

REFEREE APPRENTICESHIP FORM

Name: _____ Club: _____

Email: _____

Although being a Referee may seem a bit intimidating at first, experienced Referees will work with you over the course of five shadow sessions to cover everything you need to know to become a USA Swimming Referee – use this form as a guide through the process.

To ensure the best possible educational experience at your shadow sessions, we ask that you complete at least one shadow session at an away meet, at least one shadow session at a 12 and under session, and at least one shadow session at a 13 and over session. **Note:** Additional copies of this form can be downloaded from the www.mnswim.org under the “Officials” tab.

When complete, mail or e-mail a photo of this form to:

Jack Swanson: JSwanson1519@gmail.com and mnswimofficialschair@gmail.com

SHADOW SESSION LOG

Session 1: Meet: _____

- | | | |
|---------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Timed Finals | <input type="checkbox"/> 13 & Over | <input type="checkbox"/> “Home” Meet |
| <input type="checkbox"/> Prelim/Final | <input type="checkbox"/> 2 Hours or Less | <input type="checkbox"/> “Away” Meet |
| <input type="checkbox"/> 12 & Under | <input type="checkbox"/> Greater than 2 Hour | |

Referee: _____ **Date:** _____

Session 2: Meet: _____

- | | | |
|---------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Timed Finals | <input type="checkbox"/> 13 & Over | <input type="checkbox"/> “Home” Meet |
| <input type="checkbox"/> Prelim/Final | <input type="checkbox"/> 2 Hours or Less | <input type="checkbox"/> “Away” Meet |
| <input type="checkbox"/> 12 & Under | <input type="checkbox"/> Greater than 2 Hour | |

Referee: _____ **Date:** _____

Session 3: Meet: _____

- | | | |
|---------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Timed Finals | <input type="checkbox"/> 13 & Over | <input type="checkbox"/> “Home” Meet |
| <input type="checkbox"/> Prelim/Final | <input type="checkbox"/> 2 Hours or Less | <input type="checkbox"/> “Away” Meet |
| <input type="checkbox"/> 12 & Under | <input type="checkbox"/> Greater than 2 Hour | |

Referee: _____ **Date:** _____

Session 4: Meet: _____

- | | | |
|---------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Timed Finals | <input type="checkbox"/> 13 & Over | <input type="checkbox"/> “Home” Meet |
| <input type="checkbox"/> Prelim/Final | <input type="checkbox"/> 2 Hours or Less | <input type="checkbox"/> “Away” Meet |
| <input type="checkbox"/> 12 & Under | <input type="checkbox"/> Greater than 2 Hour | |

Referee: _____ **Date:** _____

(OVER)

Session 5: Meet: _____

- | | | |
|---------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Timed Finals | <input type="checkbox"/> 13 & Over | <input type="checkbox"/> "Home" Meet |
| <input type="checkbox"/> Prelim/Final | <input type="checkbox"/> 2 Hours or Less | <input type="checkbox"/> "Away" Meet |
| <input type="checkbox"/> 12 & Under | <input type="checkbox"/> Greater than 2 Hour | |

Referee: _____ **Date:** _____

EVALUATION SESSIONS

The following are some key elements of this position you need to become proficient in knowing and/or doing: 1) Be familiar with Meet Information (have a printed copy), 2) Adequate skills in controlling all activities of the deck; working a prelims and finals session; working a 12&U session; working an 13&O session; 3) Aware of officials positions on deck and swimmer activities; 4) Capable of handling deck and administrative issues; coaches' inquires; making adequate decisions; closing out events with Admin; properly setting a deck; properly demonstrates a Stroke Briefing; handle unusual occurrences; and 5) Properly interact with officials on deck and act as a team player with Starter; 6) **Must work with three different Meet Referees and at least one away meet.**

Session 6: Meet: _____

- | | | |
|--|---|---|
| <input type="checkbox"/> Timed Finals | <input type="checkbox"/> 13 & Over | <input type="checkbox"/> 2 Hours or Less |
| <input type="checkbox"/> Prelim or Finals (circle one) | <input type="checkbox"/> Adequate Deck Presence | <input type="checkbox"/> Greater than 2 Hours |
| <input type="checkbox"/> Meet Information | <input type="checkbox"/> Handled Deck Issues | <input type="checkbox"/> Aware of Other Officials |
| <input type="checkbox"/> Handled Admin Issues | <input type="checkbox"/> Properly Set the Deck | <input type="checkbox"/> Stroke Briefing |
| <input type="checkbox"/> Closed Out Events | <input type="checkbox"/> Asked Questions of CJ | <input type="checkbox"/> Overall handled all Issues |
| <input type="checkbox"/> Worked Well w/Starter | <input type="checkbox"/> Handled Coaches | <input type="checkbox"/> "Home" Meet |
| <input type="checkbox"/> 12 & Under | <input type="checkbox"/> Questions | <input type="checkbox"/> "Away" Meet |

Referee: _____ **Date:** _____

Session 7: Meet: _____

- | | | |
|--|---|---|
| <input type="checkbox"/> Timed Finals | <input type="checkbox"/> 13 & Over | <input type="checkbox"/> 2 Hours or Less |
| <input type="checkbox"/> Prelim or Finals (circle one) | <input type="checkbox"/> Adequate Deck Presence | <input type="checkbox"/> Greater than 2 Hours |
| <input type="checkbox"/> Meet Information | <input type="checkbox"/> Handled Deck Issues | <input type="checkbox"/> Aware of Other Officials |
| <input type="checkbox"/> Handled Admin Issues | <input type="checkbox"/> Properly Set the Deck | <input type="checkbox"/> Stroke Briefing |
| <input type="checkbox"/> Closed Out Events | <input type="checkbox"/> Asked Questions of CJ | <input type="checkbox"/> Overall handled all Issues |
| <input type="checkbox"/> Worked Well w/Starter | <input type="checkbox"/> Handled Coaches | <input type="checkbox"/> "Home" Meet |
| <input type="checkbox"/> 12 & Under | <input type="checkbox"/> Questions | <input type="checkbox"/> "Away" Meet |

Referee: _____ **Date:** _____

Session 8: Meet: _____

- | | | |
|--|---|---|
| <input type="checkbox"/> Timed Finals | <input type="checkbox"/> 13 & Over | <input type="checkbox"/> 2 Hours or Less |
| <input type="checkbox"/> Prelim or Finals (circle one) | <input type="checkbox"/> Adequate Deck Presence | <input type="checkbox"/> Greater than 2 Hours |
| <input type="checkbox"/> Meet Information | <input type="checkbox"/> Handled Deck Issues | <input type="checkbox"/> Aware of Other Officials |
| <input type="checkbox"/> Handled Admin Issues | <input type="checkbox"/> Properly Set the Deck | <input type="checkbox"/> Stroke Briefing |
| <input type="checkbox"/> Closed Out Events | <input type="checkbox"/> Asked Questions of CJ | <input type="checkbox"/> Overall handled all Issues |
| <input type="checkbox"/> Worked Well w/Starter | <input type="checkbox"/> Handled Coaches | <input type="checkbox"/> "Home" Meet |
| <input type="checkbox"/> 12 & Under | <input type="checkbox"/> Questions | <input type="checkbox"/> "Away" Meet |

Is the Apprentice ready to be a Deck Referee?

Yes No (Additional Session(s) Required)

Area(s) that need improvement:

Referee: _____ **Date:** _____

Session 9 (If Necessary): Meet: _____

- | | | |
|--|---|---|
| <input type="checkbox"/> Timed Finals | <input type="checkbox"/> 13 & Over | <input type="checkbox"/> 2 Hours or Less |
| <input type="checkbox"/> Prelim or Finals (circle one) | <input type="checkbox"/> Adequate Deck Presence | <input type="checkbox"/> Greater than 2 Hours |
| <input type="checkbox"/> Meet Information | <input type="checkbox"/> Handled Deck Issues | <input type="checkbox"/> Aware of Other Officials |
| <input type="checkbox"/> Handled Admin Issues | <input type="checkbox"/> Properly Set the Deck | <input type="checkbox"/> Stroke Briefing |
| <input type="checkbox"/> Closed Out Events | <input type="checkbox"/> Asked Questions of CJ | <input type="checkbox"/> Overall handled all Issues |
| <input type="checkbox"/> Worked Well w/Starter | <input type="checkbox"/> Handled Coaches | <input type="checkbox"/> "Home" Meet |
| <input type="checkbox"/> 12 & Under | <input type="checkbox"/> Questions | <input type="checkbox"/> "Away" Meet |

Referee: _____ **Date:** _____

Final Certification **Date:** _____

Meet Referee Name: _____ Signature: _____

Referee Exam Completed **Date:** _____

When complete, mail or e-mail a photo of this form to:

Jack Swanson: JSwanson1519@gmail.com and mnswimofficialschair@gmail.com