

North Texas Swimming

Officials Certification/Recertification Standards

Committees and Mentor Groups

Certification

Apprentice Stroke and Turn Judge

1. Must be currently registered Non-Athlete Member of USA Swimming
2. Attend Timer/Stroke and Turn Clinic
3. Satisfactorily complete Timer and Stroke & Turn test authored by USA Swimming
4. Work at least 4 sessions as an observer at meets of the BB or B/C level
 - Observe all strokes as a stroke judge
 - Observe all strokes and turns as a turn judge
 - After 4 Sessions as an observer take lead under direct supervision of a Stroke & Turn Mentor
 - Be familiar with DQ slips, know how to explain violations to Chief Judge and/or swimmers
5. Receive recommendation from Meet Referee or North Texas Stroke & Turn Mentor to become a certified Stroke and Turn Judge

Stroke and Turn Judge

1. Must be currently registered Non-Athlete Member of USA Swimming
2. Satisfactorily complete apprenticeship program
3. Work at least 6 sessions at 3 or more North Texas sanctioned meets annually.
4. Complete one of the following at least once every two years
 - Attend or teach a Stroke and Turn Clinic
 - Attend the Annual Officials meeting, USA Swimming Seminar, or High Level Briefing
 - Satisfactorily complete the required recertification tests authored by USA Swimming
5. Must be at least 18 years of age

Apprentice Timing Judge

1. Must be currently registered Non-Athlete Member of USA Swimming
2. Attend Timing Judge Clinic
3. Satisfactorily complete the required tests authored by USA Swimming
4. At meets under the direction of the Referee
 - Review timing data
 - Notify Referee when Primary System cannot be used for Official Time
 - Make the adjustment for the timing system difference
 - Maintain a disqualification record
5. Receive recommendation from Meet Referee or North Texas Timing Judge Mentor to become a certified Timing Judge

Timing Judge

1. Must be currently registered Non-Athlete Member of USA Swimming
2. Satisfactorily complete apprenticeship program
3. Work at least 6 sessions at 3 or more North Texas sanctioned meets annually.
4. Complete one of the following at least once every two years
 - Attend or teach a Timing Judge Clinic

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- Attend the Annual Officials meeting, USA Swimming Seminar, or High Level Briefing.
 - Satisfactorily complete the required tests authored by USA Swimming
5. Must be at least 19 years of age

Apprentice Starter

1. Must be currently registered Non-Athlete Member of USA Swimming
2. Be a certified Stroke and Turn Judge for a minimum of one year
3. Attend a Starters Clinic
4. Satisfactorily complete the required exams authored by USA Swimming.
5. Apprentice at BB or B/C meets.

6. Receive the recommendation from meet referee to be observed for certification.

7. Receive recommendation from North Texas Starter Observer for certification

Starter

1. Must be currently registered Non-Athlete Member of USA Swimming
2. Satisfactorily complete apprenticeship program
3. Work at least 6 sessions at 3 or more North Texas sanctioned meets annually.
4. Complete one of the following at least once every two years
 - Attend or teach a Starters Clinic
 - Attend the Annual Officials meeting, USA Swimming Seminar, or High Level Briefing
 - Satisfactorily complete the required recertification tests authored by USA Swimming.

Apprentice Administrative Referee

1. Must be currently registered Non-Athlete Member of USA Swimming
2. Prior experience as a certified Official, Meet Director, Computer Operator, Timing System Operator, or Clerk of Course and obtain the recommendation from a currently certified Referee
3. Make a request to the Officials Chair to become an Apprentice Administrative Referee
4. Satisfactorily complete the Officials exams (with the exceptions of the Stroke & Turn exam and the Starters exam) authored by USA Swimming
5. After completion of the exams, work at least 20 meets within a period of two years, 8 of which must be at the BB or B/C level and 4 of which must be prelims/finals meets
6. Satisfactorily:
 - Complete requirements as Timing Judge

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- Show ability to identify potential problems from meet information and from psyche sheet or heat sheet
 - Show the knowledge to handle eligibility issues
 - Show the knowledge to handle proof of times (if necessary)
 - Show knowledge of meet forms and their usage
 - At prelim/finals meet:
 - Identify and handle swim-offs
 - Handle all scratches from finals
 - Understand and maintain positive check in procedures (usually distance events)
 - Edit results for correctness
7. Attend and participate in a Timing Judge Clinic, Meet Directors Clinic, or Computer Operation Clinic
 8. Work closely with assigned Administrative Referee Mentor in all phases of meet operations
 9. Obtain recommendation from mentor to Officials Chair that apprentice has completed all requirements
 10. Obtain recommendation from a committee of Senior Referees that apprentice should be elevated to status of Administrative Referee or continue apprenticeship until any deficiencies can be addressed and corrected

Administrative Referee

1. Must be currently registered Non-Athlete Member of USA Swimming
2. Satisfactorily complete the Apprentice Administrative Referee Program
3. Work at least 6 sessions at 3 or more North Texas sanctioned meets annually
4. Act as a Administrative Referee when assigned
5. Maintain proficiency as a Timing Judge
6. Teach an Officials Clinic when assigned or volunteer for a Mentor Group
7. Complete one of the following at least once every two years
 - Teach an Officials Clinic, Meet Directors Clinic, or Computer Operation Clinic
 - Attend the Annual Officials meeting, USA Swimming Seminar, or High Level Briefing
 - Satisfactorily complete required recertification tests authored by USA Swimming
8. Must 21 years of age

Apprentice Referee

1. Must be currently registered Non-Athlete Member of USA Swimming
2. Be a certified Stroke and Turn judge for minimum of 2 years or 20 meets and obtain the recommendation from a currently certified Referee
3. Make a request to the Officials Chair to become an Apprentice Referee
4. Satisfactorily complete the required exams authored by USA Swimming

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5. After completion of the Referee's exam, work at least 20 meets within a period of two years, 10 of which must be at the BB or B/C level
6. Satisfactorily complete requirements as:
 - Chief Judge
 - Stroke and Turn Judge
 - Deck Referee
 - Administrative Referee
7. Attend and participate in a Stroke and Turn clinic or volunteer as Stroke & Turn Mentor
8. Work closely with assigned Referee Mentor in all phases of meet operations
9. Obtain recommendation from mentor to Officials Chair that apprentice has completed all requirements and is ready to act as meet referee under observation by Officials Chair or designated Senior Referee
10. Act as a Meet Referee at the BB or B/C level and assume responsibility of all deck operations and deck personnel
11. Obtain recommendation from a committee of Senior Referees that apprentice should be elevated to status of Referee or continue apprenticeship until any deficiencies can be addressed and corrected

Referee

1. Must be currently registered Non-Athlete Member of USA Swimming
2. Satisfactorily complete the Apprentice Referee Program
3. Work at least 6 sessions at 3 or more North Texas sanctioned meets annually
4. Act as a Meet Referee when assigned
5. Act as Administrative Referee when assigned
6. Maintain proficiency as a Stroke and Turn Judge, Chief Judge, Administrative Referee, and Deck Referee
7. Teach an Officials Clinic when assigned or volunteer for a Mentor Group
8. Complete one of the following at least once every two years
 - Teach an Officials Clinic
 - Attend the Annual Officials meeting, USA Swimming Seminar, or High Level Briefing
 - Satisfactorily complete required recertification tests authored by USA Swimming
9. Must be at least 21 years of age

Re-Certification

By October 1 of each year North Texas Swimming Officials shall reapply for North Texas Swimming Officials certification. North Texas Swimming Application for Officials Recertification shall be submitted to the North Texas Officials Chairman.

North Texas Swimming Officials Certification/Recertification Standards Committees and Mentor Groups

Committees

Senior Referees

- Chairman: North Texas Officials Chairman
- Members: Current North Texas Officials who are N3 Referees. Current North Texas Officials who have been TAGS Meet Referees or Sectional Meet Referees. Other current North Texas Referees appointed by North Texas Officials Chairman.
- Responsibilities: Establish North Texas Certification and Recertification Standards. Assist in recruitment, training, mentoring, retention, and evaluation of North Texas Officials.

North Texas Officials

- Chairman: North Texas Officials Chairman
- Members: Any currently certified North Texas Official is eligible for appointment for a term of one year by the North Texas Officials Chairman. The committee is to be made up of officials at different levels of certification and represent a number of clubs.
- Responsibilities: Provide input on North Texas Certification and Recertification Standards. Assist in recruitment, retention, and evaluation of North Texas Officials. Plan activities for North Texas Officials.

Mentor Groups

Stroke & Turn

- Chairman: Appointed by North Texas Officials Chairman
- Members: Appointed by group chairman from North Officials with a minimum of one year certification as Stroke & Turn or above.
- Responsibilities: Recruit apprentice Stroke & Turn Judges. Teach Stroke & Turn Clinics. Act as mentors to apprentice Stroke & Turn Judges. Determine that an apprentice is ready for certification as a Stroke & Turn Judge.

Starter

- Chairman: Appointed by North Texas Officials Chairman
- Members: Appointed by group chairman from North Texas Officials with a minimum of one year certification as Starter or Referee.
- Responsibilities: Recruit apprentice Starters. Teach Starters Clinics. Act as mentors to apprentice Starters. Determine that an apprentice is ready for certification as a Starter.

Timing Judge

- Chairman: Appointed by North Texas Officials Chairman
- Members: Appointed by group chairman from North Texas Officials with a minimum of one year certification as Timing Judge, Referee, or Administrative Referee.

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- Responsibilities: Recruit apprentice Timing Judges. Teach Timing Judge Clinics. Act as mentors to apprentice Timing Judges. Determine that an apprentice is ready for certification as a Timing Judge.

Referee

- Chairman: Appointed by North Texas Officials Chairman
- Members: Appointed by group chairman from North Texas Officials with a minimum of one year certification as Referee.
- Responsibilities: Recruit apprentice Referees. Teach Referees Clinics. Act as mentors to apprentice Referees. Determine that an apprentice is ready for certification as a Referee.

Administrative Referee

- Chairman: Appointed by North Texas Officials Chairman
- Members: Appointed by group chairman from North Texas Officials with a minimum of one year certification as Referee or Administrative Referee.
- Responsibilities: Recruit apprentice Administrative Referees. Teach Administrative Referees Clinics. Act as mentors to apprentice Administrative Referees. Aid in the training of Referees and apprentice Referees in the administrative duties. Determine that an apprentice is ready for certification as an Administrative Referee.