



### The substitution procedure.

For the correct substitution procedure, there are two possible scenarios for a game :

- A. Games **without** AR's.
- B. Games **with** AR's.

We will go over both scenarios.

First things first: In **BOTH** scenarios, the main referee needs to go to both coaches **PRIOR** to the game and explain the correct substitution procedure. This way, there should be no confusion during the game as to what the correct procedure looks like. Tell the coaches that if they want to make a substitution during the game, **not to yell**, but simply have the player ready at the halfway line and that you or your AR will take it from there. (NOTE: all other substitutions should remain on the bench).

Now, the two scenarios.....

#### A. **Games WITHOUT AR's:**

1. On multi-use fields such as Ford Test Track, it gets very confusing when coaches repeatedly yell out "Ref, sub!" during the game. When there are multiple games going on, the referee on the next field might think this is meant for him/her, when in fact it is NOT the case. **So, we do NOT want coaches to yell out anything when they want to make a substitution.**  
If and when a coach wants to make a substitution (see rules for when a substitution is allowed!), the player who is going to come onto the field – the substitute- , **will need to be ready** at the intersection of the halfway line and the touch line. It is **YOUR** responsibility as the referee to check throughout the duration of the game to see if a coach wants to make a substitution. **So, a quick tip: Whenever the ball goes out of play, always quickly glance at the spot where the substitute is supposed to be ready.** This way, you KNOW that a coach wants to make a substitution and you can allow that at the first available opportunity.
2. When you are ready to allow the substitution to be made, quickly blow your whistle **two short times**, so players and coaches know the game is stopped for a substitution.
3. **Run over to the spot where the substitution will take place** (you should be within 5 yards of the spot where the substitution takes place). (NOTE : The player **COMING ONTO** the field, **HAS** TO ENTER THE FIELD AT THE HALF WAY LINE; the player who is **COMING OFF**, is allowed to leave the field of play anywhere, although it will generally be at the halfway line).
4. Make sure the new player (the substitute) does **NOT** enter the field of play before the old player leaves the field of play. (In the scenario of multiple substitutions at the same time, go with the **"one for one"** principal. (one "old" player leaves the field, one "new" player can come on). Should a "new" player want to step onto the field of play before the "old" player comes off, tell the "new" player to wait.
5. Make sure to **check the new player** for apparel, shoe wear and jewelry!
6. Once the substitution is completed, run back to your position on the field and blow your whistle **ONCE**, and yell out **"play on"!** This way, everybody knows the substitution is done and play can continue.
7. Repeat this procedure **EVERY TIME** a substitution is required.

B. Games WITH AR's:

1. In games where you have AR's, the initial responsibility falls on them (or one of them, should both technical areas be on the same side of the field).
2. When a coach wants to make a substitution, the player(s) should be ready at the halfway line. The coach needs to inform the AR on that side that he/she wants to make a substitution at the next available opportunity.
3. Once that opportunity arrives the AR needs to give the proper signal for a substitution request.



Substitution

4. Once you acknowledge that signal, blow your whistle two short times so that everybody knows the game has stopped for a substitution.
5. The AR can lower his/her flag at this point, no need to keep it up, as the referee has acknowledged the substitution already.
6. Your AR needs to run over to the halfway line (if he/she is not there already) and inspect the substitution for proper apparel, shoe wear and jewelry. He/she also needs to make sure the "old" player comes off the field, before allowing the "new" player on to the field. Remember, if there is more than one substitution taking place, go with the "one for one" principal.
7. Once the substitution is completed, allow your AR to take his/her position on the touch line with 2<sup>nd</sup> last defender. Do not restart the game until your AR is back in place.
8. Once the AR is back in his/her correct spot on the touch line, restart the game by blowing your whistle ONCE and yelling out : "play on!"

**Get familiar with these substitution procedures and make sure to talk to the coaches about this BEFORE the game starts !**

