



2018 Steps to becoming a Certified USA Swimming Administrative Referee in the Georgia LSC

Certification: Administrative Referee

A. Pre-requisites (Requirements)

1. Be at least 21* years old. (*may not officiate and compete in the same session.)
2. Be a current "Certified Official" member of USA Swimming, Inc
3. Possess a current USA Swimming Rule Book. (PDF version available online)
4. **Previous certification as Starter for a minimum of 12 calendar months during which a minimum of 12 full sessions have been satisfactorily completed.**
5. Submit Request for Advancement Form to the Training Coordinator **AND be recommended in writing for this Level by a Referee who has been certified for a minimum of 1 year.**
 - i. (Form counts for both Deck Referee & Administrative Referee advancement)

B. Certification Requirements

1. **Attend an Administrative Referee training course taught by a Georgia Certified Admin Referee Trainer.**
 - i. May be done in person and at a meet with trainer.
 - ii. Class can be requested by contacting Training Coordinator. cwasmuth@comcast.net
2. Take & pass the USA Swimming on line Administrative Referee & the Administrative Official exam with a minimum score of 90% located at: <https://www.usaswimming.org/utility/landing-pages/officials/officials-online-testing>
3. Turn the completed exam into the Certified Trainer under whom you trained with.
4. Have the Trainer sign your Apprentice Form as indicated thereon.
5. Apprentice as an Administrative Referee for at least five [5] sessions at two [2] different meets, under the direct supervision of two [2] different Certified Administrative Referees. (two [2] sessions must be Prelim sessions of a Prelim/Finals format)
6. Complete the Apprentice Form appropriately and have the Meet Referee for that session sign in ink.
7. Upon completion mail/email the completed Apprentice Form to:
 - i. Your Trainer
 - ii. Clarice Wasmuth (Training Coordinator) cwasmuth@comcast.net
 - iii. Doug Kintz (Certification Coordinator) cdkintz@earthlink.net
 - iv. Keep a copy & take with you to meets until you receive a pdf certification card by email.
8. Certification must be completed within one [1] year of the date of the clinic.
9. This Certification will be good for two [2] years.