



## How to Become an USA Certified

### Stroke and Turn Official

\*Note: This is meant to be a guideline. You do not have to be a member in order to start training and testing to become an official, however you will not be “certified” as such until membership requirements are completed.

#### **1) Make an USA Swimming Account**

**SHORT CUT:** <http://www.usaswimming.org/DesktopDefault.aspx?TabId=1514&Alias=Rainbow&Lang=en>

#### **INSTRUCTIONS TO SIGN IN TO WEBSITE ACCOUNT TO TAKE THE OFFICIALS TESTS**

To take any of the official's tests you must first sign to your usaswimming.org website account with your user name and password.

1. If you have **never** created an account on usaswimming.org: You must first *create an account*. If you have completed your Non-Athlete membership with your Local Swimming Committee (LSC), follow the instructions to *link your Web site account to your USA Swimming membership*. Once you have created the account and linked it to your USA Swimming membership, navigate back to this page to continue the online officials test. If your membership is still pending, you can still come back here and continue the online test. You should link your account after you receive your USA Swimming Membership card from your LSC.

#### **Navigating through USA Swimming Website:**

USA Swimming website <http://www.usaswimming.org/DesktopDefault.aspx>

--Member Resources

----Officials

-----Testing Certification

-----Online Officials Test

2) **Stroke and Turn Test**, must pass with an 80%

- Rule Book is online, but easiest if you have a rule book in front of you; borrow one from an Official

\*\*\*Take note of what **YEAR OF RULE BOOK** the test is using

- You may print off test, take it at your leisure, return to computer at a later date and fill in the answers online. (Recommended)

3) **Level II Background Check (\$39)**, requirement by USA Swimming

- To initiate background check:

<https://www.usaswimming.org/DesktopDefault.aspx?TabId=2019&Alias=Rainbow&Lang=en>

4) **USA “Non-Athlete” Registration Form: (\$64)**

[http://www.azswimming.org/pdf/2015\\_Application-Arizona\\_Non-athlete%20FILLABLE.pdf](http://www.azswimming.org/pdf/2015_Application-Arizona_Non-athlete%20FILLABLE.pdf)

Send by regular mail to:

Arizona Swimming

1212 E Osborn Rd., Suite 101

Phoenix, AZ 85014 or [Registration@azswimming.org](mailto:Registration@azswimming.org)

5) **Athlete Protection Course – Online :**

<http://www.usaswimming.org/DesktopDefault.aspx?TabId=1960&Alias=Rainbow&Lang=en>

- If NEW, in order to take this test, must first be registered with USA Swimming
- This is a prerequisite before you can receive your official’s certification/badge
- This course involves about an hour of your time
- There is no cost associated with this course
- There is a short quiz at the end

6) **Shadow 2 or 3 Meets, total of 4 sessions**

<http://www.azswimming.org/pdf/Officialstraininglog.pdf>

- Have Referee sign paper work for you
- Hold onto paperwork until sessions and clinics are signed off

7) **Stroke/Turn Clinic**

- This is a separate clinic that is offered at different time throughout the year by different instructors
- Arizona Swimming holds a state wide Official’s Clinic once a year in April, check date on AZ Swimming Event Calendar
- You may take this clinic before you are finished with your other training.
- Have Presenter sign paper work (on same paper work as above)

**8) Send completed paper work to AZ Swimming**

- Arizona Swimming Address: 1212 E Osborn Rd, Suite 101, PHX, AZ 85014  
or scan and email to: [office@azswimming.org](mailto:office@azswimming.org)
- Keep a copy of all paperwork for your records

**9) Photo ID....Head shot only, no sunglasses or hat**

- This picture will be on your AZ Official's badge, so make it a good one!
- Send picture and copy of Driver license to: [badges@azswimming.org](mailto:badges@azswimming.org)

**10) Official's Attire**

- White collared shirt with navy pants/shorts/skirt and white shoes (no opened toed shoes) = Typical
- Navy collared shirt with khaki pants/shorts/skirt and white shoes = Finals

**11) Officials Accessories**

- Two Way Radio/Two Channel with ear piece with speaker mic

**12) Deck Check**

- Officials checked each year to ensure that officials are Deck Ready.

Once all above items are completed and turned into AZ Swimming, the Chair of AZ Officials will review and upon approval you will be sent your Official's Badge from Arizona Swimming. A Rule Book is sent directly from USA Swimming.

**Recertification Renewals:**

- 1) USA Registration – annually (approx. \$64)**
- 2) Background check – every two years, renewals \$19**
- 3) Athlete Protection Certification – every two years, no cost**
- 4) Work at least 4 Sessions – annually and attend clinic if required.**