



FUTSAL

TECHNICAL HANDBOOK

FISU WORLD UNIVERSITY CHAMPIONSHIPS



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WORLD UNIVERSITY CHAMPIONSHIPS
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INTERNATIONAL
UNIVERSITY
SPORTS
FEDERATION



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1. HISTORY

In terms of FISU competitions, Futsal today ranks among the sports that attract the largest number of teams and exhibit a very high level of technical skill. This was not always the case. During the inaugural FISU World University Championship Futsal held in São Paulo, Brazil, in 1984, the sport—then referred to as “football en salle” or “football à cinq”—was considered challenging due to its unique structure, the international landscape, and a lack of unified regulations. Despite these obstacles, the first Championship was significant in enhancing the image of FISU, establishing it as a pioneer in the development of new sports traditions. FISU, in collaboration with the Brazilian University Sports Federation (CBDU), made substantial strides in addressing the issues surrounding regulatory unification between FIFA and FIFUSA. Another notable outcome of this Championship was the promotion of university sports in Latin America, bolstered by the participation of Brazil, as well as Bolivia and Uruguay.

Since that initial event, a great number of editions of the Futsal Championship have been organised, all of which have been immensely successful. It is widely acknowledged that Futsal is a sport actively played in universities. Most countries participating in the World University Championship Futsal field their top players, many of whom also play significant roles in their national teams.

In 2008, while the 11th Men’s Futsal Championship took place in Koper, Slovenia, the inaugural Women’s Futsal Championship was held in Vitória, Brazil, achieving remarkable success. Following this, from the Championship in Novi Sad, Serbia, in 2010, the women’s tournament was integrated into the Championship, which featured 72 players. Edition after edition, this event set new records for participation, and the 2018 Futsal Championship in Almaty, Kazakhstan, was no exception, with 335 athletes competing. The 2020 Futsal Championship was intended to take place in Poznań, Poland, but was unfortunately cancelled due to the Covid-19 pandemic. The 2022 edition was successfully held in Braga-Guimarães, Portugal.

The 2024 FISU Championship was held in Shanghai, China, and was characterised by an exceptional level of organisation, leaving participants thoroughly delighted with their experience. Ultimately, Croatia triumphed in the men’s tournament, while Brazil claimed the title in the women’s tournament.



2. STATISTICS

EDITION	YEAR	COUNTRY	CITY	COUNTRIES	ATHLETES			OFFs	TOTAL
					M	W	TOT		
1	1984	BRA	São Paulo	8	85	0	85	44	129
2	1990	ITA	Parma	8	83	0	83	26	109
3	1992	ESP	Málaga	10	104	0	104	40	144
4	1994	CYP	Nicosia	15	161	0	161	65	226
5	1996	FIN	Jyväskylä	16	185	0	185	77	262
6	1998	POR	Braga	14	161	0	161	53	214
7	2000	BRA	João Pessoa	11	126	0	126	69	195
8	2002	HUN	Nyíregyháza	12	134	0	134	55	189
9	2004	ESP	Palma	16	186	0	186	59	245
10	2006	POL	Poznań	16	182	0	182	78	260
11	2008	SLO	Koper	16	182	0	182	70	252
12	2010	SRB	Novi Sad	16	187	72	259	99	358
13	2012	POR	Braga	14	165	59	224	97	321
14	2014	ESP	Málaga	19	203	104	307	120	427
15	2016	BRA	Goiânia	16	154	128	282	85	367
16	2018	KAZ	Almaty	17	215	120	335	120	455
17	2022	POR	Braga-Guimarães	13	146	119	265	90	355
18	2024	CHN	Shanghai	16	187	98	285	100	385

3. GENERAL SCHEDULE

DAY -3	DAY -2	DAY -1	DAY 1-3	DAY 4	DAY 5-6	DAY 7	DAY 8
A	A	GTM / OC	C	RD	C	C / CC	D

Legend: A – Arrivals / CC – Closing Ceremony / C – Competition / D – Departures / GTM – General Technical Meeting / OC – Opening Ceremony / RD – Rest Day

For Futsal, the competitions shall last 7 days

4. REGISTRATION PROCEDURES

4.1. GENERAL ENTRY (DEADLINE: -6 MONTHS TO THE EVENT)

The General Entry is the first stage of the registration process, where delegations are invited to register, through the NUSFs, for the Championship indicating a general interest in participating in the event.

Teams and athletes are not required to submit any documentation or undergo a selection process.

The submission of a General Entry Form is non-binding, indicating only initial interest by the NUSF but not final commitment

A. Team Deposit (Deadline: -5 months to the event)

A deposit of €5.000 must be paid to FISU during the General Entry stage and latest five months prior to the event, which secures a place in the selection process and serves as guarantee to confirm the intention to participate.

If a team is not selected, their deposit will be reimbursed

B. Teams Selection

The teams selection will be handled by the FISU Championship Department three months before the Championship following the below criteria (in no given order):

- Results achieved in the previous FISU Championships
- FIFA Futsal ranking
- Continental distribution and representativity

Once the teams selection is finalised, FISU transfers the deposit of the selected teams to the Organising Committee. If a team is not selected, the deposit is returned to the NUSF.

This deposit serves as part of the delegations' Participation Fee final balance, and according to FISU General Regulations, deposits are non-refundable in case of withdrawal

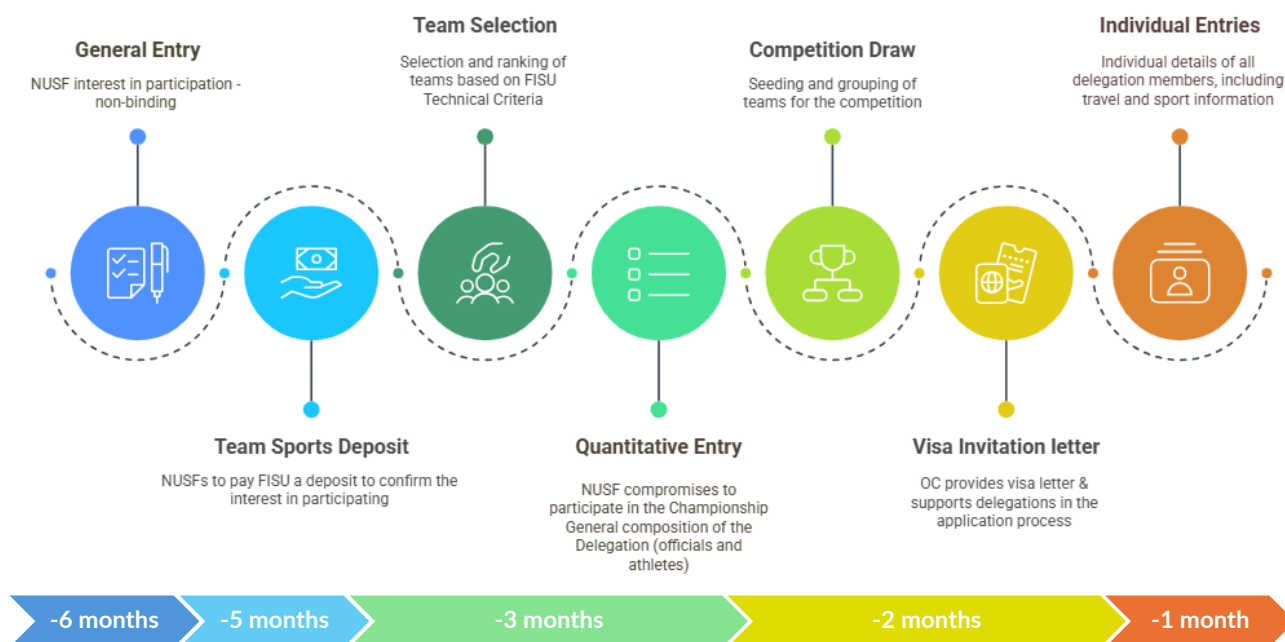
4.2. QUANTITATIVE ENTRY (DEADLINE: -3 MONTHS TO THE EVENT)

During the Quantitative Entry the NUSF delegation confirms the delegation composition in terms of numbers and although it does not yet provide individual details, it requires the NUSFs to submit an accurate count of delegation members.

4.3. INDIVIDUAL ENTRY (DEADLINE: -1 MONTH TO THE EVENT)

The Individual Entry is the final step in FISU event registration. The NUSF must provide all relevant data and documentation for each delegation member.

The remaining amount of the participation fees is paid in full to the Organising Committee by this deadline. Failure to do so may result in non-participation in the Championship, unless specifically approved by the Organising Committee



5. SPORT REGULATIONS

The Futsal tournaments shall be organised in accordance with FIFA Futsal Laws of the Game authorised by the Sub-Committee or IFAB. In case of dispute in the interpretation of the rules, the English text shall be regarded as authoritative.

The competitions shall last 7 days as indicated in the General Schedule (Section 3) and the competition programme shall be proposed by the Organising Committee Competition Manager and confirmed by the FISU TCC, including the following events:

5.1. EVENTS

TOURNAMENTS	
Men	Women

For both men's and women's tournaments, a maximum of 16 teams and a minimum of 6 teams from 2 different continents per tournament are required

If a tournament does not meet the minimum number of teams by the Quantitative Entry deadline (-3 months to the event), the tournament shall be cancelled

A. Seeding Procedure & Draw of the groups

The seeding procedure will follow the same principles and criteria of the teams selection:

- The top eight teams of the previous Championship edition shall be seeded;
- Next, the FIFA ranking will be utilised, with particular attention given to the continental distribution of the groups.

The host country team shall be allocated in position A1

The draw will be carried out at the FISU headquarters by the FISU Championships Department

The draw will take place one month before the Championship and is communicated initially via the FISU social networks and then via the event's social networks

B. Match Point System

Teams will compete against one another in each group on a round-robin basis. Match points will be awarded for each group match according to the following criteria:

FUTSAL MATCH POINT SYSTEM	
Win	3 points
Draw	1 points
Loss	0 points

No extra time shall be played during the group phase

C. Classification Criteria

The ranking of each team in each group will be determined as follows:

- Higher number of points obtained in all group matches
- Goal difference across all group matches
- Higher number of goals scored in all group matches

If two or more teams are equal on the basis of the above four criteria, their rankings will be determined as follows:

- Higher number of points obtained in the group matches between the teams involved
- Goal difference derived from the group matches contested between the teams involved
- Higher number of goals scored in all group matches between the teams involved
- A draw conducted by the local Organising Committee, in the presence of the team captains

This is a full ranking tournament, meaning that teams will compete for every position in the final standings

D. Disciplinary Sanction

- A player or official who receives a red card will face a minimum suspension of one match.
- An accumulation of two yellow cards will also result in a one-match suspension.
- Single yellow cards will be nullified after the first phase and will not be carried over into the second phase of the competition.
- If a player receives their second yellow card in the final match of the group stage, they will still incur a one-match suspension and will be ineligible to participate in the subsequent match.

E. Protests

Any protest of a sport or disciplinary nature must reach the CTI through the referee or match commissioner within one hour after the completion of the game.

A Head of Delegation or their deputy may submit a protest against the decision of the CTI. Such a protest must be made in writing and submitted to CISCA in accordance with the relevant FIFA or FISU technical regulations.

Any such protest must be accompanied by the regulatory FISU deposit of 50 EUR, which will be refunded if the protest is upheld.

5.2. DELEGATIONS COMPOSITION

A. Athletes

EVENTS	MEN's	WOMEN's
Tournaments	Max. 14 athletes	Max.14 athletes
Max. 28 athletes (14 men & 14 women) per delegation		

Each country is allowed to enter a maximum of 19 individuals per tournament: a maximum of 14 and a minimum of 10 players, and up to 5 officials

At the Technical Meeting, the Head of Delegation or his/her representative shall confirm and sign the official list of competitors accredited by the CIC

B. Officials

EVENTS	MEN's	WOMEN's
Tournaments	Max. 5 officials	Max. 5 officials
Max. 10 officials (5 for the men's team & 5 for the women's team) per delegation		

6. TECHNICAL OFFICIALS

6.1. INTERNATIONAL TECHNICAL OFFICIALS

For the FISU Championship, the ITOs are appointed by FIFA, with the endorsement of FISU. This appointment process considers several critical factors, including the number of teams, number of competition venues, the level and availability of NTOs, and the goal to minimise expenses when possible. To achieve cost-efficiency, FIFA will aim to nominate ITOs from neighbouring countries whenever feasible. This approach not only fosters regional cooperation but also optimises resources.

A. Number & Roles of ITOs

A ratio of one ITO per team should be respected

INTERNATIONAL TECHNICAL OFFICIALS	
NUMBER	FUNCTION
1	Head of Referees
2	Referee Supervisor
1 per team	Referee
The total number of ITOs depends on the number of participating teams	

ITOs must have unrestricted access to training facilities and the gym throughout the entire duration of the tournament

B. ITOs Costs

According to the Collaboration Convention signed between FISU and FIFA, the costs of the ITOs are the following:

- Organising Committee shall manage:
 - Technical Delegate's accommodation in single room
 - Technical Delegate's meals
 - Technical Delegate's internal transportation
 - ITOs flights
 - ITOs accommodation
 - ITOs meals
 - ITOs per-diems
 - ITOs internal transportation

All ITOs costs should be shared among the participating teams. The Organising Committee will collect all expenses related to the ITOs and submit them to FISU for approval. Once approved, the Organising Committee will communicate the total cost information to the teams and provide them with the invoices for payment

6.2. NATIONAL TECHNICAL OFFICIALS

Concerning the NTOs, these individuals are appointed by the Futsal National Federation or the appropriate governing bodies within a country, under the supervision of the Organising Committee.

A. Number & Roles of NTOs

NATIONAL TECHNICAL OFFICIALS	
NUMBER	FUNCTION
1	National Referees Coordinator
2	Organising Committee Referee Liaison Officer
1 per venue	Match Commissioner
1 per team	Referee
The total number of NTOs depends on the number of participating teams	

B. Agreement with the NF

Concerning the NTOs participation, it falls outside the scope of FISU or FIFA. It is therefore advisable for the Organising Committee to reach an agreement directly with the National Federation. This collaboration will help ensure clarity and alignment on the financial aspects associated with it, including the following:

- NTOs Nomination – Ensure all NTOs possess the necessary qualifications to work in an international event
- Management and distribution of the technical officials' clothing / uniforms
- Arrangement of suitable accommodation for the required period, if needed

It is strongly recommended to initiate communication with the National Federation promptly regarding the appointment of these officials. This proactive approach will help avert any potential personnel shortages that may arise from conflicting event dates, thereby expanding the available options and ensuring a more successful engagement

7. TECHNICAL STAFF

7.1. ROLES & RESPONSIBILITIES

SUMMARY TABLE			
POSITION	APPOINTMENT	NUMBER	CONDITIONS / OBSERVATIONS
LEADING TECHNICAL ROLES			
FISU TCC	FISU-FIFA	2	- Accommodation and full board - Private transportation - Assistant/attaché for each TCC
OC Competition Manager	OC-NFF	1	- English speaker - Expert in the sport - Experience organising other events
REFEREE TEAM			
Head of Referees	FISU-FIFA	1	- Accommodation and full board - Private transportation - Attaché
Referee Supervisors	FISU-FIFA	1-2, depending on the number of venues	- Accommodation and full board - Private transportation - FISU staff and TCCs in the event will carry out supervision tasks besides the other ones they usually hold
National Referees' Coordinator	OC-NFF	1	
Match Commissioners	OC-NFF	1 per venue	Recommended not more than 2 games in a day for each
OC Referee Liaison Officer	OC-NFF	1	- English speaker - Preferentially, a former ITO
ITOs	FISU-FIFA	1 per registered team	
NTOs	OC-NFF	Min. 1 per game	
ORGANISING COMMITTEE TECHNICAL OFFICE			
OC Technical Office Staff	OOC-NFF/LFA	Min. 2-3	
Venue Managers	OC-LFA	1 per venue	
Support Staff	OC-LFA	Depending on the tasks	
Sport Volunteers	OC-LFA	Depending on the tasks	

7.1.1. LEADING TECHNICAL ROLES

A. FISU TCCs

- Two individuals are appointed by FISU in collaboration with FIFA
- Both TCCs work together to oversee the entire event, supporting the Organising Committee and undertaking the following responsibilities:
 - Providing an overview of the entire competition, including the competition system, draw, results, statistics, and bulletins
 - Amending and approving the competition and training schedules proposed by the OC Competition Manager
 - Offering advice and making the final decisions on all competition-related matters
 - Supervising court preparation

- Overseeing the competition countdown and match organisation
- Managing the allocation of team uniform colours
- Handling teams' complaints
- Liaising with the Head of Referees, supervising referee appointments, and performing referee assessment functions
- Managing disciplinary reports through the Disciplinary Committee, which comprises the TCCs, the OC Competition Manager, and FISU staff on-site, who are responsible for:
 - Extracting disciplinary records from referee match reports
 - Collating all disciplinary matters from matches
 - Presenting disciplinary records and recommendations to the International Technical Committee (ITC) after each match day
 - Maintaining an ongoing list of disciplinary cautions
 - Keeping disciplinary records for each participating team
 - Preparing notification letters regarding disciplinary actions and suspensions

Each TCC must be accompanied by an attaché throughout the event to facilitate communication with OC staff and assist with essential tasks. Additionally, TCCs require prompt access to private transportation to attend various event venues, particularly during the competition days

B. Organising Committee Competition Manager

- Appointed by the OC in collaboration with the NFF
- Holds the highest authority within the OC on technical matters and coordinates all technical staff involved in the event
- Plans and executes the entire competition in accordance with FISU and FIFA regulations, following the guidance of the FISU TCCs
- Prepares and disseminates all technical information and liaises with the Timing & Scoring company to produce, review, and distribute the daily bulletins

7.1.2. REFEREE TEAM

A. Head of Referees

- One individual appointed by FIFA
- Responsible for supervising all refereeing activities and managing the daily appointments of referees (ITOs)

B. Referee Supervisors

- One or two individuals (depending on the number of venues and teams), appointed by FIFA
- Oversee referees' performances and advise on the appointment of ITOs to the Head of Referees
- FISU TCCs and staff may hold this position alongside their other duties

C. National Referees' Coordinator

- One NTO appointed by the NFF in collaboration with the OC (may be one for each gender)
- Must be an English speaker
- Provides support to the Head of Referees, particularly in the appointment of NTOs

D. Match Commissioners

- Appointed by the NFF in cooperation with the OC
- At least one person per competition venue (should oversee no more than 2-3 matches per day)



- Must be an English speaker
- Responsible for liaising with the Venue Manager regarding facilities issues
- Oversee match operations and ensure all activities outside the field of play are properly managed, including the following pre-match procedures:
 - Reporting to the venue 2 hours prior to kick-off
 - Receiving teams and match officials 1.5 hours before kick-off
 - Securing access to changing rooms and warm-up areas for teams on time
 - Collecting team lists 1 hour before kick-off
 - Checking player accreditation (refer to the item 12.3)
 - Ensuring teams are ready to enter the field and start the game punctually
- Responsible for all match documentation (see item 7.1.5):
 - Completing a Match Commissioners Report Form for each game
 - Ensuring the Match Summary Sheet is completed and signed by the referees and team coaches
 - Submitting all match documentation (Match Commissioners Report, Teams Lists, Match Summary Report) to the OC Technical Office within 1 hour of the match's conclusion
- Reporting any protests or complaints to the OC Technical Office and, ultimately, to the OC Competition Manager

E. OC Referee Liaison Officer

- One individual, appointed by the NFF in cooperation with the OC, typically a former international referee
- Must be an English speaker
- Responsible for the welfare of referees, including ITOs and NTOs, and managing their logistics (transfers, transportation, laundry, meals, etc)
- Ensure the Head of Referees has quick access to video recordings of matches

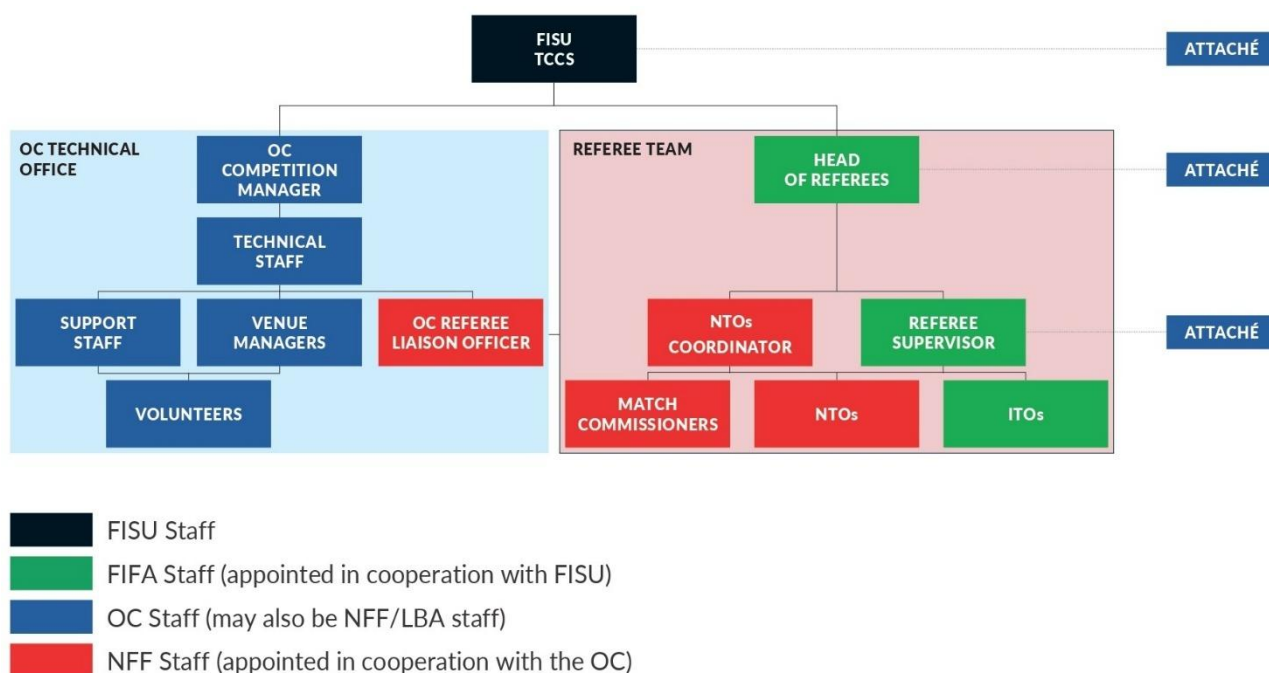
F. International Technical Officials (ITOs)

- Appointed by FIFA in collaboration with FISU
- Generally, one ITO per participating team
- Serve as the main referees, acting as third referees
- The OC manages ITOs travel arrangements, including visas and reimbursements
- The total cost, including travel expenses, will be calculated and, upon submission of documentation to FISU, charged as a reimbursable fee to all participating teams
- ITOs are entitled to a daily allowance of €50 from departure until arrival, payable in cash by the OC before the first match

G. National Technical Officials (NTOs)

- Appointed by the NFF in cooperation with the OC
- Responsible for timekeeping during all matches. The number of NTOs must be agreed upon by the NFF and the OC, subject to approval by the FISU TCCs
- All NTOs must be proficient in spoken and written English

All costs, including fees or allowances negotiated between the NFF and the OC, are to be covered by the OC



7.1.3. ORGANISING COMMITTEE TECHNICAL OFFICE

All OC technical personnel (excluding FIFA and FISU staff) will be integrated into the OC Technical Office and operate under the leadership of the OC Competition Manager. Conversely, the International Technical Committee (ITC) will oversee the competition in accordance with the guidelines outlined in the FISU World University Championships General Handbook.

The OC Technical Office will be responsible for the operational organisation and delivery of the competition, including:

- Proposing the Competition Programme and Schedule, along with technical documents and forms for ITC approval
- Coordinating competition logistics, such as technical staff and equipment
- Preparing official teams' lists of players and staff from the GMS once the FISU CIC has approved the registrations
- Administering and recording all technical information
- Liaising and cooperating with the official Result Management service
- Performing secretarial duties for ITC meetings
- Preparing and distributing daily technical information to teams and designated recipients, and providing updates to facilitate the production of daily bulletins
- Managing technical enquiries from participants and forwarding them to the ITC as necessary
- Providing teams with access to video recordings
- Ensuring the production/host broadcaster has up-to-date information about the competition

A. Venues' Managers

- A dedicated individual at each venue, including all training venues, must be responsible for ensuring that the venue complies with all competition requirements. This person will oversee all support staff at the venue, ensuring that everything is prepared for matches and training sessions, including:
 - Conditions, cleanliness, and readiness of the changing rooms
 - Medical facilities, staff, and ambulance services' readiness
 - Venue appearance, including protocol flags and branding
 - Security personnel, restricted areas, and access control



- Reserved seating, press, and VIP zones

B. Support Staff

- Support staff will assist the respective Venue Manager in delivering training and matches. They will typically be assigned to various functional areas and supported by volunteers. The minimum support staff generally includes:
 - Press and media liaison officers
 - Security personnel
 - Medical staff
 - Interpreters to assist teams, referees, technical staff, and media
 - Match ball boys and girls
 - Typically 4–6 per match, depending on venue size
 - Supplied with three sets of bibs in different colours
 - Positioned outside the playing zone

7.1.4. MATCH TIMELINE

A. Venue Inspection

Upon arrival at the venue, the Match Commissioner shall carry out an inspection at least two hours prior to kick-off. The following aspects shall be carefully evaluated and attended to:

- Condition of the court
- Completion of the court (balls, markings, goals, benches, scoreboard and timing system, advertising boards, camera/media positions around the court area)
- Dressing rooms for the teams, referees, and assistant referees
- First aid medical services and ambulance facilities
- Circulation flow for the various groups (teams, referees, media, VIPs, general public)
- The Match Commissioner must receive the teams' list, signed by the coach, 60 minutes before kick-off
- Player accreditation cards are checked after warm-up and before the teams re-enter the court
- The Match Commissioner and referees verify the player accreditation cards, collect them, and the Match Commissioner retains them until after the game
- The cards are typically kept on the Timekeepers' table

B. Pre-Match Announcements and Fair Play

- The announcer names the players
- The teams are led onto the court and line up facing the main stand
- The FISU anthem is played
- Players then shake hands following FIFA procedures (the away team walks towards the referees, and the home team follows)
- The referee calls the captains, and the coin toss determines the kick-off and the direction of play

C. Post-Match Procedures

- Players and officials shake hands after the game
- The Match Commissioner completes the Match Commissioner Report, signs it, and then obtains signatures on the Match Summary Report from the two team coaches and the main referee
- The Match Commissioner submits the Match Forms (Match Commissioner's Report, Teams List, and Match Summary Report) to the OC Technical Office

- A copy of the Match Summary Report is given to the team coaches. No other forms should be copied as they are confidential

If the Match Forms cannot be delivered to the OC Technical Office within one hour post-match, they must be emailed, and the originals sent as soon as possible

7.1.5. MATCH COMMISSIONER REPORTING

A. General Considerations

- The Match Commissioner shall be aware of incidents off the court, such as:
 - Racist or discriminatory banners or messages
 - Chants, symbols, or clothing displaying offensive content
 - Offences committed by players out of the referees' view
 - Disorderly conduct, disturbances, or discriminatory behaviour
- The report must objectively describe facts without personal opinions (e.g., "acted in bad faith")
- It should primarily include the personal observations of the match official. If an incident was witnessed by an assistant referee or third official, this should be indicated
- All incidents must be described accurately and comprehensively. Relevant details include:
 - For red card incidents: whether there was an injury, if the ball was in play, and if the player immediately obeyed the ejection order
 - For offensive language or gestures: the exact words or gestures and their intended recipient(s)
 - Spitting incidents: the target, and whether provocation occurred beforehand
 - Banners, flags, or objects: exact wording/signs, duration, location, size, and visibility
 - Fireworks or smoke: number, frequency, landing points, and sector of origin
 - Spectator incidents: which team's supporters were involved, number of persons, and their sector
- The report should, where possible, be supported by evidence such as photographs
- After the match, the Match Commissioner shall remain seated until referees, assistant referees, and players have returned to their dressing rooms. Depending on the stadium atmosphere, it may be prudent to observe spectators leaving to witness any disturbances
- The Match Commissioner should then visit the teams' dressing rooms to check for any protests
- Subsequently, they should thank the referees and assistant referees in the referees' dressing room
- Any incidents before, during, or after the match should be discussed with the referee, and details of cautions or dismissals verified. The referee's report should be checked for completeness and objectivity, and clarify any unclear or irrelevant points
- In cases of serious disturbances, the Match Commissioner must inform the head of referees and the OC Event Manager by telephone and follow up with a written report via email immediately
- After ensuring all post-match reports have been sent to the OC Technical Office by email, the Match Commissioner must ensure that the original reports are delivered punctually
- A copy of all post-match reports should be retained to prevent loss or failure of transmission



7.2. REPORT CONTENT EXAMPLE

7.2.1. MATCH COMMISSIONER'S REPORT

MATCH INFORMATION	
Competition	
Date	
Venue	
Game	
Home Team	
Away Team	
Kick-Off Time	
Match Commissioner Name	
Spectators	

RESULT / SCORE	
Half Time Score	
Full Time Score	
Penalties Round	

AREA	EXAMPLES / CONSIDERATIONS	INCIDENT DESCRIPTION
Venue Infrastructure	<ul style="list-style-type: none">- Issues such as access problems or mixed client groups circulation?- Changing rooms readiness, size, cleanliness?- Maintenance?- Hazards?	
Court	<ul style="list-style-type: none">- Dimensions, marking, limits, obstacles?- Visibility, illumination?- Flooring conditions, installation, performance?- Benches area, distance, security?	
Equipment	<ul style="list-style-type: none">- Problems with goals, balls?- Insufficient equipment, not homologated?- Scoreboard?- Timing & Scoring System?	
Kits / Uniforms	<ul style="list-style-type: none">- Issues with colour, design, or other features?	
Spectators	<ul style="list-style-type: none">- Conflicts or dangerous attitudes?- Dangerous situations or lack of security coverage?- Display of inappropriate banners, chants, symbols, flags?- Smoke, fireworks?	
Teams	<ul style="list-style-type: none">- Abusive language or gestures?- Provocation or unsportsmanlike attitude?- Incidents outside the field, before or after the match?	
Referees	<ul style="list-style-type: none">- Misconduct?- Important decision-related occurrences?	
Other	<ul style="list-style-type: none">- Other relevant incidents not related to the above areas?	
Please provide pictures and/or footage if possible		

8. SPORT MINIMUM REQUIREMENTS

8.1. COMPETITION VENUES

- Number of competition venues – 3
- Type of venues – Indoor
- Courts:
 - Length – 40m
 - Width – 20m
 - Ideally 48m x 32m – to provide sufficient space for warm-up areas and court side photographer positions
- Safety zone:
 - Side lines – at least 3m
 - Outer goal lines – at least 3m
- Lighting – Minimum 1.000 lux

All competition courts should be of the same material, with wooden or synthetic floor covering with only futsal lines, approved by FISU and FIFA

8.2. TRAINING VENUES

- Number of training venues – 2
- Type of venue – Indoor
- Courts:
 - Length – 40m
 - Width – 20m
- Safety zone:
 - Side lines – at least 2m
 - Outer goal lines – at least 2m

All training venues should follow the same standards as the competition venues

8.3. EQUIPMENT

A. Venue Equipment

- Goals with nets
- Electronic score and time board

Balls – the Organising Committee is responsible for providing the competition balls. It is recommended that ten new balls are available each day at venues hosting up to eight matches daily. Additionally, a minimum of eight balls should be provided at each training court.

- Approximately 100 FIFA-approved match balls are required in total. Each team will receive training balls following the official draw, as well as additional training balls upon arrival in the city for the competition. Only these balls delivered by the OC may be used for training and warm-up sessions in the official halls and training sites.

Please refer to the Minimum Requirements document for more detailed information



B. Uniforms & Sport Equipment

- Team Equipment – Delegation members and any other individuals carrying out duties on behalf of the National University Sports Federation (NUSF) are not permitted to display political, religious, commercial, or personal messages—whether in language or imagery—on their playing or team kits, equipment (including kit bags, beverage containers, medical kits, etc.), or body during their stay at the halls, training sites, or any other areas requiring accreditation for access. Violations will be reported to the FISU Disciplinary Committee, which will impose appropriate sanctions in accordance with FISU regulations.
- Each team must inform FISU of two contrasting colours for its official and reserve team kits (shirts, shorts, and socks)—one predominantly dark and the other predominantly light. Additionally, teams must select two contrasting colours for their goalkeeper kits. These two goalkeeper kit colours must be clearly different from each other and distinct from the official and reserve kit colours.
- Goalkeeper shirts for flying goalkeepers must be of the same model as the official goalkeeper shirts. This information must be provided to FISU on the team colour form. Only these colours are authorised for match play. The Competition Manager will notify teams of the colours they must wear for each match.
- All playing kits must be submitted to the Competition Manager for colour verification and match allocation during the General Technical Meeting.
- Throughout the Championship, each player shall wear the number assigned to them on the official players' list. The same player must use this number across all equipment, including flying goalkeeper kits. The player's last name, nickname, or abbreviation shall be printed above the number on the back of the shirt and must be clearly legible, in accordance with FISU Equipment Regulations (optional).
- Official and reserve team kits, including those of goalkeepers and flying goalkeepers, must be taken to every match.

9. TRAININGS

The Organising Committee is responsible for coordinating and communicating the training schedule to each delegation, ensuring appropriate access to facilities based on the sport and competition schedule. Some of the factors to be considered are:

- Create a training schedule based on the indications of the FISU TCC
- Consider the usage of the main competition venue, if needed and appropriate
- Provide hydration and basic medical assistance for training sessions
- Share a detailed training plan with each delegation at least 48 hours before their arrival
- Ensure training venue availability throughout the Championship
- Each training session will last one hour

Please refer to the Section 5.2.3 of the General Handbook for more detailed information regarding Trainings

10. MEDICAL SERVICES

A. FISU Requirements

- First aid and Emergency Medical care
- Medical transportation
- OC on-call first aid medical services shall be available on a 24-hour basis
- A minimum of two ambulances per venue should be available and on duty from the start of warm-up until at least 45 minutes after the final competition of the day

B. Participants Medical Insurance

All participants must have a valid travel medical insurance, covering:

- 24/7 Emergency Assistance
- Emergency Medical Expenses
- Medical Evacuation/Repatriation
- Trip Cancellation/Interruption
- Accidental Death or Injury

The OC is solely responsible for providing first-aid, emergency medical care, and transportation to the designated hospital. All other medical costs shall be borne by the participant's insurance

Refer to the Section 3.4.1 of the General Handbook for more detailed information regarding Medical Services

11. DOPING CONTROL

A. FISU Requirements

- The requirements regarding the number and type of doping tests, as well as the total number of tests to be conducted, can be found in the *FISU Doping Test Requirements* document. This information is available exclusively to the Organising Committee.
- The OC Doctor or Head of the Medical area shall coordinate the doping testing and contact the FISU CMI to clarify the moment or disciplines in which the tests will be carried out.
- All doping tests costs (including collection, transportation, laboratory analyses) shall be borne by the Organising Committee.

B. Athletes Selection

- Athletes are eligible for testing once accredited until departing from the official event accommodation.

Please refer to the Section 3.4.2 of the General Handbook for more detailed information regarding Doping Control



12. PROTOCOL, SPORT PRESENTATION & AWARDING

12.1. MEDALS TABLE

FUTSAL									
EVENTS	MEN			WOMEN			OFFICIALS		
	G	S	B	G	S	B	G	S	B
Tournaments	14	14	14	14	14	14	10	10	10
TOTAL	14	14	14	14	14	14	10	10	10

A. FISU Requirements

The Organising Committee is responsible for providing the medals as shown in the table above. Medals must be awarded for both tournaments. The top three teams in each tournament, including their officials, are eligible for medals.

The table below provides a comprehensive overview of the total number of medals awarded across all competition tournaments. Please note that extra/reserve medal sets and the FISU set are not included in these figures.

FUTSAL MEDALS	
Gold	38
Silver	38
Bronze	38

The Organising Committee must provide FISU a set of medals of the event

B. Recommendations & Considerations

It is crucial to have additional sets of medals on hand as a contingency. Some medals may be defective and may need to be replaced.

C. Trophies

For the Futsal Championship, the Organising Committee will present the winning team with a trophy as a minimum. However, it is recommended that trophies be awarded to all top three teams. The trophies may vary in size and colour based on their finishing positions.

D. Individual Awards

The individual awards ceremonies are most common for team sports events and are not mandatory. As unofficial awards, there is not a specific or rigid protocol, and they can be linked to an OC sponsor, such as:

- Best Player – elected by voting of coaches (voting to own players excluded).
- Best Goal Scorer – By added number of goals on the whole competition.
- Best Goalkeeper – elected by voting of coaches (voting to own players excluded).
- Fair Play – following the disciplinary record and appoint system

Referees awards should also be considered

12.2. SPORT PRESENTATION

Sports presentation is vital for elevating a Championship from a competition to an unforgettable experience. It encompasses everything from music and lighting to commentary and fan engagement, creating a unique atmosphere that engages the audience.

In case there is a big screen in the venue for the spectators, some educational video regarding the rules of the sport and competition format can be displayed at the beginning of the competition day

A. FISU Requirements

- **Audio Elements**
 - Sound System: A high-quality sound system is essential for announcements, music, and commentary, ensuring clear communication and engaging atmosphere.
 - Microphone: Essential for general announcements such as schedule, results, athletes introduction, general information, others.
 - Thematic Music: Curate an energetic playlist to be played during introductions, warm-ups, team time-outs, and medal ceremonies to elevate the excitement.
- **Visual Elements**
 - Disco lights: The lights have the remarkable ability to transform an ordinary venue into a vibrant spectacle, creating an electrifying atmosphere, and can be used during key moments, such as player introductions.
- **Commentary and Announcing**
 - Live Announcements: Make timely announcements regarding event schedules, results, and athlete backgrounds to keep the audience informed and engaged.

Athletes Introduction

- Ceremonial Introductions: Develop exciting and personalized introductions for the athletes, showcasing their achievements and backgrounds. This builds anticipation before each match.

B. Recommendations & Considerations

- **Audio Elements**
 - DJ: Enhances the atmosphere and overall experience of a sports competition, by creating and maintaining energy, motivating the athletes and engaging the crowd.
- **Commentary and Announcing**
 - Engaging Commentary: Hire knowledgeable commentators who can provide insights about the athletes, tactics and strategies. This adds depth to the viewing experience.



12.3. FUTSAL PRE-COMPETITION PROTOCOL

REGULAR MATCHES	
TIME	ACTIVITY
-75'	Arrival of teams
-75'	Field of Play inspection by Match Commissioner, referees and team representatives
-60'	Teams to confirm Match Sheets to Match Commissioner
-50'	Teams warm-up on the court
-30'	- Announcement of the teams' players by Announcer
-15'	- End of warm-up and teams return to the dressing room
-15'	- Player ID checks by the referees
-15'	- All flagbearers and flags are ready in the tunnel
-15'	- Ball kids take their positions around the court
-10'	- All players and Match Officials must be in the tunnel
-9'	- Referees check on starting players list and player's equipment in the tunnel
-8'	- Flagbearers enter with the Match Officials and teams
-7'	- Teams enter and line up in front of VIP Tribune
-5'	- FISU anthem (short version) is played
-4'	- Teams' handshake
-3'	- Teams' photo, coin toss and pennants exchange
0'	- Kick-off
First Half	
Half-Time	
HT	Teams exit the court
HT +14'	Teams and referees re-enter the court
HT+15'	Second Half kick-off
Second Half	
Full Time	
FT	Teams and referees shake hands, wave to the spectators, and leave the court together

A more visual scheme of the protocol steps will be shared at a later stage with the Organising Committee

13. SERVICES

The Organising Committee should provide a variety of services for the event, including:

- Competition Video Recording
- Ice
- Laundry
- Wi-Fi

Please refer to the Section 3.11 of the General Handbook for more detailed information on all services

13.1. COMPETITION VIDEO RECORDING

Recording matches or athlete performances for review, evaluation, and technical analysis is a common need in Handball. The Organising Committee should be prepared to meet the expectations of delegations in this regard.

- Ensure a system is in place allowing delegations to access recordings as soon as possible after the matches or events conclude.
- Provide reserved spaces in each venue with good visibility and access to power outlets, so delegation officials can carry out private recordings effectively if needed.

The OC should provide the recordings through a download option from the official event website, or from an alternative Cloud-based platform (access via link) for easy and quick retrieval

13.2. ICE

The supply of ice is one of the most common requests from participating delegations, particularly for injury treatment and recovery purposes.

- The Organising Committee must supply ice for treating injuries during both practice and competition, as part of the medical coverage for the event. It does not cover large quantities of ice needed for recovery treatments, such as cryotherapy.

The Organising Committee secure a reliable ice provider on standby, anticipating the request from teams and establishing clear procedures for ice procurement, including pricing and how to access this service

13.3. LAUNDRY

Laundry services are essential for many sports, particularly in long-duration competitions and team sports, where athletes may require frequent changes of clothing.

- Laundry services must be provided in all Team Sports Championships and in all sports with more than four competition days.
- Self-Service or Full-Service Laundry can be considered (hotel/accommodation and external services included in the latter)

Self-Service is the preferred option, giving more flexibility and control to the teams. If not, it is important to negotiate reduced pricing and adjust the timing for collection/delivery of uniforms with the provider



13.4. WI-FI

Wi-Fi is an essential service for university students, as it serves as a critical infrastructure that fosters communication and supports their academic responsibilities.

- Participants can easily access real-time information about event schedules, results, and updates. This allows them to plan their day effectively, ensuring they don't miss out on key events and activities.
- Participants can engage with live broadcasts, social media updates, and other digital content related to the event.
- For many students, academic responsibilities continue even during events. Wi-Fi connection ensures they can access study materials and educational resources, maintain communication with professors, and keep up with online courses.

Wi-Fi should be provided free of charge for all participants at the event, both at the accommodation sites and at the competition venues

14. GENERAL TIMELINE

TIMELINE	ACTIONS
Event -12 months	<ul style="list-style-type: none">• Coordination Visit<ul style="list-style-type: none">◦ Venues visit and Equipment approval (FISU TCC)• Competition programme approval (FISU TCC)• Venue medical plan approval (FISU TCC)
Event -6 months	<ul style="list-style-type: none">• General Entries (NUSFs)
Event -5 months	<ul style="list-style-type: none">• Team Deposit (NUSF)• Team Selection (FISU)
Event -3 months	<ul style="list-style-type: none">• Quantitative Entries (NUSFs)• ITOs & NTOs list (FISU / FIFA)
Event -1 months	<ul style="list-style-type: none">• Individual Entries (NUSFs)• ITOs Cost (NUSF)• 100% payment from participating countries (NUSFs / OC)• Final Bulletin (OC / FISU / FISU TCC)
Event -1 day	<ul style="list-style-type: none">• Accreditation and participants list confirmation (NUSFs)• Technical Officials Meeting (ITOs / NTOs / TCC / OC)• General Technical Meeting (NUSFs / OC / FISU)
EVENT	
Event +1 week	<ul style="list-style-type: none">• Send all documents and media to FISU (OC)
Event +1 month	<ul style="list-style-type: none">• Final Report to FISU (OC)

FISU WORLD UNIVERSITY CHAMPIONSHIPS FUTSAL TECHNICAL HANDBOOK



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