



Referee Apprenticeship Form

Minnesota Swimming

Updated February 2024

Name: _____ Club: _____

Email: _____

Although being a Referee/Meet Referee may seem a bit intimidating at first, experienced Referees will work with you over the course of four apprentice sessions to cover everything you need to know to be a successful Referee. This form will guide you through the process. *To ensure the best possible educational experience at your shadow sessions, we recommend that you complete at least one shadow session at an away meet, at least one shadow session at a 12 & under session, and at least one shadow session at a 13 & over session.* When complete, e-mail a photo of this form to the Minnesota Swimming Officials Chair, Jack Swanson at JSwanson1519@gmail.com and mnswoofficialschair@gmail.com.

Prior to Beginning Apprenticing

Task	Date Complete
Certified as a Stroke and Turn Official, Starter, and Administrative Official	

Prior to Certification as a Referee/Meet Referee

Task	Date Complete
Attend Deck Referee 101 and Meet Referee 101.	DR: MR:
Pass Referee Certification Exam.	
Complete 4 apprentice sessions at 2 different Minnesota Swimming meets.	
Send a scan or photo of this log to the MNSI Officials Chair.	

Apprentice Sessions

Session 1:
 Meet Date: _____ Meet Host: _____
 Mentor/Trainer: _____
 Meet Referee: _____

Home meet Away meet 12 & Under 13 & Over

Session 2:

Meet Date: _____ Meet Host: _____

Mentor/Trainer: _____

Meet Referee: _____

 Home meet Away meet 12 & Under 13 & Over**Session 3:**

Meet Date: _____ Meet Host: _____

Mentor/Trainer: _____

Meet Referee: _____

 Home meet Away meet 12 & Under 13 & Over**Session 4:**

Meet Date: _____ Meet Host: _____

Mentor/Trainer: _____

Meet Referee: _____

 Home meet Away meet 12 & Under 13 & Over**Session 5 (If Needed):**

Meet Date: _____ Meet Host: _____

Mentor/Trainer: _____

Meet Referee: _____

 Home meet Away meet 12 & Under 13 & Over**Session 6 (If Needed):**

Meet Date: _____ Meet Host: _____

Mentor/Trainer: _____

Meet Referee: _____

 Home meet Away meet 12 & Under 13 & Over

Performance Checklist

Complete with trainer during your final apprentice session. If any skills are not met, trainer should send written proposed plan to help apprentice develop skills (e.g. additional apprentice sessions, rewatch clinic) to the apprentice and the Minnesota Swimming Officials Chair. Mark Y for Yes, N for No, and ND for not demonstrated. *Please note: It is strongly recommended that Referees continue to develop their skills as a Deck Referee at a variety of meets (including LSC championship meets and prelim/final meets) and facilities prior to volunteering as a Meet Referee for a meet other than an intrasquad, dual, or development (see rule 205.11) meet. Please review the published Meet Referee applications on the MNSI website.*

	Familiar with positions of Admin Official, Announcer, Clerk of Course, Starter, Stroke and Turn Judge, Chief Judge, Timer, Timing Judge and Meet Marshal.
	Understands the importance of an accurate Meet Announcement.
	Understands the importance of heat intervals and meet cadence.
	Demonstrates respectful communication with coaches, athletes, and officials
	Effectively troubleshoots problems as they arise.
	Mentors other officials.
	Understands the responsibilities of the Deck Referee and the Meet Referee.
	Always gives the swimmer the benefit of the doubt.
	Understands the importance of participating in many levels and types of meet as a Referee.
	Understands performance criteria as outlined in Referee Professional Document
	Understands USA Swimming Safe Sport and MAAPP rules.

Signature of Trainer _____ Date _____

Signature of Meet Referee _____ Date _____

Thank you for volunteering as an official! Once complete, please send a photo or scan of your apprentice form to the Minnesota Swimming Officials Chair.