

# **AIFF – CRS TRANSFER MANUAL**

**(PROFESSIONAL TO AMATEUR)**





# CENTRALISED REGISTRATION SYSTEM (CRS) - PLAYER TRANSFER MANUAL –

- In line with global standard and of FIFA, the AIFF reformed the transfer system over the CRS. The new transfer system is effective from season 2022-23.
- The major objectives behind the new CRS transfer system are as follows –
  - i. To have a uniformity with FIFA transfer system (TMS);
  - ii. To track financial payments and cash flows within the national transfer market;
  - iii. To increase transparency among the player and the clubs;
  - iv. To help in dispute resolution matters;
  - v. To assist in training compensation and solidarity contribution calculation;
  - vi. To have organized and professional system;
- The transfer system contains following types of transfer(s) –
  - i. transfer of professional players on a permanent basis;
  - ii. transfers of professional players on a loan basis;
  - iii. transfer of players from professional status to amateur status;
  - iv. transfer of players from amateur status to professional status;
  - v. transfer of players from amateur status to amateur status.

Please note the following points -

- In this manual, the instruction type applies to the national transfer of players who will be registered as an amateur with the new/engaging club on a permanent basis.
- Please note that this manual is only for reference and acts as a guide to the clubs. If there is any doubt or query, you may write to [registrations@the-aiff.com](mailto:registrations@the-aiff.com).



# TRANSFER OF PLAYER FROM PROFESSIONAL STATUS TO AMATEUR STATUS ON A PERMANENT BASIS

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- “General Details” Section
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## “PLAYER INFORMATION” SECTION

### STEP 1

- To engage a player, the club will go to “Add New” in “Transfer” tab then enter either player Name or ID and then click the search tab.

INDIA ALL INDIA FOOTBALL FEDERATION

Competition Management Registration System Accreditation System TW3

Search player to transfer

Player ID

Player Name

Search

» PLAYER MANAGEMENT

- Players <
- Grassroot Players <
- Renewals <
- Transfers >
- + Add New**
- Search transfers
- Pending

Search Results Showing 1 - 1 of 1

SN	ID	Name	Club	Association	De Reg Date	Status	Registration Validity	
1	PL000000019	Abhishek Ambekar	Rajasthan United Football Club	Rajasthan Football Association	31-May-2022	Approved by AIFF	31-May-2022	<a href="#">Profile</a> <a href="#">Initiate Transfer</a>

### STEP 2

- The player profile will appear. Kindly click on “Initiate Transfer” to start the transfer initiation process of the player.

# “GENERAL DETAILS” SECTION



## STEP 3

- In General Details section, click on “Player Status” tab and then select “Amateur”.

Transfer Request - **Abhishek Ambekar (PL0000000019)**

General Details   Former Club   New Club   Payments

**Current Club**  
Rajasthan United Football Club

**New Club**  
Test club

**Player Status**  
Amateur  
Professional

**Engage Player**

**Player Category**



## STEP 4

- In General Details section, click on “Engage Player” tab and then select “Permanent”.

Transfer Request - **Abhishek Ambekar (PL0000000019)**

General Details   Former Club   New Club   Payments

**Current Club**  
Rajasthan United Football Club

**New Club**  
Test club

**Player Status**  
Amateur

**Engage Player**  
Loan  
Permanent

**Transfer Window**



## “GENERAL DETAILS” SECTION

### STEP 5

In the transfer window tab, there will be two (2) options to select from:

1. First Transfer Window (2022-23): If the club is engaging the player in first registration period, then they should *select first transfer window*.
2. Amateur/Free Player Transfers (2022-23): When the first transfer window is over then the club will select Amateur/Free Player option in transfer tab. Similarly, when the second transfer window kicks then select an option of Second Transfer Window (2022-23).

Transfer Request - **Abhishek Ambekar (PL0000000019)**

General Details | Former Club | New Club | Payments

**Current Club**  
Rajasthan United Football Club

**New Club**  
Test club

**Player Status**  
Amateur

**Engage Player**  
Permanent

**Transfer Window**  
Amateur Player Transfers (2022-23)  
First Transfer Window\_Men & Women (2022-23)

**Player Category**  
Foreign Players (I-League, ISL)  
Indian Players (I-League, ISL)  
Foreign Players (2nd Division League)  
State Association/District League (Men & Women)  
Academies (State/Club/AIFF) (Men & Women)  
Indian Players (2nd Division League)  
Indian Players (Women's National League)  
Futsal Players

Once the transfer window has been selected, the engaging club shall select the “Player Category” tab as per the tournament they are engaging the player for.

### STEP 6

- Once all the general details have been filled, click on “Next” or “Former Club” tab to proceed further.

General Details | Former Club | New Club | Payments

**Current Club**  
Rajasthan United Football Club

**New Club**  
Test club

**Player Status**  
Amateur

**Engage Player**  
Permanent

**Transfer Window**  
First Transfer Window\_Men & Women (2)

**Player Category**  
Indian Players (I-League, ISL)

Save Draft | Next >



## “FORMER CLUB” SECTION

### STEP 7

- The reason for the player’s former contract termination must then be selected. There are three possible selections. Please ensure that you review the possible selections carefully to select the correct one.

Brief explanation of the three reasons for the player’s former contract termination:

- a. The contract with the former club has expired*  
=> *The end date of the employment contract between the player and his former club has expired and no new contract or contract extension was agreed.*
- b. The contract with the former club was terminated (unilaterally)*  
=> *The former club or the player terminated the employment contract unilaterally.*
- c. The player mutually agreed an early termination with his former club*  
=> *The former club and the player terminated the employment contract on the basis of a mutual agreement.*

#### PLAYER'S FORMER CONTRACT DETAILS

##### Reason for former contract termination

✓ Please Select

The contract with the former club has expired

The contract with the former club was terminated unilaterally

The player mutually agreed an early termination with his former club



## “FORMER CLUB” SECTION

### STEP 8

- Depending on the selected reason for former contract termination, the system will ask the club to enter the date of the player’s last contract termination along with a supporting document which must be uploaded by clicking on “Select Document”. The said document must support the reason selected.
- For example**, if the club selects the option “The contract with the former club has expired”, then it must upload a document signed by the former club confirming that the contract has expired and indicating the date of expiry.

#### PLAYER'S FORMER CONTRACT DETAILS

##### Reason for former contract termination

The contract with the former club has expired

##### Date of Expiry

Date of expiry

##### Proof of last contract end date

Select Document

## “NEW CLUB” SECTION

### STEP 9

#### INTERMEDIARY REPRESENTING CLUB

Intermediary representing the new club in relation to the transfer

Yes

No

Intermediary

Type name

Commission

Commission

Currency

Add More

- The system will take the club to NEW CLUB SECTION. In this, if an intermediary has been engaged by your club, then click on “Yes”.
- Kindly mention the name of the intermediary along with their commission, especially the amount and currency.
- If there is more than one intermediary involved in the negotiations, then click on “Add more” and provide the necessary details for the same. Further, if the club is not engaging the service of an intermediary, then click on “No”.



## “NEW CLUB” SECTION

### STEP 10

- Kindly mention the amateur term period i.e., “Start Date” and “End Date” and upload the Consent Form document in the “Select Document” tab.

PLAYER'S CONSENT FORM

Contract Start Date

Contract End Date

Consent form

Select Document

## “PAYMENT AND CONFIRMATION” SECTION

### STEP 11

Current Registration	Transfer Charges	Renewal Charges
31-May-2022	2500	7500
Total	Discount	Final Amount
10000	1250	8750

« Previous

Save Draft Submit

- The “Payment” tab will show the transfer charges and/or other charges to be paid for registering the player.
- After checking the amount to be paid, the club will select the “Submit” tab, the system will direct to the payment gateway window. Once the payment is done, the transfer will be completed from the club’s end.
- In event, the club for any reason is not able to complete the transfer at that point of time, then the club can click on save draft tab, which will create a draft and the information filled can be accessed later.