

## OFFICIALS – STARTER CERTIFICATION PROGRAM

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### **Purpose:**

Establish the requirements and guidelines for becoming and recertifying as a North Carolina Starter. This policy and the requirements are maintained by the North Carolina Swimming Official's Committee.

### **Requirements to become a Starter:**

- **Prerequisite**
  - Be at least 19 years of age
  - Must be a USA certified Stroke & Turn Judge for a minimum of 1 year and have worked a minimum of 18 sessions at a USA Swimming sanctioned or approved meet.
  - Recommendation letter from a NCS starter or referee in good standing.
  - Must make application to the NCS starter training coordinator on the current application form to [startertrainingcoordinator@ncswim.org](mailto:startertrainingcoordinator@ncswim.org).
  - Once the starter training coordinator has verified the individual has met all requirements satisfactorily, approval to enter the starter apprenticeship program will be given. The starter coordinator along with the apprentice will select a mentor who will assist the apprentice during the apprenticeship process.
- **Education**
  - Attend a North Carolina Swimming starter clinic. Currently scheduled clinics are posted on the North Carolina Swimming website.
  - Satisfactorily complete the USA Swimming Starter certification test (not the Re-certification) with a score of 80% or better, prior to beginning the on deck training.
- **Training**
  - ALL CERTIFICATIONS MUST BE COMPLETED WITHIN 12 MONTHS OF THE CLINIC DATE.
  - Work a minimum of 6 sessions at no less than 3 USA sanctioned or approved swim meets with at least 2 different mentors (assigned by the Meet Referee). Each session shall include a minimum of 30 starts.
    - Of the 6 sessions, a minimum of 2 sessions must be at a novice or developmental meet.
    - The 6<sup>th</sup> session will be an evaluation session that the apprentice and NCS starter training coordinator will arrange with a NCS starter training coordinator or designee. The apprentice must receive a satisfactory observation prior to completing the apprenticeship. Those individuals not receiving a satisfactory evaluation may need to have additional mentoring as determined by the NCS starter training coordinator.
  - After each session, the meet referee and/or mentor shall conduct a review of the session with the apprentice and discuss the ratings and/or comments provided on the On Deck Apprenticeship Record (attached).

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- Each session must be documented on the On Deck Apprenticeship Record and signed by the mentor and meet referee.
- After all apprentice sessions and the satisfactory evaluation is completed, the apprentice will email a copy of their On Deck Apprenticeship Record(s) to [startertrainingcoordinator@ncswim.org](mailto:startertrainingcoordinator@ncswim.org).
- Once the NCS starter training coordinator verifies that the apprentice has met all requirements satisfactorily, including the reviews and evaluation, he/she will enter the official into OTS as a certified starter. The NCS certification card will be available at [www.usaswimming.org](http://www.usaswimming.org).
- The NCS Starter Training coordinator will notify the apprentice that he/she has completed the apprenticeship and is certified.

### **Recertification Requirements:**

To recertify as a North Carolina Swimming Starter, the official must complete the following:

- **Annually (calendar year)**
  - Officiate at a minimum of 6 sessions at a USA sanctioned or approved meet. At least 2 of these sessions shall be as a starter.
  - Sessions completed during a calendar year as an apprentice will count towards the minimum requirement of sessions for that year.
  - If you are also an Administrative Official, 1 of your 6 sessions must be at the Administrative Official level.
  - Renew their USA Swimming registration as a non-athlete member.
  - Maintain a current Level II background check
  - Maintain current athlete protection education requirements
- **Tri-annually (every 3 years)**
  - Along with the annual requirements, satisfactorily complete the USA Swimming Starter re-certification test with a score of 80% or better.
    - Apprentices completing their initial certification test in a testing year will be exempt from taking the re-certification test in that year.