

FAQ's for Second Referee & Scorekeeper Certification

1) What are the requirements for certification?

Each team must have a certified second referee and scorekeeper noted on the USA webpoint roster. The team cannot have one person fulfilling both. A minimum of two people must be noted (can be a coach and or a player), one as a scorekeeper and one as a second referee. A "Y" on the roster notes the certification being completed. There are two columns on the roster one for second referee and one for scorekeeping. If the roster has "P"s noted that means it is NOT complete (pending completion). The last step was not completed of being certified at a tournament and paperwork submitted to the WEVA office.

2) What are the requirements for obtaining the appropriate certification?

Step 1: Attend a clinic sponsored by the club the player is playing for, a clinic hosted by WEVA within your geographical area OR the free online course from USA volleyball. USA training material must be used for the clinic.

Step 2: The person attending the clinic will complete the tests and have them corrected. Once corrected the person will review missed questions and correct the answers for all to 100%. This can be completed at the clinic so they understand the questions/answers.

Step 3: The person completing the clinic MUST keep score and/or perform second referee duties at a sanctioned USA event or at a club's scrimmage where referees that can serve as raters can complete the evaluation. The scrimmage event must be approved by the official's chair. Before any match at a USA sanctioned event the person must notify the referee on the match that they would like to complete the certification. The required certification forms are posted to the WEVA website for both. Officials/Clinics – off to the left hand margin – Junior Officials Rating Forms – (2nd Ref & Score). Once you have completed that certification successfully the referee will sign the applicable form. If they feel you did not do an adequate job they will request you to perform those duties again until their level of satisfaction is met.

Step 4: Forward the SIGNED certification paperwork to the WEVA Executive Director. Once the paperwork is received the Executive Director will enter the date of completion into the USA webpoint system. At that point in time the "Y" noting that the certification is complete will be visible on the player and roster IF reprinted. The Executive Director will notify the club director of the updates so a new roster can be provided to the coach for submission at future tournaments.

Step 5: PRINT a new roster for your team to submit at tournaments showing the "Y"s for your required players. Without the roster showing a "Y" the teams will be fined if not completed by the required dates. Therefore making sure that all teams have up to date rosters throughout the season is critical.

3) How long does the certification last?

The certification is good for the duration of the player’s junior playing career UNLESS the club and executive director is notified by the officials chair that the person’s certification was revoked due to responsibilities not being performed satisfactorily at an event. In addition, if USA volleyball rules are changed significantly ALL certified personnel will need to attend a new clinic to obtain a new certification.

4) Do I need to get recertified when I become 15 years old?

This used to be a requirement but effective with the 2013-2014 season, it was changed and no longer a requirement.

5) What dates does this certification need to be completed by to avoid any fines to my club?

Certified/qualified team officials	After 3/15: \$10 (all levels) (no longer per missing individual, just one \$10 fine)	Each team must have a qualified 2nd referee and certified scorekeeper for each event entered. Fine paid to WEVA
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The above is noted in the WEVA fines document posted to the home page of the WEVA website.

6) What do I do if certification is not completed by the fines date of 3/15?

At the next entered tournament, a player or coach from your team should complete the certification. Once that certification is completed at the event, show a copy of the completion to the tournament director and request that individual to make note on your submitted roster that it was completed. If they have access to a copier, have them make a copy of it and attach it to the roster. The completed form MUST be sent to the WEVA office for entering into the webpoint system. If an attempt was made during the tournament and an official was not available to complete the rating report such to the director for noting in the tournament report as well.

7) Will my club be fined if the certification is not completed by 3/15?

The club will be fined unless the club director submits an explanation of why it was not completed and a plan/date for completion. It is the responsibility of the club director and/or coaches to make sure that the requirements are met in a timely fashion. WEVA prides itself in providing well-trained individuals at tournaments taking their jobs/responsibilities seriously.

8) Where are the required forms located on the WEVA website for the certification at tournaments?

Officials/Clinics – off to the left hand margin – Junior Officials Rating Forms – (2nd Ref & Score)

9) When will our club be notified of any fines for noncompliance of certification?

The club directors/coaches are responsible to monitor their completion of the requirements. WEVA will do everything we can to notify you when your first offense occurs. WEVA does not have control over when the tournament director forwards the submitted rosters and results to the tournament sanction coordinator or submits the required reports online. Once the paperwork is received WEVA will report any offenses within a week of the report to the club directors. As a result, the responsibility lies on the individual clubs to make sure they are in compliance.

10) Can our club have ratings completed at a club-sponsored scrimmage?

Yes, the event would need to be approved and staffed by the Officials Chair. The person assigned would be paid for their time and efforts. Dependent on number of players/coaches being rated will dictate the number of courts required and raters present. The fees that will be charged are noted below:

Scrimmage Ratings: \$25.00 per hour/per person and \$.40 per mile

11) If our club would like to have an official run a clinic for our club who do I contact to arrange and what would the cost be?

Contact the Officials Chair to arrange a date, time and location. Fees for second referee/scorekeeper clinics for club-sponsored events are noted below.

Clinics - Minimum of \$75.00, maximum of \$100.00 per clinician with a maximum of 20 in attendance per clinician. One person doing it by him or herself takes two and a half to three hours to complete score and second referee training, \$.40 per mile plus any copying charges incurred. If over 20 expected to attend, discussion will need to occur if additional clinicians will be required. If club is having rated players or coaches assist depends on numbers planning to attend if a second clinician will be required.