

SNAKE RIVER SWIMMING

Administrative Official Training Record

Name _____ Club _____

Address _____

City _____ State _____ Zip _____ Phone _____

Listed below are the training requirements to become certified as an Administrative Official. The requirements must be completed in the order listed.

- ☐ 1. Administrative Official Certification Course and Assessment on USASwimming.org
Date _____ Score _____
- ☐ 2. On-deck training:.
- a. Complete a minimum of four different sessions of on-deck training under the apprenticeship of a qualified trainer.
 - b. The four sessions must be completed at a minimum of two different swim meets.
 - c. It is recommended that the training sessions include at least one session in each of the following positions:
 - i. One session as a timing judge
 - ii. One session as clerk of course
 - iii. One session operating the meet management software
 - d. On-deck training must be completed within one year of taking the formal clinic.
 - e. A session is defined as a single session of a swim meet that lasts a minimum of three hours.
- ☐ 3. Register as a Non-Athlete Member of USA Swimming. See your club registrar for details
- ☐ 4. After completing the above training requirements send this completed form (including training log) to the Snake River Swimming Officials Chairman for final certification.

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3400 Sparrow Hawk Dr.
Idaho Falls ID 83401
swimmerg1@hotmail.com
(208) 523-1002

- ☐ 5. Please print legibly the first and last name you desire to have on your official's badge.

First _____ Last _____

Administrative Official On-Deck Training Record

Please complete all information for each meet worked

Meets Worked			Positions Worked				To Be Completed by Trainer	
Date	Meet	Sessions	Timing Verification	Computer Console Operator	Clerk of Course	Total	Name/Signature	Comments