



# AYSO Section 1 National Referee Assessment and Certification Policy and Procedures



Last Update: 31 July 2019

The Section 1 referee staff is committed to supporting our referees so that all players in Section 1 are provided with well-trained and experienced referees. In order to maintain consistency at the highest levels of officiating within the section, the following policies and procedures will be utilized for all upgrades to the National Referee level. Deviations to these procedures may be allowed with prior written approval from either the Section Director of Referee Assessment or the Section Referee Administrator.

## Assessment Policies and Procedures:

Prior to getting a National assessment it is highly recommended that the Region and/or Area referee staffs provide the candidate with one or more mentors, one of which should be a National Assessor. The mentoring experience helps prepare the candidate and has shown to improve the formal assessment experience.

All candidates applying for National Referee upgrade assessment must be a currently accepted AYSO volunteer (current year) as reflected in Blue Sombrero.

All candidates must have a minimum of one year experience (time in grade) as an Advanced Referee before their assessments for upgrade will be authorized.

All candidates must successfully complete the National Referee Course.

All candidates must successfully complete the written examination, the physical fitness test and all three assessments (two as Referee, one as Assistant Referee) required for this upgrade within three years (36 months) prior to the date he/she submits a completed upgrade application to the Section 1 Director of Referee Assessment (SDA) or the Section Referee Administrator (SRA). NOTE: Any one of these requirements completed prior to 36 months of the date of submission must be completed again.

The Section 1 National Referee upgrade assessment procedure is outlined in the five steps below. Each referee desiring upgrade to the National Referee level must follow these steps:

**Step 1:** A referee wishing to upgrade to the National Referee level must contact his/her Area Director of Referee Assessment (ADRA) to request each upgrade assessment. The referee must also line up at least one game (more games improve the chances of finding an available assessor) of the appropriate age group and length (see below) which will be available for the assessment and provide this information to the ADRA. To maximize the ADRA's probability of finding a suitable assessor, it is highly recommended that the candidate accomplish this step of the process at least two to three weeks prior to the desired assessment date. Any assessment involving another section or its assessors must have the prior approval of both the SDA and the involved section's SDA.

**Step 2:** Upon receiving the candidate's request for an assessment, the ADRA shall timely contact the candidate's Regional Referee Administrator or Regional Director of Assessment to (a) determine if the candidate has received mentoring (as recommended above) and (b) obtain their view(s) on the probability the candidate will pass the assessment. These two items may be waived if the ADRA has personal knowledge of these facts. No one will refuse to schedule or indefinitely delay an assessment when one is requested.

The ADRA shall then contact and assign a qualified, AYSO certified National Assessor to one of the available games. For assessments to be completed at Tournament Games, the Tournament Staff may be authorized by the ADRA or SDA arrange for the assessor. The assessor must be on the current Section 1 National Assessors List (<http://bit.ly/2M7IHhr>) unless he/she is from another Section, in which case the assessor's SDA must be contacted to verify the assessor's credentials. Normally, only one assessment will be done by an assessor per game. Exceptions may be approved by the SDRA or the SRA.

**Game level and length:** Whereas full length 19U matches required in the AYSO National Referee Program Manual are readily available in Section 1, all assessments shall be performed on full-length 19U matches. The matches must be competitive and be at least 90 minutes in duration as specified for 19U in the NRR. With prior SRA or SDA approval, one 19U match shortened by no more than 5 minutes per half may be approved for one of the assessments. These requests will be judged on a case-by-case basis. If requested by the candidate, a non-AYSO match of the equivalent age division (or higher) may be used for the assessment. The match must utilize the Diagonal System of Control. Assistant referees in a non-AYSO match are not required to be AYSO certified, but must be certified by the association having jurisdiction over the match (USSF, NISOA, CIF, etc.).

**To demonstrate the requisite skills required for the upgrade,** the candidate must complete at least one (1) assessment as Referee on a 19U Boys match.

**To provide the best possible assessment experience,** the assessor must be from outside the candidate's home Area unless otherwise authorized by the SDA prior to the assessment.

**Each of the candidate's successful assessments must be performed by a different assessor.** If a game is judged not assessable (a rare event) or the candidate is recommended for further observation, the same assessor may be used for another assessment with the candidate.

**If the candidate's ADRA cannot timely locate an approved National Assessor directly,** he/she is encouraged to contact ADRA's from neighboring areas or the SDA to seek an approved assessor.

**In order to allow time and experience to incorporate the learnings from the assessment,** the candidate must complete a minimum of five (5) 16U or 19U matches as Referee at least three (3) of which must be 19U Boys between assessments as Referee. Ideally, these matches will be competitive and observed by a designated mentor.

**Step 3:** The ADRA must contact the SDA (Rich Fichtelman at [ayso1SDRA@gmail.com](mailto:ayso1SDRA@gmail.com) or 909-816-1703) to gain approval for the intended assessment. The SDA will confirm that the game is of the appropriate length and that the assessor is from outside the candidate's area (if required) and is on the list of certified National Assessors. This approval must be obtained before the assessment takes place.

**Step 4:** After the SDA has approved the scheduled assessment, the ADRA shall provide the candidate with the assessor's contact information. The candidate must contact the assessor directly to confirm the arrangements.

- If the candidate cannot keep the commitment as scheduled, he/she must contact their ADRA and the assessor immediately.
- If the assessor cannot keep the commitment as scheduled, he/she must contact the ADRA immediately so that an alternate assessor can be found. In this case, step 3 must be repeated.

**NOTE:** At the completion of an assessment, it is expected that the assessor will provide the candidate with written feedback in the form of an email with a copy to the candidate's ADRA, ARDA and the SDA. This will document the outcome of the assessment and list the areas the candidate performed satisfactorily and those needing improvement.

**Step 5:** After the candidate has completed all of the requirements for upgrade, the candidate should follow one of the following procedures:

- Option #1 - (Recommended) Scan a copy of the completed application and e-mail it to the SDA at [ayso1SDA@gmail.com](mailto:ayso1SDA@gmail.com) with a copy to the candidate's ADRA; or
- Option #2 - Make a copy of the completed application and send the original to the SDA (Rich Fichtelman, 1766 Kirkwood Drive, Corona, CA 92882).

The SDA or the SRA will verify the application and ensure the candidate's certification is updated in a timely manner.

### **Summary Guidelines for Submitting the AYSO Application for National Referee Certification**

Candidates should complete the National Referee course, written examination, and physical fitness test prior starting the assessment process. Although not mandatory, prior completion of these requirements significantly improves the chances of the assessments being successful.

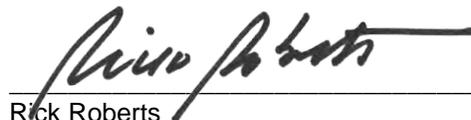
Coordinating a National Assessor for a match takes time. Candidates should coordinate the assessment match with their ADRA at least three weeks in advance.

In order to ensure satisfactory assessments critical to a timely upgrade, National Referee Candidates must:

- Have a minimum of one year experience (time in grade) as an Advanced Referee before assessments for upgrade will be authorized
- Request assessments when ready through his/her Area Director of Referee Assessment
- Have passed the written examination and the physical fitness test and have completed all three assessments required for this upgrade within three years (36 months) prior to the date he/she submits the completed upgrade application

Deviations to these procedures may be allowed with prior written approval from either the Section Director of Referee Assessment or the Section Referee Administrator.

APPROVED:

  
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Rick Roberts  
Section Referee Administrator – Section 1