



**ISI Stroke and Turn Judge
Training Materials**

Introduction

Thank you for making the commitment to become a USA Swimming official. These materials are intended to provide you with some background information to help foster communication during your webinar and to help you become an official.

The first portion – Review Materials – are rules that we will be discussing during the webinar. This will give you a foundation for your on-deck training, which will teach you the mechanics of being a judge including how to watch swims.

The second portion – Reference Materials – are items which will help you through the process by allowing you to have materials on hand to refer to regarding training, certification, recertification and specific meet documents.

We ask that you complete the educational videos and review at least the Review Materials prior to attending the webinar. The expectation is that the webinar will be interactive. We want to have a discussion based on your reading and experience.

Review Materials

101.2 BREASTSTROKE

.1 Start — The forward start shall be used.

.2 Stroke — After the start and after each turn when the swimmer leaves the wall, the body shall be kept on the breast. It is not permitted to roll onto the back at any time except at the turn after the touch of the wall where it is permissible to turn in any manner as long as the body is on the breast when leaving the wall. Throughout the race the stroke cycle must be one arm stroke and one leg kick in that order. All movements of the arms shall be simultaneous and in the same horizontal plane without alternating movement. The hands shall be pushed forward together from the breast on, under, or over the water. The elbows shall be under water except for the final stroke before the turn, during the turn and for the final stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought back beyond the hip line, except during the first stroke after the start and each turn. During each complete cycle, some part of the swimmer's head shall break the surface of the water. After the start and after each turn, the swimmer may take one arm stroke completely back to the legs. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke.

.3 Kick — After the start and each turn, at any time prior to the first breaststroke kick, a single butterfly kick is permitted. Following which, all movements of the legs shall be simultaneous and in the same horizontal plane without alternating movement. The feet must be turned outwards during the propulsive part of the kick. Scissors, alternating movements or downward butterfly kicks are not permitted except as provided herein. Breaking the surface of the water with the feet is allowed unless followed by a downward butterfly kick.

.4 Turns and Finish — At each turn and at the finish of the race, the touch shall be made with both hands separated and simultaneously at, above, or below the water level. At the last stroke before the turn and at the finish, an arm stroke not followed by a leg kick is permitted. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during the last complete or incomplete cycle preceding the touch.

101.3 BUTTERFLY

.1 Start — The forward start shall be used.

.2 Stroke — After the start and after each turn, the swimmer's shoulders must be at or past the vertical toward the breast. The swimmer is permitted one or more leg kicks, but only one arm pull under water, which must bring the swimmer to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface. The swimmer must remain on the surface until the next turn or finish. From the beginning of the first arm pull, the body shall be kept on the breast except at the turn after the touch of the wall where it is permissible to

turn in any manner as long as the body is on the breast when leaving the wall. Both arms must be brought forward simultaneously over the water and pulled back simultaneously under the water throughout the race.

.3 Kick — All up and down movements of the legs and feet must be simultaneous. The position of the legs or the feet need not be on the same level, but they shall not alternate in relation to each other. A scissors or breaststroke kicking movement is not permitted.

.4 Turns — At each turn the body shall be on the breast. The touch shall be made with both hands separated and simultaneously at, above, or below the water surface. Once a touch has been made, the swimmer may turn in any manner desired. The shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall.

.5 Finish — At the finish, the body shall be on the breast and the touch shall be made with both hands separated and simultaneously at, above, or below the water surface.

101.4 BACKSTROKE

.1 Start — The swimmers shall line up in the water facing the starting end, with both hands placed on the gutter or on the starting grips. Standing in or on the gutter, placing the toes above the lip of the gutter, or bending the toes over the lip of the gutter, before or after the start, is prohibited. When using a backstroke ledge at the start, the toes of both feet must be in contact with the end wall or face of the touchpad. Bending the toes over the top of the touchpad is prohibited.

.2 Stroke — The swimmer shall push off on his back and continue swimming on the back throughout the race. Some part of the swimmer must break the surface of the water throughout the race, except it is permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 meters (16.4 yards) after the start and after each turn. By that point, the head must have broken the surface of the water.

.3 Turns — Upon completion of each length, some part of the swimmer must touch the wall. During the turn the shoulders may be turned past the vertical toward the breast after which an immediate continuous single arm pull or immediate continuous simultaneous double arm pull may be used to initiate the turn. The swimmer must have returned to a position on the back upon leaving the wall.

.4 Finish — Upon the finish of the race, the swimmer must touch the wall while on the back.

101.5 FREESTYLE

.1 Start — The forward start shall be used.

.2 Stroke — In an event designated freestyle, the swimmer may swim any style, except that in a medley relay or an individual medley event, freestyle means any style other than butterfly, breaststroke or backstroke. Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance

of not more than 15 meters (16.4 yards) after the start and each turn. By that point the head must have broken the surface.

.3 Turns — Upon completion of each length the swimmer must touch the wall.

.4 Finish — The swimmer shall have finished the race when any part of his person touches the wall after completing the prescribed distance.

101.6 INDIVIDUAL MEDLEY

The swimmer shall swim the prescribed distance in the following order: the first one-fourth, butterfly; the second one-fourth, backstroke; the third one-fourth, breaststroke; and the last one-fourth, freestyle.

.1 Start — The forward start shall be used.

.2 Stroke — The stroke for each one-fourth of the designated distance shall follow the prescribed rules for that stroke, except in the freestyle, the swimmer must be on the breast except when executing a turn.

.3 Turns

A Intermediate turns within each stroke shall conform to the turn rules for that stroke, except that in the freestyle turn, the swimmer must return to the breast before any kick or stroke.

B The turns when changing from one stroke to another shall conform to the finish rules for the stroke just completed, and shall be as follows:

(1) Butterfly to Backstroke — The swimmer must touch as described in 101.3.5. Once a legal touch has been made, the swimmer may turn in any manner, but the shoulders must be at or past the vertical toward the back when the swimmer leaves the wall.

(2) Backstroke to Breaststroke — The swimmer must touch the wall while on the back. Once a legal touch has been made, the swimmer may turn in any manner but the shoulders must be at or past the vertical toward the breast when the swimmer leaves the wall and the prescribed breaststroke form must be attained prior to the first arm stroke.

(3) Breaststroke to Freestyle — The swimmer must touch as described in 101.2.4. Once a legal touch has been made, the swimmer may turn in any manner and must return to the breast before any kick or stroke.

.4 Finish — The swimmer shall have finished the race when any part of his/her person touches the wall after the prescribed distance.

101.7 RELAYS

.1 Freestyle Relay — Four swimmers on each team, each to swim one-fourth of the prescribed distance using any desired stroke(s). Freestyle finish rules apply.

.2 Medley Relay — Four swimmers on each team, each to swim one-fourth of the prescribed distance in the following order: first, backstroke; second, breaststroke; third, butterfly; and fourth, freestyle.

Rules pertaining to each stroke used as described in 101.6 (Individual Medley) shall govern where applicable. At the end of each leg, the finish rule for each stroke applies in each case.

.3 Mixed Gender Relays — must consist of two (2) males and two (2) females.

.4 Rules Pertaining to Relay Races

A No swimmer shall swim more than one leg in any relay event.

B When automatic relay take-off judging is used, each swimmer must touch the touchplate or pad in his/her lane at the end of the course to have finished his/her leg of the relay race.

C In relay races a swimmer other than the first swimmer shall not start until his/her teammate has concluded his/her leg.

D Any relay team member and his/her relay team shall be disqualified from a race if a team member other than the swimmer designated to swim that leg enters the pool in the area where the race is being conducted before all swimmers of all teams have finished the race. Exception: When an in-the-water start is required or such start is approved by the Referee.

E Each relay team member shall leave the water immediately upon finishing his/her leg, except the last member.

F In relay races, the team of a swimmer whose feet have lost touch with the starting platform (ground or deck) before his/her preceding teammate touches the wall shall be disqualified.

G In relay races involving in-the-water starts, the team of a swimmer who has lost touch with the end of the course before his/her preceding teammate touches the wall shall be disqualified, unless the swimmer in default returns to the original starting point at the wall.

H On relays, the second, third and fourth swimmers are prohibited from starting from the top of the adjustable back plate. A swimmer must have at least part of one foot in contact with the starting platform in front of the adjustable back plate during a relay exchange.

Reference Materials



Illinois Swimming Stroke and Turn Judge Training Checklist

Register for Stroke and Turn Training

Complete Education Requirement

To do:	Done?
Accept EdPuzzle Link and complete units:	
What Officials Do	
Being a Judge	
Freestyle	
Backstroke	
Butterfly	
Breaststroke	
IMs and Relays	
Disqualifications	
Working a Meet	
Registration and Certification	

Be a USA Swimming Non-Athlete Member

To do:	Done?
<u>Register online</u> at the Illinois Swimming site	
Verify my account with <u>USA Swimming</u> online	
Submit a USA Swimming <u>Background Check</u>	
Complete <u>Athlete Protection Training</u>	
Watch concussion training (either <u>NFHS</u> or the <u>CDC</u>)	
Email concussion certificate to ilswimoffice@ilswim.org	

Attend Online Training

Do On-Deck Training

Take Online Test

Submit Certification Forms to ilswimofficials@ilswim.org

Details are available on the [Stroke and Turn Judge Training Page](#)

OFFICIALS' BRIEFING

- Assignments
- Deck Protocol

- Jurisdiction
- Special Information

BREASTSTROKE

Start: Forward start.

- Stroke:** Body kept on breast (shoulders at or past vertical towards the breast). Stroke cycle is one arm pull and one leg kick in that order. Simultaneous arm movement in same horizontal plane. After start and each turn one arm stroke may be completely back to legs. Head must break surface at widest part of second pull. Recovery by the hands from the breast on, under, or over the water. Elbows under water except last stroke before turn or finish. During each complete cycle, some part of head shall break the surface of the water.
- Kick:** After start and each turn, prior to the first breaststroke kick, a single butterfly kick is permitted. Movement of the legs shall be simultaneous vertically and horizontally. Feet turned out during propulsive part of kick. No alternating, scissors, or butterfly kick, except as stated, is allowed.
- Turns/** Shoulders at or past vertical toward breast when feet leave wall.
- Finish:** Touch shall be made with both hands separated and simultaneously at, above, or below the water surface. At the last stroke before the turn and at the finish an arm stroke not followed by a leg kick is permitted. Head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during last complete or incomplete stroke cycle preceding the touch.

BUTTERFLY

Start: Forward start.

- Stroke:** Body kept on breast (shoulders at or past vertical towards the breast). Multiple kicks permitted but first arm pull must bring swimmer to the surface. Some part of the swimmer must break surface throughout the race except swimmer may be submerged after start and each turn not more than 15 meters where head must break surface. Arms, shoulder to wrist, brought forward over water and pulled back simultaneously.
- Kick:** Simultaneous up and down movement. No alternating, scissors, or breaststroke kicking movements.
- Turns/** Shoulders at or past vertical toward breast when the swimmer leaves wall.
- Finish:** Touch shall be made with both hands separated and simultaneously at, above, or below the water surface.

BACKSTROKE

- Start:** In water facing start end with both hands on gutter or starting grips.
- (a) guttered pool - feet/toes may be above the water, but may not be in, on, above lip, or bent over the gutter at any time before or after start.
 - (b) flat wall pads - feet/toes may be placed above the water level.
 - (c) when using backstroke ledges – one toe from each foot must be in contact with the wall.
- Stroke/** Any style as long as swimmer remains on back (shoulders at or past vertical towards the back).
- Kick:** Some part of the swimmer must break surface throughout the race except swimmer may be submerged after start and each turn not more than 15 meters where head must break surface.
- Turns:** During turn swimmer may go past vertical to the breast and may utilize a continuous single or continuous simultaneous double arm pull to initiate the turn. Some part of swimmer must touch wall at completion of each length. Shoulders at or past vertical toward back when feet leave wall.
- Finish:** Some part of swimmer must touch the wall while on the back.

OFFICIALS' BRIEFING

FREESTYLE

Start: Forward start.

Stroke/ Any style may be used.

Kick: Some part of the swimmer must break surface throughout the race except swimmer may be submerged after start and each turn not more than 15 meters where head must break surface.

Turns/ Some part of swimmer must touch the wall at completion of each length or required

Finish: distance.

INDIVIDUAL MEDLEY

Start: Forward start.

Stroke: Rules for each stroke apply.

Must swim $\frac{1}{4}$ of event distance as prescribed stroke, in order of Butterfly, Backstroke, Breaststroke, and Freestyle.

May not swim in the style of the other three strokes during the freestyle leg. During freestyle leg, swimmer must be on the breast (shoulders at or past vertical towards the breast) except when executing a turn.

Kick: Rules for each stroke apply.

Turns/ Intermediate turns conform to turn rules for the stroke. During freestyle to freestyle turn, swimmer must return to breast (shoulders at or past vertical towards the breast) prior to any kick or stroke.

Finishes: Transition turns conform to finish rules for the stroke being finished and start rules for the stroke being started. During breaststroke to freestyle turn, swimmer must return to breast (shoulders at or past vertical towards the breast) prior to any kick or stroke. Some part of swimmer must touch the wall at completion of each length or required distance.

RELAYS

FREESTYLE RELAY

Freestyle rules apply.

Each swimmer must swim $\frac{1}{4}$ of distance.

MEDLEY RELAY

Rules pertaining to each stroke apply.

Each swimmer must swim $\frac{1}{4}$ of event distance as prescribed stroke, in order of Backstroke, Breaststroke, Butterfly and Freestyle.

May not swim in the style of the other three strokes during the freestyle leg. During freestyle leg, swimmer must be on the breast (shoulders at or past vertical towards the breast) except when executing a turn. Swimmer must return to breast (shoulders at or past vertical towards the breast) prior to any kick or stroke.

Takeoffs: Swimmers feet/foot must remain in contact with the starting platform until the incoming swimmer has touched the finish wall or pad.

JURISDICTION

Stroke Judge: Wall to wall - start to finish.

Turn Judge: Start - From entry into water through completion of first arm stroke.

Turn - Last stroke and kick prior to touch and through first arm stroke after the turn.

Finish - Ensure completion conforms to finish rules.

OR: As assigned by the Referee who has full control and authority over all officials.

BENEFIT OF THE DOUBT GOES TO THE SWIMMER

Call what you see and see what you call.

Training Stroke and Turn Officials

Some General Hints

- Help trainees become comfortable in the role. Be thorough yet positive!
- Ask your trainee about their training experiences. Have they worked at both ends? Walked stroke? Have questions, or a harder time with a certain stroke?
- Work with the meet referee to provide opportunities to “fill the gaps.”
- Set a specific focus for your training session.
- Be the best official you can be by modeling proper deck protocol.
- Stress that all questions about calls should be go to the referee without comment.
- Share your experiences on other decks, pass along what you have learned.

First Session

- Generally, the trainer makes the calls in this session and the trainee observes.
- Remember that with online clinics they no longer get a pool session.
- Narrate what you do and how you do it; explain watching empty lanes
- Review rules and discuss how to observe swims (sequence of looks, etc.).
- Note that most of what we see is legal and we are looking for exceptions. Discuss the “ugly but legal” examples that you see.
- After you make a call discuss what you saw and what rule was violated, progress to asking if they know why you made a call first.
- Emphasis on fairness and equality of treatment.
- Review positioning, and how relief will happen at this meet and others.

Second Session

- Transition from trainer to trainee making calls as appropriate.
- Discuss writing DQ slips and heat sheet notes; have write for you but check the slip.
- Encourage discussion of infractions to get them in the practice of describing calls.
- If they make calls, act as a CJ would – ask jurisdiction, observation, rule.
- Make sure to encourage questions and share tips for handling multiple calls.
- Share you experiences at other meets.

Third Session

- The trainee should be ready to make calls by this session.
- Have them focus on the pool and act as their personal CJ – writing slips and vetting calls.
- Make sure you observe the swims to see that they are not missing things.
- Explain the importance of “seeing what you call and calling what you see.”

- Work on translating observations into descriptions and then DQ slip writing.
- Ask about their experience with disability rules and discuss.

Fourth Session

- Trainees should be making calls.
- You should observe swims to verify their calls and help with missed calls.
- Go over prior trainings and determine what they have not experienced or seen.
- Talk through relays if they have not observed them yet.

Fifth Session

- Trainees need to make calls and you need to polish them.
- Help them identify weak spots in their experience and advise on ways to continue learning.
- See if they have any questions on what to do to become certified. Offer guidance!

Completing a Training Card:

Please use the main portion of the card to give constructive advice for improvement. Praise what was done well and offer advice on what to try to focus on in future trainings. There is no expectation that newer trainees are completely proficient.

At the bottom, circle Y or N for advancement. N means the training session will not be counted; Y means they are proficient enough for their relative level of training. Only use N when a trainee does not show proper learning for their training status.

After the Session:

Review the card with the meet referee and give it to the trainee. Provide some feedback about your comments and answer any questions they may have. Remind them they must submit their training cards via email when all training is done. BE POSITIVE ABOUT OFFICIATING!



Stroke and Turn Judge On Deck Training Card

TRAINEE NAME: _____ CLUB: _____ DATE: _____

MEET: _____ MEET SESSION: _____ TRAINING SESSION: _____

Rating System: P (Proficient to perform unsupervised); I (Improved but needs more training and experience); N (Not satisfactory for certification); N/A (Not observed at this meet).

SKILL OBSERVED	RATING	COMMENTS
Deck position – in place to observe swimmers		
Understands lead/lag as stroke judge		
Understands relay take-off procedures and cards		
Properly communicates DQs to CJ/DR and writes slip		
Professional Manner		
Understands jurisdiction		
Punctual and responsible in rotations and relief		
Knows and applies backstroke rules correctly		
Knows and applies breaststroke rules correctly		
Knows and applies butterfly rules correctly		
Knows and applies freestyle rules correctly		
Knows and applies IM/Medley relay rules correctly		

Should this session count toward the training requirement? YES or NO (circle one)

What can you tell the committee about this session and the work done, and what should the trainee work on going forward in their training?

TRAINER: _____ CLUB: _____ EMAIL: _____

MEET REFEREE: _____ SESSION LENGTH: _____

TRAINING MUST BE OVER 5 SESSIONS AT 3 MEETS WITH AT LEAST 2 TRAINERS. SESSIONS MUST BE AT LEAST 2 HOURS IN LENGTH, HAVE ALL 4 STROKES CONTESTED AND HAVE A MINIMUM 25 HEATS.

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Illinois Swimming Officials Committee Training and Certification Standards

Position	Minimum Age	Training and Certification Requirements for First Certification in this Position	Recertification Requirements
Stroke and Turn Judge	18	Join USA Swimming as a Non-Athlete member. Complete Level II background check, Athlete Protection Training and concussion training prior to on deck training. Complete e-learning program and attend the ISI Officials Admin Official webinar. Take the online USA Swimming Certification – Stroke & Turn/Timer test and receive a score of 80% or better. Complete on deck training as described below.	Work 10 sessions in the calendar year. Must take the online USA Swimming Re-certification – Stroke & Turn/Timer test in the 13-month window between 12/1/odd year and 12/31/even year with a score of 80% or better or attend a re-certification clinic offered by the ISI Officials Committee. S&T Officials who become certified in the position during the retesting window have met recertification requirements for both testing and worked sessions.
Administrative Official	18	Join USA Swimming as a Non-Athlete member. Complete Level II background check, Athlete Protection Training and concussion training prior to on deck training. Complete e-learning program and attend the ISI Officials Stroke and Turn webinar. Take the online USA Swimming Certification – Administrative Official test and receive a score of 80% or better. Complete on deck training as described below.	Work 4 sessions in the calendar year. Must take the online USA Swimming Re-certification – Administrative Official test in the 13-month window between 12/1/odd year and 12/31/even year with a score of 80% or better or attend a re-certification clinic offered by the ISI Officials Committee. Administrative Officials who become certified in the position during the retesting window have met recertification requirements for both testing and worked sessions.
Starter	18	Must be a non-athlete member in good standing and must have worked as a certified Stroke & Turn	Work 10 sessions in the calendar year. Must take the online USA Swimming Re-certification –



Illinois Swimming Officials Committee Training and Certification Standards

		Judge for at least 20 sessions prior to beginning training. Complete e-learning program and attend the ISI Officials Starter webinar. Take the online USA Swimming Certification – Starter test and receive a score of 80% or better. Complete on deck training as described below.	Starter and Recertification – Stroke & Turn/Timer tests in the 13-month window between 12/1/odd year and 12/31/even year with a score of 80% or better or attend a re-certification clinic offered by the ISI Officials Committee. Starters who become certified in the position during the retesting window have met recertification requirements for both testing and worked sessions.
Deck Referee	21	Must be a non-athlete member in good standing and must be certified at starter for one year and worked as SR for at least 20 sessions since DR certification. Complete ISI Officials AO training, passed the USA Swimming Certification – Administrative Official test prior to attending the referee webinar; completed AO certification prior to obtaining Referee certification Letter of recommendation from a current Referee, certified for the prior 24 months as a Referee. Attended an ISI Officials Referee webinar. Take the USA Swimming Certification – Referee test and receive a score of 80% or better. Complete on deck training as described below.	Work 10 sessions in the calendar year. Must take the online USA Swimming Re-certification – Referee test in the 13-month window between 12/1/odd year and 12/31/even year with a score of 80% or better or attend a re-certification clinic offered by the ISI Officials Committee. Referees who become certified in the position during the retesting window have met recertification requirements for testing, worked sessions and CEUs. Must earn 6 ISI approved Continuing Education Units in each calendar year.



Illinois Swimming Officials Committee Training and Certification Standards

On Deck Training Requirements	
Stroke and Turn Judge	Written evaluation by a Trainer on proper form from a total of 5 sessions at no less than 3 sanctioned meets with at least 2 different Trainers who have been certified Stroke and Turn Judges for a minimum of 12 months.
Administrative Official	Written evaluation by a Trainer on proper form from a total of 3 sessions at no less than 2 sanctioned meets with at least 2 different Trainers who have been certified Administrative Officials for a minimum of 12 months. At least one must be multi-session meet.
Starter	Written evaluation by a Trainer on proper form from a total of 5 sessions at no less than 3 sanctioned meets with at least 2 different Trainers who have been certified Starters for a minimum of 12 months.
Deck Referee	Written evaluation by a Trainer on proper form from a total of 6 sessions at no less than 4 sanctioned meets with at least 3 different Trainers who have been certified Referees for a minimum of 24 months. Either 5 th or 6 th session done with a certified trainer.

Other Requirements and Policies

1. For all positions except Referee and Starter, a session is defined as being at least two hours long and must include each of the strokes. The session will include at least 20 heats. Starters must have at least 25 starts for the session to count. Referee training sessions must be three hours in length. Sessions not meeting those requirements will not be counted.
2. All on deck training sessions will count toward the minimum session requirements for Annual Renewal.
3. The Trainee shall print an ISI certification card from OTS to be used as proof of clinic attendance for training or have Deck Pass available for the Meet Referee.
4. Trainee certification is granted and is effective upon online training completion and with current, valid USA Swimming non-athlete membership. Trainees will have a T-suffix after their position abbreviation.
5. To complete certification Trainee must scan or photograph all evaluations and send with their completed Certification Requirements Checklist to ilswimofficials@ilswim.org for processing. Please send multiple emails if attachments exceed 5 MB in size. The Trainee's sessions must be entered by the Meet Referee in the Officials Tracking System (OTS).
6. ISI certification will be issued by Officials Certification Chair after notification that test requirements have been met and receipt of on deck training cards.
7. All training and annual session requirements must be completed at USA Swimming/ISI sanctioned or approved meets and are subject to the Official's Committee's posted policy on out of LSC training.
8. Position certification occurs and is effective upon completion of training evaluations, review by the Certification Chair and/or Officials Committee and notification by the USA Swimming webmaster that certification status has been upgraded. Any certified official who, upon a retrospective review, has been found to have failed to meet the minimum standard(s) for **Evaluation & Certification** may have his/her certification revoked and may be subject to disciplinary action.



Illinois Swimming Officials Committee Training and Certification Standards

9. ISI Referee Continuing Education Units:
 - a. Running a large meet as the meet referee. 2 CEUs per meet. (A large meet is defined as a meet held a minimum of 2 days, with at least 3 sessions, with at least 6 officials per session.)
 - b. Administrative Referee for any prelim-final meet. 2 CEUs
 - c. Clinician at an ISI sponsored officials' clinic. 3 CEUs per clinic.
 - d. Participation at an ISI sponsored recertification clinic. 3 CEUs
 - e. Participation at any of the following meets. 2 CEUs per session
 - USA Swimming trials-class meets
 - USA Swimming Senior Nationals
 - USA Swimming US Open
 - USA Swimming Junior Nationals
 - USA Swimming Pro Series
 - ISI Regionals
 - ISI Age Group Championships
 - ISI Senior Championships
 - Illinois YMCA State Championship
 - f. Assignment as an evaluator at an Officials Qualifying Meet, without double credit for the above meets. 2 CEUs per session.
 - g. Training another official on deck, if you have TR entered in OTS and have no other deck responsibilities. 1 CEU per session with a maximum of 2.
 - h. For every 4 sessions over 20 in the swim season, 1 CEU with a maximum of 3.
 - i. Take and pass the Administrative Official test during the calendar year. 2 CEUs.
 - j. Act as an USA Swimming observer at any IHSA Sectional or State meet. 2 CEUs per session.
 - k. Attend other ISI sponsored events approved for credit by official's committee



Illinois Swimming Officials Committee

Certification Requirements Checklist

Official's Name:		Club:	
Official's Email Address:			

I am applying for certification at the following level:

☐ Administrative Official	☐ Starter
☐ Stroke and Turn Judge	☐ Referee

Online Test Results:

	Test Name	Date Taken (mm/dd/yy)	Test Score (%)
☐	Certification – Administrative Official		
☐	Certification – Stroke & Turn/Timer		
☐	Certification – Starter		
☐	Certification - Referee		

Summary of On Deck Evaluations:

#*	Date (mm/dd/yy)	Meet	Meet Session # of # Total (x/y)	Trainer	Start Time	Finish Time
1						
2						
3						
4						
5						
6						
7						
8						

*Session requirements:

- ✓ Training sessions at all levels must have all four strokes contested (IM counts as four strokes) and have a minimum of 20 heats, Starter and Referee sessions must have 25 heats. AO, ST, and SR training sessions must be at least two (2) hours in length, DR must be three (3) hours in length.
 - *Administrative Official:* Three (3) training sessions required from 2 meets, one at a multi-session meet, with at least 2 different trainers.
 - *Stroke and Turn Judge:* Five (5) training sessions required from 3 meets with at least 2 different trainers.
 - *Starter:* Five (5) training sessions required from 3 meets with at least 2 trainers, with 25 starts minimum at each session
 - *Referee:* Six (6) training sessions required from 4 meets with at least 3 trainers.
- ✓ Training sessions done outside of our LSC with a certified trainer from another LSC shall not exceed 50% of evaluations.
- ✓ All trainers must have a minimum of 12 months certified in the position being trained (time as a trainee does not count), except referee trainers who must have been certified in position for 24 months. The 5th or 6th DR training session must be completed with a certified trainer (CT designation).



Illinois Swimming Officials Committee

Recertification Requirements

Officials must renew registration and credentials yearly.

Registration is managed through Illinois Swimming and USA Swimming. It consists of:

USA Swimming Non-athlete membership

- Renewable yearly after September 1. Please use online registration, available on the ISI website home page.

Athlete protection training (APT)

- Renewable yearly through the USA Swimming Safe Sport webpage.

Background check

- Renewable every other year through the USA Swimming Safe Sport webpage.

Certification is managed by the ISI Officials Committee for each deck position (AO/ST/SR/DR)

Calendar year sessions worked requirements:

- Administrative Official – 4
- All others require 10 worked sessions.

In odd numbered years re-certification is based solely on worked sessions and the officials committee will process re-certification for officials based upon 'system tracked meets' in the Officials Tracking System (OTS) at the USA Swimming website. NO notification or form is needed from the official.

In even numbered years officials must re-test or attend a recertification clinic. Certification tests passed since December 1 of the prior year will count. The re-certification testing requirements for each certified deck position level are as follows:

Certifications	Tests Required
ST	Re-certification – Stroke & Turn/Timer
AO	Re-certification – Administrative Official
ST and AO	Re-Certification – Stroke & Turn/Timer and Re-certification – Administrative Official
ST and SR	Re-Certification – Stroke & Turn/Timer and Re-Certification – Starter
ST and AO and SR	Stroke & Turn/Timer and Re-Certification Starter and Re-certification – Administrative Official -OR Re-certification – Referee
DR	Re-certification - Referee



Illinois Swimming Officials Committee

Recertification Requirements

In even numbered years, the official will need to complete the re-certification testing form in full after the re-certification testing requirement has been met (or attendance at a re-certification clinic) AND The worked sessions requirement has been met.

Officials should go to the OTS to identify how many sessions have been worked. There will also be periodic emails from the officials committee during the last 4 months of the year indicating what OTS shows for worked sessions.

Deck Referees must complete 6 Continuing Education Units yearly, regardless of year, and must submit a recertification form every year to document those. This is in addition to the above requirements for all officials.



Illinois Swimming Officials Committee

Out of LSC Training Policy

The Illinois Swimming Officials Committee is aware officials travel to meets outside the LSC and wish to do on-deck training sessions, especially those who are near borders of ISI and other LSCs. To accommodate these officials and to ensure ISI officials receive not only quality on deck training but also are made familiar with the policies, procedures and protocols of our LSC we adopt the following policy.

1. All training sessions must take place at USA Swimming sanctioned or approved meets.
2. On-deck training sessions done with trainers who are certified by the Illinois Officials Committee will count as “in LSC” sessions, regardless of the LSC sanctioning the meet.
3. **No more than 50%** of an individuals on-deck training sessions may be done by officials from other than the Illinois Swimming LSC, and any out-of-state trainers must still meet the minimum requirements to be trainers. It is the responsibility of the trainee to ensure this with the meet referee of the meet at which they wish to train.
4. Specifically:
 - a. Stroke and Turn – no more than two sessions out of the LSC or by out-of-LSC trainers.
 - b. Administrative Officials – no more than one session out of the LSC or by out-of-LSC trainers.
 - c. Starters – no more than two sessions out of the LSC or by out-of-LSC trainers.
 - d. Referees – no more than three sessions out of the LSC or by out-of-LSC trainers.
5. It is strongly recommended referees do their training in Illinois or with Illinois Officials.
6. A referee’s 5th or 6th session, which must be done with a certified trainer, must be done with a trainer certified by Illinois Swimming.

It is recommended and expected that officials training outside the LSC will contact meet referees in advance to inquire of training opportunities and will be gracious if denied. Including a copy of our on-deck training card in that communication will help ensure that the standards can be met. Act with “good neighbor” behaviors and avoid “that’s not the way we do it.” Seeing officiating from a different perspective is in itself a good learning experience.

The ISI Certification Coordinator or Officials Chair should be notified to review any unusual opportunities.