



Saskatchewan Soccer Association

Referee Pathway to Success



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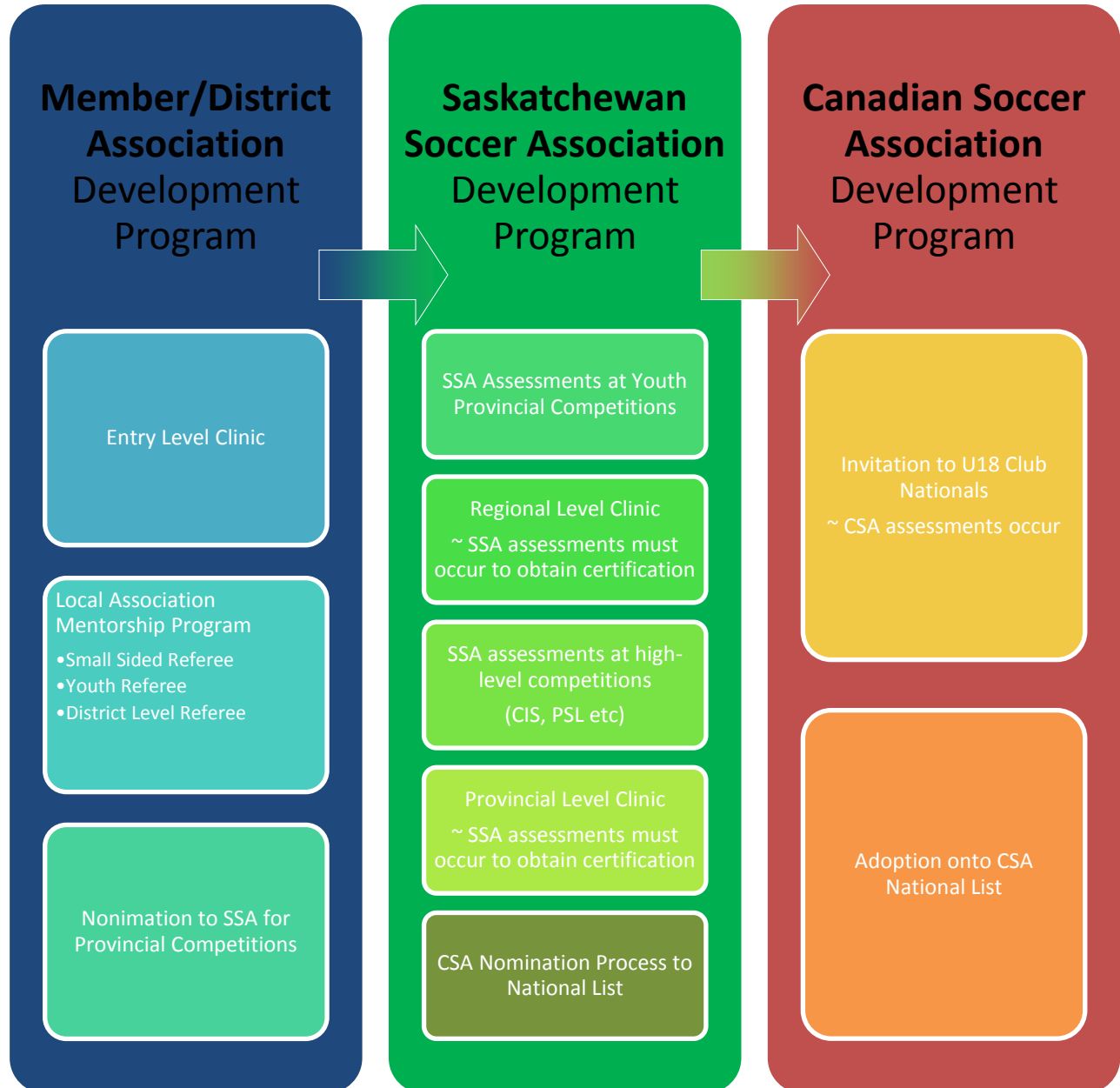
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Referee Pathway to Success



1.0 OVERVIEW

Referee Clinics are designed by the Canadian Soccer Association (CSA) with materials provided by the FIFA FUTURO instructors program. Representatives from CSA on the National List of Instructors are sent to annual refresher courses and given training with new materials to aid in the teaching of all levels of referee education. The SSA bases their courses and instruction on these standards.

2.0 REFEREE COURSES

SSA Small-sided (U10/U12) or Mini Soccer Referee Course

The SSA will be designing a shortened, small-sided soccer referee course primarily for participants aged 12 and 13. Older participants may also be admitted so that they can officiate small-sided games in their communities. In order to referee any other age groups, the participant must be 14 years of age and take the SSA Entry Level Clinic. A small-sided official is only accredited in the Saskatchewan and is not an accredited CSA referee. The small-sided course will be designed and available for member associations to host by the end of 2014.

Until this course is complete, referees wishing to pursue the small-sided designation should take the entry level course, but do not take the written and video test exam.

SSA Referee Entry Level Clinic

Prerequisites for registering for an Entry Level Clinic are:

- Must be at least 14 years of age
- Must pick a course and create a *Ref Centre* account
- Must pay applicable course and registration fees

The course itself is 12 to 16 hours of instruction consisting of both classroom and practical sessions. Participants must score a grade of 80% on the pre-course work along with the written and video examination. The marking breakdown is as follows:

- Pre-course Study – 25% of total course mark (*based on completion*)
- Written Exam – 45% of total course mark (*consists of written multiple choice questions*)
- Video Test – 30% of total course mark (*consists of 5 offside videos and 10 foul recognition videos*)

Every participant must attend the entire entry level clinic in order to pass the course. If an individual must leave a portion of the course it must be approved by the instructor.

More information on how to register for an Entry Level Clinic or how to book one as a Member Association is included in [Appendices A and B](#).

Regional, Provincial, National List and FIFA Programs

Referees wishing to further their skills and move on in their officiating career are encouraged to move on to higher level designations. More information on each of these programs and their requirements can be found in [Appendices C through F](#).

3.0 SASKATCHEWAN ELITE REFEREE PROGRAM (SERP)

The SERP works with a group of referees identified as aspiring officials by the SSA Referee Development Committee (RDC) to improve their overall knowledge, fitness and game experience using resources available to the province through the CSA and FIFA FUTURO principles with a goal of assisting them in reaching higher levels of officiating.

The program consists of 4 to 6 different weekend sessions throughout the year which combine fitness, sport science, education, game experience and feedback.

- **Fitness components** are structured into each weekend session to include running a cooper fitness test on one day and a group light fitness training session the next day.
- **Sport science sessions** are included throughout the program and include topics such as sport nutrition, injury prevention and mental and psychological training.
- **Education sessions** are taught throughout the year with a National FUTURO Instructor where referees are constantly tested on their knowledge of the laws of the game while learning new and exciting information. It also gives referees the ability to run through practical experiences such as preparing and delivering pre-game instructions. In addition, video clips are sent out to the members of the program every two weeks for the referees to complete so that consistency in foul recognition can be consistent in the province especially amongst the elite referees.
- **High-level game** appointments are set aside and assigned by the SSA for elite referees so that they can put their training, knowledge and advanced education into practice. These include games for:
 - Provincial Soccer League (PSL)
 - Senior Provincials
 - Indoor Showcase League
 - Canada West matches (CIS)
 - Any national competitions (All Stars or Club Nationals)

These matches are often assessed by provincial or national assessors.

- **Feedback** and recognition sessions at the end of the year allow each referee to provide comments to better enhance or improve the program. It also allows the SSA, instructors and referee coach to provide feedback to the group regarding performance and expectations.

4.0 ASSESSOR AND INSTRUCTOR SPECIALIZATIONS

Assessor's Pathway

To take part in the assessor's course:

- Minimum of 5 years of active officiating within the province of Saskatchewan.
- Must have knowledge of the current Laws of the Game.
- Must attend an in-service training weekend scheduled by the Saskatchewan Soccer Association.
- Must not be actively seeking promotion within the province.
- Must be able to communicate with all ages of referees in a respectful manner.
- Must be mentored by a current assessor and must receive a passing grade.
- Prior to acceptance into the program, the application will be reviewed by the RDC.

The province reserves the right to invite any participant deemed acceptable without meeting all requirements

Assessors will be accredited by the SSA in accordance with the criteria outlined below:

District Assessors: Assessors who have completed the Basic Assessor Course and provided, for evaluation by the SSA, a minimum of two assessments completed at the district level, which meets the standard as determined by the CSA

Regional Assessors: Assessors, who have completed a minimum of two consecutive years as a District Assessor, attended In-service training, and whose assessments, having been evaluated by the SSA, meet the standard as determined by the CSA.

Provincial Assessors: Assessors, who have completed a minimum of two consecutive years as a Regional Assessor, attended In-service training, and whose assessments, having been evaluated by the SSA, meet the standard as determined by the Association

National Assessors: Assessors who satisfy the criteria established by the CSA, following nomination by an SSA to the CSA, and those Assessors who satisfy the criteria, established by the CSA, for outstanding ability as determined by the CSA

Assessors must attend Assessor In-service training every two years, or as determined by the CSA or SSA from time to time, to maintain their Accreditation. Reaccreditation will be dependent upon the Assessor having completed a minimum of four assessments each year at the accredited level; attendance at the bi-annual in-service training; and/or evaluation of assessments by CSA or SSA to the standard determined by the CSA.

Instructor's Pathway

Instructors will be accredited by the SSA in accordance with the criteria outlined below:

- Must have current knowledge and application of the Laws of the Game.
- Must attend the in-service training weekend set forth by the Saskatchewan Soccer Association.

- Must not be actively seeking promotion within the province.
- Must have achieved a minimum standard of Provincial status as an official.
- Must be able to instruct to all ages and ethnic backgrounds of participants.
- Must be mentored for a minimum of 4 clinics and achieve passing grades.
- Prior to acceptance into the program, the application will be reviewed by the RDC.

The province reserves the right to invite any participant deemed acceptable without meeting all the requirements.

District Instructors: Instructors who have attended the Basic Instructor Course and satisfied the SSA that they have demonstrated the ability to instruct the Entry Level Course to the standard determined by the CSA.

Provincial Instructors: Instructors who have completed a minimum of two consecutive years as a District Instructor, attended In-service training, and whose Instructional ability, having been evaluated by the SSA, meet the standard as determined by the CSA, to instruct at In-service training courses for referees up to and including Provincial Referee

National Instructors: Instructors who satisfy the criteria established by the CSA, following nomination by the SSA, and those Instructors who satisfy the criteria as determined by the CSA, with outstanding ability to instruct at In-service training courses and events for referees up to and including National List Officials.

Instructors must attend Instructor in-service training every two years, or as determined by the CSA or SSA from time to time, to maintain their Accreditation. Reaccreditation will be dependent upon the Instructor having completed a minimum of four courses at the accredited level; attendance at the bi-annual in-service training; and/or an evaluation of instruction by the CSA or SSA to the standard determined by CSA.

Upcoming Instructor or Assessor Accreditation Clinics can be found on the SSA website (www.sasksoccer.com). More information on criteria to become a National List Assessor or Instructor can be found in [Appendices G and H](#).

5.0 ANNUAL REFEREE REGISTRATION

Accredited referees must pay an annual registration fee in order to officiate in Saskatchewan. The registration period runs from February 1st to January 31st.

When participants register for the Entry Level Clinic, registration is included in the course fee. Referees will be notified that their annual registration is up for renewal. Although payment can be made through the member association, the SSA prefers that referees pay directly online through *Ref Centre*.

Annual referee registration fees can be found on the SSA website (www.sasksoccer.com).



6.0 REFEREE MENTORSHIP PROGRAMS

Once the Entry Level Clinic has been completed, the referee becomes the responsibility of the member association or district referee association, if one exists.

Mentorship at the district level is currently ad hoc and varies from district to district. Over the next four to five years, the SSA will develop a *Mentorship Plan* for referees across the Province.

To support these efforts, the SSA has developed a number of best practices to help member associations and district referee associations strengthen their mentorship efforts. These can be found in SSA Mentoring and Grading Best Practices Guide.

The SSA is now beginning to implement these province-wide.



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Appendices

Appendix A – Registering for a Referee Clinic

1. Please go to <http://www.refcentre.com/saskatchewan>
2. Search by district (area you taking the clinic) to find your clinic. Click “Search”.
3. If the clinic is listed click “Register” on the far right
4. Please fill in the profile information below and click “next”.
5. You should now have an account created on ref centre
6. You must now complete the pre course work and follow the steps to graduate as a certified referee including attending the course, writing the exam, passing the exam and completing all the course materials, and filling in the online survey after the course.
7. After all is completed and the instructor has graduated you from the course you will receive a certificate via e-mail and you are now able to begin your officiating career



Appendix B – Setting up a Referee Clinic

The SSA manages all referee courses on *Ref Centre* from E2E Soccer.

Each Member Organization or Entity that plans on offering a course needs to request an administrator account. To do this, please complete the form at: <http://www.refcentre.com/saskatchewanaccountrequests>

A representative from E2E Soccer will contact you within 48 hours with further instructions on how to request a course.

Once your clinic has been requested the SSA will approve your clinic and assign an instructor. After approval your participants/students can now go to www.refcentre.com/saskatchewan to register for the clinic following the instructions as outlined in Appendix A.

Participants Under 14

If you think you will have participants under the age of 14 then please sign up for a mini course and an entry level course (on the same days). Have the 12 and 13 year olds register for the mini course and the 14+ register for the entry level course. The only difference is that those registered in the mini course will not get the exam. When they turn 14, these participants can be sent the exam online to complete and graduate. The course will still cost the same and you will not be billed for two separate clinics if hosted on the same weekend.

Appendix C – Regional Promotion Upgrade Program

The regional referee upgrading program is designed for District Referees who are seeking promotion to the regional list of Referees in Saskatchewan.

The program includes a required fitness test, assessments, passing the regional Laws of the Game exam and a two day education session.

Prerequisites to attend course

- Must have a full one year of experience minimum as a District Referee to be considered for acceptance.
- Should have received a recommendation to enter program from your Member Association, District Referee Association or SSA Referee Development Committee Member.
- Must complete and send in application form & clinic fee by the published deadline
- Must pass a Laws of the Game exam with a mark of 80% or higher prior to attending the two day in-service training session.
- Must have received a minimum one assessment by a SSA accredited assessor at an appropriate level game (U16 or higher) prior to taking the course and within a year of the course and will be required to be included with the application form.

Requirements for successful upgrade to a Regional Referee

- Pass Fitness Test and Regional Fitness Standard
- Pass the multiple choice exam with a mark of 80% or better. The exam is based solely on the *Laws of the Game*.
- Referee in a minimum of 20 qualifying games (competitive U14 games and above). You will be asked to complete or submit a log of your games by November 1st to the SSA.
- Work as an assistant referee in a minimum of 5 qualifying games (competitive U16 games and above). Again you will be asked to complete or submit a log of your games by November 1st to the SSA.
- Receive a minimum of 3 assessments as a Referee over the period of 20 qualifying games. Assessments are reviewed by a review committee at the conclusion of the year and a decision will be made regarding the referee's status by December 15th. Note that simply meeting the minimum requirements does not guarantee upgrade to Regional Referee.
- Referees have one season to complete the requirements. Referees who fail to complete the requirements will be required to re-start the program if they wish to continue with their upgrade.

Application Process

- To register for the regional upgrade course look online for details at <http://www.sasksoccer.com>.

Appendix D – Provincial Promotion Upgrade Program

The Canadian Soccer Association Referees Committee has amended the current criteria in force for the Promotion of Officials to Provincial Referee

Effective January 1, 2013 the following changes will be enforced:

- Provincial Associations will have the option of holding their own In Service Training Courses for Provincial Promotion Candidates. The referees invited to this course would be those with the skills to meet the requirements of a Provincial Referee but are not on the promotional stream to become National or International Officials.
- Provincial Associations wishing to host an In Service Provincial Promotion course must discuss the course with the CSA Head of Refereeing and jointly appoint a Futuro III instructor, trained through the FIFA FUTURO III courses.
- Provincial Associations wishing to host a clinic may accept referees from other Provincial bodies, as arranged between the provinces themselves.

The educational materials for a provincially run course would be the same materials used by the Canadian Soccer Association for its annual in-training service event.

The Canadian Soccer Association will continue to hold an annual In-Service Training Course. The CSA's centralized course is targeted towards officials on the path towards the National List of Officials. Moving forward, special consideration will be given to officials, nominated by their Provincial Association for the National List of Officials, who have attended the CSA's Centralized In-Service Training Course.

The criteria for attendance at the in-service training course, which must be met by May 1st, 2013, are as follows:

- Must have applied and been accepted by the Provincial Association Referee Committee by March 1st, for consideration for promotion to Provincial Referee
- Must have successfully completed the FIFA fitness test as follows prior to attendance:

FIFA Fitness Test (Interval) – Provincial Referee Standard		
Gender	Sprints	Interval Run
Men	6.4 sec	30/40 sec/ 4000 M
Women	6.8 sec	35/45 sec/ 4000 M

Requirements for Successful Upgrade to a Provincial Referee

- Pass Fitness Test at the Provincial Referee standard prior to attending the in - service education session
- Pass multiple choice exam with a mark of 80% or better. The exam will be written prior to the in-service training session, and is based solely on the Laws of the Game.
- Referee in a minimum of 20 qualifying games (competitive U16 games and above).
- Work as an assistant referee in a minimum of five qualifying games (competitive U16 games and above).
- Receive a minimum of three assessments as a Referee over the period of 20 qualifying games. Assessments are reviewed by a review committee at the conclusion of the year and a decision will be made regarding the referee's status. Note that simply meeting the minimum requirements does not guarantee upgrade to Provincial Referee.



- Referees have two seasons to complete requirements. Referees who fail to complete the requirements will be required to re-start the program if they wish to continue with their upgrade.

Appendix E – Policy for the Nomination and Selection of National List Officials

Criteria

- Registered as a Provincial Official for the season of, and the one immediately prior to, nomination.

Referee Nomination

- Officiated, in the previous season, in a minimum of 20 qualification games* as referee and a minimum of five qualification games as an assistant referee in outdoor 11-a-side matches involving men's teams over the age of 16 years
- Have a minimum of five assessments of which two must be as an assistant referee within the 12 months prior to nomination. Assessments must have been carried out by a CSA accredited Provincial Assessor or an Assessor on the National List
- Successfully completed the FIFA fitness test to the International Standard for Assistant Referees in the August of the year of nomination
- Attend the Club National Championships in the October of the year of nomination as determined by the CSA Referee Committee

Assistant Referee Nomination

- Officiated, in the previous season, in a minimum of 20 qualification games* as assistant referee and a minimum of five qualification games as a referee in outdoor 11-a-side matches involving men's teams over the age of 16 years
- Have a minimum of five assessments of which two must be as a referee within the 12 months prior to nomination. Assessments must have been carried out by a CSA accredited Provincial Assessor or an Assessor on the National List
- Successfully completed the FIFA fitness test to the International Standard for Assistant Referees in the August of the year of nomination
- Attend the Club National Championships in the October of the year of nomination as determined by the CSA Referee Committee

***Qualifying Games** A match that may be counted towards promotion for a registered referee. Note: Irrespective of the number of games officiated on the same day in Tournaments or other Competitions, only one match per day may be recorded as a qualifying game.

Nomination Process

Provincial Associations are to;

- Nominate to the CSA, by July 1st each year, those Provincial Referees who have demonstrated outstanding ability as a Provincial Referee and are judged worthy of consideration for advancement to the National List
- Provide the CSA Referees Committee with a resume of the referees career to date of nomination together with a supporting recommendation from the Provincial Referee Development Committee
- Confirm that the referee has met the minimum officiating requirements in the previous season
- Provide the CSA Referees Committee with copies of the assessments as detailed in the criteria above.

- Arrange a fitness test prior to August 31st, in the year of nomination and provide the CSA Referees Committee with the results of that test, on the appropriate form, by no later than September 2nd. This test may only be supervised by a member of the CSA Referees Committee, CSA Staff member or an individual appointed/approved by the CSA. Provincial Associations must contact the CSA at least 6 weeks in advance of the test date to ensure that a suitable supervisor is appointed to administer the test.
- Confirm the availability of the nominated official to attend the Club National Championships in the year of nomination.
- Provincial Associations may nominate National List Assistant Referees for consideration to the National List of Referees at this time, providing that they meet the minimum officiating and assessment requirements as a referee. For such nominations the Provincial Association is required to provide reasons why the individual should be considered for a move from the Assistant Referee List to the Referee List.

Evaluation Process

- The CSA Referees Committee will, upon receipt of the nominations in July, consider the recommendations of the Provincial Associations. Match officials will, subject to selection by the CSA Referees Committee and successful completion of the FIFA fitness test, to the International Standard for Assistant Referees as determined by FIFA from time to time, in August of the year of nomination, be required to attend a National Club Championship Tournament, in that year, as appointed by the CSA.
- At this tournament match officials will be required to referee, act as assistant referee and fourth official. Here they will be assessed by National List assessors, and members of the Referee Committee will observe their performance. They will also receive education sessions during the tournament and may be required to attend an interview to ascertain their suitability to be promoted to the National List.
- Following this process the most suitable referees will be invited to join the National List of Match Officials (either as a Referee or as Assistant Referee) subject to meeting the criteria in force in respect of the National List of Officials, as determined by the Association from time to time.



Appendix F – FIFA Referee or FIFA Assistant Referee

Becoming a FIFA referee is the ultimate goal of any aspiring young referee beginning their careers. In order to get the opportunity the referee needs to be nominated by the CSA through their processes and the nomination is heavily based on experience and performance in high level matches (National appointments, Major League Soccer matches, Canadian Soccer League matches and so on).

Once nominated you must be selected by the CONCACAF region's Referee Development Committee to make the FIFA list as a FIFA Referee or FIFA Assistant Referee.

Appendix G – National List of Assessors Nomination Criteria

Criteria

- Senior Provincial Assessor with a minimum of three years experience who has demonstrated exceptional ability as an assessor.
- A former National, or outstanding Provincial Referee
- Currently assessing at the highest level of soccer available in the Province
- Attended Assessor in-service training within the last two years
- FIFA officials, recently retired through age, who have proven assessing experience, may be considered by the CSA Referees Committee without fully meeting the criteria above.

Nomination Process

- Provincial Associations are requested to complete the nomination forms provided to them by the CSA Referee Department. A minimum of three assessments on Provincial or Regional promotion candidates within the Province must be submitted on the candidates behalf.
- The CSA Referees Committee will review the nominations at its annual meeting]. Successful nominees will be invited to join the National List of Assessors.

Alternative Path to the National List of Assessors

- The CSA Referees Committee may retain any individuals not selected to join the National List of Assessors in their year of nomination, who have demonstrated potential, for a one year review period.
- During this time, the nominated assessor would be invited to assess at a competition run under the auspices of the Canadian Soccer Association (National All Stars, Club National Championships) where their work would be reviewed by the tournament's Supervisor of Officials.
- During the year, the assessor is expected to complete a minimum of three Provincial Level Assessments, which must be submitted to the CSA along with a resume of the year's activities.
- During the one year review period, the assessor's Provincial Association would not have to re-nominate the individual to the National List of Assessors for the following year, as the CSA Referees Committee will automatically review the candidate.

Appendix H – National List of instructors Nomination Criteria

Criteria

- Senior Provincial Instructor with a minimum of 3 years experience who has demonstrated exceptional ability as an instructor.
- Currently instructing on in-service training and entry level courses
- Ability to act as lead instructor on in-service training courses
- FIFA or National Officials, recently retired through age, who have proven instructional experience, may be considered by the CSA Referees Committee without fully meeting the criteria above.
- Individuals invited to participate in a FIFA Futuro III course may be considered by the CSA Referees Committee without meeting the full nomination criteria.

Nomination Process

- Provincial Associations are requested to complete the appropriate nomination forms and submit a letter supporting their candidate's nomination. A resume completed by the Province should be included and where more than one candidate is nominated, they should be ranked in merit order. The CSA Referees Committee will review the nominations; successful nominees will be invited to join the National List of Instructors.
- If the nomination documents are not submitted to the CSA by the requested date, the candidate's nomination will be rejected by the CSA Referees Committee.

Alternative Path to the National List of Instructors

- The CSA Referees Committee may retain any individuals not selected to join the National List of Instructors in their year of nomination, who have demonstrated potential, for a one year review period.
- During this time, the nominated instructor would work with Futuro III instructors in their Province or Region where their work would be evaluated.
- If feasible, the CSA Referee Department will invite a nominated instructor to instruct at one of its events.
- The instructor's performance and progress during the year would be reported by his/her Futuro III mentor to the Head of Refereeing before the following year's annual review of National Instructors.
- During the one year review period, the instructor's Provincial Association would not have to re-nominate the individual to the National List of Instructors for the following year, as the CSA Referees Committee will automatically review the candidate.