



# OHIO SOUTH STATE REFEREE COMMITTEE

## OSSRC Referee Program

Guidelines for First Time Referee Course	Revision	Revised	Page No.	Adopted	Policy No.
	5	12/26/23	1 of 3	8/14/04	2.1

### A. Course Approval

1. The District Referee Development Administrator (DRDA) and/or the OSSRC Learning Center Coordinator (LCC) is responsible for scheduling each First Time Referee training course online in the U.S. Soccer Learning Center.
2. Each clinic must be approved in advance by (1) the District Referee Development Administrator (DRDA) or (2) the State Referee Administrator (SRA).
3. The District Referee Development Administrator (DRDA) and/or the State Director of Referee Development (SDRD) shall be apprised of and be in agreement with the dates, times, and locations of the outdoor clinics for scheduling purposes.
4. Where possible, the District Referee Development Administrator (DRDA) should have the dates and locations for all First Time referee clinics posted on the OSSRC website and the local referee association websites no later than 30 days before the first clinic date.

### B. Course Format and Duration

1. The State Director of Referee Development (SDRD), in conjunction with the District Referee Development Administrator (DRDA), will establish the course structure and lesson requirements in accordance with U.S. Soccer Learning Center guidelines.
2. The minimum length of a First Time Referee training course should be as set by U.S. Soccer guidelines and as determined by the State Director of Referee Development (SDRD).
3. A minimum of three hours of outdoor training is required.

### C. Course Facilities

1. The District Referee Development Administrator (DRDA) or the State Director of Referee Development (SDRD) is responsible for scheduling the classes and facilities in cooperation with each other.
2. When an organization submits a request to host a First Time Referee clinic within its area, said organization shall be responsible for securing the facility for outdoor training in conjunction with the approval of the DRDA or the SDRD.
  - a) The District Referee Development Administrator (DRDA) shall be responsible for setting up a formal agreement with the host organization as required.
  - b) The minimum facility should be a multi-purpose room with tables and chairs to accommodate at least 20 attendees.

### D. Course Fees

1. The fee for each participant taking an entry-level training course is set annually by the Ohio South State Referee Committee (OSSRC).
2. The amount of the fee shall be in accordance with the **OSSRC Fee Schedule "A"**, which includes the U.S. Soccer referee registration fee.
3. All payment will be completed online in the U.S. Soccer Learning Center.

## **E. Course Participants**

1. The goal in each district should be an "average" of at least twenty-five (25) participants in each class with the recommended minimum of twenty (20) participants.
2. Classes with fewer than twenty (20) should be combined with other classes whenever possible, but smaller classes may be necessary in some areas from time to time.
3. The maximum number of participants in a class shall be as designated by the DRDA based upon the size of the facility and the availability of Referee coaches/mentors and other resources.
4. It is recommended that all participants be fourteen (14) years or older during their first year of officiating.
5. When an organization submits a request to host a First Time Referee clinic within its area, the District Referee Development Administrator (DRDA) should set up a formal written agreement with the host organization that if a minimum number of participants (typically, twenty (20) is an absolute minimum) is not met and that organization still wishes to continue to host the clinic (or future clinics), the host organization will be responsible for the payment of the fees for the pre-determined minimum number of participants.

## **F. Course Referee Coaches/Mentors**

1. The District Referee Development Administrator (DRDA) will be responsible for assigning the Referee coaches/mentors based upon availability, experience, capability and OSSRC guidelines.
2. All Referee coaches/mentors must be currently registered with an annual submission of a W-9 and meet all U.S. Soccer and OSSRC requirements.
3. It is recommended that two (2) Referee coaches/mentors, one of which is to be designated as the lead coaches/mentor, should be scheduled for each class regardless of the number of participants. If a class exceeds thirty (30) participants, the (DRDA) should consider scheduling a third coach/mentor.
4. Each participating Referee coach/mentor scheduled and authorized by the (DRDA) to teach a class shall be entitled to compensation in accordance with **OSSRC Fee Schedule "C"**, as approved by the OSSRC for U.S. Soccer clinics.
5. The lead Referee coach/mentor is responsible for taking class attendance at each session and submitting a summary attendance report to the (DRDA).
6. The lead Referee coach/mentor will submit a Course Summary Report to the (DRDA) within seven (7) days of the end of the clinic. Upon review and approval, the (DRDA) will forward the Course Summary to the State Director of Referee Development (SDRD) within seven (7) days of its receipt.
7. The State Director of Referee Development (SDRD) will review the Course Summary and within 30 days of its receipt will forward the Report to the State Referee Administrator (SRA) along with an authorization for the compensation of the clinic Referee coaches/mentors.

## **G. Course Registration**

1. Participants, who successfully complete a First Time Referee course in the U.S. Soccer Learning Center shall be registered for the current year as a Referee with the U.S. Soccer.
2. After the course is completed, the State Referee Administrator (SRA) or appointed designate will mail the current year U.S. Soccer referee badge to the successful participants after the participant has uploaded a current NFHS concussion certificate in pdf format into ossrc.com using their ossrc.com ID and Password.

**H. REVISION RECORD:**

<b>Revision</b>	<b>Date of Revision</b>	<b>Revision By:</b>
Adopted	8/14/2004	G. Mintchell
General update	1/24/2004	M. Goenner
Update to comply with new U.S. Soccer standards, re-numbered to section 2.0	11/29/2012	M. Goenner
Updated to latest U.S. Soccer job descriptions & course description	1/29/2023	M. Goenner
Updated training timing and mentors requirements	12/26/2023	M. Goenner