



BC SOCCER

2009 – 2010

***BRITISH COLUMBIA SOCCER ASSOCIATION
REFEREE CLINIC INFORMATION PACKAGE***

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REFEREE CLINIC INFORMATION PACKAGE

Send completed Referee Clinic Request Form by the deadline to:

***BC Soccer Head Office
Attention: Susan Lenio - Member Programs & Events Coordinator
Suite 510 - 375 Water Street
Vancouver - BC - V6B 5C6***

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Foreword

Dear Referee Clinic Host,

On behalf of the British Columbia Soccer Association, I would like to thank you all for your on-going efforts to support the development of refereeing and referees within your clubs, districts, development centers, and regions. You are an integral part of the Referee Development Program in this province.

This information package provides an overview of the “NEW” CSA / BC Soccer Referee Development Program and outlines the guidelines, requirements, and process for all partners to host a BC Soccer Referee Clinic.

An essential component of this package is the Referee Clinic Annual Calendar and Clinic Request Form / Process. To remind you, the Referee Clinic Annual Calendar and Clinic Request Process has been initiated to further improve the efficiency in delivery of a responsible and quality Referee Development Program.

This universal calendar provides an opportunity to address the unique needs for the various Districts, Clubs, and District Development Centers. This process ensures that the necessary, amount, and type of referee clinics will be available for all aspiring referees.

Ultimately our goal is to promote continued growth for all referees in every region of British Columbia. In order to achieve this goal we must ensure all partners are working in collective harmony.

Again, many thanks to you all and we, as an association, look forward to continuing our working relationships and implementing a shared vision which supports the development of our game in British Columbia.

Sincerely,



Jason Elligott
Director of Community Development
British Columbia Soccer Association

General Rules & Regulations for British Columbia Officials

Referees of all classifications must comply with the British Columbia Soccer Association regulations relating to referees and the code of ethics.

These regulations comply with the Canadian Soccer Association's "Regulations for the Registration and Control of Referees", which are upheld by the British Columbia Soccer Association's Referee Development Committee and Referee Department Staff.

Introduction to the CSA Referee Program

In June 2007 the Canadian Soccer Association's Board of Directors passed the new CSA Referee Regulations for the Registration and Control of Referees. The trickle down effect of this approval means that each provincial association's Referee Rules and Regulations must be amended to reflect and align themselves accordingly. Therefore the BC Soccer Referee Development Committee has re-written the BC Soccer Referee Rules and Regulations.

This document briefly outlines the Referee Rules and Regulations; for the complete version please visit www.bcsoccer.net.

CSA / BC Soccer Referee Clinic Outlines

The British Columbia Soccer Association's Referee Education Program exists to support and foster the development and education of referees from the grassroots to elite levels of refereeing throughout British Columbia. The series of clinics within the program will focus on teaching / up dating referees on the Laws of the Game and how to implement these laws on the field of play.

The goal of the British Columbia Soccer Association is to provide referees across British Columbia with the tools necessary to help build the future of soccer in British Columbia and to help referees.

If referees strive to be successful they will need more than law interpretation skill and experience; although these are both indispensable. Being a successful soccer referee is about personal desire towards continuing education and learning about the game and the Laws which govern it.

The BC Soccer Referee Education Program needs to be a shared and cooperative program with a proactive vision for the betterment of the game. Ultimately, OUR success will be measured by the growth of the game, at all levels, in British Columbia.

Referee Refresher Clinic

The British Columbia Soccer Association requires all referees to attend a Referee Refresher Clinic once a year and register with the BC Soccer office in order to maintain their active status.

These clinics are set up to update all Registered Referees in British Columbia with any law changes and also help in the continuing education and improvement of every official. The clinic content of the refresher is developed by the Referee Education Program and launched in August of each year.

Refresher - Pre-requisite:	Refresher - Course Length:
Must currently be a BC Soccer Registered Referee	3 hours

Entry Level Referee Clinic

The Entry Level Referee Clinic is the entry point into the Provincial Referee Program.

The goal of this three day clinic is to teach and give appropriate tools to all individuals in become a competent official. This is achieved through experienced referee instructors and video. The topics covered include:

- Laws of the Game.
- Positioning.
- Signals.
- Administration of the game.
- Preparation & Match Reporting.

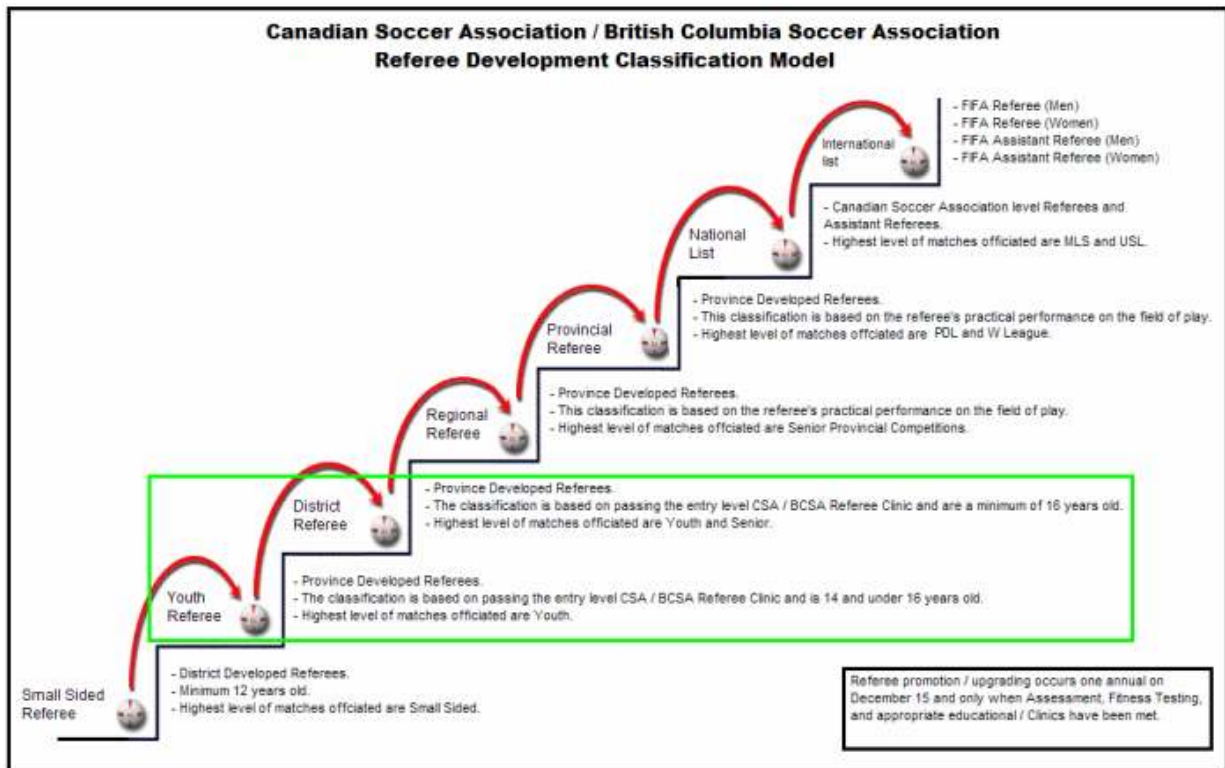
Entry Level - Pre-requisite: Minimum 14 Years old	Course Length: 17 hours (Friday 6pm-10pm, Saturday 9am-4pm, and Sunday 9am-2pm).
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Regional / Provincial Level Referee Credits (in-service training)

These periodically set up sessions are designed to further education and support promotion to aspiring BC Soccer Registered Referees. Theses session are recognized by BC Soccer / CSA as education / in service training modules.

In-Service Training - Pre-requisite: <ol style="list-style-type: none"> 1. BC Soccer Registered District Referee 2. As part of Annual Referee Registration, must identify interest in promotion. 3. Must have appropriate number of official Match Assessments. 4. Must have appropriate number of matches. 	In-Service Training -Course Length: TBA
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Referee Certification Pathway



Referee Clinic Administration

This section will outline the administrative requirement for hosting referee clinics through the British Columbia Soccer Association. Please be sure to read the following information carefully.

Requesting a CSA / BC Soccer Referee Clinic

Referee Refresher and Entry Level Referee Clinics may be booked through the BC Soccer Office by any member Club, District, Association, or District Development Centre that is currently in good standing with the British Columbia Soccer Association.

On an annual basis, the BC Soccer Office will send all Districts, Clubs and District Development Centers the appropriate documents that will allow them to set up referee clinics in their area for the fiscal year between April 1 and March 31. This universal calendar will provide an opportunity to address the unique needs for the various Districts, Clubs and District Development Centers. This process will ensure that the necessary amount and type of certification clinics will be available for all referees.

This information will be sent out each year and all requests are required to be submitted to the BC Soccer Office by an outlined date that will be set annually by BC Soccer.

Clinic Registration

It is necessary for ALL referees participating in any referee upgrading clinic to be registered through the British Columbia Soccer Association's central on-line registration / database system. This allows for BC Soccer to be responsible in maintaining an accurate database of referees in British Columbia and allows for stronger administrative support to the instructors and class participants.

Registration for all referee clinics in British Columbia MUST be done via the BC Soccer e-refereeing on-line registration / database tool, located at www.bcsoccer.net.

Clinic Fees and Payments

The following per-participant fees apply to BC Soccer Referee Clinics:

Referee Refresher Clinic	FREE
Entry Level Referee Clinic (1 st Year's Annual Registration – FREE of charge)	\$100
Regional / Provincial Level Referee Credits (in-service training)	TBA

Individuals Paying Clinic Fees

Individual participants may pay their course fees through the secure BC Soccer on-line registration / database system by credit card, cheque/money order, or pay in person by any method at the BC Soccer office in Vancouver.

Clubs/Associations Paying Clinic Fees

Clubs and/or Associations wishing to pay for their referees may do so by sending a cheque to the BC Soccer office. A statement of the names of the participants that are being paid for must accompany this payment.

Please note; if a Club/District is paying for the referees within that club/district to attend a clinic, the referees must register via the on-line system and use the designated payment code.

Full payment must be made before the start of the course. Instructors do not accept payment at the course.

Clinics can be set up under the following restrictions:

Option #1	The clinic is open to anyone to attend; user pays.
Option #2	The clinic is open to anyone to attend, however those that register with the identified "payment code" the club will be invoiced for.
Option #3	The clinic is closed to the associated club(s) and the individual referee pays, however they must register with the "payment code" or they are not able to register for the clinic.

Option #4	The clinic is closed to the associated club(s) and the individual referee must register with the “payment code” and the club will be invoiced with the referees who register with this code.
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Clinic Hosting Guidelines

In an ongoing effort to maintain uniform standards for referee education delivery across British Columbia, BC Soccer requires that any Club, District Development Centre, or Association that has been approved to host a referee clinic must adhere to the following clinic guidelines.

Referee Refresher Clinic

FACILITY REQUIREMENTS	EQUIPEMNT REQUIREMENTS
<ul style="list-style-type: none"> • Classroom with table (desks) & chairs • Full-sized lined soccer field or gymnasium • Washrooms/changing rooms 	<ul style="list-style-type: none"> • TV and DVD and LCD Projector • Nearby power supply • Whiteboard or chalkboard • Markers or chalk • Tables and chairs in the classroom • Balls • Cones • 5 - 10 sets of Referee Flags

Entry Level Referee Clinic

FACILITY REQUIREMENTS	EQUIPEMNT REQUIREMENTS
<ul style="list-style-type: none"> • Classroom with table (desks) & chairs • Full-sized lined soccer field or gymnasium • Washrooms/changing rooms 	<ul style="list-style-type: none"> • TV and DVD and LCD Projector • Nearby power supply • Whiteboard or chalkboard • Markers or chalk • Tables and chairs in the classroom • Balls • Cones • 5 - 10 sets of Referee Flags

Assignment of Instructors

The British Columbia Soccer Association, under the guidance of the Canadian Soccer Association, will train ALL Instructors for delivery of the Referee Program. Only recognized and qualified Instructors will be used in the delivery of this program.

Upon receiving annual clinic requests, BC Soccer will assign Instructors to all clinics. Instructors may be requested, but BC Soccer will make all final appointments.

Clinic Fee Policy

In the British Columbia Soccer Association's continued efforts to maintain fiscal responsibility in the administration of the Technical Clinics, the following policy is in place **as of April 2005**.

All participants must be registered via the BC Soccer centralized on-line registration / database system and are not recognized if they have not done so.

Note:

- Participants who register and paid via credit card are fully registered.
- Participants who register and select to mail in payment are not fully registered until payment is received in the BC Soccer office.

The British Columbia Soccer Association is aware that District Associations and Clubs often pay for their coaches and referees to attend clinics and BC Soccer fully supports this initiative. However, this does not enable these individuals to attend clinics without BC Soccer receiving payment prior to the clinic start date.

BC Soccer suggests that the individual participant register and pay for the clinic desired and submit expenses to be reimbursed by the District Association or Club.

Fees must be received a minimum of **5 working days** prior to the clinic start date for Entry Level Referee Clinics.

Clinic Refund Policy

To be eligible for a refund, clinic participants / applicants must submit a refund request through the applicant's online profile or by contacting the BC Soccer office within the timeline listed below¹.

Referee Entry Level Clinic	7 days prior to the clinic start date
Community Coach Children's Clinic	7 days prior to the clinic start date
Community Coach Youth Clinic	7 days prior to the clinic start date
Community Coach Senior Clinic	7 days prior to the clinic start date
B Pre-Test Coaching Clinic	14 days prior to the clinic start date
B Provincial Coaching Clinic	14 days prior to the clinic start date

If applicants do not inform BC Soccer of a cancellation within the specified timeline (listed above), the applicant is ineligible for a refund². All cancellations are subject to \$25 cancellation charge regardless of the cancellation date. All refunds are issued in cheque format.

Should the clinic be cancelled by BC Soccer due to lack of registration, all paid registrants will receive a full refund.

¹System user fee is non-refundable regardless of cancellation date.

²Applicants required to withdraw due to medical reasons or extenuating circumstances may be eligible to receive a refund regardless of cancellation date. BC Soccer may require the applicant to provide proof of reason of absence to receive a refund. Applicants are not required to pay a \$25 cancellation charge upon approved reason of absence. System user fee is non-refundable.

Clinic Participant Minimum Number

All Clinics require a minimum of 15 participants. When minimum registration numbers have not been met in the timeframe outlined below the clinic will be cancelled.

5 working days for coastal clinics and **10 working days** for interior clinics for Entry level Referee Clinics.

Important Notes: If clinic registration minimums have been met in the registration system and class lists do not reflect the minimum numbers, or if we proceed with less than minimum numbers, the District Association, DDC, or club host will be invoiced for the minimum number of participants.

Additional Related Referee Information

Referee Annual Registration – NEW PROCESS

All Referees, new and returning, must register with the British Columbia Soccer Association on an annual basis.

Annual Registration Cycle for all Referees in British Columbia = April 1 through to March 31.

What does this mean for me as a Coastal Referee? (Lower Mainland and Island)

On an annual basis Coastal Referees must attend a Referee Refresher Clinic in the late Summer / Fall (between August 15 and November 15), which enables them to register annually with BC Soccer. (example; attend a September 3, 2008 Refresher which allows you to perform your Annual Referee Registration for the April 1, 2009 through to March 31, 2010 season.)

What does this mean for me as an Interior Referee? (Okanagan, Kootenays, Interior, North, Bulkley Valley, etc)

On an annual basis Interior Referees must attend a Referee Refresher Clinic in the Spring (between February 1 and May 15), which enables them to register annually with BC Soccer. (example; attend a March 15, 2009 Refresher which allows you to perform your Annual Referee Registration for the April 1, 2009 through to March 31, 2010 season.)

Annual Referee Registration Fees are as follows:

Youth Referee (Class 4) - \$50
District Referee (Class 3) - \$50
Regional Referee (Class 2) - \$50
Provincial Referee (Class 1) - \$50

All Annual Referee Registration MUST be done via the BC Soccer e-refereeing on-line registration / database tool, located at www.bcsoccer.net.

National - \$50 FIFA - \$50	*A system user fee is added to the annual referee registration fee.*
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Integration of the “OLD” and “NEW” Referee Program

Small Sided Referee = former Class 5 Referee
Youth and District Referee = former Class 4 and Class 3 Referee
Regional Referee = former Class 2 Referee
Provincial Referee = former Class 1 Referee

Referees Re-Registering after two or more years

If a Referee wishes to re-register with British Columbia Soccer Association, and has not registered in the past two years, they must apply to the British Columbia Soccer Association. The application would include proof of successful completion of an Entry Level exam and after the application is reviewed the referee will be classified.

Referee Classification and Standards

Annual Review: A review of all registered match officials will take place annually on December 15 by the British Columbia Soccer Association’s Referee Development Committee; this review takes place in order to ensure each referee in the province is in the appropriate classification. These classifications take into consideration age of the referee (Youth / District), on-field performance of the referee, fitness level of the referee (in relation to the fitness criteria), etc. The above criteria may be modified by the Provincial Association from time to time.

Small-Sided Game Referee (formerly known as Class 5)

A Small Sided Referee with is a minimum of 12 years of age who has successfully completed the appropriate Referee Course. These referees can officiate in any Small Sided Match.

Youth Referee (formerly known as Class 4)

A Youth Referee is between the ages of 14 – 16 years who has successfully completed, the Entry Level Referees Clinic.

Referees under the age of 16 are eligible to officiate only in Competitions for players under 16 years of aged. A Youth referee will automatically become a District referee on reaching the age of 16.

Maintaining Youth Referee Classification

It is mandatory that all registered Youth Referees attend an annual BC Soccer Refresher Course to remain up to date with changes issued by FIFA plus other relevant topics, as well as participate in the fitness component of the Refresher Course. The Refresher Course must have been attended not more than 12 months prior to registration. Failure to meet the above criteria will result in denial of registration until the criteria is met.

District Referee (formerly known as Class 3 Referee)

A District Referee is 16 years old or older who has successfully completed, the Entry Level Referees Clinic.

A District referee may officiate in any category of amateur soccer.

Maintaining District Referee Classification

It is mandatory that all registered District referees attend an annual Refresher Course to remain up to date with changes issued by FIFA plus other relevant topics, as well as participate in the fitness component of the Refresher Course. The Refresher Course must have been attended not more than 12 months prior to registration. Failure to meet the above criteria will result in denial of registration until the criteria is met.

Promotion from District Referee to Regional Referee

Referees must apply for promotion in writing (as part of annual registration). District Referees who seek promotion will only be promoted when appropriate on-field performance assessments, fitness criteria, and education / in service training modules have been attained.

District Referees seeking promotion to the Regional Referee classification are required to receive a minimum of 3 above grade match assessments.

Assessment marks from appointed Assessors will only be used toward promotion when the referee is officiating matches in an outdoor 11 a-side, 16 years of older (player) environment.

For the purpose of promotion only those assessments which take place between April 1 – November 30 will count.

Further Referees seeking promotion must have a minimum of 20 *qualifying matches** as a referee, 5 matches as an assistant referee on their individual log sheet.

District referees who are being considered for promotion to Regional Referee may apply for promotion to the Provincial Referee classification. This application can only be done in writing to the Provincial Association and is subject to satisfying the criteria as determined by the Provincial Association from time to time.

Once the above criterion is fulfilled the referee will be promoted to Regional.

**qualifying match = a match that may be counted towards promotion as determined by BC Soccer from time to time.*

Regional Referee (formerly known as Class 2 Referee)

A Regional Referee who has demonstrated to the satisfaction of the Provincial Association, as required by the Referee Development Committee, the ability to officiate at the Regional Level.

A Regional Referee may officiate in any category amateur soccer.

Maintaining Regional Referee Classification

In order to maintain Regional Referee classification, a registered Referee must:

- a) Successful completion of the annual fitness test.
- b) Obtain a minimum of one annual assessment at grade.
- c) Attend a Refresher Course not more than 12 months prior to registration.

Failure to meet these standards will result in automatic downgrading to District Referee classification.

A Regional Referee being downgraded to District Referee classification for failing to maintain the minimum standards of performance and fitness shall be allowed the next season in which to be re-assessed as being of Regional Referee calibre. Failing which, the Referee will remain at the lower class until all regulations for upgrading have been completed.

Promotion from Regional Referee to Provincial Referee

Referees must apply for promotion in writing (as part of annual registration). Regional Referees who seek promotion will only be promoted when appropriate on-field performance assessments, fitness criteria, and education / in service training modules have been attained.

Regional Referees seeking promotion to the Provincial Referee classification are required to receive a minimum of 3 above grade match assessments.

Assessment marks from appointed Assessors will only be used toward promotion when the referee is officiating matches in an outdoor 11 a-side, 16 years of older (player) environment.

For the purpose of promotion only those assessments which take place between April 1 – November 30 will count.

Further Referees seeking promotion must have a minimum of 20 *qualifying matches** as a referee, 5 matches as an assistant referee on their individual log sheet.

Once the above criterion is fulfilled the referee will be promoted to Provincial.

**qualifying match = a match that may be counted towards promotion as determined by BC Soccer from time to time.*

Provincial Referee (formerly known as Class 1 Referee)

A Provincial Referee who has demonstrated to the satisfaction of the Provincial Association, as required by the Referee Development Committee, the ability to officiate at the Provincial Level.

A Provincial Referee may officiate in any category of amateur soccer or be recommended to officiate in non-amateur games under the jurisdiction of the Provincial Association.

Maintaining Provincial Referee Status

In order to maintain Provincial Referee classification, a registered Referee must:

- a) Complete an annual medical examination.
- b) Successful completion of the annual fitness test.
- c) Obtain a minimum of one annual assessment at grade.
- d) Attend a Refresher Course not more than 12 months prior to registration.

Failure to meet the above criteria will result in automatic downgrading to Regional Referee classification. A Referee being downgraded for not complying with any of the above shall be allowed the next season in which to be assessed as being Provincial Referee calibre. Failing which, the Referee will remain at the lower classification until all of the regulations for upgrading have been completed.

***For further detailed information on the “Policy for Nomination and Selection of National List Officials” and the “National List Match Officials”, please see the BC Soccer Referee Rules and Regulations full vision.

BC Soccer Refereeing Appointing Model

- 1) Provincial Association Cup Competitions
- 2) Senior Provincial League Competitions
 - a. PCSL both men and women
 - b. Premier VMSL
 - c. Division 1 VISL
 - d. Premier FVSL
 - e. Premier MWSL
 - f. Premier LIWSA
 - g. University
 - h. College
- 3) All other competitions of the Association
 - a. Divisions in above league not mentioned
 - b. District senior league both male & female
 - c. Provincial team exhibition matches
- 4) Regional soccer
 - a. Metro/Select men and women
 - b. Super Y men and women
- 5) District soccer
 - a. Local youth club soccer Gold-Bronze
 - b. House soccer

Levels for Refereeing

Small Sided Referee (District Trained)	=	Small Sided Soccer Referee & Youth Assistant Referee
Youth Referee (Provincially Trained)	=	Youth Referee & Senior Assistant Referee
District Referee (Provincially Trained)	=	Youth & Senior Referee or Assistant Referee
Regional Referee (Provincially Trained)	=	Youth & Senior Referee or Assistant Referee
Provincial Referee (Provincially Trained)	=	Semi Professional Referee