



ADMIN OFFICIAL - APPRENTICESHIP FORM

APPRENTICE NAME: _____ **TEAM:** _____

EMAIL: _____ **ONLINE CLINIC TEST DATE AND SCORE:** _____

Rating System:

P= Proficient to perform unsupervised

I= Improved during session but still needs more training/experience

N= Needs More Training/Experience

X=Failed to satisfactorily perform the necessary function

N/A=Not observed or not applicable to this meet

	Understands how to work the Timing Console	Understands MM and can produce pre-meet paperwork	Understands positive check-in procedures and pre-lim/finals seeding	Can download events to console/names for scoreboard	Reviews and enters DQs in MM, including codes	Can set-up Time Trials and Swim-offs w/Judge's Decision	Manually calculates land and heat malfunctions	Demonstrates ability to score a meet and print award labels	Can adjust swimmers and heats in MM	Can merge results and/or export results for TM	
Session 1 Meet: _____ Date: _____											Mentor: _____ Meet Ref: _____
Session 2 Meet: _____ Date: _____											Mentor: _____ Meet Ref: _____
Session 3 Meet: _____ Date: _____											Mentor: _____ Meet Ref: _____
Session 4 Meet: _____ Date: _____											Mentor: _____ Meet Ref: _____

COMMENTS: Please add additional comments below and/or on back

- After 4 sessions are completed, the apprentice shall email the completed Apprenticeship Form to current officials chair. Email can be found on the Officials tab of kylsc.org.
- PLEASE NOTE: No more than two (2) Apprentice Sessions can be completed at any one (1) meet.