



How to Become an USA Swimming 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: <https://www.usaswimming.org/register>

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 web site account with your user name and password.

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 Web site:

USA Swimming web site: <http://www.usaswimming.org/>

---SIGN IN (log in with your Username and Password)

----Officials

-----Online Officials Testing (under RESOURCES FOR OFFICIALS))

-----START AN ONLINE TEST – CLICK HERE

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 or download one from USA Swimming at: <https://www.usaswimming.org/rulebook> (*IMPORTANT: Take note of what **YEAR OF RULE BOOK** the test is using!*)
- You may print out the test, take it at your leisure and then return to the online test at a later date and fill in the answers online. (Recommended)

3) **Level II Background Check (\$36.50)**, requirement by USA Swimming

To initiate background check:

- www.usaswimming.org – Select SIGN IN, and then log in with your Username and Password.
- Select FOR YOU. When the horizontal leaf menu appears, select OFFICIALS.
- Under OFFICIALS QUICK LINKS, Select [Background Check](#).
- Under NEW MEMBER BACKGROUND CHECKS, select [Click here to initiate a new member background check](#)
- Follow the instructions in the new tab that will open in your browser. (NOTE: Have your valid major credit card handy for paying the screening fee.)

****Remember **LEVEL II**

4) **USA “Non-Athlete” Registration Form: (\$68)**

<http://www.azswimming.org/document-library/#ffs-tabbed-13> (Look under “Registration and Membership” for the “Non-Athlete Application” link.)

Mail your completed Non-Athlete Registration application and payment of \$68.00 to:

Arizona Swimming
1212 E. Osborn Rd. Suite 101
Phoenix, AZ 85014-5537

5) **Athlete Protection Course – Online** : <https://www.usaswimming.org/apt>

Follow the instructions to initiate this online class

- If NEW, in order to take this test, you must first be registered with USA Swimming

- Prerequisite before you can receive your official’s certification/badge

Course involves about an hour of your time

No cost associated with this course

Short quiz at the end

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6) **Shadow 2+ Meets, total of 4 sessions**

- Get training log:

<http://www.azswimming.org/wp-content/uploads/2016/10/Officials-Training-Log-Rev-10-3-2016.pdf>

- Have Referee sign Training Log for you

- Hold onto Training Log until training sessions, tests, clinic and deck check are signed off.

- May shadow more meets if desire

7) **Stroke/Turn Clinic**

- This is a separate clinic that is offered at different times throughout the year by AZ 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 AZ Instructor sign Training Log

8) **Deck Check**

- Officials must pass a Deck Checked and signed off by AZ instructor showing they are ready to be certified, thereafter, every two years or currently hold N2 or N3 certification in the Stroke/Turn position.

- 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 Stroke/Turn Badge/Credentials and current Rule Book.

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

- Mail to: Arizona Swimming

1212 E. Osborn Rd. Suite 101

Phoenix, AZ 85014-5537

or scan and email to: office@azswimming.org

- Keep a copy of all paperwork for your records

10) **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

11) **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

(NOTE: Check with meet referee in advance to determine uniform format[s] for meet.)

12) **Officials Accessories**

- Consult document titled " Officials Kit for Apprentice STS and New STS" for suggested items
- Download document via: <http://www.azswimming.org/wp-content/uploads/2016/11/Officials-Kit-For-Apprentice-STS-and-New-STS.pdf>

Re-certification / Renewals:

- 1) USA Swimming Non-Athlete Registration – annually (approx. \$68.00)
- 2) Background check – every two years, renewals approx. \$19.00
- 3) Athlete Protection Certification – every two years, no cost
- 4) Work at least 4 Sessions – annually, attend S/T Clinic each year, or take Recertification Test alternate year.