



2024/25 registration procedures for the UEFA Champions League, UEFA Europa League, UEFA Conference League and UEFA Youth League

Please find below detailed information concerning the above registration procedures.

With this correspondence, clubs are invited to participate in the 2024/25 season of the UEFA Champions League, UEFA Europa League, UEFA Conference League, and UEFA Youth League¹. To check the eligibility of each participating club, a pre-registration procedure is applied, followed by the final registration. This means that, by the specified pre-registration deadline, each national association must send UEFA the admission criteria forms for all clubs that have qualified or could potentially still qualify for UEFA club competitions by that date. Then by the final registration deadline, the other entry documents (i.e. official entry form) must be sent to UEFA for all the clubs whose qualification is confirmed.

All entry documents (official entry form and admission criteria form) and further information can be downloaded from the [Documents](#) section of UEFA TIME. Details of how to access TIME and give access to your clubs can be found in enclosure 5 of this circular letter. For information on stadium matters, please refer to the Club Competitions 2024/25 Stadium Venue Announcement that was sent by circular letter on 11 March 2024.

The pre-registration and final registration procedures are explained in detail below. Please note that none of the deadlines indicated below can be extended.

1. Pre-registration – 17 May 2024

National associations must submit the following form as a **manually countersigned PDF** of the original document (*colour copy, if possible; signed by hand; no electronic signatures*) to entry@uefa.ch by **17 May 2024** at the latest:

- An **official admission criteria form (UEFA club competitions 2024/25)** completed in full for each club that has qualified or could potentially still qualify for the UEFA Champions League, the UEFA Europa League, the UEFA Conference League and/or the UEFA Youth League. One form must be submitted for each club, including for those entering the UEFA Youth League on top of one of the three senior competitions.

Regarding the 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 respective competitions. The access list, which applies the coefficient ranking system to determine admission to these competitions, is included in Annex A to these regulations. In this regard, please find the updated access list, rebalanced in accordance with the new UEFA club competition regulations and approved by the UEFA Executive Committee on 18 April 2024, as a consequence of the ongoing suspension of all Russian teams and clubs from UEFA competitions.

¹ The invitation to participate in the above-mentioned competitions does not apply to Russian clubs due to the ongoing suspension of all Russian teams and clubs from UEFA competitions until further notice, as decided by the UEFA Executive Committee on 28 February 2022 (see circular letter 21/2022) and confirmed by the Court of Arbitration for Sport on 15 July 2022.

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

In the case of any unforeseen events that have a direct effect on the preparation or start of the 2024/25 UEFA Champions League, the 2024/25 UEFA Europa League, the 2024/25 UEFA Conference League or the 2024/25 UEFA Youth League season, please immediately inform UEFA (entry@uefa.ch) of any impact, irregularity, change or delay to your domestic competitions.

2. Final registration – 3 June 2024

The following must be submitted by the deadline of **3 June 2024**:

- The **official competition entry form**, listing all the clubs that have qualified for the UEFA Champions League, the UEFA Europa League, the UEFA Conference League, and the UEFA Youth League (see below). The national associations must submit the form as a **manually countersigned PDF** of the original document (*colour copy, signed by hand; no electronic signatures*) to entry@uefa.ch by **3 June 2024** at the latest. Please make sure the club names are correct, as these will be used for all purposes relating to the UEFA club competitions (e.g. draws). Please also note that national associations that are unable to send the results of their domestic league and cup competition(s) by 17 May 2024 must submit them by 3 June 2024 to confirm which clubs have qualified for the above-mentioned competitions.

Regarding the official registration for the UEFA Youth League, more information can be found in enclosure 4 of this circular letter. If your domestic youth championship is not due to be completed by **3 June 2024**, please inform the UEFA administration immediately by email to entry@uefa.ch.

In line with the final registration deadline, each club participating in the 2024/25 club competition season is asked to complete its TIME organisation profile and stadium organisation passport and keep them up to date in accordance with the instructions set out in the user guide.

3. Club contact registration

To ensure the proper administration and preparation of the competitions, the UEFA administration needs to be able to contact the relevant individuals at each club. Consequently, in conjunction with the pre-registration process mentioned above, it is important for each club to review the contact information of its key personnel. Therefore, each club must review the following positions in the TIME organisation passport and update as necessary by **17 May 2024**:

At the club level:

- president/chair (as applicable)
- general secretary/CEO (as applicable)
- financial contact

At the team level:

- key contact person
- matchday operations contact
- stadium and security contact
- security/stewards contact
- delegate key contact
- match ball recipient contact
- contact person for visiting clubs
- disciplinary key contact
- anti-doping key contact
- team doctor
- supporter liaison officer

Each national association is responsible for ensuring that all clubs included in the pre-registration process make the necessary updates to the organisation passport. As such, each national association must assign a TIME organisation passport manager to double-check that the relevant club contacts are up to date ahead of the above-mentioned deadline.

4. Regulations and additional documents on TIME

Electronic versions of the regulations can be found on the [UEFA Documents portal](#) along with the access list and other information on the regulations and the competitions. Details of how to access TIME and give access to your clubs can be found in enclosure 5 of this circular letter. Please make sure all clubs concerned have appropriate access.

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5. Draws

The schedule of draws for the 2024/25 season is given below. Please also note that the 2024/25 fixture and draw list in FAME and TIME gives details of all UEFA club competition draws: dates, times, venues, competition stages and dates of matches.

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|--|---------------------------------------|
| - UCL, UEL & UECL first & second qualifying rounds ¹ | Tuesday 18 and Wednesday 19 June 2024 |
| - UCL, UEL & UECL third qualifying round | Monday 22 July 2024 |
| - UCL, UEL & UECL play-offs | Monday 5 August 2024 |
| - UCL league phase
UYL Champions League path league phase | Thursday 29 August 2024 |
| - UEL & UECL league phase | Friday 30 August 2024 |
| - UYL domestic champions path rounds 1, 2 and 3 | Tuesday 3 September 2024 |
| - UECL KO play-offs
UYL round of 32 | Friday 20 December 2024 |
| - UCL & UEL KO play-offs | Friday 31 January 2025 |
| - UYL round of 16, quarter-finals, semi-finals and final | Friday 14 February 2025 |
| - UCL, UEL & UECL round of 16, quarter-finals, semi-finals and final | Friday 21 February 2025 |

This information 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 are to be held in person or streamed live online, each club must appoint a competent representative to attend. 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. In this case, the UEFA administration must be informed of who will represent the club, 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 a physical presence is needed will be sent to the clubs in due course.

6. Stadium matters

All sections of the TIME stadium passport must be updated by the national association and the relevant club for each proposed venue. Each participating club has direct access and editing rights to its own stadium passport.

All venues must hold valid safety, floodlight and, if applicable, artificial turf certificates, covering the entire period of the competition. The information on certificates must be updated in the stadium passport by the following deadlines:

- Safety certificate
 - The national association is responsible for checking and confirming the validity of safety certificates in the 'Safety' section no later than one month before each draw involving the club concerned.

¹ The UCL, UEL and UECL first and second qualifying round draws will be organised as a two-day event that will include workshops and briefings for participating clubs.

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- Under Article 11.2 of the UEFA Safety and Security Regulations, UEFA may request the safety certificate (including a translation into an official UEFA language).
- Floodlighting certificate
 - The floodlight illuminance values must be clearly indicated in the stadium passport and a copy of the latest floodlighting certificate, issued within the previous 12 months, must be uploaded to the stadium passport no later than one month before the first draw involving the club concerned.
- Artificial turf certificate
 - A FIFA Quality Pro certificate must be provided no later than 3 June 2024.
 - Should the artificial turf certificate expire mid-season, please provide UEFA with the scheduled date of the renewal inspection and upload the new certificate once it has been received.

7. Anti-doping

Regarding anti-doping matters, please refer to Article 8 of the 2024/25 regulations of the UEFA Champions League, UEFA Europa League, UEFA Conference League, and UEFA Youth League, as well as the 2021 UEFA Anti-Doping Regulations.
