

# MAINE SWIMMING CERTIFICATION AND RECERTIFICATION REQUIREMENTS FOR OFFICIALS

<b>TIMER (Minimum Age 11)</b>	
Education & Training	<p><b>Prerequisite:</b> None</p> <p><b>Testing:</b> Pass the following USA Swimming Open Book Test(s):</p> <ul style="list-style-type: none"> <li>• Timer (<u>Optional</u>)</li> </ul> <p><b>On deck pre-meet briefing.</b> Performance monitored by Chief Timer and/or a Referee during meet.</p>
Evaluation & Certification	<p><b>Evaluation:</b> Satisfactory performance at one (1) session.</p> <p><b>Initial Certification:</b> Must have completed:</p> <ul style="list-style-type: none"> <li>• Evaluation</li> </ul>
Renewal	Automatic based on satisfactory performance.
<b>ADMINISTRATIVE OFFICIAL (Minimum Age 18)</b>	
Education & Training	<p><b>Prerequisite:</b> None</p> <p><b>Clinic:</b> Attend Administrative Official clinic training.</p> <p><b>Testing:</b> Pass the following USA Swimming Open Book Test(s):</p> <ul style="list-style-type: none"> <li>• Administrative Official</li> <li>• Timer</li> <li>• Timing Judge</li> <li>• Clerk of Course</li> </ul> <p><b>On deck</b> apprenticeship / shadow with at least one (1) mentor (<i>who has a minimum of one (1) year certification as Administrative Official or Administrative Referee</i>) for a minimum of two (2) sessions, at two (2) different meets.</p>
Evaluation & Certification	<p><b>Evaluation by</b> Maine Sanctions Chair to be reported to Maine Officials Chair.</p> <p><b>Initial Certification:</b> Must have completed:</p> <ul style="list-style-type: none"> <li>• Apprenticeships / shadows (must be completed within one year)</li> <li>• Clinic and Testing</li> <li>• Evaluation (completed Training Card)</li> <li>• Standard USA Swimming Requirements (<b>see Note B below</b>)</li> </ul>
Renewal	<p>Based on satisfactory performance working a minimum of four (4) sessions per year, with at least one (1) session as the Administrative Official. The remaining sessions may be in any of the 6 positions for which the Administrative Official supervises/directs: Entry/Registration Personnel, Clerk of Course, Timing System Operator, Scoring Personnel, Timing Judge, or Meet Management Software Operator.</p> <p>Take the Administrative Official <b>recertification exam</b> every three (3) years and <b>recertification clinic</b> every three (3) years.</p> <p>Maintain Standard USA Swimming Requirements (<b>see Note B below</b>).</p>

<b>STROKE &amp; TURN JUDGE (Minimum Age 18)</b>	
Education & Training	<p><b>Prerequisite:</b> None</p> <p><b>Clinic:</b> Attend Stroke &amp; Turn clinic training.</p> <p><b>Testing:</b> Pass the following USA Swimming Open Book Test(s):</p> <ul style="list-style-type: none"> <li>• Stroke &amp; Turn</li> <li>• Timer (<u>Optional</u>)</li> </ul> <p><b>On deck</b> apprenticeship / shadow with at least two (2) mentors (<i>who have a minimum of one (1) year certification as Stroke &amp; Turn Judge</i>) for up to 4 sessions <u>and/or</u> until the Training Card Evaluation can be satisfactorily passed. <b>See Note C below</b> for exceptions.</p>
Evaluation & Certification	<p><b>Evaluation:</b> Training Card completed by mentor and/or Referee to be reported to Maine Officials Chair.</p> <p><b>Initial Certification:</b> Must have completed:</p> <ul style="list-style-type: none"> <li>• Apprenticeships / shadows (must complete within one year from date of clinic)</li> <li>• Clinic and Testing</li> <li>• Evaluation (completed Training Card)</li> <li>• Standard USA Swimming Requirements (<b>see Note B below</b>)</li> </ul>
Renewal	<p>Based on satisfactory performance working a minimum of four (4) sessions per year as a Stroke &amp; Turn (or higher) Official.</p> <p>Take the Stroke &amp; Turn <b>recertification exam</b> every three (3) years and a <b>recertification clinic</b> every three (3) years (<b>see Note D below</b>).</p> <p>Maintain Standard USAS Requirements (<b>see Note B below</b>).</p>
<b>STARTER (Minimum Age 18)</b>	
Education & Training	<p><b>Prerequisite:</b></p> <ul style="list-style-type: none"> <li>• Stroke &amp; Turn certification</li> <li>• Proof of a minimum of six (6) sessions as a Stroke &amp; Turn official</li> <li>• Proof of a minimum of three (3) meets as a Stroke &amp; Turn official, one (1) of which should be at a MESI Championship meet.</li> </ul> <p><b>Clinic:</b> Attend Starter clinic training.</p> <p><b>Testing:</b> Pass the following USA Swimming Open Book Test(s):</p> <ul style="list-style-type: none"> <li>• Starter</li> <li>• Clerk of Course</li> <li>• Have taken prerequisite certification tests within past 24 months.</li> </ul> <p><b>On deck</b> apprenticeship / shadow with at least two (2) different mentors (<i>who have a minimum of one (1) year certification as a Starter</i>) for up to four (4) sessions on the deck at two (2) different meets <u>and/or</u> until the Training Card Evaluation can be satisfactorily passed. <b>See Note C below for exceptions.</b></p>
Evaluation & Certification	<p><b>Evaluation:</b> Training Card completed by mentor and/or Referee to be reported to Maine Officials Chair.</p>

	<p><b>Initial Certification:</b> Must have completed:</p> <ul style="list-style-type: none"> <li>• Apprenticeships / shadows (must complete within one year from date of clinic)</li> <li>• Clinic and Testing</li> <li>• Evaluation (completed Training Card)</li> <li>• Standard USA Swimming Requirements (<i>see Note B below</i>)</li> </ul>
Renewal	<p>Based on satisfactory performance working a minimum of four (4) sessions per year as a Starter (or higher) Official. A minimum of one (1) of these sessions should be at a meet not hosted by the official's home club.</p> <p>Take the Starter <b>recertification exam</b> every three (3) years and a <b>recertification clinic</b> every three (3) years (<i>see Note D below</i>).</p> <p>Maintain Standard USAS Requirements (<i>see Note B below</i>).</p>
<b>DECK REFEREE (Minimum Age 21)</b>	
Education & Training	<p><b>Prerequisite:</b></p> <ul style="list-style-type: none"> <li>• Stroke &amp; Turn certification</li> <li>• Starter certification</li> <li>• Proof of a minimum of six (6) sessions as a Starter official, one (1) of which should be at a MESI Championship meet.</li> <li>• Proof of a minimum of three (3) meets as a Starter official.</li> </ul> <p><b>Clinic:</b> Attend Referee clinic training.</p> <p><b>Testing:</b> Pass the following USA Swimming Open Book Test(s):</p> <ul style="list-style-type: none"> <li>• Referee</li> <li>• Timing Judge</li> <li>• Have taken prerequisite certification tests within past 24 months.</li> </ul> <p><b>On deck</b> apprenticeship / shadow with at least two (2) mentors (<i>who have a minimum of one (1) year certification as a Deck Referee</i>) for up to six (6) sessions at three (3) sanctioned or approved meets <u>and/or</u> until the Training Card Evaluation can be satisfactorily passed. <b>See Note C below for exceptions.</b></p>
Evaluation & Certification	<p><b>Evaluation:</b> Training Card completed by mentor and/or Referee to be reported to Maine Officials Chair.</p> <p><b>Initial Certification:</b> Must have completed:</p> <ul style="list-style-type: none"> <li>• Apprenticeships / shadows (must be completed within one year)</li> <li>• Clinic and Testing</li> <li>• Evaluation (completed Training Card)</li> <li>• Standard USA Swimming Requirements (<i>see Note B below</i>)</li> </ul>
Renewal	<p>Based on satisfactory performance working a minimum of six (6) sessions per year as a Starter (or higher) Official with at least one session as Referee. A minimum of one (1) of these sessions should be at a meet not hosted by the official's home club.</p> <p>Take the Referee <b>recertification exam</b> every three (3) years and a <b>recertification clinic</b> every three (3) years (<i>see Note D below</i>).</p> <p>Maintain Standard USAS Requirements (<i>see Note B below</i>).</p>

**ASSOCIATE MEET REFEREE (Minimum Age 21)**

<p>Education &amp; Training</p>	<p><b><i>This certification allows a Referee to serve as a local Meet Referee for MESI LSC approved or sanctioned Timed Final / Non-Championship meets.</i></b></p> <p><b>Prerequisite:</b></p> <ul style="list-style-type: none"> <li>• Stroke &amp; Turn certification</li> <li>• Starter certification</li> <li>• Deck Referee certification</li> <li>• Proof of a minimum of four (4) sessions as a Deck Referee official, one (1) of which must be at a MESI Championship meet.</li> <li>• Proof of a minimum of three (3) sanctioned or approved meets as a Deck Referee official.</li> </ul> <p><b>Clinic:</b> None.</p> <p><b>Testing:</b> Pass the following USA Swimming Open Book Test(s):</p> <ul style="list-style-type: none"> <li>• Administrative Referee</li> <li>• Have taken prerequisite certification tests within past 24 months.</li> </ul> <p><b>On deck</b> apprenticeship / shadow with at least two (2) mentors (<i>who have a minimum of one (1) year certification as a Meet Referee</i>) until the Training Card Evaluation can be satisfactorily passed. Typically, this is completed within 1 to 4 sessions, depending on experience (<b><i>see Note C below</i></b>).</p>
<p>Evaluation &amp; Certification</p>	<p><b>Evaluation:</b> Training Card completed by mentor and/or Referee to be reported to Maine Officials Chair.</p> <p><b>Initial Certification:</b> Must have completed:</p> <ul style="list-style-type: none"> <li>• Apprenticeships / shadows (must be completed within one year)</li> <li>• Clinic and Testing</li> <li>• Evaluation (completed Training Card)</li> <li>• Standard USA Swimming Requirements (<b><i>see Note B below</i></b>)</li> </ul>
<p>Renewal</p>	<p>Based on satisfactory performance working a minimum of four (4) sessions as a Deck Referee (or higher) Official with at least one (1) session as Associate Meet Referee. Minimum of one (1) of these sessions per year must be as a Deck Referee at a MESI Championship meet under the tutelage of a Meet Referee.</p> <p>Take the Referee <u>and</u> Administrative Referee <b>recertification exams</b> every three (3) years and a Referee <b>recertification clinic</b> every three (3) years (<b><i>see Note D below</i></b>).</p> <p>Maintain Standard USAS Requirements (<b><i>see Note B below</i></b>).</p>

**MEET REFEREE (Minimum Age 21)**

<p>Education &amp; Training</p>	<p><b>Prerequisite:</b></p> <ul style="list-style-type: none"> <li>• Stroke &amp; Turn certification</li> <li>• Starter certification</li> <li>• Deck Referee certification</li> <li>• Administrative Referee certification</li> <li>• Proof of a minimum of six (6) sessions as a Referee official, two (2) of which must be at a MESI Championship meet.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Proof of a minimum of three (3) meets as a Referee official.</li> </ul> <p><b>Clinic:</b> None.</p> <p><b>Testing:</b> Pass the following USA Swimming Open Book Test(s):</p> <ul style="list-style-type: none"> <li>• Administrative Referee</li> <li>• Have taken prerequisite certification tests within past 24 months.</li> </ul> <p><b>On-deck</b> apprenticeship / shadow with at least two (2) mentors (<i>who have a minimum of one (1) year certification as a Meet Referee</i>) at two sanctioned meets, one of which must include at least one Prelim/Finals sanctioned meet; and 2 sessions at a MESI Championship meet. Continue until Training Card Evaluation can be satisfactorily passed. (<i>see Note C below</i>).</p>
Evaluation & Certification	<p><b>Evaluation:</b> Training Card completed by a Meet Referee to be reported to Maine Officials Chair.</p> <p><b>Initial Certification:</b> Must have completed:</p> <ul style="list-style-type: none"> <li>• Apprenticeships / shadows</li> <li>• Clinic and Testing</li> <li>• Evaluation (completed Training Card)</li> <li>• Standard USA Swimming Requirements (<i>see Note B below</i>)</li> </ul>
Renewal	<p>Based on satisfactory performance working a minimum of four (4) sessions per year as a Referee (or higher) Official and at least one (1) sanctioned or approved meet as Meet Referee.</p> <p>Take the Referee <u>and</u> Administrative Referee <b>recertification exams</b> every three (3) years and a Referee <b>recertification clinic</b> every three (3) years (<i>see Note D below</i>).</p> <p>Maintain Standard USAS Requirements (<i>see Note B below</i>).</p>

**Notes:**

- A. You may not officiate at a session or meet in which you are competing or coaching.
- B. Standard USA Swimming Requirements for Officials:
  - Must be an **annually** registered member of USA Swimming as an official,
  - Must submit and pass the **biennially** online Level 2 Background Check,
  - Must complete the **annual** online Athlete Protection Training,
  - Must complete the **one-time** online Concussion Training.
- C. If you are currently a certified “Level 1” or “Level 2” YMCA Official in good standing with at least 12 months of experience, that certification may satisfy some or all of the initial on-deck apprenticeship / shadow training requirements with the concurrence of a USA Meet Referee and the MESI Officials Chair.
- D. A “Wet Deck” MESI Official only needs to recertify (testing and clinic) at their highest certification level once every 3 years to achieve recertification at all subordinate levels. This does not apply to “Dry Deck” or Open Water certifications.