic competition by 1 June 2021 due to the specific situation resulting from the COVID-19 pandemic, we ask you to immediately inform the UEFA administration and **if necessary, request an extension of the final registration deadline until 7 June 2021.**

This official request to extend the deadline needs to be submitted to the UEFA administration by the pre-registration deadline of **11 May 2021** at the latest.

#### 4. Regulations and additional documents on TIME

Electronic versions of all relevant regulations can be found on the [UEFA Documents portal](#). Furthermore, the reasoning for key amendments to the regulations, the access list and other information on the regulations and the competitions can be found in the [Documents](#) section of the UEFA TIME portal, for the attention of your participating club(s). Details of how to access TIME and give access to your clubs can be found in Enclosure 5 of this circular.

We kindly ask you to make sure all clubs concerned have access to these electronic documents.

## Registration procedure for the 2021/22 UEFA club competitions

### 5. Draws

The scheduled dates of draws for the 2021/22 season are listed below. Please also note that the 2021/22 fixture and draw list (available in FAME and TIME) gives details of all UEFA club competition draws: dates, times, venues, competition stages and dates of matches drawn.

- UCL preliminary round	Tuesday, 8 June 2021
- UCL & UECL first qualifying round	Tuesday, 15 June 2021
- UCL & UECL second qualifying round	Wednesday, 16 June 2021
- UCL, UEL & UECL third qualifying round	Monday, 19 July 2021
- UCL, UEL & UECL play-offs	Monday, 2 August 2021
- UCL group stage	Thursday, 26 August 2021
- UYL (UEFA Champions League path group stage)	Friday, 27 August 2021
- UEL & UECL group stage	Tuesday, 31 August 2021
- UYL (Domestic Champions path round 1 and round 2)	Monday, 13 December 2021
- UCL round of 16 & UEL, UECL KO play off's	Tuesday, 14 December 2021
- UYL KO play off's	Monday, 14 February 2022
- UEL & UECL round of 16	Friday, 25 February 2022
- UCL, UEL & UECL quarter-finals, semi-finals and final	Friday, 18 March 2022

**These dates will be confirmed in due course, and your clubs will receive confirmation of all dates, times and venues prior to each draw.**

Regardless of whether the draws will be held in person or streamed live online, each club must appoint a competent representative to attend each draw. They will be expected to sort out match arrangements (number of tickets available, safety, travel, hotels, etc.) with the opposing club directly, in person or virtually. If a club representative is not available, the club must authorise someone else (an association representative, a UEFA committee member or an authorised representative of another club from the same country) to liaise on its behalf. If an association representative has to represent one of its clubs, the UEFA administration must be informed accordingly, in writing, at least three days prior to the draw.

The draw invitations and further information regarding each draw, the set-up, attendance and whether physical presence is needed will be sent to the clubs in due course. In cases where club representatives are able to attend a draw in Nyon, they are requested to book their own hotel rooms. Club and association representatives who need invitations from UEFA in order to obtain a visa for Switzerland should submit a written request to the UEFA administration at least two weeks before the draw in question, including the following information: name, function, date and place of birth, nationality, passport number, date of issue and expiry of passport, and requested dates for the person's stay.

### Registration procedure for the 2021/22 UEFA club competitions

#### 6. Stadium availability

If the match calendar needs to be changed due to complications caused by the COVID-19 pandemic, we kindly ask each national association to verify with its affiliated clubs the availability of the stadiums originally announced. If a previously announced stadium might not be available anymore, an alternative stadium must be chosen that is available on all the competition dates and [stadiumoperations@uefa.ch](mailto:stadiumoperations@uefa.ch) must be informed in due course.

Should the situation resulting from the COVID-19 pandemic not improve and matches are still played behind closed doors, some usual 'city clash' constraints may not need to be applied (a 'city clash' is when two matches are to be played in different stadiums in the same city on the same or consecutive days). Please monitor the development of the situation closely, check with your local authorities if need be and contact UEFA at the above email address to confirm whether matches are being played behind closed doors or not and whether there are any 'city clash' constraints facing your clubs. This could have a significant impact on your clubs given the very congested calendar, so please pay careful attention to this point and provide us with accurate information.

#### 7. Doping controls

As regards doping matters, please refer to Article 8 of the Regulations of the UEFA Champions League 2021/22, the Regulations of the UEFA Europa League 2021/22, the Regulations of the UEFA Europa Conference League 2021/22 and the Regulations of the UEFA Youth League 2021/22, as well as to the UEFA Anti-Doping Regulations, 2021 edition.

As was the case last season, out-of-competition controls will be conducted by UEFA. Further information on this will be sent to you in due course.