



REAL FEDERACIÓN ESPAÑOLA DE FÚTBOL

TEMPORADA 2022/2023

CIRCULAR N° 109

Información relevante sobre las competiciones de la UEFA de clubes para la temporada 2023/2024

(Circular n.º 21/2023 de la UEFA)

Por medio de la presente, la RFEF comunica a todos sus afiliados el contenido de la Circular UEFA n.º 21/2023, publicada en fecha 18 de abril de 2023.

En la citada circular, la UEFA informa sobre el procedimiento de inscripción, la vestimenta de juego y la elegibilidad de los jugadores de las siguientes competiciones de la UEFA: Champions League, Europa League, Europa Conference League y Youth League.

Se adjunta el texto de la Circular n.º 21/2023 de la UEFA, junto con sus respectivos anexos, a fin de que sea debidamente conocida y atendida por todos los afiliados a la RFEF. Asimismo, podrán encontrar a continuación una traducción del contenido de la citada circular:

"Para ayudar en los preparativos para las competiciones de clubes de la UEFA 2023/24, le adjuntamos la información sobre lo siguiente:

- Procedimiento de inscripción para las competiciones de clubes 2023/24 (Anexo 1)**
- Vestimenta de juego para las competiciones de clubes de la UEFA 2023/24 (Anexo 2)**
- Elegibilidad de los jugadores para las competiciones de clubes de la UEFA 2023/24 (Anexo 3)**
- Liga Juvenil de la UEFA 2023/24 (Anexo 4)**
- Plataforma UEFA TIME (Anexo 5)**



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Como en años anteriores, los detalles del procedimiento de registro oficial, la indumentaria de juego y la elegibilidad de los jugadores han sido combinados en una circular. Esto facilitará el manejo de todos los procesos relacionados con los preparativos para las competiciones de clubes de la UEFA 2023/24 y le brindará una mejor visión general de los procesos y plazos importantes, además de evitar comunicaciones innecesarias.

Aunque los procedimientos descritos en los Anexos 1 a 3 también se aplican a la UEFA Youth League, es importante la información adicional sobre dicha competición, en relación con el formato de la competición, el proceso de inscripción y la elegibilidad e inscripción de los jugadores (Anexo 4).

En el Anexo 5 encontrará una guía detallada e instrucciones sobre los diferentes usos de la plataforma UEFA TIME que ayudará a los clubes a realizar diversas tareas durante la temporada de competición de clubes.

Las versiones electrónicas de todos los reglamentos se pueden encontrar en el portal de Documentos de la UEFA. Además, el motivo de las enmiendas clave al reglamento y más información sobre el reglamento y las competiciones se puede encontrar en la sección Documentos de TIME, para la atención de su(s) club(s) participante(s). Los detalles de cómo acceder y usar TIME se pueden encontrar en el Anexo 5.

*Como en años anteriores, le rogamos que **nos facilite sus calendarios de partidos nacionales**, incluyendo sus fechas de la liga nacional y las fechas de las competiciones de copa nacionales para la próxima temporada. Esto nos dará una visión completa de las fechas ya utilizadas, así como los cambios para el fútbol europeo, que podremos compartir con todas las asociaciones.*

Por favor, envíe su calendario nacional para 2023/24 o 2024 a entry@uefa.ch

Gracias por su atención a la información aquí contenida, así como a los documentos anexos y por su inestimable colaboración”.



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En caso de necesitar cualquier otro tipo de información complementaria al respecto, no duden en contactar con el área de Asesoría Jurídica y/o el área de Competiciones de la RFEF, los cuales se encuentran a disposición de todos los estamentos del fútbol español para esclarecer las dudas que la presente información pudiera generar.

Lo que se comunica para el general conocimiento y a los efectos oportunos.

Las Rozas de Madrid, a 25 de abril de 2023.

Andreu Camps Povill
Secretario General



No 21/2023

TO UEFA MEMBER ASSOCIATIONS

For the attention of
the President and the General Secretary

Your reference

Your correspondence of

Our reference
CLC/FOP

Date
18 April 2023

2023/24 UEFA club competitions

UEFA Champions League, UEFA Europa League, UEFA Europa Conference League and UEFA Youth League

Registration procedure, playing attire and player eligibility

Dear Sir or Madam,

To assist with your preparations for the 2023/24 UEFA club competitions, please find enclosed information about the following:

- Registration procedure for the 2023/24 club competitions (Enclosure 1)
- Playing attire for the 2023/24 UEFA club competitions (Enclosure 2)
- Player eligibility for the 2023/24 UEFA club competitions (Enclosure 3)
- 2023/24 UEFA Youth League (Enclosure 4)
- UEFA TIME platform (Enclosure 5)

As in previous years, details of the official registration procedure, playing attire and player eligibility have been combined in one circular letter. This will facilitate the handling of all processes regarding preparations for the 2023/24 UEFA club competitions and give you a better overview of the important processes and deadlines, as well as avoiding unnecessary communications.

Although the procedures described in Enclosures 1 to 3 also apply to the UEFA Youth League, important additional information on that competition, regarding the competition format, the entry process and the eligibility and registration of players, is provided in Enclosure 4.

In Enclosure 5 you will find detailed guidance and instructions on the different uses of the UEFA TIME platform, which will help clubs to perform various tasks during the club competition season.

Electronic versions of all regulations can be found in the [UEFA Documents portal](#) in due course. Furthermore, the reasoning for key amendments to the regulations and further information on the regulations and the competitions can be found in the [Documents](#) section of TIME, for the attention of your participating club(s). Details of how you and your clubs can access and use TIME can be found in Enclosure 5.

As in previous years, please provide us with your domestic match calendars, including your domestic league and domestic cup competition dates for the next season. This will give us a complete picture of the dates already used as well as the changes for European football, which we will then be able to share with all associations. Please email your domestic calendar for 2023/24 or 2023 to entry@uefa.ch.

Thank you in advance for giving your fullest attention to the information contained in this letter and its enclosures, and for your valuable cooperation.

Yours faithfully,

U E F A



Theodore Theodoridis
General Secretary

Enclosures

- Enclosure 1: Registration procedure for the 2023/24 UEFA club competitions
- Enclosure 2: Playing attire for the 2023/24 UEFA club competitions
- Enclosure 3: Player eligibility for the 2023/24 UEFA club competitions
- Enclosure 4: 2023/24 UEFA Youth League
- Enclosure 5: UEFA TIME Platform

cc (with enclosures)

- UEFA Executive Committee
- UEFA Club Competitions Committee
- European members of the FIFA Council
- FIFA, Zurich
- ECA, Nyon
- EL, Nyon



2023/24 registration procedures for the UEFA Champions League, UEFA Europa League, UEFA Europa Conference League and UEFA Youth League

Please find below detailed information concerning the above registration procedures, which have not changed from previous seasons.

With this correspondence, clubs are invited to participate in the 2023/24 season of the UEFA Champions League, UEFA Europa League, UEFA Europa Conference League and UEFA Youth League¹. In order to check the eligibility of each participating club, a pre-registration procedure is applied, followed by the final registration. This means that, by the specified pre-registration deadline, each national association must send UEFA the admission criteria forms for all clubs that have qualified or could potentially still qualify for UEFA club competitions by that date. Then by the final registration deadline, the other entry documents (i.e. official entry form) must be sent to UEFA or completed online (i.e. playing attire) for all the clubs that have actually qualified.

All entry documents (official entry form and admission criteria form) and further information can be downloaded from the [Documents](#) section of UEFA TIME. Details of how to access TIME and give access to your clubs can be found in Enclosure 5 of this circular. For information on stadium matters, please refer to the Club Competitions 2023/24 Stadium Venue Announcement that was sent by circular letter on 20 February 2023.

The pre-registration and final registration procedures are explained in detail below. Please note that all the deadlines indicated below cannot be extended.

1. Pre-registration – 19 May 2023

National associations must submit the following form as a **manually countersigned PDF** of the original document (*colour copy, if possible; signed by hand; no electronic signatures*) to entry@uefa.ch by **19 May** at the latest:

- An **official admission criteria form (UEFA club competitions 2023/24)** completed in full for each club that has qualified or could potentially still qualify for the UEFA Champions League, the UEFA Europa League, the UEFA Europa Conference League and the UEFA Youth League. One form must be submitted for each club, whether they are participating in the UEFA Youth League only or are entering both the UEFA Champions League, UEFA Europa League or UEFA Europa Conference League and the UEFA Youth League.

Regarding the admission to UEFA's club competitions, please refer to the criteria and procedures set out in Articles 3 and 4 of the regulations of the respective competitions. The access list, which applies the coefficient ranking system to determine admission to these competitions, is included in Annex A to these regulations. In this regard, and in view of the ongoing suspension of all Russian teams and clubs from UEFA competitions until further notice, the UEFA Executive Committee, at its meeting on 4 April 2023, has approved the rebalanced access list for the 2023/24 UEFA Club Competitions season, which does not include any Russian clubs.

¹ The invitation to participate in the above-mentioned competitions does not apply to Russian clubs due to the ongoing suspension of all Russian teams and clubs from UEFA competitions until further notice, as decided by the UEFA Executive Committee on 28 February 2022 (see Circular Letter No. 21/2022) and confirmed by the Court of Arbitration for Sport on 15 July 2022.

Registration procedure for the 2023/24 UEFA club competitions

Please be aware that all submissions for the pre-registration phase are to be regarded as provisional, until the admission criteria listed in the competition regulations have been fulfilled, at the latest by the final registration date. This also applies, for example, to clubs whose season is over, but which have not completed the licensing process, i.e. licences have not yet been granted.

In the case of any unforeseen events that have a direct effect on the preparation or start of the 2023/24 UEFA Champions League, the 2023/24 UEFA Europa League, the 2023/24 UEFA Europa Conference League or the 2023/24 UEFA Youth League season, please immediately inform UEFA (entry@uefa.ch) of any impact, irregularity, change or delay to your domestic competitions.

2. Final registration – 12 June 2023

The following must be submitted by the deadline of **12 June**:

- The **official competition entry form**, listing all the clubs that have qualified for the UEFA Champions League, the UEFA Europa League, the UEFA Europa Conference League and the UEFA Youth League (see below). The national associations must submit the form as a **manually countersigned PDF** of the original document (*colour copy, signed by hand; no electronic signatures*) to entry@uefa.ch by **12 June** at the latest. Please make sure the club names are correct, as these will be used for all purposes relating to the UEFA club competitions. Please also note that national associations that are unable to send the results of their domestic league and cup competition(s) by 19 May must submit them by 12 June to confirm which clubs have qualified for the above-mentioned competitions.
- Each team that has qualified for the UEFA Champions League, the UEFA Europa League, the UEFA Europa Conference League and the UEFA Youth League must **register their playing attires** in the TIME KIT platform by the deadline, including the approval of their national association. For more information regarding playing attire registration and the TIME KIT platform, see enclosures 2 and 5 of this circular letter.

With regard to the official registration for the **UEFA Youth League** in particular, please note the following:

- On entering the 2023/24 UEFA Champions League (on submission of the official competition entry form by their national association), clubs agree that if they qualify for the group stage they will also take part in the 2023/24 UEFA Youth League (UEFA Champions League path) in accordance with the competition regulations. See Articles 3 and 4 of the Regulations of the UEFA Youth League 2023/24 and Article 6.01(p) of the Regulations of the UEFA Champions League 2023/24.
 - When submitting the official competition entry form, the national association must **confirm the age category** of its domestic championship that gives access to the UEFA Youth League 2023/24. Please note that this age category was confirmed for the entire 2021-24 cycle and therefore needs to be the same for the 2023/24 season.
 - All domestic youth champions that have qualified for the UEFA Youth League (including clubs whose senior team has qualified for the qualifying rounds or play-offs of the UEFA Champions League, or for the qualifying rounds, play-offs or group stage of the UEFA Europa League or UEFA Europa Conference League) must be listed on the official entry form.
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Registration procedure for the 2023/24 UEFA club competitions

- In accordance with Articles 3.03 to 3.05 of the 2023/24 UEFA Youth League regulations, if the domestic youth champion of one of the 32 best-ranked associations has also qualified for the competition through the UEFA Champions League, it will enter the UEFA Champions League path of the UEFA Youth League, while the first place in the domestic champions path will be vacated and filled by the UEFA Youth League titleholder unless they have otherwise qualified. Any additional vacancy will be filled by the next association in the coefficient rankings whose domestic youth champion has not already qualified (see Annex A of the UEFA Youth League regulations). Consequently, associations ranked 34 or below who are interested in entering a domestic youth champion in the UEFA Youth League are invited to complete the form(s) accordingly. However, participation is subject to the principles set out in Articles 3.03 to 3.05 of the UEFA Youth League regulations. The final access list for the UEFA Youth League will be communicated to all parties only after the UEFA Champions League play-offs, when all the participants in both UEFA Youth League paths are known.
- If your domestic youth championship is not due to be completed by **12 June**, please inform the UEFA administration immediately by email to entry@uefa.ch.

In line with the final registration deadline of 12 June, each club participating in the 2023/24 club competition season is asked to complete its TIME Organisation Profile and Stadium Organisation Passport and keep it up to date in accordance with the instructions set out in the user guide. Further information can be found in circular letter 06/2021.

3. Club contact registration

In order to ensure the proper administration and preparation of the competitions, we need to be able to contact the relevant individuals at each club. Consequently, in conjunction with the pre-registration process mentioned above, it is important for each club to review the contact information of its key personnel. Therefore, each club must review the following positions in the TIME organisation passport and update as necessary by **19 May 2023**:

At “Club” level:

- president/chair (as applicable)
- general secretary/CEO (as applicable)
- financial contact

At “Teams” level:

- key contact person
- matchday operations contact
- stadium and security contact
- security/stewards contact
- delegate key contact
- match ball recipient contact
- contact person for visiting clubs
- disciplinary key contact
- anti-doping key contact
- team doctor
- supporter liaison officer

Each national association is responsible for ensuring that all clubs included in the pre-registration process make the necessary updates to the organisation passport. As such, each national association must assign a TIME organisation passport manager to double-check that the relevant club contacts are up to date ahead of the above-mentioned deadline. A full explanation of how to update the TIME organisation passport can be found in enclosure 5 of this circular letter.

Registration procedure for the 2023/24 UEFA club competitions

4. Regulations and additional documents on TIME

Electronic versions of the regulations can be found on the [UEFA Documents portal](#) along with the reasoning for any amendments, the access list and other information on the regulations and the competitions. Details of how to access TIME and give access to your clubs can be found in enclosure 5 of this circular. Please make sure all clubs concerned have appropriate access.

5. Draws

The schedule of draws for the 2023/24 season is given below. Please also note that the 2023/24 fixture and draw list in FAME and TIME gives details of all UEFA club competition draws: dates, times, venues, competition stages and dates of matches.

- UCL preliminary round	Tuesday 13 June 2023
- UCL & UECL first & second qualifying round ¹	Tuesday, 20 and Wednesday 21 June 2023
- UCL, UEL & UECL third qualifying round	Monday 24 July 2023
- UCL, UEL & UECL play-offs	Monday 7 August 2023
- UCL group stage UYL (UEFA Champions League path group stage)	Thursday 31 August 2023
- UEL & UECL group stage	Friday 1 September 2023
- UYL (Domestic Champions path round 1 and round 2)	Tuesday 5 September 2023
- UCL round of 16 & UEL, UECL KO play offs	Monday 18 December 2023
- UYL KO play offs	Tuesday 19 December 2023
- UYL round of 16, quarter-finals, semi-finals and final	Friday 9 February 2024
- UEL & UECL round of 16	Friday 23 February 2024
- UCL, UEL & UECL quarter-finals, semi-finals and final	Friday 15 March 2024

This information will be confirmed in due course, and your clubs will receive confirmation of all dates, times and venues prior to each draw.

Regardless of whether the draws are to be held in person or streamed live online, each club must appoint a competent representative to attend. They will be expected to sort out match arrangements (number of tickets available, safety, travel, hotels, etc.) with the opposing club directly, in person or virtually. If a club representative is not available, the club must authorise someone else (an association representative, a UEFA committee member, or an authorised representative of another club from the same country) to liaise on its behalf. If an association representative has to represent one of its clubs, the UEFA administration must be informed accordingly, in writing, at least three days prior to the draw.

The draw invitations and further information regarding each draw, the set-up, attendance and whether a physical presence is needed will be sent to the clubs in due course. In cases where club representatives can attend a draw in Nyon, they are requested to book their own hotel rooms. Club and association representatives who need invitations to obtain a visa for Switzerland should submit a written request to the UEFA administration at least two weeks before the draw in question, including the following information: name, function, date and place of birth, nationality, passport number, date of issue and expiry of passport, and requested dates for the person's stay.

¹ The UCL and UECL first and second qualifying round draws will be organized as a two-day event which will include workshops and briefings for participating clubs.

Registration procedure for the 2023/24 UEFA club competitions

6. Stadium matters

All sections of the TIME stadium passport must be updated by the national association and the relevant club for each proposed venue. Each participating club has direct access and editing rights to their own stadium passport.

All venues must hold valid safety, floodlight and, when applicable, artificial turf certificates, covering the entire period of the competition. The information on certificates must be updated in the stadium passport by the following deadlines:

- Safety certificate
 - The national association is responsible for checking and confirming the validity of safety certificates in the 'Safety' section no later than one month before each draw involving the club concerned.
 - Under Article 11.2 of the UEFA Safety and Security Regulations, UEFA may request the safety certificate (including a translation into an official UEFA language).
- Floodlighting certificate
 - The floodlight illuminance values must be clearly indicated in the stadium passport and a copy of the latest floodlighting certificate, issued within the previous 12 months, must be uploaded to the stadium passport no later than one month before the first draw involving the club concerned.
- Artificial turf certificate
 - A FIFA Quality Pro certificate must be provided no later than 2 June for:
 - UEFA Champions League, UEFA Europa League and UEFA Europa Conference League.
 - A FIFA Quality certificate, provided no later than 31 July, is the minimum requirement for:
 - UEFA Youth League.
 - Should the artificial turf certificate expire mid-season, please provide UEFA with the scheduled date of the renewal inspection and upload the new certificate once it has been received.

7. Anti-doping

With regard to anti-doping matters, please refer to Article 8 of the 2023/24 regulations of the UEFA Champions League, UEFA Europa League, UEFA Europa Conference League and UEFA Youth League, as well as the 2021 UEFA Anti-Doping Regulations.



Enclosure 2

Playing attire for the 2023/24 UEFA club competitions

Playing attire for the 2023/24 UEFA Champions League, the 2023/24 UEFA Europa League, the 2023/24 UEFA Europa Conference League and the 2023/24 UEFA Youth League

Please find below some information regarding equipment used in UEFA club competition matches.

This enclosure explains some of the principles of the *UEFA Equipment Regulations* that we feel warrant clarification, as well as some of the key provisions of the regulations.

1. KIT (Kit Information Tool) platform for playing attire approvals for teams participating in UEFA competitions

This new digital platform introduced last season, is aimed to facilitate the current playing attire selection and approval.

The screenshot shows the UEFA TIME KIT platform interface. The sidebar menu on the left includes options like Dashboard, My Matches, My Mini-Tournaments, My Organisation, Stadiums, and KIT (highlighted). The main content area is titled 'Attire registration' and shows 'You have 2 attires registered with UEFA'. Below this, there are filters for Seasons and Competitions, a search bar, and a 'New attire' button. A table displays the registered attire:

STATUS	TEAM	SEASON	COMPETITION	ACTIONS
Submitted	Team A	2021/2022	UEFA Champions League	
Approved	Team A, Youth	2021/2022	UEFA Champions League	

NB – If you do not have access to TIME, or do not see the KIT module in the menu bar, please contact your club's TIME user manager to ensure you have the correct access. Please see Enclosure 5 of this circular letter for more details.

Enclosure 2

Playing attire for the 2023/24 UEFA club competitions

The KIT tool has two functions:

1.1. Playing attire registration

The new process moves the registration of playing attire from the previous paper form to the KIT online tool, where the attires must be entered directly online by the club and must then be validated by the relevant National Association. This Playing Attire Registration section enables clubs to view all their teams' registered playing attires and add any new playing attires for approval.

STATUS	TEAM	SEASON	COMPETITION	ACTIONS
Submitted	Team A	2021/2022	UEFA Champions League	
Approved	Youth	2021/2022	UEFA Champions League	

1.2. Match kit selection

The KIT tool contains a **Select match attire** section for teams to enter their match playing attire agreements for each match.

STATUS	SEASON	COMPETITION	ROUND	HOME TEAM	AWAY TEAM	MATCH DATE	COMMENTS
Pending	2022	UEFA Women's Champions League	Group Stage	Wolfsburg	Chelsea FC Women	16/12/2021	--
Submitted	2022	UEFA Champions League 2021/2022	Round of 16	Chelsea	Lille	22/02/2022	--
Pending	2022	UEFA Champions League 2021/2022	Round of 16	Lille	Chelsea	16/03/2022	--
Pending	2022	UEFA Champions League 2021/2022	Round of 16	Lille	Chelsea	16/03/2022	--
Pending	2022	UEFA Youth League 2021/2022	Knockout Rour	KRC Genk Youth	Chelsea Youth	09/02/2022	--
Pending	2022	UEFA Champions League 2021/2022	Quarter-finals	Chelsea	Real Madrid	06/04/2022	--
Pending	2022	UEFA Champions League 2021/2022	Quarter-finals	Real Madrid	Chelsea	12/04/2022	--

A full KIT platform user guide is available in TIME Documents in the "TIME User Guides" section.

Playing attire for the 2023/24 UEFA club competitions

2. Approval process

As a reminder, teams participating in the qualifying rounds of the UEFA Champions League (UCL) and/or the qualifying rounds and play-offs of the UEFA Europa League (UEL) and UEFA Europa Conference League (UECL) are permitted to use their domestically approved playing attire in these rounds, provided that any sponsor advertising is also worn for domestic matches and complies with the relevant provisions of the UEFA Equipment Regulations. The same applies for all matches up to and including the quarter-finals of the UEFA Youth League (UYL). This means that for these rounds of the UEFA competitions, there are no restrictions (other than those mentioned in the UEFA Equipment Regulations relating to use of sponsor advertising) on the number or size of sponsor logos or manufacturer identifications on playing attire.

However, as of the **UEFA Champions League play-offs, UEFA Europa League group stage, UEFA Europa Conference League group stage** and **UEFA Youth League semi-finals**, teams must only use playing attire that complies with the UEFA Equipment Regulations and has been approved by UEFA.

1) Pre-approval process

To limit the risk of having to make changes once attire has already been produced, we encourage teams and manufacturers to submit designs or samples for pre-approval during the design and production process. Physical attire is always subject to final approval, as specified in point 4) below. Requests for pre-approval can be sent to KitApproval@uefa.ch.

2) Playing attire registration

For the 2023/24 season, teams must register all the details related to their playing attire (outfield player and goalkeeper colours, manufacturer, sponsor(s), charity logos, etc.) on the KIT platform, and upload front and back pictures of their range of outfield player and goalkeeper attires. This must be completed by **1 June**. If available, website/merchandising photos of the playing attires provide the best opportunity for an initial review.

3) Initial review on the KIT tool in TIME

On the basis of the information and photos, the UEFA administration will, when possible and time permitting, review the information to see if there are any obvious concerns in relation to compliance with the Equipment Regulations, and you may be contacted in case any further information is needed or if it is already clear that changes may be required.

Playing attire for the 2023/24 UEFA club competitions

4) Physical sample review

Irrespective of any pre-approval of items, or no negative feedback being received following the initial check described above, teams must send in samples of all playing attire (i.e. first and second-choice outfield player shirts, shorts and socks, first and second-choice goalkeeper shirts, shorts and socks, any supplementary outfield player and goalkeeper attire or attire items) by the following deadlines:

a) UEFA Champions League:

- **10 July 2023** for teams that qualify directly for the UEFA Champions League play-offs and group stage
- **4 August 2023** for teams that qualify for the third qualifying round of the UEFA Champions League.

b) UEFA Europa League:

- **10 July 2023** for teams that qualify directly for the UEFA Europa League play-offs and group stage
- **18 August 2023** for teams that qualify for the UEFA Europa League play-offs from the qualifying phase

c) UEFA Europa Conference League

- **10 July 2023** for teams that qualify directly for the UEFA Europa Conference League play-offs
- **18 August 2023** for teams that qualify for the UEFA Europa Conference League play-offs from the qualifying rounds

d) UEFA Youth League:

- Immediately after their quarter-final matches, teams that qualify for the UEFA Youth League semi-finals must submit any attire that is different from senior team attire that has already been approved by UEFA for the season in question.

All shirts and shorts submitted to UEFA for approval must include an example of the numbers and letters that will be used.

UEFA will inspect the playing attire and provide the teams and associations with a written decision as soon as possible after these deadlines.

Finally, when sending playing attire samples to UEFA for approval or pre-approval, please indicate the **production costs** of the relevant items and **not** the retail costs on the shipping invoice, to ensure smooth shipping and delivery.

Playing attire for the 2023/24 UEFA club competitions

3. Playing attire colours

Clear identification of the outfield players and goalkeepers of the two teams is a requirement of Law 4 of the Laws of the Game. This is essential for the match officials and players, as well as for spectators in the stadium and at home, and we consider it a fundamental requirement.

Each team must therefore have at least two outfield player attires in sufficiently contrasting colours that could be worn by opposing teams in a match. For example, if one outfield player attire is made up of predominantly light colours, the other outfield player attire should comprise predominantly dark colours.

Teams with striped shirts (especially ones made up of light and dark stripes) or shirts in two colours (e.g. sleeves in a different colour to the body) must pay particular attention to the contrast requirements. For example, a first choice of blue/white stripes with a second choice of an all-white shirt is not sufficient. The second choice must contrast strongly with both colours of the first-choice shirt. If this is not the case, a third choice of outfield player attire will be requested.

Additionally, teams must have, at least two goalkeeper attires that must not only contrast fully with each other (shirts, shorts and socks), but that must each also contrast fully with the outfield player attires. The goalkeeper attires must not, therefore, contain any of the colours contained in either outfield player attires, or be of similar shades (e.g. white outfield player attire and light-grey goalkeeper attire). This also applies to any additional player attires submitted. In other words, teams must ensure that for every outfield player attire submitted, they submit a minimum of two fully contrasting goalkeeper attires. If goalkeeper attires are submitted that contain the colours of the playing attires (e.g. same colour shorts and socks) then additional goalkeeper colours will be requested.

4. Playing attire colour selection

When selecting colours for the 2023/24 season, particularly goalkeeper colours, please bear in mind that there are a limited number of colours available to referees, for which the following colours will be used in the 2023/24 UEFA club competitions:

Black, Yellow, Red, Blue

In order to facilitate the planning of match playing attire agreements, we strongly recommend teams avoid selecting goalkeeper attires that include more than one of the referee colours.

5. Combination of playing attire options

Teams must be prepared to combine elements of their approved outfield player attires, or approved goalkeeper attires if necessary. The primary objective must be the clear distinction of the teams on the pitch. Commercial or aesthetic objections to combining attire items **will not** be taken into account by UEFA to ensure the required contrast between different match participants.

Playing attire for the 2023/24 UEFA club competitions

6. Definition of colours by match

For the UEFA Champions League, UEFA Europa League and UEFA Europa Conference League qualifying rounds, teams are expected to agree on their colours between themselves. If they cannot do so, however, the matter must be referred to the UEFA administration in order to avoid an issue on the day of the match. However, the referee is always entitled to take a final decision.

For subsequent rounds, the process for defining the match colours will be reviewed within the new platform referred to in section 2 of this enclosure, however the priority order for the choice of colours will be as set out in the 'Colour choices and combinations' section of the UEFA Equipment Regulations.

For the UEFA Youth League group stage (UEFA Champions League path), in principle the colour combinations used by the youth teams should be the same as those used for the senior team's match. If a youth team does not use the same playing attire as their senior counterparts, the colours for the match must be agreed on between the two teams.

For the UEFA Youth League domestic champions path (first and second rounds), as well as for the first knock-out play-off round, the round of 16 and the quarter-finals, the colours must be agreed on by the two teams, subject to final approval by the referee at the organisational meeting.

7. Playing attire designs

Apart from the name and number, each item of a set of outfield player attire (e.g. shirt, short, socks) worn for a match must be identical in design and colour application for each outfield player. The same applies to each set of goalkeeper attire.



Enclosure 3

Player eligibility for the 2023/24 UEFA club competitions

2023/24 player eligibility for the UEFA Champions League, UEFA Europa League, UEFA Europa Conference League and UEFA Youth League

Please find below some additional information with regard to the player eligibility for the above competitions.

Please note that for the UEFA Champions League, UEFA Europa League and UEFA Europa Conference League, all references relate to Chapter VII, Articles 44 to 46 of the regulations for the 2023/24 season. For the Youth League, references relate to Chapter VII, Articles 36 and 37 of the regulations for the 2023/24 season.

The only exception to this is in paragraph 9 of this enclosure, where specific reference is made to the FIFA Regulations on the Status and Transfer of Players.

1. Responsibility

As a reminder, in all UEFA club competitions, the national associations and clubs are wholly responsible for observing the requirements set out in the above-mentioned provisions and as explained below. Each player must be duly registered with their national association as playing for the club concerned in accordance with the association's own rules and those of FIFA, notably the *FIFA Regulations on the Status and Transfer of Players*. Neither the referee nor the UEFA match delegate is responsible for verifying the eligibility of players.

2. Medical examination

Players must undergo a medical examination in accordance with the mandatory criteria set out in the UEFA Medical Regulations (2023 edition). Confirmation that every player has undergone this examination must be recorded on the official player lists, which must be signed by the club doctor. This includes List A, List B, the UEFA Youth League player list, and any players subsequently registered for any of the competitions in question. The club doctor is solely responsible for ensuring that each player's medical examination has been duly performed.

The medical examination is an eligibility criterion, so a player may only play in the aforementioned UEFA club competitions if the club doctor has confirmed that he has undergone the required medical examination. Provided that the player is included on the relevant official player list by the set deadline, confirmation of the medical examination may be sent after the registration deadline, but the player will only be eligible to play a match if the UEFA administration has received this confirmation at least 24 hours before the match in question. For clarification, in the absence of such confirmation, the player concerned may not be replaced on the player list.

Player eligibility for the 2023/24 UEFA club competitions

3. Player list quotas and guidelines

3.1. List A for UEFA Champions League, UEFA Europa League and UEFA Europa Conference League – goalkeepers and locally trained players

Each club may have a maximum of 25 players on List A at any point during the season. Clubs must respect the following rules when registering players on this list and may have to remove players if the requirements are not met:

- Clubs must include at least two goalkeepers on List A (and at least three in total across List A and List B).
- 8 places out of the total of 25 are reserved exclusively for 'locally trained players' as defined below:
 - A 'locally trained player' is either a 'club-trained player' or an 'association-trained player'.
 - A 'club-trained player' ('ACT player') is a player who, between the ages of 15 (or the start of the season during which he turns 15) and 21 (or the end of the season during which he turns 21), and irrespective of his nationality and age, has been registered with his current club for a period, continuous or not, of three entire seasons (i.e. a period starting with the first official match of the relevant national championship and ending with the last official match of that national championship) or 36 months. In the context of this paragraph, the season immediately preceding a player's 15th birthday may be counted if his birthday is after the last match of the relevant national championship but before or on 30 June (winter championships) or 31 December (summer championships), and the season immediately following his 21st birthday may be counted if his birthday is on or after 1 July (winter championships) or 1 January (summer championships) but before the first match of the relevant national championship.
 - An 'association-trained player' ('AAT player') is a player who, between the ages of 15 (or the start of the season during which the player turns 15) and 21 (or the end of the season during which the player turns 21), and irrespective of his nationality and age, has been registered with a club or with other clubs affiliated to the same national association as that of his current club for a period, continuous or not, of three entire seasons (i.e. a period starting with the first official match of the relevant national championship and ending with the last official match of that relevant national championship) or of 36 months. In the context of this paragraph, the season immediately preceding a player's 15th birthday may be counted if his birthday is after the last match of the relevant national championship but before or on 30 June (winter championships) or 31 December (summer championships), and the season immediately following his 21st birthday may be counted if his birthday is on or after 1 July (winter championships) or 1 January (summer championships) but before the first match of the relevant national championship.
- If a club has fewer than eight locally trained players in its squad, the maximum number of players on List A is reduced accordingly. The possible combinations of club and association-trained players are listed in Annex H of the competition regulations.

Player eligibility for the 2023/24 UEFA club competitions

The player registration system performs automatic checks on the quota of locally trained players and includes historical information on the status of each player.

- Players who were listed as 'ACT or AAT' in the previous season's player lists and are still with the same club will appear with this option already ticked and will not be editable.
- Players who were listed as 'ACT' or 'AAT' in the previous season's player lists and are now with a different club in the same national association will be editable but the 'AAT' box will already be ticked.
- When listing a new player as 'ACT' or 'AAT', a pop-up window will appear asking you to explain why this player should be considered as an 'ACT' or 'AAT' player. This explanation must include the full details of the player's career between the ages of 15 and 21, including the exact dates of each transfer (dd/mm/yy), to allow us to check whether he qualifies as locally trained under paragraphs 45.04 and 45.05 of the Champions League Europa League and Europa Conference League regulations.

On the basis of this information, the UEFA Football Operations Unit will be able to confirm that the player is considered as locally trained and will save him as such in the system for future registrations.

It is important to provide full career information on any new locally trained player, to avoid further correspondence after the submission of the player list.

If a player has been wrongly indicated as 'ACT' or 'AAT' by one of your clubs, please inform us by email and we will modify our records accordingly.

3.2. List B for UEFA Champions League, UEFA Europa League and UEFA Europa Conference League – youth players

An unlimited number of youth players who fulfil the conditions set out in the competition regulations may be registered on List B at any stage during the 2023/24 season. A national association must register these players with the UEFA administration by 24:00 CET on the day before the match in question. A player may be registered on List B if he was born on or after 1 January 2002 and, since his 15th birthday, has been eligible to play for the club concerned for any uninterrupted period of two years, or a total of three consecutive years with a maximum of one loan period to a club in the same association for a period not longer than one year by the time he is registered with UEFA. Players aged 16 may be registered on List B if they have been registered with the participating club for the previous two years without interruption.

For List B players who have spent a period of time away from the club (and therefore whose 'at club since' date is not sufficient to verify their eligibility for a B list), full career details, including the exact dates of each transfer and/or loan (dd/mm/yy), must be indicated in the 'notes' field of the player list.

By way of clarification, a player on List A who fulfils the conditions for List B, or who subsequently becomes eligible for inclusion on List B, may be added to List B in accordance with the above conditions. However, in such instances, the place vacated on List A can only be filled at the next registration date.

Player eligibility for the 2023/24 UEFA club competitions

As a reminder from paragraph 3.1 above, if List A contains only two goalkeepers, at least one goalkeeper must be registered on List B at all times.

3.3. UEFA Youth League player list

Each club must announce a list of a maximum of 40 players for the entire season by 12 September 2023 (24:00 CET), at least four of whom must be goalkeepers. This list, which must be submitted by the club to the national association for validation and then forwarded to UEFA, may then be amended at any time up until seven days before each match in the competition, always respecting the minimum quota of goalkeepers.

Players are eligible to play in the competition if they were born on or after 1 January 2005. In addition, clubs are allowed to register up to **five** over-age players, provided the following criteria are fulfilled:

- The player was born on or after 1 January 2004.
- The player has been eligible to play for the club concerned without interruption for the two years immediately preceding 19 September 2023, or has been eligible to play for the club concerned for two of the three years immediately preceding 19 September 2023 and registered with a maximum of one other club in the same association for an uninterrupted period of up to one year for the other one.
- The player is duly registered on the list of 40 players by 12 September 2023 in accordance with paragraphs 37.01 and 37.02 of the Regulations of the UEFA Youth League 2023/24.
- The player is not replaced on the list of 40 players, except in the event of long-term injury/illness or registration with another club.
- If the player is removed from the list due to long term injury/illness and replaced by another player born on or after 1 January 2004, the original player cannot be re-registered on recovery.

For each match in the competition, a shortlist of 20 players must be submitted online by the club by 24:00 CET on the day before the match. The 20 players must be selected from the list of 40. This list of 20 does not need to be submitted and signed by the national association.

A minimum of **14** places on the 20-player shortlist are reserved exclusively for players who have been eligible to play for the club concerned without interruption for the two years immediately preceding 19 September 2023 ('Youth ACT'), or have been eligible to play for the club concerned for two of the three years immediately preceding 19 September 2023 and registered with a maximum of one other club in the same association for an uninterrupted period of up to one year for the other one. Furthermore, the 20-player shortlist may include a **maximum of three** of the five players born on or after 1 January 2004 who are registered on the list of 40 players in accordance with paragraph 37.04.

Total players on shortlist (potential)	'Free' players	Club-trained players (Youth ACT)	Total players on shortlist (effective)
20	6	14	20
20	6	13	19
20	6	12	18

Player eligibility for the 2023/24 UEFA club competitions

Finally, as a reminder, any player who is fielded in three or more 2023/24 Champions League, Europa League or Europa Conference League matches – from the group stage of those competitions – ceases to be eligible to play in the UEFA Youth League.

4. Player list registration – TIME

The club TIME player list registration managers access the player registration portal and receive player registration notifications and reminders. If different people are responsible for the player registration process for different club teams (e.g. the teams participating in the UEFA Youth League and the UEFA Champions League), then the club TIME user manager must create separate access profiles for them. A full user guide on the Player Registration platform is available in TIME Documents.

(NB – If you are responsible for player registration in your club and do not have access to TIME, or do not see the player registration module in the TIME menu bar, please contact the TIME user manager of your club to ensure you have the right access. Please see Enclosure 5 of this circular letter for further details of the user management process).

For the UEFA Champions League, UEFA Europa League and UEFA Europa Conference League A and B lists, and the UEFA Youth League lists of 40 players, the procedure is as follows:

1. Each club compiles its player list in TIME and submits it online to its national association.
2. The national association receives a notification and validates the list in TIME.
3. The player list is considered as having been officially submitted in accordance with the competition regulations once the national association has validated it, as this automatically submits the list to UEFA. The national association must therefore validate the list by the registration deadline (see Annex 1 of Enclosure 3 of this circular letter).
4. A PDF copy of the player list is automatically emailed to the club concerned once the list has been validated by the national association and submitted to UEFA.
5. The club must check, print and have this PDF copy of the player list signed by both the authorised club representative and the club doctor, then scan it and email it back to the national association. It is important to sign the correct version of the list, i.e. the one generated on validation by the national association, to ensure the information is accurate.
6. The national association countersigns the list and uploads the scanned document in TIME by 12:00 CET on the working day following the deadline.
7. UEFA checks and validates the list.

Any list that does not bear all three signatures will be deemed invalid.

NB – Signed lists must no longer be sent by email to UEFA, but **must be uploaded in TIME**. More information can be found in the TIME player registration user guide.

Player eligibility for the 2023/24 UEFA club competitions

Additional players on List A for the qualifying phase or play-offs (as set out in paragraph 6 below) can only be registered by emailing the duly completed A2 form to players@uefa.ch. Once again, the form must be signed by the relevant club representative and club doctor, and validated by the national association. These additional registrations cannot be carried out online.

List B, on the other hand, is always accessible online (in TIME under Player Registration > My Archive), and players can be added to/removed from this list up to 24:00 CET on the day before each match, including validation by the National Association by this deadline. This must always be done using the TIME platform.

Exceptionally however, the list of 20 players to be submitted for each match in the UEFA Youth League has only to be signed by the club representative. Neither the club doctor nor the national association need to sign this list, as the same information will already have been verified by these parties on the list of 40 players. This list must be uploaded by the club in TIME.

4.1. Technical staff section of the player lists

To avoid having to manually enter staff on the match sheet for every match, clubs can also use the player list in TIME to register all technical staff who will have a function during a match. This should be done in the same way as for registering players, indicating their date of birth and function at the club.

Please note that a maximum of one assistant coach (who must have the necessary qualification as determined by the UEFA Club Licensing and Financial Sustainability Regulations) must be registered with this role in the player list. Anyone else in the staff carrying out a similar role may be registered as 2nd assistant coach.

Entries for technical staff may be updated at any time by clubs or national associations. This new feature applies to all staff except head coaches and assistant coaches. In the event of a head coach or assistant coach change, the club (or the national association) must immediately inform UEFA.

The names of all technical staff will appear on every match sheet downloaded from TIME and can then be indicated as being on the substitutes' bench or technical seats. However, in the event of any late changes, the names and dates of birth of additional staff not registered in advance in TIME can always be added manually to the match sheet in TIME. Although there is no limit to the number of staff that can be registered in TIME, only the first 20 will appear on the match sheet excerpt; so, please make sure that you register only staff who are likely to take a seat on the substitutes' bench or additional technical seats.

5. 'At club since' date

The 'at club since' date on the player lists can be modified directly by the club or national association. Please note that this is the most recent date on which the player was registered with the club (not when he was first registered with the club if he has since left and returned).

Player eligibility for the 2023/24 UEFA club competitions

For example, if a player was registered with Club A on 1 July 2022, then went on loan to Club B for six months, returning to Club A on 1 January 2023, his 'at club since' date on a player list for the 2023/24 season for Club A will be the date on which he returned from the loan, i.e. 1 January 2023.

For players who are registered on a club's B list and who temporarily left the club after the required two-year- registration period, the exact dates of registration with the club in question must be provided in the 'notes' field of the player list, so that we can check that this player is eligible for List B.

6. Player registration deadlines

The deadlines for registering players and submitting player lists have been amended in line with the match calendar and can be found in Annex 1 at the end of this enclosure.

For the qualifying phase and play-offs of the UEFA Champions League, the UEFA Europa League and the UEFA Europa Conference League, a club may register a maximum of two new eligible players on List A for each round after the relevant round's player registration deadline, provided the quota of locally trained players is respected. Such registrations have to be made by means of the A2 Excel form (and not through the TIME platform) and must be completed by 24:00 CET on the day before the relevant first-leg match. The club's national association must also have confirmed in writing that the new player is eligible to play at domestic level at that time.

7. Playing for different clubs

7.1. UEFA Champions League, UEFA Europa League and UEFA Europa Conference League – qualifying rounds

In application of paragraph 44.06 of the Champions League, Europa League and Europa Conference League regulations

- This paragraph applies to a player who is fielded in any qualifying match, up to and including the playoffs, of either the Champions League, the Europa League or the Europa Conference League.
- A player who is fielded in these rounds is eligible to play for another club in any of the UEFA club competitions, but only from the group stage, provided he is registered with his new club by the deadlines laid down in the competition regulations (4 September 2023).

7.2. UEFA Champions League, UEFA Europa League and UEFA Europa Conference League – registration of new players on 2 February 2024

In application of paragraphs 46.01 and 46.02 of the Champions League, Europa League and Europa Conference League regulations

Player eligibility for the 2023/24 UEFA club competitions

As in the past, clubs are entitled to register three new players for the Champions League round of 16, Europa League knockout round play-offs and / Europa Conference League knockout round play-offs. The rules related to the registration of these players are as follows:

- All three new players may have been fielded in UEFA club competitions during the same season.
- There is no restriction on which competition these players have previously been fielded in, so a player may be fielded in the Champions League group stage for one club and the Champions League round of 16 for another club.
- There is no restriction regarding which competition the previous club of these players is participating in, so a player may be fielded in the Champions League group stage for one team and the Europa League knockout round play-offs for another team even if his previous team is also participating in the Europa League knockout round play-offs. Similarly, a player may be fielded in the Europa League group stage for one team and the Europa Conference League knockout round play-offs for another team even if his previous team is also participating in the Europa Conference League knockout round play-offs.

Finally, please note that paragraph 46.01 of the UEFA Champions League, UEFA Europa League and UEFA Europa Conference League regulations relates to the eligibility of players for UEFA club competitions, irrespective of whether the player was already registered with the club for domestic competitions. Any player who was already registered with a club domestically during the group stage matches but not registered with UEFA, and who will then be added to or will replace another player on List A for the knockout stages, will therefore have to be registered as one of the three new eligible players.

7.3. UEFA Youth League

Paragraph 36.07 of the competition regulations states that a player is eligible to be fielded only for one single club in the UEFA Youth League in the course of the same season. Once a player has been fielded for a club, he cannot be registered for another club during the same season.

Players who have participated in the UEFA Youth League may, however, play for another team in the UEFA Champions League, UEFA Europa League or UEFA Europa Conference League, subject to the provisions of paragraphs 7.1 and 7.2 above if they have also played for the senior team of their last club during the season in question. Similarly, a player who has played in the UEFA Champions League, UEFA Europa League or UEFA Europa Conference League with one club but who has not been fielded in the Youth League for that team, may play for his new club in the same season's UEFA Youth League if he played fewer than three times in the UEFA Champions League, UEFA Europa League or UEFA Europa Conference League during the season in question.

8. Replacement of injured or ill goalkeepers

In the UEFA Champions League, the UEFA Europa League and the UEFA Europa Conference League, an injured goalkeeper may be replaced on List A in accordance with the conditions set out in paragraph 46.04 of the UEFA Champions League, UEFA Europa League and UEFA Europa Conference League

Player eligibility for the 2023/24 UEFA club competitions

regulations. An illness or injury is considered long-term if, in the opinion of the UEFA Medical Committee, it is expected to last at least 30 days from the day it started/occurred. In the event that an injured goalkeeper is replaced on List A in accordance with this provision but then subsequently recovers before the end of the 30-day period, he cannot be reinstated on the player list in place of his substitute until the 30 days have elapsed.

9. January transfers and loan agreements

It has been observed that, on occasion, a player is transferred from one club to another in January and then immediately loaned back to the original club for the remainder of the season. For clarification, in such situations, UEFA must be notified of the player's movements. Given that he has officially left his original club, he must be removed from its player lists, and when he is loaned back he is regarded as one of the three new players who can be registered in January.

10. International transfer certificate

In recent years, UEFA has regularly received queries from clubs about how to interpret the rules governing player registration in the UEFA club competition regulations, which actually refer to the national associations' own rules and to the FIFA Regulations on the Status and Transfer of Players (more specifically to those laid down in Annexe 3 thereto). We would therefore like to inform you that the UEFA administration has adopted the following approach:

- a) The player lists to be submitted to the UEFA administration may include a player for whom an international transfer certificate (ITC) has not yet been delivered by his former association but for whom an ITC was requested during the new association's national registration period and, at the very latest, by the deadline set in the UEFA club competition regulations for the submission of player lists (see paragraph 11.1 c) of Annexe 3 of the FIFA regulations).
- b) A player is not, however, eligible to participate in a UEFA club competition for his new club until the new association has confirmed receipt of the ITC, entered the player registration information in TMS and registered the player in its electronic registration system (see paragraph 11.9 a) of Annexe 3 of the FIFA regulations). UEFA may check in the FIFA Transfer Matching System (TMS) to see whether the ITC has been created by the former association.
- c) Additionally, a player, who is registered by its new association following no response to the ITC request by the former association within 7 days in accordance with paragraph 11.6 and 11.9 b) i. of Annex 3 to the FIFA regulations, is considered eligible to participate in a UEFA club competition for his new club.

Furthermore, if the FIFA Football Tribunal decides to authorise the new association to register the player with his new club (in accordance with paragraph 11.9 b) ii. of Annexe 3 to the FIFA regulations), the player

Player eligibility for the 2023/24 UEFA club competitions

in question is considered eligible to participate in a UEFA club competition for his new club as soon as written confirmation of the decision has been transmitted by the new club to the UEFA administration.

Finally, for clarification, if a club includes on its list – by the set deadline – a player for whom an ITC has been requested but not yet created, this player may not be replaced on the list in the event that the ITC is not subsequently created by the former association.

11. Duty to notify the UEFA administration

During the course of the season, the national associations are required to notify UEFA **immediately** in writing of the departure (i.e. as a result of a transfer or loan) of any players from clubs taking part in its club competitions. This notification must indicate the date of the transfer or loan and the club to which the player has been transferred or loaned. Any player who is transferred or loaned from a participating club must be removed from the relevant player list and a new player can only be added to the list at the next registration date.

Similarly, a player who has been removed from a player list because he has been loaned to another club can only be registered again on the player list at the next registration date.

UEFA must also be notified as soon as possible about any change of head coach or 1st assistant coach, including details of that person's coaching qualifications.

12. Squad list updates

As in the past, clubs are able to modify their squad lists directly in the player registration system. Any player who is no longer registered with a club can be removed from the squad list by the club player registration manager. The player's departure date from the club must be entered.

13. List of suspended players

Before the beginning of the season, the UEFA administration will send each national association a list of players and coaches who have pending suspensions to be served during the 2023/24 season. Each national association is responsible for forwarding this list to its participating clubs. This list should be consulted if players or coaches are transferred, and UEFA's disciplinary services will be happy to provide you with additional information on this matter if required. As a reminder, for all UEFA club competitions, only players who are duly registered with UEFA can serve pending UEFA suspensions.

14. Contact information

For any questions regarding player eligibility or the player registration system in TIME, please contact the UEFA Football Operations Unit at players@uefa.ch.

– Annex 1: Player registration deadlines for the 2023/24 UEFA club competitions



Enclosure 3 – Annex 1

Player registration deadlines for the 2023/24 club competitions

Player registration deadlines for the 2023/24 club competitions

Competition Stage	Match dates	Deadline for player registration and submission of lists to UEFA
UEFA Champions League <i>Preliminary round</i>	27 June (semi-finals) and 30 June (final) 2023	Friday 23 June 2023 (24:00CET)
UEFA Champions League <i>First qualifying round</i>	11/12 and 18/19 July 2023	Thursday 6 July 2023 (24:00CET)
UEFA Europa Conference League <i>First qualifying round</i>	13 and 20 July 2023	Friday 7 July 2023 (24:00CET)
UEFA Champions League <i>Second qualifying round</i>	25/26 July and 1/2 August 2023	Thursday 20 July 2023 (24:00CET)
UEFA Europa Conference League <i>Second qualifying round</i>	27 July and 3 August 2023	Friday 21 July 2023 (24:00CET)
UEFA Champions League <i>Third qualifying round</i>	8/9 and 15 August 2023	Thursday 3 August 2023 (24:00CET)
UEFA Europa League <i>Third qualifying round</i>	10 and 17 August 2023	Friday 4 August 2023 (24:00CET)
UEFA Europa Conference League <i>Third qualifying round</i>	10 and 17 August 2023	Friday 4 August 2023 (24:00CET)
UEFA Champions League <i>Play-off matches</i>	22/23 and 29/30 August 2023	Thursday 17 August 2023 (24:00CET)
UEFA Europa League <i>Play-off matches</i>	24 and 31 August 2023	Friday 18 August 2023 (24:00CET)
UEFA Europa Conference League <i>Play-off matches</i>	24 and 31 August 2023	Friday 18 August 2023 (24:00CET)
UEFA Champions League <i>Group stage</i>	From 19 September 2023	Monday 4 September 2023 (24:00CET)
UEFA Europa League <i>Group stage</i>	From 21 September 2023	Monday 4 September 2023 (24:00CET)
UEFA Europa Conference League <i>Group stage</i>	From 21 September 2023	Monday 4 September 2023 (24:00CET)
UEFA Champions League <i>Round of 16 onwards</i>	From 13 February 2024	Friday 2 February 2024 (24:00CET)
UEFA Europa League	From 15 February 2024	Friday 2 February 2024 (24:00CET)

Enclosure 3

Player eligibility for the 2023/24 UEFA club competitions

<i>Knockout round play-offs onwards</i>		
UEFA Europa Conference League <i>Knockout round play-offs onwards</i>	From 15 February 2024	Friday 2 February 2024 (24:00CET)
UEFA Youth League	From 19 September 2023	Tuesday 12 September 2023 (24:00CET)



Enclosure 4

2023/24 UEFA Youth League

2023/24 UEFA Youth League

In the context of your preparations for the upcoming 2023/24 UEFA Youth League, we would like to give you additional information regarding the format established for the competition, the official registration procedure, and the eligibility and registration of players.

1. **Competition format**

The format gives more youth players experience of international football and assists in their transition from the youth team to professional football. The competition has two paths, as indicated below.

UEFA CHAMPIONS LEAGUE PATH

The 32 clubs playing the UEFA Champions League are also entitled to take part in the UEFA Youth League, in a group stage where they play the same opponents as in the UEFA Champions League Group Stage.

DOMESTIC CHAMPIONS PATH

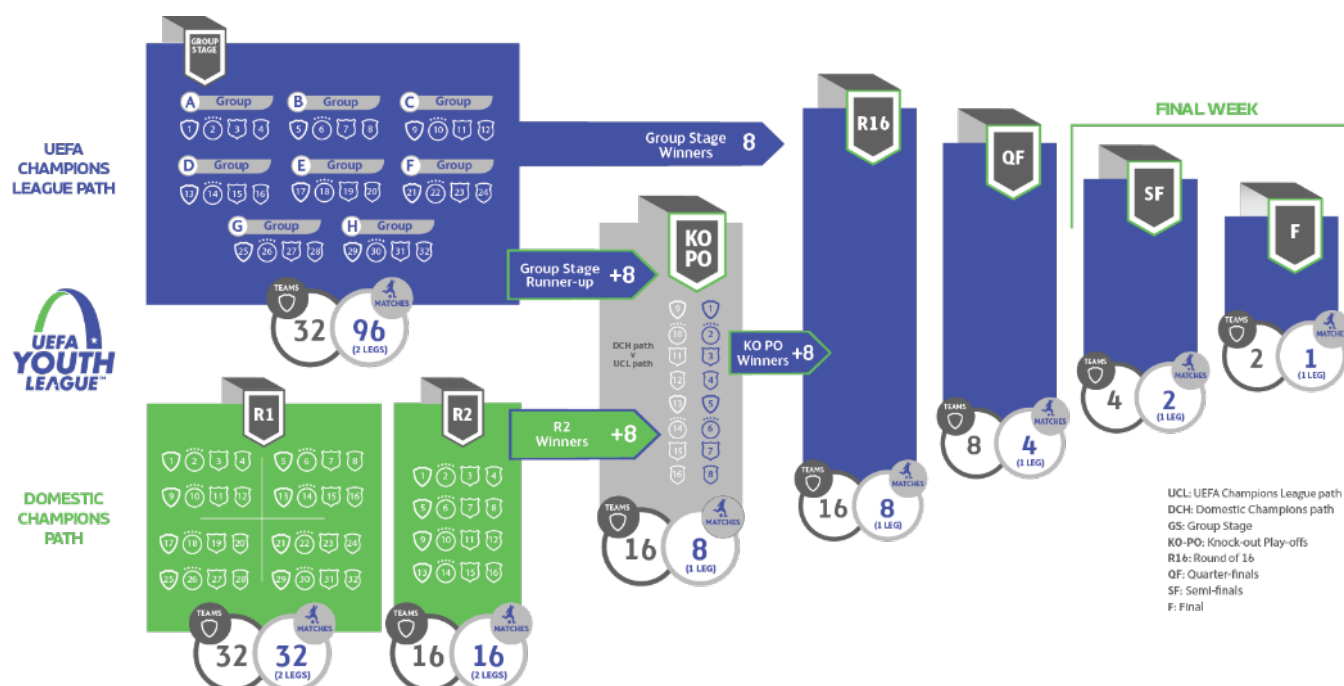
The 32 best-ranked associations according to the access list (see Enclosure A of the Regulations of the UEFA Youth League 2023/24) have the opportunity to enter their domestic youth champions in a distinct knockout path, from which eight teams will qualify to play in the knockout phase against teams qualified from the UEFA Champions League path.

If a domestic youth champion club has also qualified for the competition via the UEFA Champions League, its youth team will participate in the UEFA Champions League path and the first place vacated in the domestic champions path will be filled by the UEFA Youth League titleholder if it does not qualify for the competition. Any additional vacancy will be filled by the domestic youth champion of the next association in the rankings whose domestic youth champion has not already qualified (see Annex A of the UEFA Youth League regulations). This makes it possible for associations ranked lower than 32 to also enter a team.

For further information on the competition format, please refer to Chapter II of the Regulations of the UEFA Youth League.

Enclosure 4

2023/24 UEFA Youth League



2. Competition registration procedure

For detailed further information on the official registration procedure, **please refer to Enclosure 1 of this circular letter.**

UEFA CHAMPIONS LEAGUE PATH

On entering the 2023/24 UEFA Champions League (through the submission of the official entry form by the relevant national association), participating clubs agree, if qualified for the group stage of that competition, to take part in the 2023/24 UEFA Youth League (UEFA Champions League path) with one of their youth teams in accordance with the regulations governing this competition (see Articles 3 and 4 of the Regulations of the UEFA Youth League 2023/24 and Article 6.01(o) of the Regulations of the UEFA Champions League 2023/24).

DOMESTIC CHAMPIONS PATH

The 32 best-ranked associations according to the access list (see Enclosure A of the Regulations of the UEFA Youth League 2023/24) also have the opportunity to enter their domestic youth champions in the UEFA Youth League. The associations in question must submit the relevant admission criteria form and a duly signed entry form on which the relevant club is indicated.

AGE CATEGORY OF THE DOMESTIC CHAMPIONSHIP

As per the Club Competition Committee decision national associations retain the freedom to determine the age category of their domestic championships that give access to the UEFA Youth League. However, the national associations' choice for season 2021/22 applies for the entire three-year cycle (2021/24). Please note that this age category was confirmed in 2021 for the entire 2021-24 cycle and therefore needs to be the same for the 2023/24 season.

The deadlines have been set as follows:

UEFA Youth League registration

All national associations are requested to confirm the UEFA administration (by email to entry@uefa.ch) no later than **19 May 2023** which of its domestic youth championships (i.e. which age category) will offer access to the UEFA Youth League in accordance with the aforementioned section. If this domestic youth championship will not be finished before **12 June 2023**, please inform the UEFA administration immediately (also by email to entry@uefa.ch).

Online UEFA Youth League venue announcement

To be completed online by the national association in the stadium venue announcement section on the TIME platform for all clubs that could potentially qualify for the UEFA Youth League: **30 June 2023**.

Stadium matters

(Stadium, safety certificate, floodlighting certificate, football (artificial) turf certificate)

For all clubs that could potentially qualify for the UEFA Youth League: **31 July 2023**.

3. Player eligibility, registration, and other new key amendments

Information relating to player eligibility and registration for the UEFA Youth League can be found in Articles 36 and 37 of the Regulations of the UEFA Youth League 2023/24.

The UEFA Youth League will continue to be an Under-19 competition. Therefore, a player is eligible for inclusion on the 2023/24 UEFA Youth League player list if he was born on or after 1 January 2005. Additionally, a maximum of **five** club-trained U20 players (born on or after 1 January 2004) can be included in the overall list of 40 players available for the competition, provided that certain criteria are fulfilled (see Article 37.04 of the Regulations of the UEFA Youth League).

Each club will be invited to register a list of **40 players** at the start of the season in the player registration section in TIME. This list must be submitted by the club to its respective national association and then forwarded to UEFA, as explained in the Enclosure 3 of this circular letter and Article 37.01 of the Regulations of the UEFA Youth League.

For each match in the competition, each participating club must enter a **shortlist of 20 players** in the TIME platform the day before the match (see Article 37.05 of the Regulations of the UEFA Youth League).

As a minimum, **14 places** on that 20-player shortlist are reserved exclusively for players who have been eligible to play for the club concerned without interruption for the two years immediately preceding 19 September 2023 or have been eligible to play for the club concerned for two of the three years immediately preceding 19 September 2023 and registered with a maximum of one other club from the same association for an uninterrupted period of up to one year for the other one.

Enclosure 4

2023/24 UEFA Youth League

With regards to the match procedures, please be informed that a maximum of **five substitutes** listed on each team's match sheet to take part in the match. Each team however, may make their substitutions on no more than three separate occasions during the match. A player who has been substituted may take no further part in the match.

In relation to disciplinary matters, please be informed that exceptionally, **all yellow cards expire on completion of the quarter-finals**. They are not carried forward to the semi-finals.

4. Contact

Cooperation between associations and clubs has been a key factor in the competition's success so far. We are counting on you, once again, to keep creating and maintaining a great platform and experience for your youth players.

To optimise communication between the various parties concerned, each club will be asked, in due course, to provide details of a UEFA Youth League contact person who speaks fluent English.

Should you have any questions or need more information concerning the UEFA Youth League, please feel free to contact the Football Operation Team at UYLMatchOps@uefa.ch.



TIME is a platform for preparing and organising UEFA matches. It must be used by all clubs during the club competition season for a range of tasks, which are set out below together with the process for creating access and user profiles. Additional information on each of the sections below can be found in the relevant User Guides available in the TIME Documents section.

1. TIME User Management

The Club TIME User Managers are then responsible for managing staff access to TIME within their club, including giving access to the TIME Documents page and giving access rights as “Managers” (with edit rights) and “Viewers” (read-only access) for TIME Stadium Passports, TIME Player List Registration, TIME Online Match Sheets, TIME Match Preparation Forms and TIME Kit for all their club’s participating teams.

(Club TIME User Managers are responsible for managing staff access to TIME within their club)



Enclosure 5

UEFA TIME platform

Once you have entered your TIME login, you will be taken to the dashboard page, which gives you access to all the relevant sections of TIME for your user profile. If you want to make any changes to your user profile, please contact your Club TIME User Manager.

2. TIME Documents

UEFA's [TIME Documents](#) section is used as the main platform to share informational documents with clubs and contains the relevant entry forms and documents, including:

- International match calendar
- Fixture and draw list, indicating all match dates, as well as all the dates and venues for the season's draws
- Access list for the UEFA club competitions
- Reasoning for key amendments to UEFA Champions League, UEFA Europa League, UEFA Europa Conference League and UEFA Super Cup
- Reasoning for key amendments to UEFA Youth League
- Principles set by the Club Competitions Committee for city and stadium clashes

It is the club's TIME User Manager responsibility to give access to any users that need TIME documents access within their club (nb this is only available under the "View" tab).

The image displays three screenshots of the UEFA TIME platform interface, illustrating the process of granting and accessing TIME documents. Red boxes and numbers highlight specific steps:

- Step 1:** The left sidebar menu shows the 'Users' option highlighted.
- Step 2:** The 'DETAILS' section shows the 'View' tab selected under the 'PROFILES' section.
- Step 3:** The 'View' tab shows a list of users, with the 'Documents Viewer' role selected.
- Step 4:** The left sidebar menu shows the 'Documents' option highlighted.
- Step 5:** The 'TIME' dashboard shows the 'DOCUMENTS' section, with 'COMPETITION DOCUMENTS' highlighted.
- Step 6:** The 'COMPETITION DOCUMENTS' section shows a list of documents, with 'Circular Letters' highlighted.

(Steps 1-3, Club Time User Manager to give access TIME documents / Steps 4-6, TIME user to access TIME documents)

As a reminder, please note that all UEFA regulations, guidelines and competition manuals can now be found in the [UEFA Documents portal](#).



3. TIME KIT – Kit Information Tool

The Kit Information Tool (KIT) is a digital platform aimed to facilitate and enhance the previous playing attire submission and approval and match playing attire selection processes

The process requires the teams to register their playing attires directly into the KIT platform, including the validation by the relevant National Association, replacing the previous playing attire form, as well as providing a platform for teams to prepare the match playing attire agreements for each match.

Further explanations on the use of TIME KIT are set out in this Circular Letter in Enclosure 2 – Playing attire for 2023-24.

4. TIME Stadium Passport

The TIME Stadium Passport allows each National Association, but also clubs and where applicable stadium operators, to provide UEFA with up-to-date information about the stadiums used in UEFA competitions.

Clubs are therefore requested to check the information registered in their Stadium Passport and update as necessary, as well as to close any actions points once resolved.

Category	Progress	Status
General Information	79%	!
Players / Official Areas	76%	!
Spectators Areas	100%	✓
TV & Media Areas	100%	✓
Safety Certificate	67%	!
Action Points	78%	!

5. TIME Forms

TIME Forms may be used at certain times during the season to gather information. If this is the case, you will be informed in advance of the need to complete a TIME Form, and the TIME User Manager must then allocate the appropriate person access to TIME Forms in order to complete the information required.



6. TIME Organisation Passport

TIME Organisation Passport is used to gather contact details for Clubs and National Associations and all the teams of those organisations. The platform has been re-designed to make it easier to use and understand. The new design consists of three key points:

1. moving from a role-centric view to a person-centric view,
2. streamline contacts tabs,
3. easier way to manage principal contacts.

Full details on the recent changes to the TIME Organisation Passport are presented in the user guide available on TIME Documents.

Each club potentially participating in the coming club competition season is asked to already review and update their TIME Organisation Passport by **19 May 2023**. In particular, by this date, clubs must ensure the following roles are up to date in their passport:

At “Club” level:

- President / Chair (as applicable)
- General Secretary / CEO (as applicable)
- Financial contact

At “Teams” level

- Key Contact Person
- Matchday Operations Contact
- Stadium and Security Contact
- Security/Stewards Contact
- Delegate Key Contact
- Match ball recipient Contact
- Contact Person for Visiting Clubs
- Disciplinary Key Contact
- Anti-Doping Key Contact
- Team Doctor
- Supporter Liaison Officer

Nb – at “Teams” level this exercise must also be completed for the Youth team for all clubs potentially participating in the UEFA Youth League

Once each team is confirmed as qualified to the competition, the Organisation Passport must be reviewed in full and **all** roles must be completed and assigned at both Club and Teams level.

Of course, with the aim for this to be a functional contact database, the passport must then be maintained throughout the season in accordance with the instructions set out in the TIME Organisation Passport User Guide, with any changes in personnel being immediately reflected in the Organisation Passport. This ensures that everyone using the TIME platform will always see recent and accurate information.



7. TIME Player List Registration

Player lists must be submitted using the TIME platform, which enables clubs to enter their player lists directly for validation by their National Association.

The Club TIME Player List Registration Managers access the player registration portal within the TIME platform and receive player registration notifications and reminders. If different people are responsible for the player registration process for different club teams (e.g. the teams participating in the UEFA Youth League and the UEFA Champions League), then the club TIME user manager must create separate access profiles for them.

The player and staff members registration process through TIME is detailed in the Enclosure 3 - Player Eligibility of this circular letter.

8. TIME Match Sheets

UEFA's TIME platform allows users to complete match sheets both online and offline. Clubs must submit match sheets in TIME for all matches, including in all qualifying rounds.

The Club TIME Online Match Sheets Managers will have access to the match sheet portal in TIME and will receive match sheet notifications and reminders.

The match sheet must be completed by indicating which players make up the starting 11 and which are substitutes. Technical staff, meanwhile, must be shown as being on the substitutes' bench or additional technical seats. Tactical line-ups should also be included.

The match sheets must be completed and submitted at the latest by 75 minutes before kick-off, although they can be completed any time on matchday and then either submitted or saved for final review and submission. Once both teams match sheets are submitted, they will be automatically exchanged 75 minutes before kick-off (tactical line-ups will not be shared with the other team). This tool can be used offline, and the match sheet submission is synchronised once an internet connection has been established.

9. TIME Match Preparation Form

Once a match fixture is confirmed, the TIME Match Preparation Form will become available for teams to share information and help prepare the matches thereby replacing the email exchanges that were previously used in the lead-up to matches. In addition, the names of the UEFA delegate for the match, as well as the names and nationalities of the UEFA referees will be published on the TIME Match Preparation Form of the relevant match.