



Transfer Guidelines 2024 – requesting a player

You also need to request a player who is within your own club, but where the teams play within different leagues (ie played in Pennine League over Winter)

Even if the player has not played for a number of years you still need to transfer (do not register them as a new player).

Coach/Team Manager

When approached by a player and parent wanting to move to your team you need to ask: -

1. Are they a scholarship player? It could involve additional information being requested and/or face to face review.
2. Have they already transferred within the current season? (12s and above can only transfer once, 11s and below twice in a season). Unless the new team has folded this will be refused, with no option of a review.
3. Do they owe money/property to the original club, if so advise them that this needs to be returned before the transfer can be completed
4. Ask why they are moving – **ALL** the reasons they give need to be documented in the additional information box in the transfer request.

Make sure that you tell them if you have already had your quota of players (3 per season, however, not all transfers count on quota – if you are unsure please ask the transfer team).

Be honest with the parent – if it may involve a review (over quota/scholarship) then it may take some time to process. Do not raise unrealistic expectations. You must explain the review may not go their way.

LeagueNet request

Only certain people at your club can do this – there are training videos and notes online on how to get access and how to do this

<https://www.rugby-league.com/support/leaguenet-support/requesting-player-transfers>

1. Use the drop-down list for the MAIN reason the player wants to transfer.
2. Use the Additional Information text box. You **MUST** include the following, **failure to do so will delay the transfer: -**
 1. The age group the player will be joining.
 2. The email address of the parent/guardian.
 3. If this player is returning to your club within 6 months, make sure you state this.
 4. If you believe the player to be a Free Agent, please make sure you enter this information – along with why you believe them to be a Free Agent
 5. (Optional) any other additional information/reasons relevant to the transfer. **If you do not use the correct/all reasons given by the player/parent, it could also cause a delay.**

You can continue to check on what stage the transfer is on LeagueNet.

Once the other club has approved, go into the record and you can see if the original club has put that they owe monies/property. Ask the parent to resolve this. The transfer will not be processed at League level until they receive confirmation from the **original club** that it has been returned.

Any queries then **the club** should contact transfers@yjyarl.co.uk If any parents make contact, they will be referred back to the new club.

The parent will receive an email with a link to complete the registration. Please make sure that they check their emails – and their spam folders. You can see on LeagueNet if the transfer is sat with the parent. **If the player has not registered so far, then they will need to make payment at this point.**

Should the parent need the email re-sending please email transfers@yjyarl.co.uk or registrations@yjyarl.co.uk

Once the transfer is complete, add to the team and request cards from the relevant fixture secretary.

Please note that The RFL do not deal with YJYARL transfers.

YORKSHIRE JUNIOR BOARD OF MANAGEMENT.

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