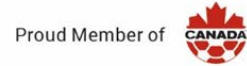




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## INFORMATION BULLETIN

**Bulletin #:** I2022-72  
**Date:** December 14, 2022  
**To:** Ontario Soccer; District Membership, Associate Members  
**CC:** Ontario Soccer Board of Directors, Staff  
**From:** Matt Ferreira, Manager, Coach Education, Player Development & Club Licensing  
**Subject:** Canada Soccer Club Licensing – Applications Re-opening

As Ontario Soccer and its membership works to meet the Outdoor 2023 season mandate from Canada Soccer, we are announcing the re-opening of the application window for the Canada Soccer Club Licensing Program in Ontario.

As outlined in Information Bulletin [I2021-099](#), Canada Soccer has mandated that all member Clubs (inclusive of not-for-profit and for-profit organizations) must hold a minimum Club Licence of **Quality Soccer Provider** by the end of 2023. This requirement has been reviewed and approved by Ontario Soccer's Board and can now be found within the Operational Procedures. There are no costs to acquire a Club license.

The application window for the "[Canada Soccer Club Licensing Program](#)" will open on **Wednesday, December 14, 2022** for applications at the level of [Quality Soccer Provider](#) (QSP) only via [this portal](#).

To complete the initial application, Clubs will need to provide the following information:

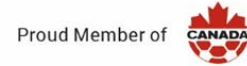
- Club Information
- Contact Information for the President, Admin Lead, Technical Lead and Individual submitting the application
- A Letter of Intent which must:
  - Be on official Club letterhead
  - Outline the Club's commitment to completing the process
  - Outline the Club's commitment to Long-Term Play Development, Safe Sport and Ontario Soccer's Talented Player Pathway

For 2023, a completed District Endorsement ([found here](#)) will be sourced directly by Ontario Soccer from each respective District Association after the initial application is reviewed.

Prior to applying, Clubs and their staff are asked to review the criteria and standards required of Quality Soccer Providers which can be found online at [www.ontariosoccer.net](http://www.ontariosoccer.net).



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The timelines for the entire application and assessment process in 2023 is as follows:

- December 14, 2022– January 27, 2023: Applications, including Letters of Intent, submitted via [this portal](#)
- January 30 – February 10, 2023: Ontario Soccer to source [District Endorsements](#)
- February 10 – February 24, 2023: Ontario Soccer to provide clubs Confidentiality Agreements
- February 27 – April 14, 2023: Clubs provided access to the Club Licensing System to begin documentation submission
- April 18 – May 19, 2023: Ontario Soccer to review documentation & generate Action Plans
- May 22 – June 2, 2023: Clubs update submission based on provided Action Plan
- June 5 – June 12, 2023: Ontario Soccer to review Action Plan adjustments
- June 12 – 16: First round of successful recipients announced by Ontario Soccer & Canada Soccer
  - Reconfirmation: District Endorsement Letters to be completed
- June 19 – September 8, 2023: Ontario Soccer to review Action Plan adjustments and support clubs as needed to be successfully announced at the next window
- September 11 – 15: Second round of successful recipients announced by Ontario Soccer & Canada Soccer
  - Reconfirmation: District Endorsement Letters to be completed
- September 18, 2023: Ontario Soccer hands-off remaining clubs to their District for final processing

Please note: all information and documentation shall be submitted online.

To ensure the program is delivered to the highest standards possible, the number of organizations that will be assessed in 2023 will be limited to the first 50 club applications. Clubs are encouraged to apply as soon as possible and, should they not be successful in entering the assessment pool for 2023, that they prepare to complete the process, in line with Canada Soccer’s mandate, through their District. **Clubs that have applied during 2023 will be considered in compliance with this mandate if not formally approved by the completion of the 2023 Outdoor Season (classified as “in process of completion”).**

If you have any further questions about the process, please contact [Alex Di Noia](#), Sr. Coordinator, OPDL & Club Licensing.

### **Ontario Soccer Summit is Back!**

Group registration is now available for your annual soccer development opportunity. The Ontario Soccer Summit will be in Ottawa from February 24-26, 2023; gather your staff team and volunteers, and join us in the Nation’s Capital! [Click here](#) for ticket options.


### **How do I stay connected to Ontario Soccer?**



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