NATIONAL OFFICIALS CERTIFICATION PROGRAM - RE-CERTIFICATION REQUIREMENTS

Recertification has two components: local certification/participation and "national" participation/evaluation. The local portion is very simple and is the same for both N2 and N3 levels. The "national" portion involves working at Officials Qualifying Meets (OQMs) and being evaluated in the positions certified.

Local Certification/Participation

- Maintain your LSC certification in the position
- In the 24 months prior to applying for re-certification:
  - Work at least 12 sessions at 4 or more LSC meets
  - Participate in the training of other officials as a mentor or as a clinic or deck instructor,
  - Review the current edition of the USA Swimming Officials Manual published on the USA Swimming website.

"National" Participation/Evaluation

- In the 24 months prior applying for re-certification:
  - Work at least 4 sessions as an official at each of two OQMs. At least one of the OQMs must be a meet that is not a National Championship level meet. This is a participation requirement.
  - Receive positive evaluations over at least two sessions for the positions for which re-certification is requested as follows:
    - Administrative Referee and Deck Referee: - positive evaluations, at the level certified, over at least two sessions as Meet Referee, Deck Referee **or** Administrative Referee will satisfy the evaluation requirements for Deck Referee, Administrative Referee, Chief Judge and Stroke & Turn Judge for any level certified in those positions.
    - Starter: - positive evaluations over at least two sessions as Starter will satisfy the evaluation requirements for Starter and Stroke & Turn Judge.
    - Chief Judge: - positive evaluations over at least two sessions as Chief Judge will satisfy the evaluation requirements for Chief Judge and Stroke & Turn Judge.
    - Stoke and Turn Judge: - At least two sessions evaluated.

As can been seen by the evaluations requirements above, positive evaluations in some positions can satisfy the evaluation requirements for other positions. This means that you do not have to have evaluations for every position. For those positions that do require separate evaluations (e.g. starter and deck referee), those evaluations can both be done at the same meet provided the minimum number of evaluation sessions for each position is worked. As always, working and being evaluated at all certified positions can help ensure that the official is maintaining his or her skills in those positions.

Notes: Satisfactory Initial or Final N3 evaluation in a position, or an N3 evaluation that does not meet N3 standard for a position, but is noted as acceptable for N2 re-certification, may be used to satisfy N2 re-certification evaluation requirements for a position. Satisfactory N3 evaluations may be used for N2 re-certification if all other advancement requirements are not completed before expiry of current N2 and N3 certifications.

Satisfactory evaluations whether for advancement or re-certification remain valid for 24 months from the last day of the meet where they were done and may be used for re-certification.

Successfully working a position at a USA Swimming National Championship qualifies as a satisfactory evaluation for that position.

Evaluations for re-certification may be at one of, or split between, the two OQMs required for participation. At least 4 sessions must be worked, not all have to be in the position evaluated, at the meet where any evaluation is done.

Expiration Dates

All N2 and N3 certifications for all positions expire at the same time.

Initial certifications in N2 and N3 positions will expire on either **June 30 or December 31** of the year that gives at least two full years of certification (see below for the exception). All required activity must take place within the 24 months preceding submission of a complete application for certification or re-certification.

Exception: If new N2 or N3 certification applications do not include the required evaluations to re-certify in other positions that are not being advanced or in existing N3 positions, the new expiry date will be extended to the next June 30th or December 31st plus one year (or remain at the existing date, if later).