

**POINTS BASED SYSTEM  
GOVERNING BODY ENDORSEMENT REQUIREMENTS FOR PLAYERS  
2015/2016 SEASON**

**Introduction**

The purpose of this document is to explain how football clubs in England seek to obtain Governing Body Endorsements (where necessary) from The FA for individual players under Tiers 2 (Sportsperson) and 5 (Temporary Worker – Creative and Sporting) of the Home Office Points Based System (“**PBS**”) for the 2015/16 season.

Unless otherwise defined, capitalised terms are given the meanings set out in the Glossary on pages 2 to 5.

**Consultation**

The criteria set out in this document have been agreed by the Home Office following consultation between the Stakeholders.

**Duration**

The criteria set out in this document will apply for the 2015/2016 season and will be effective from 1<sup>st</sup> May 2015 through to 30<sup>th</sup> April 2016. The criteria will be reviewed in early 2016 in order that revised criteria may be issued by the 1<sup>st</sup> May 2016 to operate for season 2016/17.

## Glossary

**Certificate of Sponsorship** means a certificate assigned to a non-EU/EEA player by a club following the granting of a GBE for that player by The FA. Such a certificate will quote a unique reference number that links to information held by the Home Office about the individual's job and personal details;

**Competitive International Match** means any match played in the following tournaments:

- FIFA World Cup Finals;
- FIFA World Cup Qualifying Groups;
- FIFA Confederations Cup; and
- Continental Cup Qualifiers and Finals, including but not limited to:
  - UEFA European Championships and Qualifiers;
  - CAF African Cup of Nations and Qualifiers;
  - AFC Asia Nations Cup and Qualifiers;
  - CONCACAF Gold Cup;
  - CONCACAF Copa Caribe;
  - UNCAF Nations Cup;
  - CONMEBOL Copa America; and
  - OFC Nations Cup;

**Continental Competition** means any of the following tournaments:

- the UEFA Champions League;
- the UEFA Europa League; and
- the Copa Libertadores de América

**FIFA** means the Fédération Internationale de Football Association;

**FIFA Aggregated World Rankings** means the aggregated rankings list for senior men's international teams over the Reference Period that are published by The FA on a monthly basis following publication of the FIFA World Rankings. This list is available on [www.thefa.com](http://www.thefa.com);

**FIFA World Rankings** means the rankings for senior international men's teams published on the FIFA website [www.fifa.com](http://www.fifa.com) (these rankings can currently be found at <http://www.fifa.com/fifa-world-ranking/ranking-table/men/>);

**Governing Body Endorsement or GBE** means an endorsement issued by The FA to a club for a non-EU/EEA elite player who is internationally established at the highest level, whose employment will make a significant contribution to the development of football at the highest level in the UK and who intends to base himself in the UK;

**Home Associations** means The Scottish Football Association, the Football Association of Wales and The Irish Football Association;

**Home Office** means the department of the UK government responsible for immigration, counter-terrorism, police, drugs policy, and related science and research;

**National Association** means a football association that is a member of and recognised by FIFA;

**Qualifying Transfers** means all transfers to Premier League clubs in the previous two (2) transfer windows in respect of players submitted on Premier League squad lists. The Qualifying Transfers value will be provided by The FA directly to The Premier League and The Football League prior to each transfer window;

**Qualifying Wages** means the basic wages paid to the top 30 earners in each Premier League club at the closure of each transfer window prior to the date of the application. The value of Qualifying Wages will be provided by The FA directly to The Premier League and The Football League;

**Reference Period** means the twenty four (24) month period immediately preceding the date of the application for a Governing Body Endorsement unless the player is twenty one (21) or under at the time of the application for a Governing Body Endorsement when the reference period is reduced to the immediately preceding twelve (12) month period;

**Relevant Interested Parties** means an appropriate representative of the either The Premier League or The Football League (depending on the league in which the player plays) and the Professional Footballers' Association;

**Required Percentage** means:

- for National Associations ranked between 1 and 10 of the FIFA Aggregated World Rankings, 30% and above;
- for National Associations ranked between 11 and 20 of the FIFA Aggregated World Rankings, 45% and above;
- for National Associations ranked between 21 and 30 of the FIFA Aggregated World Rankings, 60% and above; and
- for National Associations ranked between 31 and 50 of the FIFA Aggregated World Rankings, 75% and above;

**Secondary League** means:

- the 2 European leagues which are not Top Leagues but provide the next most players to the top twenty (20) squads in the FIFA Aggregated World Rankings at the relevant point in time; and
- the Central and South American league which is not a Top League but which provides the third most players to the top twenty (20) squads in the FIFA Aggregated World Rankings at the relevant point in time.

A list setting out the Secondary Leagues will be published on The FA website [www.thefa.com](http://www.thefa.com) prior to each transfer window;

**Secondary Percentage** means:

- for National Associations ranked between 1 and 10 of the FIFA Aggregated World Rankings, 25% and above;
- for National Associations ranked between 11 and 15 of the FIFA Aggregated World Rankings, 30% and above;
- for National Associations ranked between 16 and 20 of the FIFA Aggregated World Rankings, 40% and above;
- for National Associations ranked between 21 and 25 of the FIFA Aggregated World Rankings, 45% and above;

- for National Associations ranked between 26 and 30 of the FIFA Aggregated World Rankings, 55% and above
- for National Associations ranked between 31 and 50 of the FIFA Aggregated World Rankings, 60% and above; and
- for National Associations ranked between 51 and 60 of the FIFA Aggregated World Rankings, 75% and above;

**Sponsor** means a Premier League or Football League club which has satisfied the Home Office criteria to assign Certificates of Sponsorship;

**Stakeholders** means The FA, The Premier League, The Football League, The Professional Footballers' Association, and the Home Associations;

**The FA** means The Football Association Limited a company incorporated in England and Wales with registered number 00077797 and whose registered office is at Wembley Stadium, Wembley, London HA9 0WS, designated for these purposes as the "recognised governing body" which shall be represented by the head of Professional Football or their nominee;

**The Football League** means The Football League Limited a company incorporated in England and Wales with registered number 00080612 and whose registered office is at 5B Edward VII Quay, Navigation Way, Ashton on Ribble, Preston, PR2 2YF;

**The Premier League** means The Football Association Premier League Limited a company incorporated in England and Wales with registered company number 02719699 and whose registered office is at 30 Gloucester Place, London W1U 8PL;

**The Professional Footballers' Association** means the PFA a company incorporated in England and Wales with registered company number 01088411 and whose registered office is at 20 Oxford Court, Manchester M2 3WQ;

**Top League** means:

- the six (6) European leagues which provide the most players to the top 20 squads in the FIFA Aggregated World Rankings at the relevant point in time; and
- the two (2) Central and South American leagues which provide the most players to the top twenty (20) squads in the FIFA Aggregated World Rankings at the relevant point in time.

A list setting out the Top Leagues will be published on The FA website [www.thefa.com](http://www.thefa.com) prior to each transfer window;

**Transfer Fee** means the fixed, guaranteed element of a transfer fee and is taken from the transfer fee submitted by the club to The FA. For the avoidance of doubt, free transfers, players for whom the transfer fee consists of only training compensation and swap or multi-player deals are to be disregarded when calculating the transfer fee;

**Unavailable for Selection** means the player was not available to play due to injury or suspension and written evidence supporting this, setting out the games missed and the reason(s), has been provided by the player's National Association or club doctor to The FA. For the avoidance of doubt, a player may not be classed as injured (and therefore Unavailable for Selection) if he was listed as a

substitute in a match and was not used. Such matches may be counted as non-appearances when calculating the Required Percentage; and

**Wages** means the fixed, guaranteed element of the wages payable to the player and the figure is taken from the contract submitted by the applicant club to The FA.

## **1. GENERAL CONSIDERATIONS**

### **1.1. Eligibility to become a Sponsor**

In order to apply for a Governing Body Endorsement from The FA, an applicant club must hold a Sponsor's licence under Tier 2 and/or Tier 5 of the PBS and thereby be eligible to assign Certificates of Sponsorship.

To be eligible to become a Sponsor and assign Certificates of Sponsorship a club must be a member of The Premier League or The Football League. A Sponsor's licence issued under Tier 2 or Tier 5 is valid for a period of 4 years, after which time it may be renewed. Clubs should note that a Sponsor's licence may be revoked at any time if the Sponsor is seen to be failing in its compliance with its duties. Where a Sponsor's license is revoked, a player's leave may be curtailed. This means that a player must make a change of employment application if they wish to remain in the UK.

### **1.2. Certificates of Sponsorship**

A Certificate of Sponsorship will be assigned to a player by the club once The FA has confirmed that the application on behalf of the player has satisfied the requirements of a GBE. Any Certificate of Sponsorship assigned to a player must be submitted to The FA by the applicant club.

### **1.3. Length of Season**

For the purposes of the PBS, the playing season for this sport is from August to May. This may vary slightly from season to season depending on the arrangement of the first and last matches.

### **1.4. International transfer windows**

A club can apply for a Governing Body Endorsement at any time during the season and any application will be considered against the criteria set out below. Clubs should take into consideration the fact that a Governing Body Endorsement for a player, once issued, must be used within two months, unless that club has the express approval of The FA.

## **2. OBTAINING A GOVERNING BODY ENDORSEMENT UNDER THE PBS**

### **2.1. Criteria under which a Governing Body Endorsement will automatically be granted**

The FA will automatically grant a player a GBE under either Tier 2 or Tier 5 if the applicant club is able to show\* that that player has participated in the Required Percentage\*\* of senior Competitive International Matches\*\*\* played by that player's National Association during the Reference Period.

#### **Notes:**

\* The applicant club must provide written confirmation setting out all matches (including Competitive International Matches, friendlies and any other international matches that the player was involved in) in which the player:

- took part;
- was Unavailable for Selection; and
- did not take part but was not Unavailable for Selection.

An applicant club should obtain such confirmation from the player's National Association. If the relevant National Association is not able to confirm this, this fact should be confirmed by the applicant club to The FA. At which stage, The FA will seek to independently verify this information through its own sources. The responsibility lies with the applicant club to provide this information where it is able to do so. A decision will not be made until this process has been completed and any relevant supporting evidence is submitted.

\*\* In calculating the Required Percentage, any Competitive International Matches for which the player was Unavailable for Selection are to be excluded.

\*\*\* If less than 30% of a National Association's matches during the Reference Period are Competitive International Matches, friendly matches will be included in the calculation.

## **2.2. Discretionary criteria under which a Governing Body Endorsement will be granted**

If a player does not meet the automatic criteria set out above, an applicant club can request that an Exceptions Panel consider the player's experience and value in order to determine whether a Governing Body Endorsement should nevertheless be granted.

The applicant club must make the request for an Exceptions Panel to the Registrations Team at The FA and The FA will then appoint an Exceptions Panel in accordance with the below:

- The Exceptions Panel will be made up of three (3) members who will be appointed by The FA.
- The three (3) member Exceptions Panel will be constituted as follows:
  - an independent, legally qualified Chair; and
  - two (2) additional independent panel members having relevant experience at the top level of the game.
- No individual who would objectively be considered to have a current association with the applicant club will be appointed to the Exceptions Panel.
- Where there may be an actual or perceived conflict of interest, the panel member must declare this to the Chairman at the earliest opportunity and, in any event, in advance of the determination of the case. The Chairman will then decide whether that Exceptions Panel member is eligible to participate and vote. If the Chairman decides in his absolute discretion that the panel member cannot participate in the Exceptions Panel, the Chairman will notify The FA of this fact and The FA will then appoint a replacement panel member.
- The FA will provide appropriate secretariat support.
- The Exceptions Panel can request any further information from the Secretariat or the applicant club that it deems necessary in its absolute discretion in order to make its decision. Where it is able to do so, the applicant club or the Secretariat will supply this information to the Exceptions Panel within a reasonable timescale.
- The Exceptions Panel will consider the case following the procedures and guidance set out in the Appendix to this document.
- Written submissions may be made by interested parties in advance of the Exceptions Panel determination.
- The Exceptions Panel will make its decision based on the papers submitted to it and will only hear oral evidence for cases falling within the secondary review criteria (as set out in the Appendix) and only then in its absolute discretion.
- The Exceptions Panel will make its decision by a simple majority with the Chairman having a casting vote. All Exceptions Panel members must vote.

- Written reasons for the decision will be supplied by the Exceptions Panel to the applicant club and made available on a confidential basis to all Stakeholders save that the Stakeholders may disclose previous examples on an anonymised basis to assist applicants.

If a club has made an application that was unsuccessful following a decision of the Exceptions Panel, a further Exceptions Panel cannot be requested for the same player within four months of the original Exceptions Panel date.

### 2.3. Other requirements of the PBS

Please note, in order to secure leave to remain under Tiers 2 and 5 of the PBS, in addition to securing a GBE and being assigned with a Certificate of Sponsorship, an individual will also have to meet other criteria set by the Home Office. For example, applications under Tier 2 will have to be supported by evidence that the player has met the English language requirement set by the Home Office.

## 3. CONSIDERATIONS ONCE A GOVERNING BODY ENDORSEMENT HAS BEEN GRANTED

### 3.1. Length of issue

Governing Body Endorsements can only be issued for the following periods:

	<b>Tier 2 (Sportsperson)</b>	<b>Tier 5 (Temporary Worker - Creative and Sporting)</b>
<b>Initial Application</b>	The shorter of: <ul style="list-style-type: none"> <li>• three (3) years; <b>OR</b></li> <li>• the length of the player's contract.</li> </ul>	The shorter of: <ul style="list-style-type: none"> <li>• twelve (12) months; <b>OR</b></li> <li>• the length of the player's contract</li> </ul>
<b>Extension</b>	The shorter of: <ul style="list-style-type: none"> <li>• three (3) years; <b>OR</b></li> <li>• the length of the player's contract.</li> </ul>	If the initial application was granted for less than twelve (12) months, an in country extension can be granted to top up the period to twelve (12) months in total. For example, a player granted a six (6) month approval can apply for an extension in country of up to another six (6) months. If a club wishes to employ a player for a period of longer than twelve (12) months, the player has to return overseas to make a new application and obtain entry clearance for a further twelve (12) month period under Tier 5.

### 3.2. Extension Applications

If a club wishes to retain the services of a player beyond the period of his GBE, the club must submit a new application before the player's leave to remain expires. If the

player satisfies the automatic criteria for endorsement (as set out at 2.1 above), a GBE will be granted. If the automatic criteria (at 2.1) are not satisfied, The FA will at that stage consult with Relevant Interested Parties by email and in doing so will provide any details put forward by the club in favour of that individual. If a majority of The FA and the Relevant Interested Parties recommend that a GBE should be granted, a GBE will be issued. If a majority recommendation for approval is not given, a GBE will not be granted.

### **3.3. Switching from Tier 5 to Tier 2 of the PBS**

A player can enter under Tier 5 (if he is unable to meet the English language requirement set by the Home Office) and then apply in country (provided this is within the first 12 months) to switch to Tier 2 once he has passed the English language test. To do this, the club will need to submit a new application for a GBE so that a new Certificate of Sponsorship under Tier 2 can be assigned by the club. The new application will need to be supported by a notification of pass or pass certificate at the agreed level from an accredited English Language Test Centre.

Where a player wishes to switch from Tier 5 to Tier 2 and satisfies the automatic criteria for endorsement (as set out at 2.1 above) at the time at which the application to switch is made, a GBE will be granted. Where the player does not meet the automatic criteria (at 2.1), the application will be dealt with by email consultation between The FA and the Relevant Interested Parties who will consider any information put forward by the club in the player's favour. If a majority of The FA and the Relevant Interested Parties recommend that a GBE should be granted, a GBE will be issued. If a majority recommendation for approval is not given, a GBE will not be granted.

### **3.4. Change of club**

A club wishing to sign a player who has been granted a Governing Body Endorsement through another club must submit a new application for a GBE to The FA. If the player meets the automatic criteria (as set out at 2.1 above), a GBE will be granted. Where the player does not meet the automatic criteria (at 2.1), the application will be dealt with by email consultation between The FA and the Relevant Interested Parties who will consider any information put forward by the club in the player's favour. If a majority of The FA and the Relevant Interested Parties recommend that a GBE should be granted, a GBE will be issued. If a majority recommendation for approval is not given, a GBE will not be granted.

### **3.5. Temporary transfer of player's registration (loans)**

For the purpose of a Governing Body Endorsement, loans are defined as temporary transfers which do not extend beyond the end of the season in which the registration is temporarily transferred. Loans are only permissible within the player's current period of approval and should not be used to avoid making extension or change of employment applications.

- **Temporary transfer to another club**

If a player on a Certificate of Sponsorship is moving to another club either in the UK or abroad on a loan basis, the player's parent club must notify the Home Office of the temporary transfer and change of location via the Sponsor Management System for players with approval under the PBS.

For the duration of the loan period, the loaning club retains overall responsibility for the player as his employer and Sponsor and the player is granted permission to move temporarily under the provisions of his current leave, provided that the Certificate of Sponsorship assigned by the loaning club is valid for the duration of the loan period. This means that where the loan is to another club within England, neither the parent club nor the loanee club has to submit a new application for a GBE to The FA. Where the loan is to a club within another Home Association, the player will have to satisfy that Home Association's governing body endorsement process.

When the player returns to his parent club after the loan period, the player does not need to be assessed again against the entry criteria and may simply resume his employment with his original club (provided that his Governing Body Endorsement remains valid beyond the date of his return), on the basis that the player has an existing Certificate of Sponsorship and has already met the entry requirements at the beginning of his employment with that club.

- **Making a temporary transfers permanent**

Where the temporary transfer is to another club within England, if the loan is later made permanent, the new club will, at that time, have to make a fresh application for a GBE on behalf of the player. Clubs should note that the new application for a GBE and Certificate of Sponsorship must be fully completed before the player can play as a permanent employee of the new club.

- **Temporary transfer from a club outside England to a club within England**

Any player joining an English club on loan from a club outside of England (including the Home Associations) must meet the requirements for either automatic or non-automatic endorsement (as set out 2.1 and 2.2 above) and therefore an application must be submitted to The FA.

### **3.6. Contract changes or re-negotiation during the period of approval**

Where a club wishes to make significant changes to the terms and conditions of the player's contract, for instance to improve his salary or length of contract part-way through his period of endorsement, the club must notify the Home Office of this via the Sponsor Management System for players with approval under the PBS.

If a new application is required and the player satisfies the automatic criteria for endorsement (as set out at 2.1 above), a GBE will be granted. Where the player does not meet the automatic criteria (at 2.1), the application will be dealt with by email consultation between The FA and the Relevant Interested Parties who will consider any information put forward by the club in the player's favour. If a majority of The FA and the Relevant Interested Parties recommend that a GBE should be granted, a GBE will be issued. If a majority recommendation for approval is not given, a GBE will not be granted.

### **3.7. Ceasing the employment of a player**

If a club ceases to employ a player granted a Governing Body Endorsement prematurely, the club must inform the Home Office.

### **3.8. Trial arrangements**

Governing Body Endorsements will not be issued to clubs for the purpose of having players to trial with them. Clubs may wish to approach the UK Visas and Immigration (UKVI) contact centre on 0300 123 2241 for further information should they wish to consider taking a non-European Economic Area (EEA) player on trial.

### **4. FEES**

An administration fee of £500 plus VAT will be charged for each application for a GBE. The cost of referring an application to an Exceptions Panel will be £5,000 plus VAT to cover the fees and travel of the Exceptions Panel. Each club will meet its own costs.

### **5. STATUS OF GUIDANCE**

This guidance should be used in conjunction with the relevant advice issued by the Home Office. The FA is not registered to give advice on immigration routes or processes or to advise on an individual's immigration status. Information on aspects of immigration policy and law can be found on the Home Office website at [www.gov.uk/browse/visas-immigration](http://www.gov.uk/browse/visas-immigration) or you may wish to seek advice from an Office of the Immigration Services Commissioner (OISC) registered advisor or someone who is otherwise exempt from such a registration requirement, for example, a qualified solicitor.

Clubs are advised to allow sufficient time for entry clearance or leave to remain to be granted. The time taken may vary depending upon where the player is making his application from. A guide to visa processing times is available on the Home Office website at: [www.gov.uk/visa-processing-times](http://www.gov.uk/visa-processing-times). Please note that an individual's personal and immigration history may be taken into account when their application is being considered.

### **6. FURTHER INFORMATION**

This guidance is available on The FA website at the following link: <http://www.thefa.com/football-rules-governance/more/player-registrations>.

### **7. CONTACTS**

For any queries regarding the Governing Body Endorsement criteria or to discuss the application process for football, please contact:

**Laura Taylor**  
**Registrations Officer (PBS)**  
The Football Association  
Wembley Stadium  
PO Box 1966  
London  
SW1P 9EQ

[Registrations@thefa.com](mailto:Registrations@thefa.com)

Please note that if your query extends beyond football and into immigration, you will be directed to the Home Office.

## **8. HOME OFFICE HELP**

If you are an employer or Sponsor and have a general query about the Sponsor application process or for specific enquiries regarding individual applications or about the migrant application process, please contact UK Visas and Immigration (UKVI) on 0300 123 2241.

For any technical problems with the Sponsor Management System (SMS), please call the SMS helpline on 0114 207 2900.

**APPENDIX EXCEPTIONS PANEL  
PROCEDURES**

**1. INTRODUCTION**

The Exceptions Panel will review the player’s experience and value in accordance with the below review criteria. Points will only be awarded in the circumstances identified. For the avoidance of doubt, the Exceptions Panel is under no obligation to issue a Governing Body Endorsement even when the relevant points threshold is crossed. The Exceptions Panel may take into account other circumstances or facts that, even though the player has achieved four (4) points or more, suggest a GBE should not be granted. In such cases the Exceptions Panel shall set out its reasons to the applicant and the Stakeholders. The final decision regarding a Governing Body Endorsement rests with the Exceptions Panel.

**2. PRIMARY REVIEW CRITERIA**

At the first stage of the Exceptions Panel’s review, the Exceptions Panel will consider objective criteria to assess the experience and financial value of a player that does not meet the automatic criteria. The Exceptions Panel will grant points in accordance with the below:

<b>Criteria</b>	<b>Points</b>
The value of the Transfer Fee being paid for the player is above the 75 <sup>th</sup> percentile of Qualifying Transfers	3 points
The value of the Transfer Fee being paid for the player is between the 50 <sup>th</sup> and 75 <sup>th</sup> percentile (inclusive) of Qualifying Transfers	2 points
The Wages being paid to the player by the applicant club are above the 75 <sup>th</sup> percentile of Qualifying Wages	3 points
The Wages being paid to the player by the applicant club are between the 50 <sup>th</sup> and 75 <sup>th</sup> percentile (inclusive) of Qualifying Wages	2 points
The player’s current club is in a Top League and the player has played in 30% or more of the available domestic league minutes	1 point
The player’s current club has played in the group stages or onwards of a Continental Competition within the last 12 months and the player has played in 30% or more of the available domestic league minutes	1 point

**Outcome**

If a player scores four (4) points or more, the Exceptions Panel may recommend that a GBE is granted but is not obliged to do so.

**3. SECONDARY REVIEW CRITERIA (PLAYERS SCORING LESS THAN 4 POINTS AT THE PRIMARY REVIEW STAGE)**

If a player does not fulfill the primary review criteria, the Exceptions Panel will then conduct a mixed objective and subjective review in accordance with the below.

In the majority of cases the Exceptions Panel will consider the secondary review criteria on the basis of the papers presented to it. Given the partly subjective nature of the secondary review, an applicant club will be permitted to request that the Exceptions Panel hear oral submissions but the Exceptions Panel is under no obligation to do so.

## OBJECTIVE CRITERIA

Prior to considering any relevant subjective factors, the Exceptions Panel will first consider the below objective criteria:

Criteria	Points
The value of the Transfer Fee being paid for the player is within 20% of the 75 <sup>th</sup> and 50 <sup>th</sup> percentile of Qualifying Transfers	1 point
The Wages being paid to the player by the applicant club are within 20% of the 75 <sup>th</sup> and 50 <sup>th</sup> percentile of Qualifying Wages	1 point
The player's current league club is in a Secondary League and the player has played in at least 30% of the available domestic league minutes	1 point
The player's current club has played in the final qualification rounds of a Continental Competition within the last 12 months and the player has played in at least 30% of the available domestic league minutes	1 point
<p>The applicant club is able to show* that the player has participated in the Secondary Percentage** of senior Competitive International Matches*** played by that player's National Association during the Reference Period</p> <p style="text-align: center;"><b>OR</b></p> <p>The player's National Association was a semi-finalist in the Asian Cup or African Cup of Nations in the immediately preceding 12 months of the date of the application for a GBE. If the National Association is ranked outside the top 60 in the FIFA Aggregated World Rankings at the time of the application, the club must be able to show* that the player participated in 75% or more** of the Competitive International Matches*** played by the National Association during the Reference Period</p>	1 point

### Notes:

\* The applicant club must provide written confirmation setting out all matches (including Competitive International Matches, friendlies and any other international matches that the player was involved in) in which the player:

- took part;
- was Unavailable for Selection; and
- did not take part but was not Unavailable for Selection.

An applicant club should obtain such confirmation from the player's National Association. If the relevant National Association is not able to confirm this, this fact should be confirmed by the applicant club to The FA. At which stage, The FA will seek to independently verify this information through its own sources. The responsibility lies with the applicant club to provide this information where it is able to do so. A decision will not be made until this process has been completed and any relevant supporting evidence is submitted.

\*\* In calculating the Secondary Percentage (or other relevant percentage), any Competitive International Matches for which the player was Unavailable for Selection are to be excluded.

\*\*\* If less than 30% of a National Association's matches during the Reference Period are Competitive International Matches, friendly matches will be included in the calculation.

## **SUBJECTIVE CRITERIA**

The Exceptions Panel may then take into account any subjective criteria that it deems appropriate in its absolute discretion when deciding whether to award a Governing Body Endorsement at the secondary review stage.

Subjective criteria that the Exceptions Panel may take into account include but are not limited to:

- Players for whom no transfer fee is payable under the primary review criteria may be ascribed a 'virtual' transfer value under the secondary review criteria on such basis that the Exceptions Panel considers appropriate and, if so, the appropriate number of points will then be awarded.
- In the event that the player satisfies some of the automatic criteria for a Governing Body Endorsement (as set out under 2.1 (Criteria under which a Governing Body Endorsement will automatically be granted)) or the primary review criteria, the degree to which the player exceeds these criteria will be considered.
- The reasons why the automatic criteria (as set out under paragraph 2.1 (Criteria under which a Governing Body Endorsement will automatically be granted) above), primary review criteria or objective secondary review criteria were not met will be considered.

### **Outcome**

If a player scores a cumulative total of 5 points or more taking into account his score on both the primary review criteria and the secondary review criteria, the Exceptions Panel may recommend that a GBE is granted but is not obliged to do so. The Exceptions Panel may also take into account the subjective criteria and other circumstances or facts that, even though the player has achieved five (5) points or more, lead it to conclude a GBE should not be granted.

If player scores a cumulative total of less than 5 points taking into account the primary review criteria and the secondary review criteria, the Exceptions Panel is guided to recommend a GBE is not granted. The Exceptions Panel may also take into account the subjective criteria and other circumstances or facts that, even though the player has scored less than five (5) points, lead it to conclude a GBE should be granted.

## **4. THIRD STAGE REVIEW**

If a player does not meet the above primary review or secondary review criteria, the Exceptions Panel will consider any highly extenuating circumstances that are presented (in writing only) on behalf of that player and the applicant club. This will include consideration of extraordinary events or circumstances beyond the player's or the National Association's control.