

OVERVIEW PROCESS to Stroke & Turn CERTIFICATION:

1. **ATTEND CLINIC** by a **CCI** (certified clinic instructor) - SIGN IN!

You can download a Stroke and Turn CLINIC packet from the Officials Forms Tab on FloridaSwimming.org

2. **PAPERWORK:** One of these forms **MUST** be submitted prior to apprenticing on deck- Both can be found on the FloridaSwimming.org website under E-forms-Registration.

Complete the Free **USA 60 day Apprentice Form**

(This temporary one time Free 60 day apprentice membership complies with Safe Sport Regulations and is effective starting from the first day of apprenticing on deck. Before the expiration of the 60-day free membership, you would need to complete the current Non Athlete Membership Form, pay the annual USA membership, and submit to the FL Swim office.)

OR you may want to skip that step, and

Complete the **USA/FL Non-Athlete Membership form** and pay the membership fee now.

Ask your clinic instructor for the best planning options for you!

Help your CCI know how to advise you- Answer: What is your apprentice plan time frame? Are you apprenticing right away? Does your team pay for Officials membership? Completed the ST test online?...

3. **OPEN Free USA Account online** and generate a Stroke & Turn/Timer Certification Test. **Complete Open Rulebook test with passing score of 80% as you are already beginning your apprenticeship.** Do not use your child's account or anyone else's- it should be your own username and password with your information so you are credited with your completed requirements. This test is recommended to be started soon after the clinic (*or can be done before*) as it will help you become familiar with the technical rules and their location in the **current** year USA Swimming rulebook.

4. **APPRENTICE on deck** as soon as you complete a FL ST clinic!

Apprentice Officials can sign in 1 hour prior to any session with the meet referee at any FL sanctioned Meet, attend the briefing, bring your apprentice form, and be assigned with a certified official mentor. (No apprenticing at State LSC Championships- sorry!)

5. **Within 60 days of your first apprentice session on deck, complete USA membership** (if you have not already) and **submit to a Level 2 Background check** and **Complete the free Athlete Protection Training seminar online.** (Complete the open book ST Test if you are not finished.)

NOTE: It is helpful and timely for you to complete these steps as you are going through your apprentice training of minimum 20 hours on deck with different mentors. Ask your area rep, clinic instructor or refer to your Clinic packet if you are unclear on any of the steps.

6. **Learn about OTS, the Officials Tracking System**

OTS will show you your complete history, accomplishments, and contributions to the athletes of FL Swimming & beyond and serves as a record if you take your Volunteer expenses off on your taxes. More info on the OTS at USASwimming.org

Thank you for joining a great team of professional volunteer officials! Without you, the fast growing sport and organization of swimming cannot be successful!