



Enclosure 3

Player eligibility for the 2023/24 UEFA Women's Champions League

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Please find below some additional information with regards to the player eligibility for the UEFA Women's Champions League 2023/24.

Please note that all references to the competition regulations relate to Chapter VII, Articles 45 to 47 of the *Regulations of the UEFA Women's Champions League 2023/24*.

The only exception to this is in paragraphs 10 and 11 of this enclosure, where specific reference is made to the *FIFA Regulations on the Status and Transfer of Players*.

1. Responsibility

As a reminder, in all UEFA club competitions, the national associations and clubs are wholly responsible for observing the requirements set out in the above-mentioned provisions and as explained below. Each player must be duly registered with their national association as playing for the club concerned, in accordance with the national association's own rules and those of FIFA, notably the *FIFA Regulations on the Status and Transfer of Players*. Neither the referee nor the UEFA match delegate is responsible for verifying the eligibility of players.

2. Medical examination

Players must undergo a medical examination in accordance with the mandatory criteria set out in the UEFA Medical Regulations (2022 edition). Confirmation that every player has undergone this examination must be recorded on the official player lists, which must be signed by the club doctor. This includes List A, List B, and any players subsequently registered. The club doctor is solely responsible for ensuring that each player's medical examination has been duly performed.

The medical examination is an eligibility criterion, so a player may only play in the competition if the club doctor has confirmed that she has undergone the required medical examination. Provided that the player is included on the relevant official player list by the set deadline, confirmation of the medical examination may be sent after the registration deadline, but the player will only be eligible to play a match if the UEFA administration has received this confirmation at least 24 hours before the match in question. For clarification, in the absence of such confirmation, the player concerned may not be replaced on the player list.

3. Player list quotas and guidelines

3.1. List A – goalkeepers and locally trained players

Each club may have a maximum of 25 players on List A at any point during the season. Clubs must respect the following rules when registering players on this list and may have to remove players if the requirements are not met:



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- Clubs must include at least two goalkeepers on List A (and at least three in total across List A and List B).
- 6 places out of the total of 25 are reserved exclusively for "locally trained players" as defined below:
 - A 'locally trained player' is either a 'club-trained player' or an 'association-trained player'.
 - A 'club-trained player' ('ACT player') is a player who, between the ages of 15 (or the start of the season during which she turns 15) and 21 (or the end of the season during which she turns 21), and irrespective of her nationality and age, has been registered with her current club for a period, continuous or not, of three entire seasons (i.e. a period starting with the first official match of the relevant national championship and ending with the last official match of that national championship) or 36 months. In the context of this paragraph, the season immediately preceding a player's 15th birthday may be counted if her birthday is after the last match of the relevant national championship but before or on 30 June (winter championships) or 31 December (summer championships), and the season immediately following her 21st birthday may be counted if her birthday is on or after 1 July (winter championships) or 1 January (summer championships) but before the first match of the relevant national championship.
 - An 'association-trained player' ('AAT player') is a player who, between the age of 15 (or the start of the season during which the player turns 15) and 21 (or the end of the season during which the player turns 21), and irrespective of her nationality and age, has been registered with a club or with other clubs affiliated to the same national association as that of her current club for a period, continuous or not, of three entire seasons (i.e. a period starting with the first official match of the relevant national championship and ending with the last official match of that relevant national championship) or of 36 months. In the context of this paragraph, the season immediately preceding a player's 15th birthday may be counted if her birthday is after the last match of the relevant national championship but before or on 30 June (winter championships) or 31 December (summer championships), and the season immediately following her 21st birthday may be counted if her birthday is on or after 1 July (winter championships) or 1 January (summer championships) but before the first match of the relevant national championship.
- If a club has fewer than six locally trained players in its squad, the maximum number of players on List A is reduced accordingly. The possible combinations of club and association-trained players are listed in Annex H of the competition regulations.

The player registration system performs automatic checks on the quota of locally trained players and includes historical information on the status of each player.

- Players who were listed as 'ACT' or 'AAT' in the previous season's player lists and are still with the same club will appear with this option already ticked and will not be editable.
- Players who were listed as 'ACT' or 'AAT' in the previous season's player lists and are now with a different club in the same national association will be editable but the 'AAT' box will already be ticked.
- When listing a new player as 'ACT' or 'AAT', a pop-up window will appear asking you to enter the player's career details between the ages of 15 and 21, to allow us to check whether she qualifies as



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locally trained under paragraphs 46.04 and 46.05 of the UEFA Women's Champions League regulations as applicable.

On the basis of this information, the UEFA Football Operations Unit will be able to confirm that the player is considered as locally trained and will save her as such in the system for future registrations.

It is important to provide full career information on any new locally trained player, to avoid further correspondence after the submission of the player list.

If a player has been wrongly indicated as 'ACT' or 'AAT' by one of your clubs, please inform us by email and we will modify our records accordingly.

3.2. List B – youth players

An unlimited number of youth players who fulfil the conditions set out in the competition regulations may be registered on List B at any stage during the 2023/24 season. A national association must register these players with the UEFA administration by 24:00 CET on the day before the match in question. A player may be registered on List B if she was born on or after 1 January 2001 and, since her 15th birthday, has been eligible to play for the club concerned for any uninterrupted period of two years, or a total of three consecutive years with a maximum of one loan period to a club in the same association for a period not longer than one year by the time she is registered with UEFA. Players aged 16 may be registered on List B if they have been registered with the participating club for the previous two years without interruption.

For List B players who have spent a period of time away from the club (and therefore whose 'at club since' date is not sufficient to verify their eligibility to be registered on a B list), full career details, including the exact dates of each transfer and/or loan (dd/mm/yy), must be indicated in the 'notes' field of the player list.

By way of clarification, a player on List A who fulfils the conditions for List B, or who subsequently becomes eligible for inclusion on List B, may be added to List B in accordance with the above conditions. However, in such instances, the place vacated on List A can only be filled at the next registration date.

As a reminder from paragraph 3.1 above, if List A contains only two goalkeepers, at least one goalkeeper must be registered on List B at all times.

4. Player list registration – TIME

The club TIME player list registration managers access the player registration portal and receive player registration notifications and reminders. If different people are responsible for the player registration process for different club teams (e.g. the teams participating in the UEFA Champions League and the UEFA Women's Champions League), the club TIME user manager must create separate access profiles for them. A full user guide on the Player Registration platform is available in TIME Documents.



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(NB – If you are responsible for player registration in your club and do not have access to TIME, or do not see the player registration module in the TIME menu bar, please contact the TIME user manager of your club to ensure you have the right access. Please see Enclosure 5 of this circular letter for further details of the user management process)

The procedure is as follows:

1. Each club compiles its player list in TIME and submits it online to its national association.
2. The national association receives a notification and validates the list in TIME.
3. The player list is considered as having been officially submitted in accordance with the competition regulations once the national association has validated it, as this automatically submits the list to UEFA. The national association must therefore validate the list by the registration deadline (see Annex 1).
4. A PDF copy of the player list is automatically emailed to the club concerned once the list has been validated by the national association and submitted to UEFA.
5. The club must check, print and have this PDF copy of the player list signed by both the authorised club representative and the club doctor, then scan it and email it back to the national association. It is important to sign the correct version of the list, i.e. the one generated on validation by the national association, to ensure the information is accurate.
6. The national association countersigns the list and uploads the scanned document in TIME by 12:00 CET on the working day following the deadline.
7. UEFA checks and validates the list.

Any list that does not bear all three signatures will be deemed invalid.

NB – Signed lists must no longer be sent by email to UEFA, but **must be uploaded in TIME**. More information can be found in the TIME player registration user guide.

Additional players on List A for the preliminary round, round 1 and round 2 (as set out in paragraph 6 below) can only be registered by emailing the duly completed A2 form to players@uefa.ch. Once again, the form must be signed by the relevant club representative and club doctor and validated by the national association. These additional registrations cannot be carried out online.

List B, on the other hand, is always accessible online (in TIME under Player Registration > My Archive), and players can be added to/removed from this list up to 24:00 CET on the day before each match, including validation by the National Association by this deadline. This must always be done using the TIME platform.

4.1. Technical staff section of the player lists

To avoid having to manually enter staff on the match sheet for every match, clubs can also use the player list in TIME to register all technical staff who will have a function during a match. This should be done in the same way as for registering players, indicating their date of birth and function at the club.



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Please note that a maximum of one assistant coach (who must hold the UEFA B licence, as laid down in paragraph 6.01 b. of the Regulations of the UEFA Women's Champions League 2023/24) must be registered with this role in the player list. Anyone else in the staff carrying out a similar role may be registered as second assistant coach.

Entries for technical staff may be updated at any time by clubs or national associations. This new feature applies to all staff except head coaches and assistant coaches. In the event of a head coach or assistant coach change, the club (or the national association) must immediately inform UEFA.

The names of all technical staff will appear on every match sheet downloaded from TIME and can then be indicated as being on the substitutes' bench or technical seats. However, in the event of any late changes, the names and dates of birth of additional staff not registered in advance in TIME can always be added manually to the match sheet in TIME. Although there is no limit to the number of staff that can be registered in TIME, only the first 20 will appear on the match sheet excerpt; so, please make sure that you register only staff who are likely to take a seat on the substitutes' bench or additional technical seats.

5. 'At club since' date

The 'at club since' date on the player lists can be modified directly by the club or national association. Please note that this date is the most recent date on which the player was registered with the club (not the date on which she was first registered with the club if she has since left and returned).

For example, if a player was registered with Club A on 1 July 2022, then went on loan to Club B for six months, returning to Club A on 1 January 2023, her 'at club since' date on a player list for the 2023/24 season for Club A will be the date on which she returned from the loan – i.e. 1 January 2023.

For players who are registered on a club's B list and who temporarily left the club after the required two-year registration period, the exact dates of registration with the club in question must be provided in the 'notes' field of the player list, so that we can check that this player is eligible for List B.

6. Player registration deadlines

The deadlines for registering players and submitting player lists have been amended in line with the match calendar and can be found in Annex 1 at the end of this enclosure.

For the preliminary round, round 1 and round 2, a club may register a maximum of two new eligible players on List A for each round after the relevant round's player registration deadline. Such registrations have to be made by means of the A2 Excel form (and not through the TIME platform) and must be completed by 24:00 CET on the day before the start of the mini-tournament or relevant first-leg match. The club's national association must also have confirmed in writing that the new player is eligible to play at domestic level at that time.



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7. Playing for different clubs

7.1 Preliminary round, round 1 or round 2

Application of paragraph 45.07 of the *Regulations of the UEFA Women's Champions League 2023/24*

- This paragraph applies to a player who is fielded in the preliminary round, round 1 or round 2 of the competition.
- A player who is fielded in these rounds is eligible to play for another club from the group stage as long as she is registered with her new club by the deadline laid down in the competition regulations (9 November 2023).

7.2 Registration of new players on 14 March 2024

Application of paragraphs 47.01 and 47.02 of the *Regulations of the UEFA Women's Champions League 2023/24*

Clubs are entitled to register a maximum of three new eligible players from the Quarter-finals. All three new players may have been fielded in the competition during the same season, i.e. in the preliminary round, round 1, round 2 or the group stage

Finally, please note that paragraph 47.01 of the regulations relates to the eligibility of players for the UEFA Women's Champions League, irrespective of whether the player was already registered with the club for domestic competitions. Any player who was already registered with a club domestically during the group stage matches but not registered with UEFA, and who will then be added to or will replace another player on List A for the knockout stages, will therefore have to be registered as one of the three new eligible players.

8. Replacement of injured or ill goalkeepers

An injured goalkeeper may be replaced on List A in accordance with the conditions set out in Article 47.04 of the *Regulations of the UEFA Women's Champions League 2023/24*. An illness or injury is considered long-term if, in the opinion of the UEFA Medical Committee, it is expected to last at least 30 days from the day it started/occurred. In the event that an injured goalkeeper is replaced on List A in accordance with this provision, but then subsequently recovers before the end of the 30-day period, she cannot be reinstated on the player list in place of her substitute until after the 30 days have elapsed.

9. January transfers and loan agreements

It has been observed that, on occasion, a player is transferred from one club to another in January and then immediately loaned back to the original club for the remainder of the season. For clarification, in such situations, UEFA must be notified of the player's movements. Given that she has officially left her original club, she must be removed from its player lists, and when she is loaned back she is regarded as one of the three new players who can be registered in March.



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10. International transfer certificate

In recent years, UEFA has regularly received queries from clubs about how to interpret the rules governing player registration in the *Regulations of the UEFA Women's Champions League*, which actually refer to the national association's own rules and to the *FIFA Regulations on the Status and Transfer of Players* (more specifically to those laid down in Annexe 3 thereto). We would therefore like to inform you that the UEFA administration has adopted the following approach:

- a) The player lists to be submitted to the UEFA administration may include a player for whom an international transfer certificate (ITC) has not yet been delivered by her former association but for whom an ITC was requested during the new association's national registration period and, at the very latest, by the deadline set out in the *Regulations of the UEFA Women's Champions League 2023/24* for the submission of player lists (see paragraph 11.1 c) of Annexe 3 of the FIFA regulations).
- b) A player is not, however, eligible to participate for her new club in the UEFA Women's Champions League until the new association has confirmed receipt of the ITC, entered the player registration information in TMS and registered the player in its electronic registration system (see paragraph 11.9 a) of Annexe 3 of the FIFA regulations). UEFA may check in the FIFA Transfer Matching System (TMS) to see whether the ITC has been created by the former association.
- c) Additionally, a player, who is registered by her new association following no response to the ITC request by the former association within 7 days in accordance with paragraph 11.6 and 11.9 b) i. of Annex 3 to the FIFA regulations, is considered eligible to participate in a UEFA club competition for her new club.

Furthermore, if the FIFA Football Tribunal decides to authorise the new association to register the player with her new club (in accordance with paragraph 11.9 b) ii. of Annexe 3 to the FIFA regulations), the player in question is considered eligible to participate in the UEFA Women's Champions League for her new club as soon as written confirmation of the decision has been transmitted by the new club to the UEFA administration.

Finally, for clarification, if a club includes on its list – by the set deadline – a player for whom an ITC has been requested but not yet created, this player may not be replaced on the list in the event that the ITC is not subsequently created by the former association.

11. Registration periods

As an increasing number of women football players are becoming professionals, UEFA is observing a significant increase in the number of international transfers involving clubs participating in the UEFA Women's Champions League. All the rules governing these transfers can be found in the FIFA regulations and all international transfers are dealt with by FIFA. Article 45.02 of the *Regulations of the UEFA Women's Champions League 2023/24* stipulates that these FIFA regulations have to be respected if a player is to be registered for the UEFA Women's Champions League. To make sure every club and national association is aware of these rules, they are explained below.



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The rules in the FIFA regulations apply to the registration of male and female professional and amateur players. However, associations are allowed to fix registration periods for women's football that are different from those for men's football. Should any association want to do so, the following conditions must be met:

- a) The association must comply with Article 6.1 of the FIFA regulations, i.e. two annual registration periods for women's football must be fixed and female players may only be registered during these two periods.
- b) The association must notify FIFA (via TMS) of the specific registration periods for women's football in advance, at least 12 months before they come into force (Article 6.2 of the FIFA Regulations).
- c) The registration periods fixed for women's football must also comply with the compulsory prerequisites under Article 6.2 of the FIFA regulations, i.e. the first registration period may not be shorter than eight weeks or longer than twelve weeks and the second registration period may not be shorter than four weeks or longer than eight weeks. The cumulative total of both registration periods may not exceed 16 weeks.

Furthermore, an association is allowed to fix different registration periods for amateur players, but only for competitions reserved exclusively for amateur players (see Article 8 of the FIFA regulations). Again, the association concerned must notify FIFA in advance (via TMS) of the specific registration periods for purely amateur competitions. However, when an amateur player is transferred from a club affiliated to one association to a club affiliated to another association (international transfer) and maintains the status of amateur player, the ITC for this player may only be requested during the relevant registration period of the new association as described below.

Consequently, when registering players for the UEFA Women's Champions League, bear in mind which registration periods apply.

Should you have a league with **only amateur players**:

1. If registration periods for amateur female players have been announced to FIFA, these registration periods apply.
2. If registration periods for amateur female players have not been announced to FIFA, as a general rule the registration periods for women's professional football apply (if any, and if announced to FIFA in due time); otherwise, the registration periods for men's professional football apply.

Article 2.2 of the FIFA regulations stipulates that a professional is a player who has a written contract with a club and is paid more for her footballing activity than the expenses she effectively incurs. Consequently, should you have a league comprising one or more clubs with **one or more professional players**, even if an amateur is transferred internationally into this league while keeping her amateur status:



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1. If registration periods for women's professional football have been announced to FIFA, these registration periods apply.
2. If registration periods for women's professional football have not been announced to FIFA, the registration periods for men's professional football apply.

Finally, we would draw your attention to the provisions in the FIFA regulations relating to female players that have taken maternity leave. Specifically, as an exception to Article 6.1 of the FIFA regulations, a female player may be registered by an association outside of a registration period to temporarily replace a female player that has taken maternity leave (see Article 6.3 c)). Similarly, a female player may be registered by an association outside of a registration period upon completion of her maternity leave, subject to her contractual status (see Article 6.3 d)). Associations shall adapt their domestic rules accordingly in order to permit these exceptions.

12. Duty to notify the UEFA administration

During the course of the season, the national associations are required to notify UEFA **immediately** in writing of the departure (i.e. as a result of a transfer or loan) of any players from clubs taking part in the 2023/24 UEFA Women's Champions League. This notification must indicate the date of the transfer or loan and the club to which the player has been transferred or loaned. Any player who is transferred or loaned from a participating club must be removed from the player list, and a new player can only be added to the list at the next registration date.

Similarly, a player who has been removed from a player list because she has been loaned to another club can only be registered again on the player list at the next registration date.

UEFA must also be notified as soon as possible about any change of head coach or first assistant coach, including details of that person's coaching qualifications.

13. Squad list updates

As in the past, clubs are able to modify their squad lists directly in the player registration system. Any player who is no longer registered with a club can be removed from the squad list by the club player registration manager. The player's departure date from the club must be entered.

14. List of suspended players

Before the beginning of the season, the UEFA administration will send each national association a list of players and coaches who have pending suspensions to be served during the 2023/24 season. Each national association is responsible for forwarding this list to its participating clubs. This list should be consulted if players or coaches are transferred, and UEFA's disciplinary services will be happy to provide you with additional information on this matter if required. As a reminder, for all UEFA club competitions, only players who are duly registered with UEFA can serve pending UEFA suspensions.



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15. Contact information

For any questions regarding player eligibility or the player registration system in TIME, please contact the UEFA Football Operations Unit at players@uefa.ch.

– Annex 1: Player registration deadlines for the 2023/24 UEFA Women's Champions League



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Player registration deadlines for the 2023/24 UEFA Women's Champions League

Competition stage	Match dates	Deadline for player registration and submission of player list to UEFA
Preliminary round	26/27 July and 2/3 August 2023	20 July 2023 (24.00 CET)
Round 1	6 and 9 September 2023	31 August 2023 (24.00 CET)
Round 2	10/11 & 18/19 October 2023	5 October 2023 (24.00 CET)
Group stage onwards	From 14 November 2023	9 November 2023 (24.00 CET)
Quarter-finals onwards	From 19 March 2024	14 March 2024 (24.00 CET)