



How to Become a Certified USA Swimming Official

Thank you for your interest in becoming a new USA Swimming official! New officials begin as either a Stroke and Turn Official or as an Administrative Official. Consider talking with your team's coach or with certified officials about this, and then choose one role. Below are the steps for becoming a **USA Swimming Stroke and Turn Official** or **Administrative Official** in Oregon.

Begin here. Step 1. Request the unique registration link from your club, and use the link to register as a **Non-athlete, Official** with USA Swimming.

Step 2. After registering as a **Non-athlete, Official**, and complete the steps below prior to training at a swim meet:

- a. Use this link to complete a [Level 2 Background Check](#).



- b. [Log in to USA Swimming](#). Go to **Education > Course Catalog > Certification**. Complete the Foundations of Officiating course.

- c. Next, decide to begin training as either a Stroke and Turn Official or an Administrative Official (not both).



To train as a Stroke and Turn Official, [log in to USA Swimming](#). Go to **Education > Course Catalog > Certification**. Complete the Stroke and Turn Official Certification Course, including the modules, assessment, and feedback survey at the end. (Do not completed the Rocky Mountain Swim League course).



To train as an Administrative Official: [Log in to USA Swimming](#). Go to **Education > Course Catalog > Certification**. Complete the Administrative Official Certification Course, including the modules, assessment, and feedback survey at the end.



- d. [Log in to USA Swimming](#). Go to **Education > Course Catalog > Safe Sport**. Complete the Athlete Protection Training course.



- e. [Log in to USA Swimming](#). Go to **Education > Course Catalog > Safe Sport**. Complete the Concussion Protocol Training course, and download the completion certificate. Next, email the completion certificate to Oregon Swimming (OSI) at office@oregonswimming.org (This is the only completion certificate needed.)

Step 3. Assemble your officiating uniform:



- a. Plain white, collared, polo-style shirt (tucked in), black pants or shorts or skirt, black socks or footies, closed-toe black shoes. No large logos or club logos are allowed.
- b. Pro tip: Fast-drying synthetic clothing material is generally most comfortable. (Cotton is not fast drying).

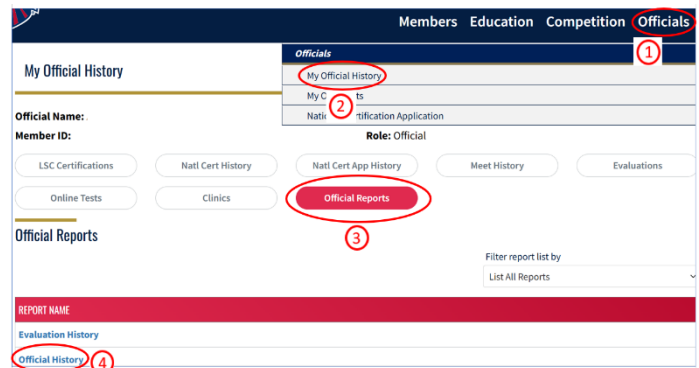
Step 4. It is time for training at a swim meet! Here are the next steps.

- a. Find your USA Swimming Membership card in your online account or in the mobile app before going on deck.
- b. Print your training log (Stroke and Turn Official Training log or Administrative Official Training log) found on the [OSI Training web page](#). Bring this to the meet.
- c. Contact the meet referee prior to attending a swim meet for training. The meet referee contact information is usually listed in the meet announcement. Feel free to ask another official or your team's coach if it is not clear how to contact the meet referee.
- d. At the swim meet, you will be paired with a certified official for training. Be prepared to ask questions and clarify anything you still need help understanding.

At a minimum, you must apprentice for four (4) training sessions total over two (2) different meets for Stroke and Turn or Administrative Official certification. You may choose to complete additional training sessions (i.e., more than 4 training sessions). Training must be completed within 1 year from the date you finish the online course.

Step 5. When all training sessions and the training log are completed:

- a. Scan or take a photo of the training log.
- b. [Log in to USA Swimming](#). Go to Officials > My Official History > Official Reports > Official History. (See the image.)
- c. Then print  the report and take a photo or export  the report to a pdf.



- d. Next, email the photo of the training log and the photo/pdf of your Official History to the Area Officials Chair for your team. See the [OSI Area Officials Chair web page](#)

Recertification is required every 3 years. To recertify, you must: Remain a USA Swimming member in good standing, work a minimum of 8 sessions over a 3-year period at 2 different meets as a required for your role, complete online coursework every 3 years and pass the appropriate USA Swimming certification test, maintain satisfactory performance within your role.

If you have questions about the steps to becoming a certified official, please contact the Area Officials Chair for your team or the Oregon Officials Chair as listed on the [OSI Area Officials Chair web page](#). You can also find more information on the [USA Swimming website](#) under the Officials menu.