



**FOOTBALL  
AUSTRALIA**

## **Guide to International Transfer Certificates**

## Table of Contents

1.	What is an International Transfer Certificate?	3
2.	Registration Periods	3
3.	ITCs for Amateur Adults	4
4.	ITCs for Professional Adults	5
5.	ITCs for Minors	6
6.	International Futsal Transfer Certificates	8
7.	Minor ITC Flowchart	9
8.	Where to submit ITC Application Forms	10
9.	Frequently Asked Questions	10
10.	More Information on ITCs	13

### Annexures

Minor ITC Application & Declaration Form	14
Blue Form – International move of <u>both</u> the player’s biological parents for non-football related reasons.	16
Purple Form – International move of <u>one</u> of the player’s biological parents for non-football related reasons.	17
Green Form – International move of <u>none</u> of the player’s biological parents for non-football related reasons.	19
Orange Form – The player is not an Australian citizen and has lived continuously for at least the last five (5) years in Australia prior to the request (the “5-year rule”).	24
Red Form – The club is amateur, and the player is undertaking academic study in Australia (the “Exchange Student” exception).	25
Aqua Form – The player is a refugee (the “Humanitarian” or “Refugee” exception).	26
Explanatory Notes	27

## 1. WHAT IS AN INTERNATIONAL TRANSFER CERTIFICATE?

- 1.1 An International Transfer Certificate (*ITC*) is a certificate provided from one national association to another to facilitate the transfer of a player between countries.
- 1.2 The FIFA Regulations on the Status and Transfer of Players (*FIFA RSTPs*) require all players to obtain an ITC where their immediately preceding registration was with a national association that is not the national association with which the player is now seeking to register.
- 1.3 Further, Football Australia's (*FA*) National Registration, Status and Transfer Regulations (*NRSTRs*) prescribe various obligations in relation to the requirement for a player to have a valid ITC prior to registering and playing football in Australia.
- 1.4 FA is responsible for ensuring that the FIFA RSTPs and the NRSTRs are correctly applied within Australia.
- 1.5 In Australia, the only authorised body who can request an ITC for a player is FA.
- 1.6 Typically, there are three types of ITCs for eleven-a-side football. There are ITCs for amateur adults, ITCs for professional players<sup>1</sup>, and ITCs for Minors, the details of which are set out in the following sections.
- 1.7 FA is also responsible for requesting International Futsal Transfer Certificates (*IFTC*) which is also governed by the FIFA RSTPs and the NRSTRs.
- 1.8 Failure to request and obtain an ITC/IFTC in accordance with the NRSTRs and the FIFA RSTPs may give rise to disciplinary sanctions being issued against FA, the relevant Member Federation, the relevant club and/or the player. Depending on the circumstances, these sanctions may include financial and/or sporting sanctions, such as a ban on registering players for a period of time.

## 2. REGISTRATION PERIODS

- 2.1 The FIFA RSTPs provide that FA must set two (2) registration periods for the registration of **all players** participating in professional competitions within its jurisdiction. This includes players that are registered as professionals and as amateurs.
- 2.2 All players registering in a professional competition, that is, a competition in which there is at least one (1) professional player registered, must be registered during one (1) of the two (2) registration periods set by FA.
- 2.3 FA is permitted to have two (2) separate registration periods for males and females i.e., two (2) for male competitions and two (2) for female competitions. One of those registration periods is to last exactly four (4) weeks and the other is last exactly twelve (12) weeks.

---

<sup>1</sup> **Professional player:** a player who has a written contract with a club, under which he or she is paid more than the expenses he or she effectively incurs to play football for that club.

2.4 The 2024/25 FA Registration Periods are as follows:

**2024/25 Male Registration Periods**

Registration Period 1: 25 June 2024 to 16 September 2024

Registration Period 2: 16 January 2025 to 12 February 2025

**2024/25 Female Registration Periods**

Registration Period 1: 3 September 2024 to 25 November 2024

Registration Period 2: 30 April 2025 to 27 May 2025

- 2.5 These registration periods represent the primary opportunity in which to obtain an ITC for players participating in professional male or professional female competitions, however, certain exceptions apply.
- 2.6 The most common exception is for a professional player whose previous professional contract naturally expired or was mutually terminated prior to the end of the last registration period.
- 2.7 This is always subject to any additional National Premier League (**NPL**) or competition-specific registration periods applied by a Member Federation.
- 2.8 These registration periods do not apply to amateur competitions and FA is able to request an amateur ITC at any time. A player’s ability to register in an amateur competition, however, is at all times subject to any additional NPL or competition-specific registration periods applied by a Member Federation.
- 2.9 For the avoidance of doubt, amateur players seeking to register in a professional competition must complete their registration within the prescribed professional registration period.

**3. ITCs FOR AMATEUR ADULTS**

- 3.1 An ITC will be required for a player aged eighteen (18) or over where that player’s immediately previous football registration was overseas.
- 3.2 An ITC request is triggered during the Play Football self-registration process, which requires the player to respond truthfully to the following question:  
*Was Your Last Registration to an Affiliated Football (Soccer) club in Australia?*
- 3.3 If the player answers “No – my last registration was overseas” to this question, they will be prompted to respond truthfully to the following questions.
  - (a) *What was the country of your last registration?*
  - (b) *What was the name of your previous club?*
  - (c) *What was the year of your last registration?*
- 3.4 The player will then progress through to confirm their registration. Upon confirmation of registration, the player’s status in Play Football will appear as ‘Pending ITC’. The player’s data will then be automatically sent to FA so that FA may request an ITC for the player.

- 3.5 Once the process in paragraph 3.4 above is completed and FA has received a copy of the player's passport, FA will request the player's former national association to confirm whether the player had a previous record of registration with that association.
- 3.6 Once the player's previous record of registration has been confirmed, FA will be able to request the ITC from the player's former national association. Once the ITC has been requested, FA will update the player's profile in Play Football with the date that the ITC was requested from the player's former national association and will change the player's status in Play Football to 'ITC FA Requested'. This can be viewed by the player, club and Member Federation administrators in Play Football by accessing the player's account.
- 3.7 FA cannot register a player until the earlier of: (a) the ITC is received from the player's former national association or (b) 72 hours from midnight on the day FA sent the ITC request if the player's former national association has not, before that time, delivered, or not requested the cancellation of, the ITC.
- 3.8 If there is no response from the player's former national association within 72 hours from midnight on the date FA sent the ITC request, FIFA will allow FA to provisionally register the player.
- 3.9 As a guiding principle, clubs should allow approximately twenty (20) days from the date the ITC is requested by the player on Play Football and the player's passport is sent to the relevant Member Federation for a provisional registration to be able to take place. However, during peak periods, this timeframe may vary.
- 3.10 All players requiring an ITC are required to provide a scanned copy of their passport to FA via the player's new club and Member Federation in order to process their transfer. The details for each Member Federation are provided in paragraph 8.1 of this Guide.
- 3.11 If more than thirty (30) months have passed since the player's last appearance in an official match, an ITC may not be required as per article 4.1 of the FIFA RSTPs (Termination of activity). However, **FA will always confirm with the former national association that this threshold has been met by the player before clearing the ITC.**
- 3.12 Players must contact their club regarding ITC-related queries. Players (and parents or representatives of players) **must not contact FA directly** – this will only delay the process.
- 3.13 All club enquiries must be directed to their relevant Member Federation. The details for each Member Federation are provided in paragraph 8.1 of this Guide.

#### 4. ITCs FOR PROFESSIONAL ADULTS

- 4.1 There are a number of professional adult players in Australia registered to Member Federation clubs. These clubs primarily compete in the NPL as well as in some other Member Federation competitions. From 2025, some of these clubs will also be competing in FA's National Second Tier competition.
- 4.2 If **any** player participating in eleven-a-side football, was previously registered with an overseas club and the new Australian club wishes to register that player as a professional, the new Australian club must request that player's ITC via the FIFA Transfer Matching System (**TMS**).
- 4.3 Member Federations are available to assist clubs with this process. Additional support is also available from FA if required. Please note that FA must provide training to any club requiring TMS access prior to the club being granted access. For access to be granted to a club, FA must submit a request in TMS for FIFA to approve. Clubs should keep in mind that this approval process can take multiple days to complete.

- 4.4 The FIFA RSTPs provide for real and significant sanctions for clubs and national associations that do not comply with the obligation to use TMS. Should they have any queries in relation to TMS, clubs are encouraged to contact the relevant Member Federation as soon as practicable.
- 4.5 For more information on the transfer of professional players into Australia, please contact the Member Federation for your region.

## 5. ITCs FOR MINORS

- 5.1 Under Article 19(1) of the FIFA RSTPs, the international transfer or movement of players under 18 (**Minors**) is generally **prohibited**. This prohibition also extends to Minors who are seeking to register for the first time and who are not nationals of the country in which they wish to be registered.
- 5.2 This prohibition aims to protect young players from being moved purely for football purposes and prevent them from becoming vulnerable in foreign countries. FIFA ensures strict compliance through rigorous documentation and minimal discretionary power for national associations like FA.
- 5.3 However, the FIFA RSTPs provide for certain exceptions to this general prohibition. The exceptions that are most relevant for Minors seeking to register in Australia are as follows:
- (i) The Minor's parents are relocating to Australia for reasons **not linked to football (Blue Form, Purple Form or Green Form)**.
  - (ii) The Minor is moving to Australia and cannot be expected to return to their country of origin given that their life or freedom would be threatened on the account of race, religion, nationality, or membership of a particular social group or political opinion (commonly referred to as the **"Humanitarian" or "Refugee" exception - Aqua Form**).
  - (iii) The Minor is moving to Australia without their parents for academic reasons in order to undertake an exchange programme (commonly referred to as the **"Exchange Student" exception – Red Form**). The duration of the Minor's registration for the new club until they turn 18 or until the end of the academic or school programme cannot exceed one (1) year. Further, the new club must be a purely amateur club<sup>2</sup> without a professional team or without a legal, financial or de facto link to a professional club<sup>3</sup>.
  - (iv) The Minor is registering for the first time, is not an Australia citizen but has lived continuously in Australia for at least the last five (5) (commonly referred to as the **"5-year rule" – Orange Form**).

---

<sup>2</sup> **Purely amateur club:** a club with no legal, financial or de facto links to a professional club that:

- (i) is only permitted to register amateur players; or
- (ii) has no registered professional players or
- (iii) has not registered any professional players in the three (3) years prior to a particular date.

<sup>3</sup> **Professional club:** a club that is not a purely amateur club.

# The Exceptions



- 5.4 Where a Minor is at least ten (10) years old, the starting position is that, in respect of the following transfers or registrations, FA must submit a TMS Minor Application to the Players' Status Chamber of FIFA's Football Tribunal (***Players' Status Chamber***) for approval prior to requesting an ITC and/or completing a first registration for the Minor:
- (i) the transfer falls within one of the exceptions set out in paragraph 5.3 above; or
  - (ii) the Minor is registering for the first time, is not an Australia citizen and has **not** lived continuously in Australia for at least the last five (5) years.
- 5.5 However, FA has been granted a Limited Minor Exception (***LME***) by the Players' Status Chamber. Under the LME, FA is permitted to process TMS Minor Applications without the need to seek the approval of the Players' Status Chamber provided the following conditions are met:
- (i) the Minor is an **amateur** registering at a **purely amateur club**; and
  - (ii) the Minor meets one of the four exceptions set out in paragraph 5.3 above; and
  - (iii) FA is satisfied that the TMS Minor Application meets the relevant FIFA requirements.
- 5.6 FIFA retains the right to audit LME applications and any errors can result in disciplinary action.
- 5.7 In cases where FA is not satisfied that a Minor falls within one of the exceptions set out in paragraph 5.3 above, FA is able to submit the TMS Minor Application to the Players' Status Chamber to seek approval.
- 5.8 FA handles three types of Minor registrations:
- (i) **TMS Minor Application using LME:**

For Minors previously registered overseas and registering as **amateurs** with **purely amateur clubs**, FA verifies their eligibility and requests their ITC through TMS under its LME.

**(ii) First Registration of an Amateur Foreign Minor using LME:**

For foreign Minors who are registering as **amateurs** with **purely amateur clubs** and who have:

- (a) lived continuously in Australia for **at least the last five (5) years**; or
- (b) **not** lived continuously in Australia for **at least the last five (5) years** but who meet one of the other exceptions set out in paragraph 5.3 above,

FA verifies and confirms their registration under its LME.

**(iii) Minor ITC and TMS Application for Professional Clubs:**

For Minors registering as **professionals** or with **professional clubs**, FA submits a TMS Minor Application to the Players' Status Chamber for approval. That approval is required prior to FA being able to request the ITC or completing the first registration.

**NOTE:** The "Exchange Student" exception is only available for amateurs registering at purely amateur clubs, therefore, Minors intending to register with professional clubs **cannot** rely on this exception and must **not** use the **Red Form**.

5.9 FA has prepared six (6) Minor ITC Application Forms that address the specific requirements of each Minor ITC application type. These forms must be fully completed and returned to the relevant Member Federation, together with all necessary documents supporting the application.

5.10 To avoid delays, please ensure that:

- (i) only Member Federations send the Minor ITC Application Form and supporting documents to FA; and
- (ii) the supporting documents provided are in accordance with the relevant enclosed checklists.

5.11 The flowchart in Section 7 below will assist parents, clubs and Member Federations to determine which Minor ITC Application Form to complete and which documents are required to be submitted to support the application.

5.12 Children aged under ten (10) do **not** require an ITC.

5.13 Proper adherence to these procedures ensures compliance with FIFA regulations and protects the interests of young players.

**6. INTERNATIONAL FUTSAL TRANSFER CERTIFICATES**

6.1 An IFTC will be required where the player's immediately previous futsal registration was overseas.

6.2 An IFTC is distinguishable from an ITC, which applies only to eleven-a-side football.

6.3 Given the relatively small number of futsal players deemed to be participating in official Futsal competitions in Australia, compared with the significant numbers playing social football, an IFTC will not be automatically triggered during the self-registration process. Should a club wish to register a player whose immediately previous futsal registration was overseas, they must contact their relevant Member Federation in order to manually request an IFTC.

6.4 Aside from this, the administrative process for an IFTC operates in the same manner as an ITC.



7. MINOR ITC FLOWCHART

START HERE!



## 8. WHERE TO SUBMIT ITC APPLICATION FORMS

8.1 To submit an ITC Application Form or for more information on the ITC process in your region, please contact your Member Federation via the email address below:

Football Northern Territory	<a href="mailto:competitions@footballnt.com.au">competitions@footballnt.com.au</a>
Football South Australia	<a href="mailto:info@footballsouth.com.au">info@footballsouth.com.au</a>
Football West	<a href="mailto:itc@footballwest.com.au">itc@footballwest.com.au</a>
Football Tasmania	<a href="mailto:admin@footballfedtas.com.au">admin@footballfedtas.com.au</a>
Capital Football	<a href="mailto:abigail.moss@capitalfootball.com.au">abigail.moss@capitalfootball.com.au</a>
Football NSW	<a href="mailto:itc@footballnsw.com.au">itc@footballnsw.com.au</a>
Football Victoria	<a href="mailto:registrations@footballvictoria.com.au">registrations@footballvictoria.com.au</a>
Football Queensland	<a href="mailto:itc@footballqueensland.com.au">itc@footballqueensland.com.au</a>
Northern NSW Football	<a href="mailto:competitions@northernnswfootball.com.au">competitions@northernnswfootball.com.au</a>

## 9. FREQUENTLY ASKED QUESTIONS

### 9.1 *How long will the ITC process take?*

The length of time it will take for a player to receive their ITC varies depending on which application process applies.

An outcome will be advised to the player's Member Federation at the earlier of:

- (a) when the ITC is received from the former national association; or
- (b) 72 hours from midnight on the day FA sent the ITC request if the player's former national association has not, before that time, delivered, or not requested the cancellation of, the ITC.

Please keep in mind that the ITC can only be requested once the player's previous record of registration has been confirmed with their former national association.

Where the player's former national association has not delivered, or not requested the cancellation of, the ITC within 72 hours of FA's ITC request, the player is permitted to register on a **provisional basis**. When FA requests the player's ITC from their former national association, the player's ITC application in Play Football will be updated to reflect this.

Factors which may increase the time it takes for you to receive your ITC include:

- not having de-registered from your previous national association or club;
- any preliminary time required to complete and submit your Minor ITC Application through your club and Member Federation;
- not providing all necessary supporting documentation when initially lodging your Minor ITC Application;
- providing incorrect or incomplete information about your overseas playing history during the Play Football registration process;
- not providing your Member Federation with a copy of your passport or ID;
- delays in processing time during peak registration periods; and
- if your application is required to be submitted to the Players' Status Committee in Zurich

(e.g., for Minors seeking to register with professional clubs), this can add up to three (3) months to the process.

#### 9.2 ***What can be done to expedite the process?***

FA encourages all players to ensure they have de-registered from their previous club and national association. Players must also ensure they have provided accurate information to their club, the relevant Member Federation and FA about their overseas playing history.

In relation to Minors, FA encourages parents, clubs and Member Federations to carefully review this Guide to ensure that **all** supporting documentation is provided in the first instance. This will avoid delays associated with club, Member Federation or FA having to request missing or incorrect documentation.

#### 9.3 ***What if a player needed an ITC last year but didn't complete the registration properly, and has therefore been playing without one?***

In this scenario, for this season, the player will need to contact their Member Federation and ensure that an ITC is requested. Compliance with the NRSTRs and the FIFA RSTPs is a requirement of registering to play football in Australia, one aspect of which is compliance with the ITC process.

Failure to request and obtain an ITC in accordance with the NRSTRs and the FIFA RSTPs may give rise to disciplinary sanctions being imposed against the club and/or the player. Depending on the circumstances, these sanctions may include financial and/or sporting sanctions, such as a ban on a club registering players for a period of time.

Clubs that field a player who has failed to request and obtain an ITC (when required to do so) risk exposing the club and its teams to sporting sanctions such as the loss of competition points.

#### 9.4 ***If a player's last registration was with a US College, do they need an ITC?***

If you are seeking to register to play football in Australia and you last played organised football with a US College, you must provide your US College as your immediately previous club when responding to the relevant question during the Play Football registration process.

While most NCAA college teams are **not** affiliated to the US Soccer Federation, FA may still need to request an ITC for you.

If you are a **non-Australian player** seeking to register in Australia and in Play Football you indicate that you were last registered with a US College, **FA will always request an ITC from the US Soccer Federation**. This is due to the fact that, prior to playing for the college (affiliated or not), your junior registration/s will likely have been with a club affiliated to the US Soccer Federation and it will be necessary to process an ITC from the US Soccer Federation to FA.

If you are an **Australian player** seeking to register in Australia and in Play Football you indicate that you were last registered with a US College, FA will undertake a process to confirm whether or not you require an ITC as it may be possible that your ITC is still with FA.

#### 9.5 ***Why is so much documentation required to accompany a Minor ITC Application?***

The level of documentation required for a Minor ITC Application is set by FIFA. FA is responsible for ensuring that the FIFA RSTPs are correctly applied within Australia, and that all Minors seeking an ITC satisfy FIFA's documentation requirements.

FIFA has the power to audit Minor ITC Applications processed under FA's LME. It is therefore imperative that all supporting documentation is sent to FA to allow FA to confirm that FIFA's requirements in relation to Minor ITC Applications are adhered to.

9.6 ***What documentation is required where a Minor has moved to Australia with only one biological parent?***

It is not uncommon for a Minor to move to Australia for non-footballing reasons with only one parent. In these circumstances, the documentary requirements for **Purple Form** applications must be complied with.

Where a Minor moves to Australia with one biological parent who has married an Australian citizen, documentation must be provided for both the biological parent and the Australian spouse, irrespective of whether the Australian spouse has formally adopted the Minor. In these circumstances, the documentary requirements for **Purple Form** applications, rather than those for **Blue Form** applications, must be complied with.

If a Minor is moving without either biological parent, the documentary requirements for **Green Form** applications must be complied with.

9.7 ***Why does a player's registration say "Pending ITC" despite never having played overseas?***

The FIFA RSTPs provide protection for all Minors that are travelling from overseas. This includes players that are not citizens of the country they are registering in, regardless of whether they were previously registered overseas. More information can be found in Section 5 of this Guide.

For this type of Minor, the specific process to be followed will differ depending on the length of time the Minor has lived continuously in Australia.

*The Minor has lived in Australia for five (5) or more years*

If the Minor:

- (i) is **not** an Australian citizen;
- (ii) has **never** previously been registered to play football in Australia or overseas; and
- (iii) has lived continuously in Australia for **at least the last five (5) years**,

a Minor ITC Application & Declaration Form and the documentary requirements set out in the **Orange Form** must be complied with.

*The Minor has lived in Australia for less than five (5) years*

If the Minor:

- (i) is **not** an Australian citizen,
- (ii) has **never** previously been registered to play football in Australia or overseas; and
- (iii) has **not** lived continuously in Australia for **at least the last five (5) years**,

the Minor will need to meet one of the other three exceptions available under the FIFA RSTPs and submit a Minor ITC Application & Declaration Form and the documents set out in the form applicable to that exception. If a Minor falling within this second category is unable to meet one of the other three exceptions, their attempt at a first registration will be rejected.

Please use the flow chart in Section 7 for assistance, if required.

**10. MORE INFORMATION ON ITCs**

**10.1 *Where can the FIFA RSTPs and the NRSTRs be found?***

The current version of the FIFA RSTPs can be found on the FIFA website – click [here](#).

Commentary regarding the application of the FIFA RSTPs is available on the FIFA website – click [here](#).

The current version of the NRSTRs can be found on the FA website – click [here](#).

**10.2 *What about personal information? Does FA have a Privacy Policy?***

The current version of FA's Privacy Policy can be found at [www.footballaustralia.com.au](http://www.footballaustralia.com.au).

## MINOR ITC APPLICATION & DECLARATION FORM

**To be completed by Player or Parent/Guardian:**

<b>First name(s):</b>		
<b>Surname(s):</b>		
<b>Date of birth:</b>	DD / MM / YYYY	
<b>Birth Country:</b>		
<b>Nationality / nationalities:</b>		
<b>Country of last registration:</b>	If first registration, please write: "First registration in any country".	
<b>Club played for in that country:</b>	If first registration, please write: N/A	
<b>Player's status in country of last registration – please circle one.</b>	AMATEUR	PROFESSIONAL
<b>Australian club with which player is seeking to register:</b>		

**To be completed by Parent/Guardian:**

1. I declare that I, the undersigned, relocated to Australia with my child, \_\_\_\_\_, on the following date: \_\_\_\_\_ for the following reasons:  
\_\_\_\_\_
2. **I declare that I myself and my child relocated to Australia for reasons not linked to football.**
3. I give permission for my child to register to play football with the following club should their International Transfer Certificate be granted, and authorise this club to seek that certificate on my child's behalf:  
\_\_\_\_\_
4. I consent to the collection, use and disclosure of this personal information for the purposes set out in FA's Privacy Policy (available at [www.footballaustralia.com.au](http://www.footballaustralia.com.au)), including administering FA's National Registration, Status and Transfer Regulations.

(Print Name)

(Signature)

(Place and Date)

**To be completed by the Player's Australian Club:**

1. I make this declaration on behalf of the following club: \_\_\_\_\_

2. The club requests the International Transfer Certificate of the following child: \_\_\_\_\_

3. The club:

- is purely amateur<sup>4</sup>, and the child will be registered as an amateur; **or**
- has professionally contracted senior players and, while the child will be registered as an amateur, the child came to the club's attention in the following circumstances<sup>5</sup>:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Print Name/Title)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Place and Date)

**To be completed by the Member Federation:**

I declare that I, the undersigned, have reviewed all the relevant documents to be annexed to, and that form part of, this application.

\_\_\_\_\_  
(Print Name/Title)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Place and Date)

<sup>4</sup> **Purely amateur club:** a club with no legal, financial or de facto links to a professional club that:

- (i) is only permitted to register amateur players; or
- (ii) has no registered professional players or
- (iii) has not registered any professional players in the three (3) years prior to a particular date.

<sup>5</sup> Where this is the case, the club must also provide this declaration in letter form, on club letterhead, signed and dated.

**BLUE FORM**International move of both of the player's biological parents for non-football related reasons

For more information, please refer to **Article 19 par. 2a of the FIFA RSTPs**.

**1. The player follows their parents due to the parent's/parents' employment****Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Employment contract of player's parent (if only one parent is working) or parents (if both parents are working)
- Work permit of player's parent (if only one parent is working) or parents (if both parents are working)
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of both the player's parents
- Proof of residence of the player's parents
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

**2. The player follows their parents for another reason not linked to football****Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Other documents corroborating the reason invoked
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of both the player's parents
- Proof of residence of the player's parents
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)



## PURPLE FORM

### International move of one of the player's biological parents for non-football related reasons

For more information, please refer to **Article 19 par. 2a of the FIFA RSTPs**.

*Please note that, where there is also a **non-biological** parent for the player (e.g., the biological parent has an Australian spouse), that parent's documents are **also** required.*

#### 1. The parent not moving is still alive

*A – The player follows their custody-holding parent that is moving to Australia due to employment*

##### **Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Employment contract of player's parent
- Work permit of player's parent
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player's parent
- Proof of residence of the player's parent
- Documentation corroborating that the player's parent moving to, or residing in, Australia holds custody of the player
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

*B – The player follows their custody-holding parent for another reason **not** linked to football*

##### **Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Other documentation corroborating the reason invoked
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player's parent
- Proof of residence of the player's parent
- Documentation corroborating that the player's parent moving to or residing in Australia holds custody of the player
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

## 2. The parent not moving is deceased

*A – The player follows their parent that is moving to Australia due to employment*

### Documentation to be submitted:

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Employment contract of player's parent
- Work permit of player's parent
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player's parent
- Proof of residence of the player's parent
- Death Certificate of the player's deceased parent
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

*B – The player follows their parent that is moving to Australia for another reason not linked to football*

### Documentation to be submitted:

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Other documentation corroborating the reason invoked
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player's parent
- Proof of residence of the player's parent
- Death Certificate of the player's parent
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

**GREEN FORM**

International move of none of the player’s biological parents.  
The player’s move must be for non-football related purposes

For more information, please refer to **Article 19 par. 2a of the FIFA RSTPs.**

**1. Both parents are still alive**

*A - The player resided with one parent and now moves to Australia to join the other parent holding their custody*

A(i) – The player’s custody-holding parent resides in Australia due to employment

**Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Employment contract of the player’s parent
- Work permit of the player’s parent
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player’s parent
- Proof of residence of the player’s parent
- Documentation corroborating that the player’s parent moving to/residing in Australia holds custody of the player
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

A(ii) – The player’s custody-holding parent resides in Australia for another reason not linked to football

**Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Proof of birth of the player
- Other documentation corroborating the reason invoked
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player’s parent
- Proof of residence of the player’s parent
- Documentation corroborating that the player’s parent moving to/residing in Australia holds custody of the player
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

A(iii) - The player's custody-holding parent always resided in Australia where the player is now moving to

**Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player's parent
- Proof of residence of the player's parent
- Request for approval of first registration or international transfer
- Documentation corroborating that the player's parent moving to/residing in Australia holds custody of the player
- Statement of the new national association explaining the specific circumstances (FA to provide)*
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

B – The player has always resided with their parent(s) in their home country or the player is returning to their home country to live with their parent(s)

B(i) - The player was registered for a club abroad as an 'exchange student' and resided in that country without their parent(s)

**Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player where player is a professional
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player's parent(s)
- Proof of residence of the player's parent(s)
- Request for approval of first registration or international transfer
- Statement of the new national association explaining the specific circumstances (FA to provide)*
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

*C – Parental authority taken away from the player’s parents and awarded to a third person (legal guardian) by national authority*

*C(i) - The player follows his appointed legal guardian who moves to Australia due to employment*

**Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Employment contract of player's legal guardian
- Work permit of player’s legal guardian
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player’s legal guardian
- Proof of residence of the player’s legal guardian
- Proof of custody (parental or authorised third party)
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

*C(ii) - The player follows his appointed legal guardian who moves to Australia for another reason not linked to football*

**Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Other documents corroborating the reason invoked
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player’s legal guardian
- Proof of residence of the player’s legal guardian
- Proof of custody (parental or authorised third party)
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

C(iii) - The player joins their appointed legal guardian who already resides Australia

**Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player (*where player is a professional*)
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player's legal guardian
- Proof of residence of the player's legal guardian
- Request for approval of first registration or international transfer
- Proof of custody (parental or authorised third party)
- Statement of the new national association explaining the specific circumstances (FA to provide)*
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

**2. Both player's parents are deceased:**

*A – Parental authority awarded to a third person (legal guardian) by national authority*

A(i) - The player follows their appointed legal guardian that is moving to Australia for employment

**Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player where player is a professional
- Employment contract of the player's legal guardian
- Work permit of the player's legal guardian
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player's legal guardian
- Proof of residence of the player's legal guardian
- Death certificate of the player's parent(s)
- Proof of custody (parental or authorised third party)
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

A(ii) - The player follows their appointed legal guardian that is moving to Australia for another reason not linked to football

**Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player where player is a professional
- Other documents corroborating the reason invoked
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player's legal guardian
- Proof of residence of the player's legal guardian
- Death certificate of the player's parent(s)
- Proof of custody (parental or authorised third party)
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

A(iii) - The player moves internationally to join their legal guardian who already resides in the new country

**Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player where player is a professional
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player's legal guardian
- Proof of residence of the player's legal guardian
- Request for approval of first registration or international transfer
- Death certificate of the player's parent(s)
- Proof of custody (parental or authorised third party)
- Statement of the new national association explaining the specific circumstances (FA to provide)*
- Letter from the new club stating the professional status of the club and the expected duration of the registration (*where the club is professional*)

### **ORANGE FORM**

Player is **not** an Australian citizen and has lived continuously for at least the last five (5) years in Australia prior to the request (the “**5-year rule**”)

For more information, please refer to **Article 19 par. 3 of the FIFA RSTPs.**

#### **Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player where player is a professional
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of residence of the player that shows at least five (5) years of continuous residency



### **RED FORM**

The player is an exchange student undertaking an academic study program in Australia, which is the primary reason for the international move the (the “**Exchange Student**” exception).

The player’s new club must be purely amateur. This excludes any clubs that have registered professional players or legal, financial or de facto links to a

For more information, please refer to **Article 19 par. 2e of the FIFA RSTPs.**

***A – The duration of the player’s academic study program and the duration of the player’s envisaged registration is less than one year***

***B – The duration of the player’s academic study abroad program is longer than a year, but the player is turning 18 in less than a year***

***C – the duration of the player’s study abroad program is longer than a year, but there is less than a year of the program remaining***

#### **Documentation to be submitted:**

- Documentation of academic education
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player’s parent(s)
- Documentation of exchange program
- Registration form for exchange program
- Confirmation of player’s return home
- Confirmation of player’s participation from academic institution in home country
- Documentation of accommodation/care
- Status of new club and duration of registration
- Authorisation of host parents
- Authorisation of biological parents / legal guardian / custody holder

## AQUA FORM

The player is moving to Australia and cannot be expected to return to their country of origin given that their life or freedom would be threatened on account of race, religion, nationality, membership of a particular social group or political opinion (the “**Humanitarian**” or “**Refugee**” exception)

For more information, please refer to **Article 19 par. 2d of the FIFA RSTPs.**

### **1. Unaccompanied refugee – i.e. player is moving without their parents/legal guardian**

#### **Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player where player is a professional
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of refugee status of the player
- Proof of custody
- Authorisation of biological parents / legal guardian / custody holder
- Parental situation
- Status of new club and duration of registration
- Status of player with former club (FA to provide)*

### **2. Accompanied refugee – i.e. the player is moving with their parents/legal guardian**

#### **Documentation to be submitted:**

- Documentation of academic education
- Employment contract and work permit of player where player is a professional
- Proof of birth of the player
- Proof of identity and nationality of the player
- Proof of identity and nationality of the player’s parent(s)
- Proof of refugee status of the player’s parent(s)
- Proof of residence of the player’s parent(s)
- Status of new club and duration of registration

## EXPLANATORY NOTES

This document has been created to assist you in selecting the correct documents in support of any application made using one of the prescribed forms. The list of commonly submitted documents is intended as a guide only and does not contain an exhaustive list.

These notes also include a list of the **pertinent facts**, which must be addressed in the documents selected in support of the application.

<b>FIFA Document Category</b>	<b>FIFA Facts Required</b>	<b>Commonly Submitted Documents</b>
Documentation of academic education	<ul style="list-style-type: none"> <li>• Name of school</li> <li>• Curriculum details / timetable</li> <li>• Start date / duration</li> </ul>	<ul style="list-style-type: none"> <li>• Letter confirming enrolment [N.B. Offers of a place at a school are <b>not</b> sufficient]; or</li> <li>• Timetable or last school report indicating subjects studied.</li> </ul>
Employment contract (between player and club) – where the player is a professional (between player and club)	<ul style="list-style-type: none"> <li>• Start and end date</li> <li>• Remuneration</li> <li>• Signatures</li> <li>• Annexes</li> </ul>	
Employment contract – player's parent(s) / guardian(s)	<ul style="list-style-type: none"> <li>• Employer's name</li> <li>• Employer's address/location</li> <li>• Employee's full name</li> <li>• Brief job description/job title</li> <li>• Employment start date</li> <li>• Terms of validity</li> </ul>	<ul style="list-style-type: none"> <li>• Letter outlining the facts required on company letterhead; or</li> <li>• Contract of employment (if you wish, you may black out remuneration); or</li> <li>• Where self-employed, a copy of company registration and a signed cover note explaining this.</li> </ul>
Work permit of player's parent(s) / legal guardian(s) (as Applicable)	<ul style="list-style-type: none"> <li>• Country</li> <li>• Date of issue</li> <li>• Permit holder's full name</li> <li>• Terms of validity</li> </ul>	<ul style="list-style-type: none"> <li>• Department of Immigration Visa Grant notice.</li> </ul> <p><i>N.B. This is not required for a biological parent(s) that are Australian or New Zealand citizens.</i></p>
Proof of birth	<ul style="list-style-type: none"> <li>• Player's full name</li> <li>• Date of birth</li> <li>• Place of birth</li> <li>• Parent(s) full names</li> </ul>	<ul style="list-style-type: none"> <li>• Birth certificate; or</li> <li>• Letter from hospital/place of birth/GP setting out pertinent facts.</li> </ul>

**Football Australia Guide to International Transfer Certificates**

Proof of identity and nationality	<ul style="list-style-type: none"> <li>• Full name</li> <li>• Nationality</li> <li>• Date of birth</li> </ul>	<ul style="list-style-type: none"> <li>• Passport; or</li> <li>• Government issued identity card/document.</li> </ul>
Proof of residence – Player’s parent(s) / guardian	<ul style="list-style-type: none"> <li>• Date/timeframe of residence start date</li> <li>• Address/location</li> </ul>	<ul style="list-style-type: none"> <li>• Rental agreement (where renting); or</li> <li>• Correspondence from Solicitor/Conveyancer confirming date of settlement for the purchase (where home owned); or</li> <li>• Letter from homeowner stating the year/timeframe they have resided at their home and a copy of current Council Rates Notice/current utility bill.</li> </ul>
Request for approval of first registration or international transfer	<ul style="list-style-type: none"> <li>• Signature(s) of the player’s parent(s)</li> <li>• Signature of a representative of the applicant club</li> <li>• Signature of a representative of the Member Federation</li> </ul>	<ul style="list-style-type: none"> <li>• Minor ITC Application &amp; Declaration form.</li> </ul>
Other documents corroborating the reason invoked		<ul style="list-style-type: none"> <li>• Letter from the player’s parent(s) explaining the circumstances for the move to Australia, signed and dated; or</li> <li>• Any formal documentation supporting the reason invoked e.g. parent’s enrolment into university or trade, etc.</li> </ul>
Document corroborating that the player’s parent moving to or residing in Australia holds custody of the player	<ul style="list-style-type: none"> <li>• Parent(s) full names</li> <li>• Player’s full name</li> <li>• Authorisation</li> </ul>	<ul style="list-style-type: none"> <li>• Divorce decree/correspondence confirming divorce of parents (if applicable); or</li> <li>• A copy of the decision of the competent national authority regarding the current legal custody of the Minor; or</li> <li>• Letter from the non-moving parent allowing the player to reside in Australia with the custody-holding parent; or</li> <li>• Letter signed by both parents explaining the custody arrangements for the Minor.</li> </ul>
Death certificate of the player’s deceased parent		<ul style="list-style-type: none"> <li>• Copy of death certificate; or</li> <li>• Letter from GP/hospital/social service or care provider confirming date or year of death of the deceased parent; or</li> <li>• Any formally issued documentation acknowledging death of the deceased parent.</li> </ul>

## Football Australia Guide to International Transfer Certificates

Proof of custody (parental or authorised third party)	<ul style="list-style-type: none"> <li>• Full name of authorised legal guardian</li> <li>• Full name of the Minor</li> <li>• Full name of the player's parent(s)</li> <li>• Any relevant dates</li> </ul>	<ul style="list-style-type: none"> <li>• Copy of the decision or any formal documentation verifying the custody of the Minor.</li> </ul>
Documentation of exchange program	<ul style="list-style-type: none"> <li>• Player's name</li> <li>• Purpose</li> <li>• Funding</li> <li>• Duration (start and end dates)</li> </ul>	<ul style="list-style-type: none"> <li>• Official information about the exchange program provided by the organisers of the exchange program.</li> </ul>
Registration form for exchange program	<ul style="list-style-type: none"> <li>• Signature of the player; and/or</li> <li>• Signature of the player's parent(s) / authorised legal guardian(s)</li> </ul>	<ul style="list-style-type: none"> <li>• A copy of the registration form for the relevant exchange program.</li> </ul>
Confirmation of player's return home	<ul style="list-style-type: none"> <li>• Signature/letterhead of the organisers of the exchange program; or</li> <li>• Signature of the player's parent(s); and</li> <li>• Date of return to home country</li> </ul>	<ul style="list-style-type: none"> <li>• A letter issued and/or signed by the organisers of the exchange program; or</li> <li>• A letter signed by the player's parent(s).</li> </ul>
Documentation of academic education (specific to exchange students)	<ul style="list-style-type: none"> <li>• Signature/letterhead of the host school; and</li> <li>• Detailed timetable; and</li> <li>• Envisaged dates of enrolment (if available).</li> </ul>	<ul style="list-style-type: none"> <li>• A letter/document issued and signed by the player's school/college in their host country.</li> </ul>
Confirmation of the player's participation from academic institution in home country	<ul style="list-style-type: none"> <li>• Signature/letterhead of the home school</li> </ul>	<ul style="list-style-type: none"> <li>• A letter/document issued and signed by the player's school/college in their home country of the player's participation in the relevant exchange program.</li> </ul>

Documentation of accommodation / care	<ul style="list-style-type: none"> <li>• Host parent's full name(s) and address</li> <li>• Player's full name</li> <li>• Relationship between host and player</li> <li>• Date and signature(s) of organisers of the exchange program, host parent(s) or biological parent(s).</li> </ul>	<ul style="list-style-type: none"> <li>• A letter or document issued by the organisers of the exchange program, host parent(s) or biological parent(s) confirming the details of the supervision/accommodation/care of the player during the term of the exchange program; and</li> <li>• Proof of address of host parent(s) e.g. driver's license or utility bill.</li> </ul>
Status of new club and duration of registration	<ul style="list-style-type: none"> <li>• Signed and dated</li> <li>• Provided on the club's letterhead</li> </ul>	<ul style="list-style-type: none"> <li>• Letter outlining whether the club for which the player wishes to be registered is professional or purely amateur<sup>6</sup> (club without a professional team and without legal, financial or de factor links to professional club) on the club letterhead; and</li> <li>• The exact start and end dates of the envisaged registration of the player.</li> </ul>
Authorisation of host parent(s)	<ul style="list-style-type: none"> <li>• Parent's full names</li> <li>• Player's full name</li> <li>• Date and signature(s) of host parent(s)</li> <li>• Name of club</li> </ul>	<ul style="list-style-type: none"> <li>• A letter by the player's host parent(s) giving their consent to the player's registration for the club in Australia.</li> </ul>
Authorisation of biological parents / legal guardian / custody holder	<ul style="list-style-type: none"> <li>• Parent's/legal guardian's/custody holder's full name(s)</li> <li>• Player's full name</li> <li>• Date and signature(s)</li> <li>• Name of club</li> </ul>	<ul style="list-style-type: none"> <li>• A letter/written declaration by the player's parent(s)/legal guardian(s)/custody holder(s), authorising the player's registration for the club in Australia.</li> </ul>

---

<sup>6</sup> **Purely amateur club:** a club with no legal, financial or de facto links to a professional club that:

- (i) is only permitted to register amateur players; or
- (ii) has no registered professional players or
- (iii) has not registered any professional players in the three (3) years prior to a particular date.

<p>Proof of refugee status of the player or the player's parent(s)</p>		<ul style="list-style-type: none"> <li>• A copy of the decision by the Australian government that grants the player/player's parent(s) the status of refugee or protected person; or</li> <li>• An official document from the Australian government confirming that the player/player's parent(s) have been admitted to the procedure for being granted the right of asylum; and</li> <li>• A copy of the player's/player's parent's/parents' temporary residence permit/proof of residence in Australia.</li> </ul>
<p>Parental situation</p>		<ul style="list-style-type: none"> <li>• A written declaration regarding the current situation and whereabouts of the player's parent(s). This document can be provided by either: the player, FA, or any other pertinent authority/entity.</li> </ul>
<p>Status of new club</p>	<ul style="list-style-type: none"> <li>• Signed and dated.</li> <li>• Provided on the club's letterhead</li> </ul>	<ul style="list-style-type: none"> <li>• Letter outlining whether the club for which the player wishes to be registered is professional or purely amateur (club without a professional team and without legal, financial or de factor links to a professional club) on the club letterhead.</li> </ul>
<p>Proof of residence of the player that shows at least five (5) years of continuous residence</p>	<ul style="list-style-type: none"> <li>• Date/timeframe of residence start date</li> <li>• Address/location</li> </ul>	<ul style="list-style-type: none"> <li>• Historical rental agreements of five (5) years (where parent(s)/guardian are renting); or</li> <li>• Correspondence from Solicitor/Conveyancer to parent(s)/guardian confirming date of settlement for the purchase (where home owned); or</li> <li>• Letter from homeowner stating the year/timeframe they have resided at their home and a copy of current Council Rates Notice/ current and historical utility bills.</li> </ul>