



# Academy Registration Form

## Category Applying For

Residential                       Non-Residential

## Contact Information

Name of the Academy: .....

Address: .....

.....

District: ..... State: ..... PIN: .....

Phone Number(s): .....

Email: ..... Website: .....

Name of the Person applying: .....

Designation: ..... DIN (If applicable): .....

Mobile Number: ..... Email: .....

## 1. Details of Technical Staff

I. Head of Youth Development     Appointed                       To be appointed

Name: .....

II. Head Coaches                       Appointed                       To be appointed

Name: .....

Name: .....

Name: .....

III. Coaches for Grassroots         Appointed                       To be appointed

Name: .....

Name: .....

Name: .....

IV. Fitness/Conditioning Coach     Appointed                       To be appointed

Name: .....

V. Goalkeeping Coach                 Appointed                       To be appointed

Name: .....





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VI. Video Analyst  Appointed  To be appointed

Name: .....

Please attach copies of Bio-Data, License Details, Contracts/Appointment Letters including Remuneration, Term of employment, Designation and Job Description

## 2. Players

I. Are all the players already registered with HPFA?  Yes  No

Please attach list of all players with their HPFA registration numbers and other details

## 3. Age Verification Procedure

Please attach:

- I. Attested Copy of Birth Certificate of all players issued by MC Executive / Secretary or Panchayat Secretary
- II. X-Ray Reports of all players (If available)
- III. MRI Reports of all players (If available)

## 4. Age-Group Teams

Details of Elite Youth Category Team (U-18 to U-13) separated by a gap of at least 2 years

- I. Elite Youth Team: .....
- II. Elite Youth Team: .....
- III. Elite Youth Team: .....
- IV. Grassroots Team: .....
- V. Grassroots Team: .....
- VI. Grassroots Team: .....

## 5. Scouting

Describe the player sources for scouting and the process implemented.....  
.....  
.....  
.....  
.....





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## 6. Schooling

Attach proof of schooling for all residential players in each age-group (applicable only for Residential Academy)

## 7. Curriculum

Attach curriculum for each age-group under Elite Youth and Children's / Grassroots category.

## 8. Facilities and Infrastructure

- I. Size of the Football Field: ..... Meters by ..... Meters
- II. Floodlights  Yes  No
- III. Artificial Turf  Yes  No
- IV. Gymnasium  Yes  No
- V. Teaching / Video Room  Yes  No
- VI. Other facilities .....
- .....
- .....
- VII. Residential Academy must attach following details
  - a. Hostel / Accommodation provided to residential players
  - b. Diet Facility provided to residential players
  - c. Safety and Security arrangements for residential players

## 9. Medical

- I. Physiotherapist:  Appointed  To be appointed

Name: .....

Please attach copy of Bio-Data, Qualification Details, Contracts / Appointment Letter including Remuneration and Term of employment, Designation with Job Description

- II. Attach insurance copies of all players in age-groups
- III. Details of Medical Aid: .....
- .....
- .....

## 10. Management Structure

- I. Status of the Entity
  - Proprietorship
  - Partnership Firm





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- Limited Liability Partnership
- One Person Company
- Private Limited Company
- Limited Company
- Trust
- Society
- Other.....

II. Name of the Entity .....

III. Date of Incorporation: .....

IV. Registration Number.....

V. Registration Certificate (Attach Copy)

VI. Statutes and By-laws (Attach Copy)

VII. List of Directors / Partners / Office Bearers (Attach Copy)

VIII. PAN of the Entity ..... (Attach Copy)

IX. Bank Account Details

Bank Account Name .....

Account Number ..... IFSC Code .....

XI. Attach details of Management and all personnel employed under Technical, Administrative and Medical structure with Contracts or Appointment Letters that should include the following:

- a. Designation with Job Description
- b. Remuneration
- c. Term / Period of employment
- d. Signature of authorisation and agreement from both parties (employee and employer)

## Academy Registration Application Fee Details

Amount

- Rs 15,000/- (Rupees Fifteen Thousand Only) for Residential Academy
- Rs 7,500/- (Rupees Seven Thousand Five Hundred Only) for Non-Residential Academy







Governing Body of Football in Himachal Pradesh

**HPFA**  
Himachal Pradesh  
Football Association

## Academy Registration Form

### Undertaking (To be signed by the applicant)

I, do hereby, declare and confirm that I have read and acknowledge all terms and conditions of HPFA Academy Registration Criteria before applying for the Registration of my Academy. I further understand and accept that:

1. On receiving applications HPFA will review and shortlist the applications
2. HPFA may ask for additional information or documents from applicant Academy
3. HPFA will conduct physical inspection of Academy
4. HPFA reserves the right to accept or reject any or every Academy registration application without giving any reason
5. Submission of Academy registration application does not give any confirmation or guarantee of getting shortlisted / approved / registered
6. HPFA reserves the right to cancel or amend the Academy registration criteria at any stage
7. The approved Academies will be intimated separately
8. The approved Academies will be given provisional registration for a period of two years
9. Approved Academies must deposit the prescribed registration fee of Rs 50,000/- (Rupees Fifty Thousand Only) for Residential Academies / Rs 25,000/- (Rupees Twenty Five Thousand Only) for Non-Residential Academies for the term of two years
10. Academy Registration Fee Amount is non-refundable and non-adjustable under all circumstances
11. During the provisional registration period, the Academies will have to develop and improve their structure, facilities and functioning
12. During the provisional registration period, if any Academy does not fulfill the criteria or does not operate as per norms or remains dormant, HPFA reserves the right to terminate the registration of such Academy
13. Only one Academy under a common umbrella/parent unit can get registered and participate in the age-group tournament
14. Academy must provide updates of any technical or administrative change within 30 days of the same
15. On completion of term of provisional registration the review of the Academy will be conducted
16. If the Academy qualifies the review process, the Academy will get accreditation from HPFA for a period of three years, which will be renewable
17. Academy will have to pay the accreditation fee for the term of its accreditation
18. Academy Accreditation Fee Amount is non-refundable and non-adjustable under all circumstances
19. Academy has to adhere to the statutes, rules, regulations, orders, guidelines and norms of HPFA, AIFF, AFC and FIFA
20. Academy has to follow the Laws of the Game
21. All information provided through this form is true and correct
22. Academy shall always protect the interest of Players, Officials and Public
23. Academy must maintain and follow code of conduct
24. Academy recognizes the exclusive jurisdiction of CAS (the Court of Arbitration for Sport in Lausanne) for any dispute of international dimension and in particular involving FIFA and/or AFC
25. Academy recognizes the prohibition on recourse to ordinary courts under the FIFA and AFC Statutes





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- 26. At state level, Academy will play in competitions that are recognized and endorsed by HPFA
- 27. Academy authorizes the competent Registering / Accrediting authority to examine documents and seek information and, in the event of any appeal procedure, to seek information from any relevant public authority or private body according to national or state law
- 28. Academy acknowledges that HPFA through its Official(s) reserves the right to execute spot – checks reviewing the assessment process and the decision making
- 29. Academy acknowledges that AIFF through its officials reserves the right to execute spot – checks reviewing the assessment process and the decision making
- 30. Academy acknowledges that AFC reserves the right to execute spot-checks at national level reviewing the assessment process and the decision making
- 31. Academy acknowledges that FIFA reserves the right to execute spot-checks at national level to review the assessment process and the decision making
- 32. Academy will maintain proper records of players, contracts, teams, medical records, medical insurance covers and other related and required information
- 33. Academy will have to separately fulfill the norms of participation for Leagues and Tournaments
- 34. Academy will not participate in any tournament / league in the state that is not recognised / registered by or affiliated to HPFA

(Official Seal & Signature of Applicant)

Name: .....

Designation: .....

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_ (dd/mm/yyyy)





Governing Body of Football in Himachal Pradesh

**HPFA**  
Himachal Pradesh  
Football Association

# Academy Registration Form

## For HPFA Official Purpose Only

Category:  Residential  Non-Residential

Date of Receiving Application: ..... Received By: .....

Application Reviewed By: .....

Remarks: .....

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.....  
.....

Signature of the official reviewing the application

Application Status:  Rejected  Shortlisted  Approved  Registered

Registration Fee Details: Amount:.....

Mode of Payment: ..... Payment Ref No ..... Date: .....

Provisional Registration Period: from..... to .....

Provisional Registration Number: .....

Affiliated to: .....

(Seal and Signature of General Secretary)

