



AYSO Area 1F

Referee Upgrade Procedures

January 24, 2016



The AYSO Area 1F referee staff is committed to providing well-trained, experienced referees at all levels of officiating and has developed the following policies and procedures for candidates upgrading to Intermediate or Advanced referee levels. National referee candidates adhere to policies and procedures set forth by Section One, an overview of which is summarized below.

In exceptional situations, The Area Referee Administrator (ARA) or the Area Director of Assessment (ADA) working with the Regional Referee Administrators (RRAs) or the Regional Director of Assessment (RDAs) can alter these policies and procedures when it is in the best interest of the referee and the National Referee Program.

General Area F Upgrading Guidelines:

1. It is highly suggested by the Area staff for referees to complete the appropriate referee course, written examination, and physical fitness test (if required), prior to assessment upgrade request.
2. Suggest candidate make hard/electronic copies as after each new signature has been collected on the form. This is to ensure a backup copy is available should the original form be lost, destroyed or misplaced.
3. Matches must utilize the Diagonal System of Control and be of suitable duration.
4. The same assessor may perform each of the referee's successful assessments.
5. If an assessor recommends a referee for further observation, that assessor may not perform subsequent assessments for that referee unless requested by that referee.
6. If a referee is recommended for further observation after an assessment, that referee should officiate a minimum of 2 games before the next assessment to incorporate what was learned in the prior assessment.
7. No more than two referees may be assessed by the same assessor on a particular match.

Upgrading to Intermediate Referee:

1. The referee must request an observation by first contacting their RDA.
2. The referee and RDA shall make arrangements for the referee to be observed on an under-12 60-minute match.
3. If requested by the referee and approved by the RDA, a higher division match may be substituted for the observation.
4. The RDA shall approve and assign an advisor to observe the referee. It is suggested the advisor be from the candidate's region unless the candidate has an advisor/mentor to recommend to the RDA.
5. One center referee observation is required. Also, one observation as an assistant referee is recommended.
6. The advisor shall notify the RRA and ADA the results of the observation.
7. After completion of all Intermediate referee upgrade requirements, the ARA/ADA shall submit the candidate's completed upgrade form to the AYSO National Office for final verification.
8. The referee shall retain the original certification form



AYSO Area 1F

Referee Upgrade Procedures (cont.)

January 24, 2016



Upgrading to Advanced Referee:

1. The referee must request an assessment by first contacting their RDA.
2. The referee and RDA shall make arrangements for the referee to be assessed on an under-14 70-minute match.
3. If requested by the referee and approved by the RDA, a higher division match may be substituted for the assessment.
4. It is suggested the referee and RDA arrange more than one match to improve the chances of securing an available assessor.
5. Upon match verification, the RDA shall provide match information to the ADA.
6. Match verification should be provided to the ADA at least two weeks prior to the assessment.
7. The ADA shall request and assign the referee's assessor.
8. The assessor shall be from outside the candidate's region unless an assessor is not readily available.
9. The ADA shall immediately receive notification if the candidate or the assessor cannot keep the assessment commitment.
10. Two successful assessments are required; one as referee, one as assistant referee. Upgrade form to be signed by the assessor.
11. The assessor shall notify the RRA and the ADA the results of the assessment.
12. After completion of all Advanced referee upgrade requirements, the ADA shall submit the candidate's completed upgrade form to the AYSO National Office for final verification.
13. The referee shall retain the original certification form.

Upgrading to National Referee:

1. A referee upgrading to National referee level must adhere to the policies and procedures set by Section One, a copy of which can be downloaded at www.aysosection1.org
2. The referee must request an assessment by first contacting their RDA.
3. The candidate makes an assessment request to the ADA by submitting a list of available under-19 matches. Assessment matches do not have to be from the candidate's Area.
4. The ADA shall then contact an approved assessor not from the candidate's Area for center assessments.
5. Assistance referee assessments may be performed by an assessor within the Area.
6. The ADA provides the candidate the assessor's contact information to confirm arrangements.
7. The Section Director of Assessment (SDA) approves the assessment request.
8. Three successful assessments are required; two as referee and one as assistant referee.
9. After completion of all National referee upgrade requirements, the ADA shall submit the candidate's completed upgrade form to the Section SRA or SDA.
10. Section will forward the approved completed form to the National office.
11. The referee shall retain the original certification form.