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## 33.0 Officials Certification Standards for Utilization by LSC Officials

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**Date of adoption / Last revision:** February 5, 2024

The following standards have been established to provide a clear and uniform path for members who wish to become officials at the local level and enable LSCs to develop and conduct programs to recruit, certify, educate, train, and mentor USA Swimming officials and to provide competent and consistent officiating for our athletes. Furthermore, LSCs are required to implement these standards beginning February 1, 2024. Additionally, all LSCs are required to recognize the certified status of visiting and transferring officials from other LSCs.

The standards are being implemented expressly to facilitate the ability of officials to officiate in LSCs other than the one they received their certification. Additionally, these standards are intended to:

- Ensure a clear and consistent knowledge of the rules.
- Provide sufficient time in training to assure familiarity with all levels of competition.
- Provide opportunity to work on the deck and advance through the certification process.
- Allow automatic acceptance of officials' certifications between all LSCs.
- Ensure professionalism and teamwork while in attendance at a swim event both on and off the deck.

Any LSC official that holds an LSC certification as of 2/1/2024 will be grandfathered into that certification without additional training.

For the positions of Stroke & Turn and Starter, members who have five (5) plus years of USA Swimming as a 13 & Over athlete or coach member need only complete half of the on-deck apprentice requirements provided they show competency in the position, at the discretion of the LSC Officials' Chair (LSC OC) or designee. An athlete or coach may not officiate at a session in which they are competing or coaching.

In the event it is believed that an official has not shown the necessary competency in the position after completion of

the required training and apprentice sessions, the LSC OC, or designee, shall provide the official with a written action plan of the steps needed to successfully obtain certification. Written notice shall be provided to the official within two (2) weeks of the last apprentice session (or submission of the appropriate documents to the Certifier), and a copy shall be provided to the LSC OC. An apprentice may always request additional training.

### **Definitions:**

**Certifier:** An official designated by the LSC OC to certify training is complete and who shall record it in Officials Tracking System (OTS).

**Clinic:** Formal in person or online training clinic, recorded in OTS. Current LSC training curriculum will stay in place until USA Swimming Online Certification Training is available. When USA Swimming training curriculum is available, then that will be the required training.

**Certification:** The act of certifying. An official must meet certain requirements to be certified in a particular position.

**Satisfactory Performance:** Demonstrates the requisite knowledge of the applicable rules and satisfactorily performs the on-deck protocols and duties for the position. Deficiencies must be provided by LSC OC, or designee, in writing to the affected official with an Action Plan to success.

**Session:** Any portion of a meet distinctly separated from other portions by locale, time, or type of competition, i.e., preliminaries and finals; morning and evening; Senior or Age Group, etc., which has been sanctioned or approved by USA Swimming and recorded in OTS.

**Trainer:** An official designated by the Referee at a meet, or the LSC OC, who has been certified in the position for at least one (1) year. If an official meeting the one (1) year requirement is not on deck, the Referee may select the most experienced certified official(s) to be a Trainer(s).

**Training Sessions:** Sessions that include strokes and/or relays. Time Trials & Freestyle Only Sessions shall not count toward Training Session requirements. Sessions shall be recorded in OTS.

**USA Swimming Membership:** Completed all USAS member associated requirements before being certified in any position.

#### **Online Testing:**

- A certification test with a score of 80% or greater is required.
- A recertification test with a score of 80% or greater is required every three years:
  - The Stroke and Turn recertification test recertifies Stroke & Turn Judge and Chief Judge (if held).
  - The Starter recertification test recertifies Starter and Stroke & Turn Judge.
  - The Referee recertification test recertifies Referee, Administrative Official, Starter, Chief Judge (if held), and Stroke & Turn Judge.
  - The Administrative Official recertification test recertifies Administrative Official.

#### **Recertification:**

- The Stroke & Turn recertification procedures recertify Stroke & Turn Judge LSC certification.
- The Chief Judge recertification procedures recertify Chief Judge and Stroke & Turn LSC certifications.
- The Starter recertification procedures recertify Starter and Stroke & Turn Judge LSC certifications.
- The Administrative Official recertification procedures recertify Administrative Official LSC certification.
- The Referee recertification procedures recertify Referee, Administrative Official, Starter, Chief Judge (if held), and Stroke & Turn Judge LSC certifications.

<b>TIMER (Minimum Age 11)</b>	
<b>Education &amp; Training</b>	None except pre-meet briefing. Performance monitored by Chief Timer and/or Referee during meet.
<b>Evaluation &amp; Certification</b>	No evaluation or certification required.
<b>Renewal</b>	Based on satisfactory performance.
<b>STROKE &amp; TURN Junior Official (Age 16-17) effective 9/01/2024</b>	
<b>Education &amp; Training</b>	Member of USA Swimming. Attend Stroke & Turn Clinic training. Pass USA Swimming Stroke & Turn Judge certification test. Apprentice a minimum of four (4) Training Sessions total over two (2) different meets with a Trainer ( <i>cannot make a disqualification during those apprentice sessions.</i> ) Satisfactory performance.
<b>Evaluation &amp; Certification</b>	Apprenticeship signed off by a Certifier. Must complete certification within one (1) year from date of clinic. May officiate in competitions below LSC Championships for 12&U athletes.
<b>Recertification</b> every 3 years	When a Jr Official turns eighteen (18), their Jr. ST certification will convert to certified ST once the adult membership requirements have been met. Time as a Jr ST official will convert to the S&T renewal cycle.
<b>STROKE &amp; TURN (Minimum Age 18)</b>	
<b>Education &amp; Training</b>	Member of USA Swimming. Attend Stroke & Turn Clinic training. Pass USA Swimming Stroke & Turn Judge certification test. Apprentice a minimum of four (4) Training Sessions total over two (2) different meets with a Trainer ( <i>cannot make a disqualification during those apprentice Sessions.</i> ) Satisfactory performance.
<b>Evaluation &amp; Certification</b>	Apprenticeship signed off by a Certifier. Must complete certification within one (1) year from date of Clinic. May officiate in any LSC meet.

<p><b>Recertification</b> every 3 years</p>	<p>Worked a minimum of eight (8) Sessions, within a three (3) year period, at a minimum of two (2) different meets in Stroke &amp; Turn or higher capacity.</p> <p>Attend Clinic every three (3) years.</p> <p>Pass USA Swimming recertification test every three (3) years for the highest certification held.</p> <p>Satisfactory performance.</p>
<p><b>Comment</b></p>	<p>Once a person is certified as a stroke and turn official, they are encouraged to participate in as many meets as they can to gain experience and knowledge. This will allow those running meets to have greater confidence in their ability to officiate at meets of various levels.</p>
<p><b>STARTER (Minimum Age 18)</b></p>	
<p><b>Education &amp; Training</b></p>	<p>Member of USA Swimming.</p> <p>Attend Starter Clinic training.</p> <p>Certified Stroke &amp; Turn Judge for minimum of three (3) months; worked at least four (4) Sessions at a minimum of two (2) meets since Stroke &amp; Turn certification.</p> <p>Pass USA Swimming Starter certification test.</p> <p>Apprentice as Starter for at least four (4) Training Sessions total, over two (2) meets with two (2) Trainers. Trainer can be the Deck Referee.</p> <p>Satisfactory performance.</p>
<p><b>Evaluation &amp; Certification</b></p>	<p>Apprenticeship signed off by a Certifier.</p> <p>Must complete certification within one (1) year from date of Clinic.</p> <p>May officiate in any LSC meet.</p>
<p><b>Recertification</b> every 3 years</p>	<p>Worked eight (8) Sessions, within a three (3) year period, as Starter.</p> <p>Attend Clinic (recommend Starter) every three (3) years.</p> <p>Pass USA Swimming recertification test every three (3) years for the highest certification held.</p> <p>Satisfactory performance.</p>
<p><b>Comment</b></p>	<p>Once a person is certified as a starter, they are encouraged to participate in as many meets as they can to gain experience and knowledge. This will allow those running meets to have greater confidence in their ability to be a starter at meets of various levels.</p>

<p><b>ADMINISTRATIVE OFFICIAL (Minimum Age 18)</b></p>
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<b>Education &amp; Training:</b>	<p>Member of USA Swimming.</p> <p>Attend AO Clinic training.</p> <p>Pass USA Swimming Administrative Official certification test.</p> <p>Apprentice as an Administrative Official for at least four (4) Training Sessions over two (2) meets with a Trainer(s).</p> <p>Satisfactory performance.</p>
<b>Evaluation &amp; Certification</b>	<p>Apprenticeship signed off by a Certifier.</p> <p>Must complete certification within one (1) year from date of Clinic.</p> <p>May officiate in any AO role at any meet.</p>
<b>Recertification</b> every 3 years	<p>Worked at least eight (8) Sessions, within a three (3) year period, as an AO, or in a role identified under 102.14.1A-D.</p> <p>Attend Clinic (recommend AO Clinic) training every three (3) years.</p> <p>Pass USA Swimming Administrative Official recertification test.</p> <p>Satisfactory Performance as AO.</p>
<b>Comment</b>	<p>Once a person is certified as an AO, they are encouraged to participate in as many meets as they can to gain experience and knowledge. This will allow those running meets to have greater confidence in their ability to be an AO at meets of various levels.</p>
<b>REFEREE (Minimum Age 19)</b>	
<b>Education &amp; Training</b>	<p>Member of USA Swimming.</p> <p>Certified Stroke &amp; Turn.</p> <p>Certified Administrative Official.</p> <p>Certified Starter.</p> <p>Attend Referee Clinic training.</p> <p>Pass USA Swimming Referee certification test.</p> <p>Apprentice as a Referee for at least four (4) Training Sessions total over two (2) meets with two (2) Trainers.</p> <p>Satisfactory performance.</p>
<b>Evaluation &amp; Certification</b>	<p>Apprenticeship signed off by a Certifier.</p> <p>Must complete certification within one year from date of Clinic.</p> <p>May officiate in any Referee role at any meet, except that in meets classified as USA Swimming Championships (as defined by 102.10.5), this certification may not meet the requirements of serving as the required Administrative Referee.</p>

<b>Recertification</b> every 3 years	<p>Worked sixteen (16) Sessions, within a three (3) year period, at least eight (8) Sessions in any Referee position.</p> <p>Pass USA Swimming Referee recertification test every three (3) years.</p> <p>Attend Clinic (recommend Referee) every three (3) years.</p> <p>Satisfactory performance.</p>
<b>Comment</b>	<p>Once a person is certified as a Referee, they are encouraged to participate in as many meets as they can to gain experience and knowledge. This will allow those running meets to have greater confidence in their ability to be a referee at meets of various levels.</p>

### Optional LSC Certification

#### CHIEF JUDGE (Minimum Age 18)

<b>Education &amp; Training</b>	<p>Must be certified Stroke &amp; Turn Judge</p> <p>Sixteen (16) or more Sessions as certified ST.</p> <p>Attend a CJ Clinic or briefing of CJ duties.</p> <p>Have read the CJ Professional documents.</p> <p>Apprentice as CJ for four (4) Training Sessions at a minimum of two (2) meets with a Trainer(s)</p>
<b>Evaluation &amp; Certification</b>	<p>Apprenticeship signed off by a Certifier.</p> <p>May officiate in any LSC meet.</p>
<b>Recertification</b> every 3 years	<p>Work eight (8) Sessions per year with at least four (4) as a CJ or Referee.</p> <p>Pass USA Swimming recertification test every three (3) years for the highest certification held.</p> <p>Satisfactory Performance as Chief Judge.</p>

***Any additional exception and/or addition to these standards must be approved by the USA Swimming Board of Directors and National Officials Committee, who may stipulate appropriate conditions for each exception.***

*Recommend review of Standards after 2 years of implementation (January 2026).*