

HOW TO BECOME A WSI OFFICIAL:

1. Submit a USA Non-Athlete Registration, **through your club**, with the associated fee (NOTE: make sure you 'check' the "officials" box on that form, it makes it easier to find you in the data base) Your USA Non-Athlete Registration must be submitted and processed by Wyoming Swimming Inc. and USA Swimming in order for you to be able to log on to the USA Swimming website. You will use your USA number when ordering your background check and when taking online classes and tests.

Step 2- After you receive your USA Registration number you will have to create a USA Swimming account by going to <https://www.usaswimming.org/>
Click on "Sign In" at the top of this page and it will bring you to the next page.
On the right hand side you will see "Register" click on Sign-Up and then fill in the requested info.
Enter the email address that you will use to access your USA Swimming tests etc. and then create a password.

Step 3: Go to
<https://www.usaswimming.org/articles-landing-page/2017/02/12/how-to-become-an-official>
and click on "Complete a Level 2 Background Check"
On this page click on "click here to initiate a new member background check"
You will need to use your credit card to do this.

Step 3: Go to <https://www.usaswimming.org/utility/landing-pages/safe-sport/apt>
You will take two on-line classes (approximately 30-45 minutes each) to complete your Athlete Protection Training (APT).
It may be helpful to download the documents that are referred to before taking the classes and quizzes.

Step 4: Take the on-line open book test for the type of official you are training to become. You must start at the Stroke and Turn Level if you are new to officiating
<https://usaswimming.org/utility/landing-pages/officials/officials-online-testing>

Step 5: Go to: https://www.teamunify.com/SubTabGeneric.jsp?team=wzwyslsc&_stbid_=161033
Go to "Registration Forms" and then to "Officials." Print the appropriate "Training Record" and take this document to meets where you will be training.
Always be sure to have the Referee sign your Training Record for each session that you train.

Step 6: Sometime during your training period you must attend an Officials Clinic. These are usually held before or after a sanctioned meet and at the annual "Top Five" event in November. You can find scheduled clinics under the "WSI Events" tab on the WSI website or contact the Officials Chair.

When all requirements have been completed submit your documentation to the WSI Officials Chair at Wendell.robison@va.gov