Steps to Becoming a South Carolina Swimming Official

- **LSC Non-Athlete Officials Membership Application**
- **Background Check**
- **Athlete Protection Training**
  Can only be done after you are a member, once registered in the system)
- **Concussion Training**
  print and email certificate to office@sc-swimming.org

Forms Used to Become a Member

USA SWIMMING
2016 APPRENTICE OFFICIAL APPLICATION
LSC: South Carolina Swimming

INITIAL TRAINING SESSION DATE: _____

PLEASE PRINT LEGIBLY ● COMPLETE ALL INFORMATION TO ENSURE THAT CONTACT INFORMATION IS CORRECT AND UP TO DATE:

LAST NAME | LEGAL FIRST NAME | MIDDLE NAME

Have you ever been a member of USA Swimming under a different last name? If yes, please provide that name: _____

Previously registered with USA Swimming? ☐ **Yes** ☐ **No** If registered in a different LSC, which LSC: _____

PREFERRED NAME (Bill, Beth, Scooter, Liz, Bobby) | DATE OF BIRTH (MO/DAY/YR) | SEX (M/F) | CLUB CODE | CLUB NAME (If not affiliated with a club, enter "Unattached")

MAILING ADDRESS

CITY | STATE | ZIP CODE

HOME AREA CODE TELEPHONE NO. | MOBILE AREA CODE TELEPHONE NO. | E-MAIL ADDRESS

THIS APPRENTICE OFFICIAL STATUS EXPIRES 60 DAYS FROM THE DATE OF THE INITIAL TRAINING SESSION. CONTACT YOUR *LSC OFFICIALS CHAIR* FOR FURTHER INSTRUCTIONS.

MAIL OR EMAIL APPLICATION TO:

LSC Registrar Contact Info:
SC Swimming - Bobette
scswimminglsc@gmail.com
PO Box 2047
Fort Mill, SC 29716

LSC OFFIICIALS CHAIR:

LSC Officials Chair Contact Info:
Carol Hammond
Officials@sc-swimming.org

PLEASE EMAIL THIS FORM TO THE LSC REGISTRAR AND THE LSC OFFICIAL CHAIR AT THE ABOVE INDICATED EMAIL ADDRESSES BEFORE YOU BEGIN WORKING A SESSION ON DECK.

Apprentice officials have 60 days from the start of their training before they are required to join as non-athletes and complete all membership requirements in order to continue being on deck. You cannot be on deck working as an apprentice unless you are within the 60 day grace period or you have already filed for and received your non-athlete registration card.

These changes have taken effect because the USA Swimming Membership Committee wants to ensure that all steps have been taken to protect the safety of the swimming membership.

Contact Officials Chair, Carol Hammond with additional questions or concerns, via the email address listed above.

Please make sure you keep a copy of this form with your **effective TRAINING date.** You will not be allowed on deck if your TRAINING date has expired unless you have received your ORANGE non-athlete membership card.

You will receive an email with a temporary RED membership card indicating your effective TRAINING dates from the LSC's registrar once your name has been entered into the registration database. **PLEASE PRINT AND PRESENT THIS CARD TO THE MEET REFEREE WHEN SIGNING IN TO WORK AS AN APPRENTICE OFFICIAL.**

USA SWIMMING
2016 NON-ATHLETE OFFICIAL or OTHER APPLICATION
LSC: South Carolina Swimming

PLEASE PRINT LEGIBLY ● COMPLETE ALL INFORMATION TO ENSURE THAT CONTACT INFORMATION IS CORRECT AND UP TO DATE:

LAST NAME | LEGAL FIRST NAME | MIDDLE NAME

Have you ever been a member of USA Swimming under a different last name? If yes, please provide that name: _____

Previously registered with USA Swimming? ☐ **Yes** ☐ **No** If registered in a different LSC, which LSC: _____

PREFERRED NAME (Bill, Beth, Scooter, Liz, Bobby) | DATE OF BIRTH (MO/DAY/YR) (Required) | SEX (M-F) | CLUB CODE | CLUB NAME (If not affiliated with a club, enter "Unattached")

MAILING ADDRESS

CITY | STATE | ZIP CODE

HOME AREA CODE TELEPHONE NO. | WORK AREA CODE TELEPHONE NO. EXTENSION | FAX AREA CODE TELEPHONE NO. | MOBILE AREA CODE TELEPHONE NO.

E-MAIL ADDRESS

IF ANY OF THE ABOVE INFORMATION CHANGES DURING THE YEAR – PLEASE NOTIFY YOUR LSC REGISTRATION/MEMBERSHIP PERSON OF THE CHANGES

RACE AND ETHNICITY: *You may check up to two choices*
- ☐ Q. Black or African American
- ☐ R. Asian
- ☐ S. White
- ☐ T. Hispanic or Latino
- ☐ U. American Indian & Alaska Native
- ☐ V. Some Other Race
- ☐ W. Native Hawaiian & Other Pacific Islander

CITIZENSHIP/FINA:
U.S. Citizen: ☐ Yes ☐ No
Are you a member of another FINA federation: ☐ Yes ☐ No
If Yes, which federation: _____

☐ Check if you would like to learn more about the USA Swimming Foundation's initiatives
☐ Check if you would like to receive the electronic USA Swimming Newsletter

MEMBERSHIP CODE: *Check all that apply*
- ☐ **Coach-Full Time** (Employed full time as a coach) — Requires a Background Check & Athlete Protection Training
- ☐ **Coach-Part Time** (Primary employment is NOT coaching) — Requires a Background Check & Athlete Protection Training
- ☐ **Certified Official** (Starter, Stroke & Turn, Meet Referee, Administrative, etc.) — Requires a Background Check & Athlete Protection Training
- ☐ **Other** (Chaperone, Meet Director, Meet Manager, etc.) — Requires a Background Check & Athlete Protection Training

If coach, primary age group that you coach (may be more than one): ☐ 10-Un ☐ 11-12 ☐ 13-14 ☐ 15-18 ☐ 19+ ☐ Masters

ALL NON-ATHLETES must have a current USA Swimming Background Check and Athlete Protection Training
BGC at www.usaswimming.org/backgroundcheck APT at www.usaswimming.org/protect
COACHES: Also requires current CPR/AED & Safety Training for Swim Coaches certifications
EDUCATION REQUIREMENT FOR COACHES at usaswimming.org/FOC:
- An individual registering as a coach for the first time must complete the online Foundations of Coaching 101 test prior to becoming a Coach Member.
- Prior to registering as a coach for the second year, the online tests for Foundations of Coaching 201 **and** Rules and Regulations must be completed.

ACCEPTABLE SAFETY REQUIREMENT COURSES AND ONLINE TESTS ARE AVAILABLE AT www.usaswimming.org/coachmember

☐ **CHECK IF APPLYING FOR A FAMILY MEMBERSHIP – ATTACH A SECOND COMPLETED NON-ATHLETE APPLICATION FOR THE SECOND FAMILY MEMBER**

By becoming a member of USA Swimming, I hereby agree to abide by the rules, regulations and Code of Conduct of USA Swimming.

Signature _____ Date _____

By signing this application I verify that the above is true and correct.

2016 REGISTRATION FEE
September 1, 2015 through December 31, 2016

	USA Swimming Fee	+	LSC Fee	=	TOTAL DUE
☐ Individual	$54.00	+	$10.00	=	**$64.00**
☐ Family	$108.00	+	$8.50	=	**$116.50**
☐ Life	$1,000.00	+	$10.00	=	**$1010.00**

MAKE CHECK PAYABLE TO:

SC Swimming or Visa / MC _____ **exp** _____

MAIL APPLICATION & PAYMENT TO:
SC Swimming – Bobette
scswimminglsc@gmail.com
PO Box 2047
Fort Mill, SC 29716

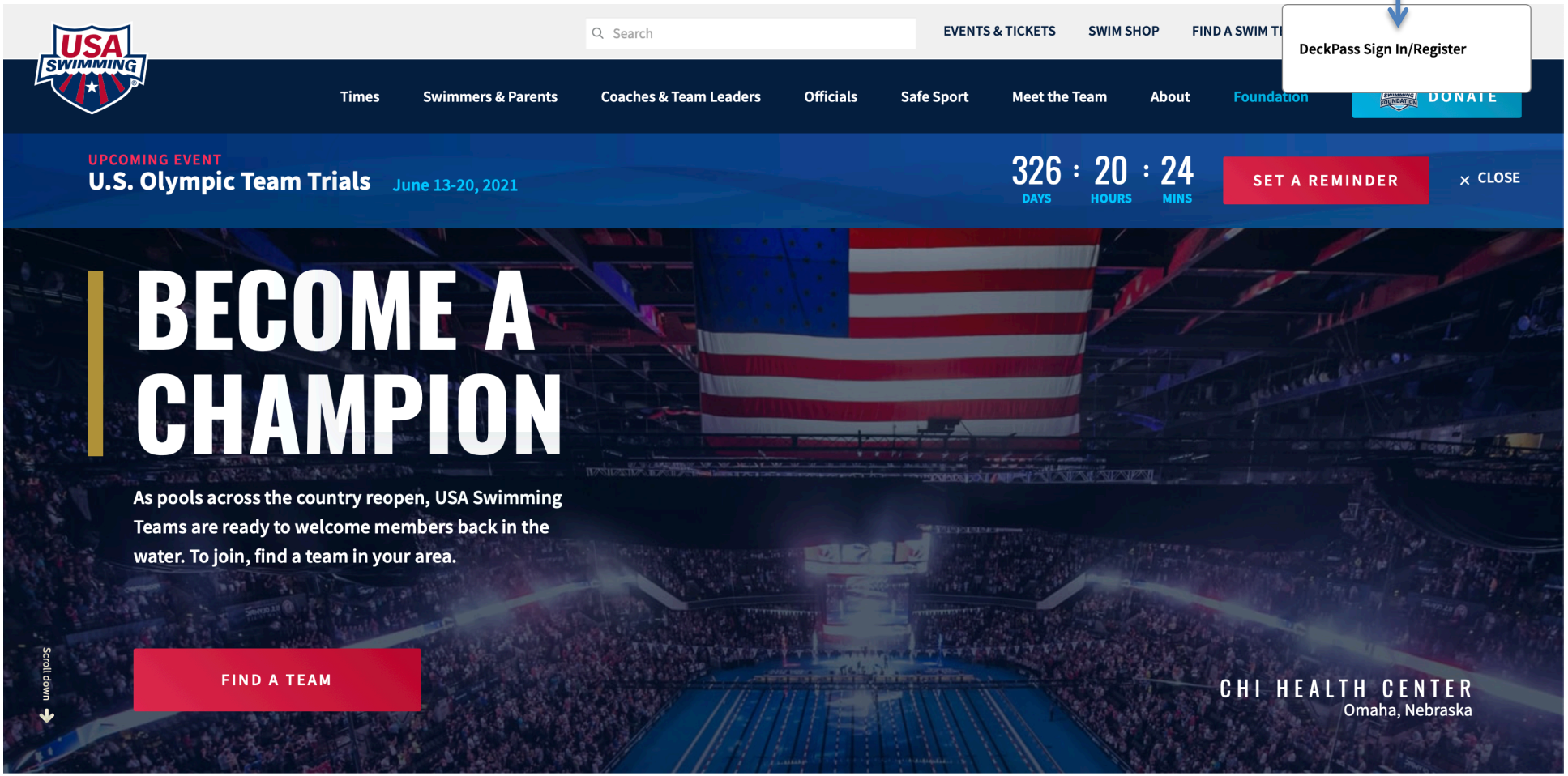
FOR LSC REGISTRAR USE ONLY: REGISTRATION DATE _____ Card Sent Date _____

BGC _____ APT _____ STSC _____ LG _____ + ONLINE ST TEST _____

CPR _____ FOC 101 _____ FOC 201 _____ Rules & Regs _____ Y Principles _____

USASwimming.org

Click box to register



SOUTH CAROLINA SWIMMING

Registration

LOGIN

Username

Password

Remember me

Forgot username or password

LOGIN

REGISTER

Register for Deck Pass to:

- Manage your times
- Set goals and earn patches for your achievements
- Bookmark and manage documents
- Track you or your team performance over time

GET STARTED

Complete form
Search for USA Swimming Membership

The username and password you create for your registration must be used for all officials related activities so that they are linked to your account.

SOUTH CAROLINA SWIMMING

USA SWIMMING

Deck Pass

LOGIN

Username

Password

Remember me

Forgot username or password

LOGIN

Sign in

REGISTER

Register for Deck Pass to:

- Manage your times
- Set goals and earn patches for your achievements
- Bookmark and manage documents
- Track you or your team performance over time

GET STARTED

DECK PASS

OFFICIAL

JASON OVERBY

EDIT

TEAM

JASON OVERBY

CURRENT STATUS
Official

VALID TO DATE
12/16/2020

REGISTRATION DATE
1/1/2020

EXPIRATION DATE
12/31/2020

LSC AND CLUB
SC-SCSC

USAS ID
021470JASSOVER

BACKGROUND CHECK
4/30/2022 - Level 2

ATHLETE PROTECTION TRAINING
12/16/2020

CONCUSSION PROTOCOL TRAINING
Met

MEMBERSHIP CARD >

Membership status

PERKS

2020 TRUESPORT JOURNEY
Get perk

2020 TRUESPORT LESSON 1 - NUTRITION
Get perk

WHAT'S NEW

OFFICIAL Rebecca Weber just earned the Happy Birthday! patch

OFFICIAL Rebecca Weber earned the 2020 TrueSport Hydration Lesson patch

Congratulations! You've earned the 2020 TrueSport Hydration Lesson patch

ALL FRIEND ACTIVITY >

Certifications

OFFICIALS CERTIFICATIONS

LSC

Stroke & Turn
Level: 1T Expires: 12/31/2021

Chief Judge
Level: 2T Expires: 12/31/2021

Starter
Level: 2S Expires: 12/31/2021

Referee/Deck Referee
Level: 4D Expires: 12/31/2021

Administrative Referee
Level: 3A Expires: 12/31/2021

NATIONAL

Referee/Deck Referee
Level: N2 Expires: 6/30/2023

Starter
Level: N3 Expires: 6/30/2023

Chief Judge
Level: N3 Expires: 6/30/2023

Stroke & Turn
Level: N3 Expires: 6/30/2023

ALL CERTIFICATIONS >

DASHBOARD
CERTIFICATIONS
ONLINE TESTS
MEETS
ACTIVITIES
PATCHES
FRIENDS

YOUR PATCHES

2020 TRUESPORT HYDRATION LESSON

Hydrate with water during moderate activity of 60 minutes or less.
Earned On 6/30/2020

MORE >

SEE ALL PATCHES >

YOUR LATEST SYSTEM TRACKED MEET

MAR 05, 2020

2020 NC TAC ESSZ SECTIONAL MEET

ALL MEET HISTORY >

YOUR ONLINE TESTING

RE-CERTIFICATION - ADMINISTRATIVE REFEREE

GRADE: 100%

Completed: 12/28/2018 2:50:42 PM

ALL TEST SCORES >

Certification test results

SOUTH CAROLINA SWIMMING

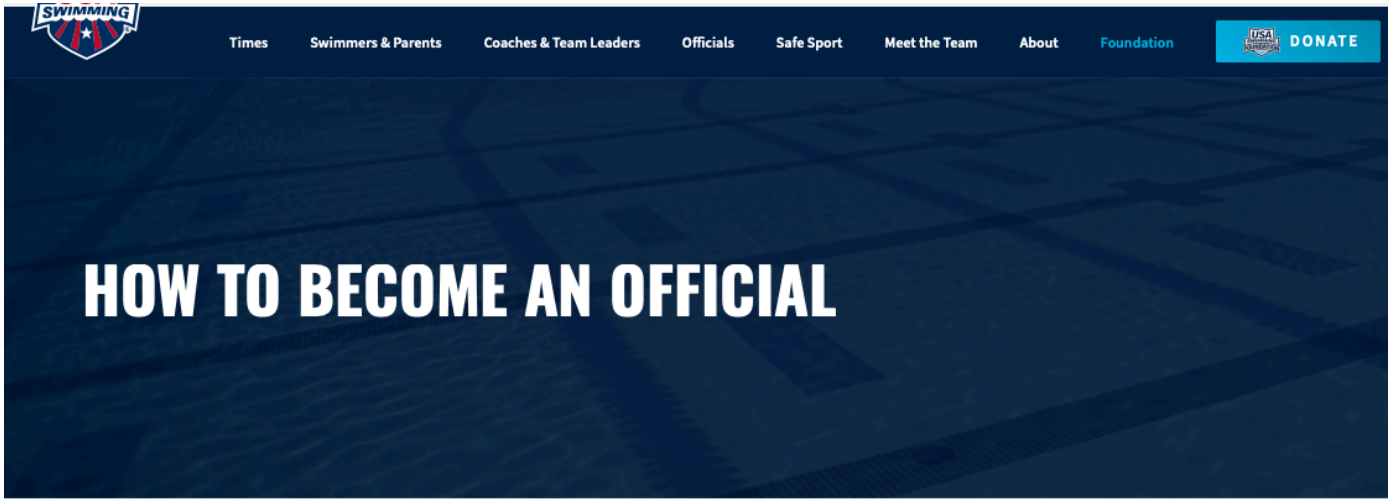
USA SWIMMING

Officials Page

SOUTH CAROLINA SWIMMING

USA SWIMMING

Officials Requirements



GETTING STARTED

BECOMING AN OFFICIAL

Want to get started as an official and help USA Swimming run consistent, high-quality and technically-correct competitions? View the resources below to get started!

PROCEDURES

Each LSC sets their own requirements for officiating, but there are basic steps required for all officials, which are listed on the right.

Officials join USA Swimming and are certified by the Local Swimming Committee (LSC) where they reside.

Check out our LSC Zone Map to see where you can get certified!

BASIC STEPS

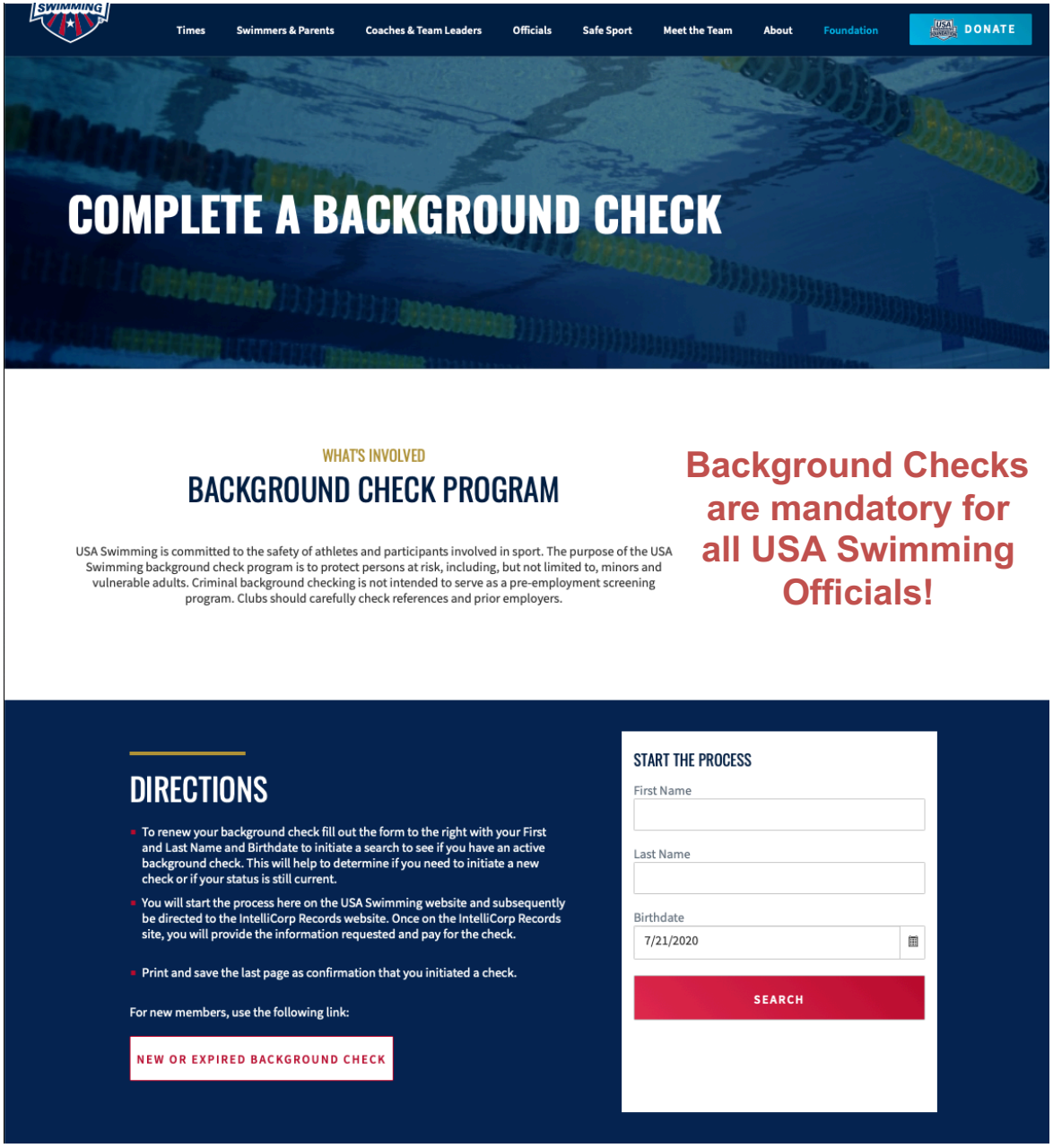
Register as an apprentice official (some LSCs do not offer this option and you must register as a full official to start). Once your training is completed, you will register and pay membership dues as a full official.

- Attend an officials clinic (stroke and turn training)
- Complete a Level 2 Background Check
- Complete Athlete Protection Training
- Complete Concussion Protocol Training
- Complete on-deck sessions shadowing a certified official

SOUTH CAROLINA SWIMMING

USA SWIMMING

Background Check



SOUTH CAROLINA SWIMMING

USA SWIMMING

APT Requirement

ATHLETE PROTECTION TRAINING

The Athlete Protection Training is provided through the U.S. Center for SafeSport. **The required course is found on the USA Swimming LEARN site and must be renewed annually.** All new and existing adult members of USA Swimming, including adult athletes, must satisfactorily complete Athlete Protection Training as required by the U.S. Center for SafeSport.

CERTIFICATION

This certification is required for all new and existing members, including coaches, officials, chaperones, meet directors, and adult athletes.

If you have registered with USA Swimming for the first time, you need to take the "Athlete Protection Training: Core Course"

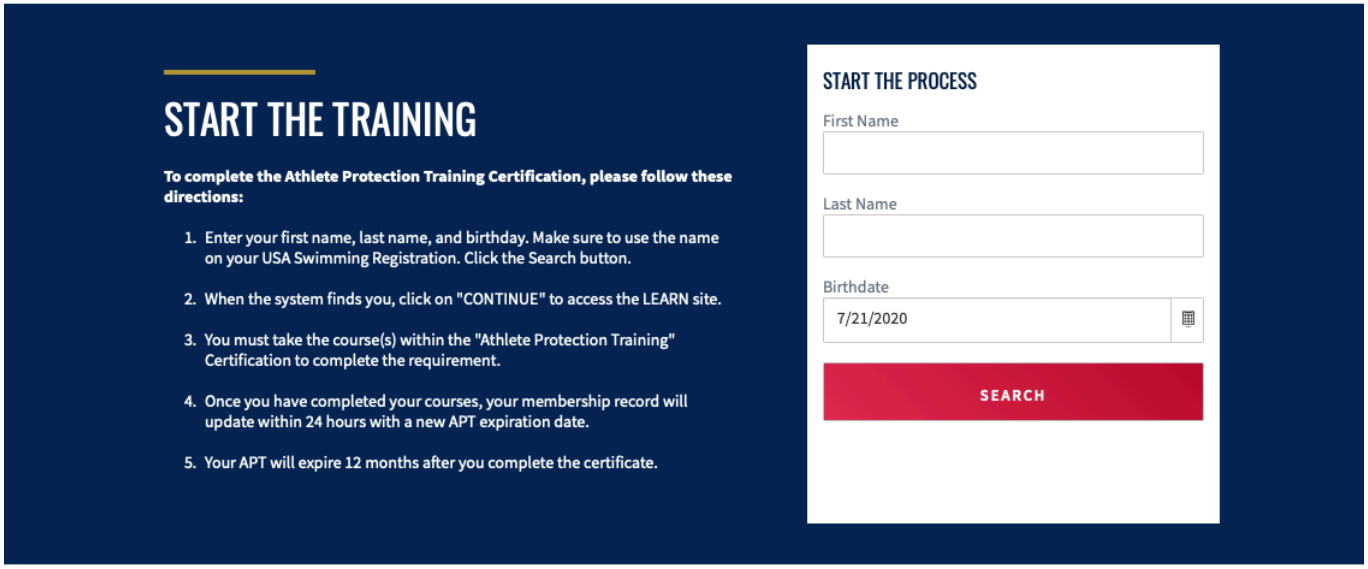
PRE-REQUISITE

New members will be required to have their USA Swimming membership application form and payment processed by their Local Swimming Committee registrar before they can sign in to complete the course.

THE COST

The course is free of charge and, upon completion, should update in your membership record within 24 hours. Initiate the course by entering your information in the boxes below.

USA Swimming mandates that all officials shall have completed the Athlete Protection Training to work on deck.



SOUTH CAROLINA SWIMMING

USA SWIMMING

Concussion Training

NFHS LEARNING CENTER

CDC CENTERS FOR DISEASE CONTROL AND PREVENTION

Completion Certificate

[redacted]

has successfully completed

Concussion In Sports

09/01/2019
Date of Completion

South Carolina
State of Completion

Dr. Karissa L Niehoff
NFHS Executive Director

985A4873273C
Completion Code

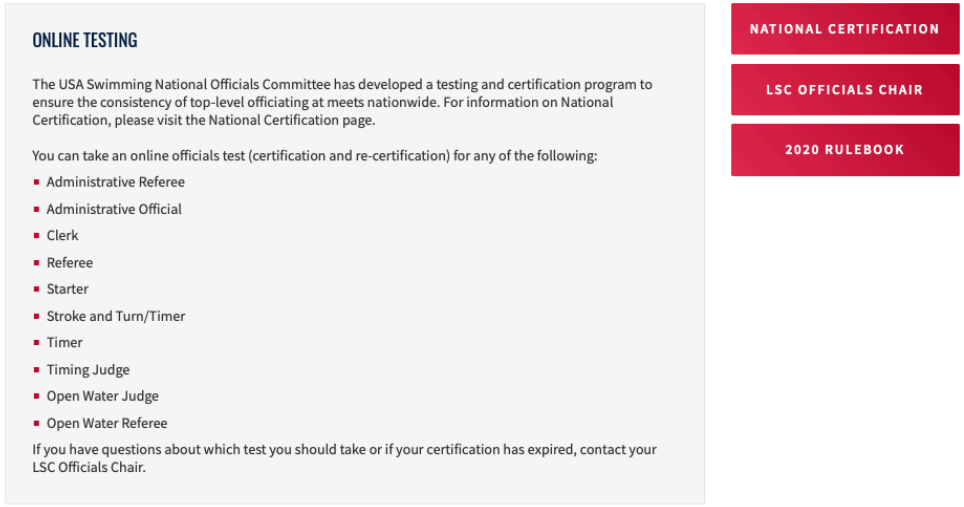
This certificate documents course completion, not mastery of content.This course is approved for 1(one) Clock Hour by the NFHS.

SOUTH CAROLINA SWIMMING

USA SWIMMING

- Complete the **Stroke & Turn** or **Administrative Official** apprenticeship.
- Complete online Testing with a score of at least 80% prior to completing the apprenticeship.

Online Testing



ONLINE TESTING

The USA Swimming National Officials Committee has developed a testing and certification program to ensure the consistency of top-level officiating at meets nationwide. For information on National Certification, please visit the National Certification page.

You can take an online officials test (certification and re-certification) for any of the following:

- Administrative Referee
- Administrative Official
- Clerk
- Referee
- Starter
- Stroke and Turn/Timer
- Timer
- Timing Judge
- Open Water Judge
- Open Water Referee

If you have questions about which test you should take or if your certification has expired, contact your LSC Officials Chair.

NATIONAL CERTIFICATION

LSC OFFICIALS CHAIR

2020 RULEBOOK

INSTRUCTIONS

In order to use this test site, you need to have a USA Swimming website user account. If you already have a website account on www.usaswimming.org, you will need to log in to that account to take your test(s). Use the sign in link in the upper right corner to log in.

NOTE: Please make sure the account you are using is **not linked to your child's** USA Swimming member record. If you had set up a Deck Pass account to access a child's information, you will need to **create a new separate account for yourself** that is **linked to your own USA Swimming member record**.

If you don't already have a USA Swimming website account, create an account first ("sign in" upper right corner and follow steps to create an account) and then navigate back to this page to take your test(s).

Note that any test you start and do not complete by **4/14/2021** will be automatically deleted on **4/15/2021** in order to make updates to the tests to coincide with the 2021 Rulebook. **COMPLETED** tests (from any year) will not be deleted, just incomplete ones.

+ TO PRINT OUT & COMPLETE YOUR TEST OFFLINE

1. Once you are logged in to your USA Swimming website account, click on "Take Online Test" at the bottom of this page.
2. Choose the appropriate test from the "Start Test" drop down menu that appears. **Taking the Timing Judge, Clerk of Course or Administrative Official test?** Please **DOWNLOAD and PRINT the Timing Judge Worksheet** to use with the **TIMING JUDGE and ADMIN OFFICIAL tests** . Please **DOWNLOAD and PRINT the Seeding Worksheet for the CLERK of COURSE test**.
3. Confirm your understanding of the test expiration date by checking "I agree". Click "Next".
4. Verify your personal contact information (enter all information requested so that we may contact you if needed) and click on "Save Information and Proceed to Test". Your LSC Officials Chair will receive email notification that you have passed the test, so please enter your LSC correctly.
5. You can enter the clinic instructor info if you wish. It is not required.
6. Click on "Start Test" (Ignore the "Print Blank Version of Test" button. You will have this option later).
7. First test question appears. You can proceed to answer the questions at this point. Answer the question and then click "Next". Proceed to answer all the questions and then "End Test/Submit for Grading".

Please follow these instructions found on the Online Testing Page!

SOUTH CAROLINA SWIMMING

Results will automatically be sent to the appropriate USA credentialing body, as well as the SC LSC Officials Chair

USA SWIMMING

Officials Tracking System

WELCOME TO THE OFFICIALS TRACKING SYSTEM (OTS)

FOR ALL OFFICIALS

You can view all your officiating activity, evaluations, certifications and test history from your DECK PASS DASHBOARD. You can also print your combined membership/certification card from your Deck Pass Dashboard.

Depending on your access level, you can also view the OTS Sections listed below to:

- Search for meets and activities in your area or the entire US.
- Submit new or renewal applications for National Officials Certification in one or more positions. You can also review and monitor the progress of previously submitted applications and edit applications you have not yet submitted.
- LSC Officials Chairs and their designees can create meets, add officials to meets and record the sessions worked for each official.
- Meet Referees, once designated, can also add or remove officials and record the sessions worked.
- For OQMs, evaluators can enter evaluations directly into the system which will generate an email to the official.
- LSC Officials Chairs can also generate reports of their officials in several formats using a large number of selection criteria.

OTS ACCESS ISSUES

If you have a problem accessing any of the links, it might be that you have not renewed your USA Swimming membership (required annually) or have not completed the necessary Background Check or Athlete Protection Course OTS is designed for access by current Officials members only.

OTS SECTIONS

NOTES ON LSC ADMIN ACCESS

At the "LSC Admin - Certification Level" link you can define various levels of certification in positions that are used in your LSC. The default values can be changed. You and/or your officials committee may choose the levels and abbreviations specific to your LSC. A new certification position will automatically default to the lowest level.

At the "LSC Admin - Certification Setup" link you can set the expiration dates for new and renewed certifications.

SECTION 1

For all Officials - you must be logged in to your account as an official to access the OTS sections below.

View My History	Meets & Evaluations	Activities	National Certification Application (not for LSC Certification)
→	→	→	→

SOUTH CAROLINA SWIMMING

USA SWIMMING

My History

OFFICIALS TRACKING SYSTEM - VIEW MY HISTORY

Return to Prior Applications

Application for National Certification | **Meets/Evaluation History** | Activity History | Test History | LSC Certification History

OPTIONAL PARAMETERS +

YOUR SYSTEM TRACKED MEETS

DATE	MEET	LSC	LOCATION	MEET TYPE	LEVEL	POSITIONS/ SESSIONS	ACTIONS
Mar 05, 2020	2020 NC TAC ESSZ Sectional Meet	NC	Cary, NC	Sectional	National Qualify…	CJ-6	VIEW EVALS
Mar 05, 2020	2020 NC TAC ESSZ Time Trials	NC	Cary, NC	Time Trial	LSC	CJ-5	
Feb 21, 2020	2020 SC SC 14/U STATE CHAMPS-10/U SESSIONS	SC	GREENVILLE, SC	LSC Championship	LSC	AR-3	
Feb 21, 2020	2020 SC SHORT COURSE 14/U STATE CHAMPIONSHIPS	SC	GREENVILLE, SC	LSC Championship	National Qualify…	AR-6	
Feb 14, 2020	2020 SC Short Course Senior State Championship	SC	Rock Hill, SC	LSC Championship	National Qualify…	MR-7	
Jan 31, 2020	2020 RAYS GROUNDHOG INVITE	SC	ROCK HILL, SC	Invitational	LSC	AR-5	
Jan 16, 2020	2020 TYR PSS - Knoxville	US	Knoxville, TN	Pro Swim Series - N	National Qualify…	ST-7	VIEW EVALS
Jan 17, 2020	2020 TYR PSS - Knoxville Time Trials	US	Knoxville, TN	Time Trial	LSC	ST-2 CJ-1	
Jan 04, 2020	2020 IMX CHALLENGE INVITATIONAL:LAST CHANCE	SC	MOUNT PLEASANT, SC	Invitational	LSC	CJ-2	
Dec 11, 2019	Winter Junior Nationals - East	US	Atlanta, GA	National Championship	National Qualify…	ST-7	VIEW EVALS

All of your officiating history can be found here. Use the tabs at the top to verify.

SOUTH CAROLINA SWIMMING

USA SWIMMING