

A wide-angle landscape photograph of a mountain range. The background consists of majestic, snow-capped peaks under a deep blue sky with scattered white clouds. The foreground is filled with a dense forest of trees, their leaves in shades of yellow, orange, and green, indicating autumn. The terrain appears to be a mix of rocky slopes and forested areas.

SCALING MT OTS

Trail Head

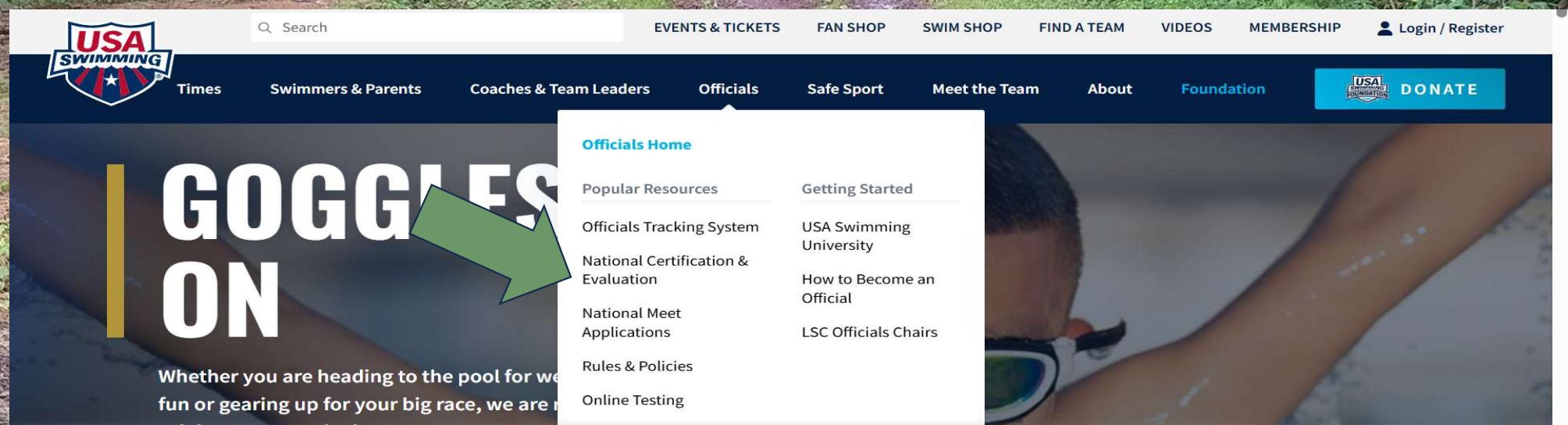
Resources

- Certification Documents
- Professional Documents
- Evaluation Templates



Location of Documents

- DO NOT LOG INTO USA WEBSITE
- OFFICIALS
 - National Certification & Evaluation



The image shows a screenshot of the USA Swimming website. The top navigation bar includes links for Search, EVENTS & TICKETS, FAN SHOP, SWIM SHOP, FIND A TEAM, VIDEOS, MEMBERSHIP, and Login / Register. Below the navigation is a main menu with links for Times, Swimmers & Parents, Coaches & Team Leaders, Officials, Safe Sport, Meet the Team, About, Foundation, and a DONATE button. A large banner on the left features the text "GOOGLES ON" and the subtext "Whether you are heading to the pool for fun or gearing up for your big race, we are here to support you." A green arrow points to the "Officials" link in the main menu. A sub-menu for "Officials" is open, showing categories like Popular Resources, Getting Started, and National Certification & Evaluation.



EVALUATION & CERTIFICATION REQUIREMENTS

[Certification Requirements by Position](#)

[Professional Documents by Position](#)

[National Meet & Educational Evaluation Guidelines](#)

[Evaluation Templates](#)

The
Professional
Administrative
Official: N2
Certification
and
Recertification
Requirements

The
Professional
Stroke & Turn
Official: N2 & N3
Certification
and
Recertification
Requirements

The
Professional
Chief Judge: N2
& N3
Certification
and
Recertification
Requirements

The
Professional
Starter: N2 & N3
Certification
and
Recertification
Requirements

The
Professional
Deck Referee:
N2 & N3
Certification
and
Recertification
Requirements

The
Professional
Administrative

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The
Professional
Administrative
Official



The
Professional
Stroke & Turn
Official



The
Professional
Chief Judge



The
Professional
Starter



The
Professional
Administrative
Referee



The
Professional
Deck Referee





EVALUATION & CERTIFICATION REQUIREMENTS

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[Admin Official
Evaluation
Template](#)

[Admin Referee
Evaluation
Template](#)

[Chief Judge
Evaluation
Template](#)

[Deck Referee
Evaluation
Template](#)

[Starter
Evaluation
Template](#)



[Stroke and Turn
Evaluation
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**National Meet &
Educational
Evaluation
Guidelines**



**National
Recertification
Hierarchy**



National Certifications

Recertification Hierarchy

The following chart shows what evaluations recertify other positions. The hierarchy is independent of having an N2 or N3 certification/evaluation in a position. All evaluations with positive outcomes may be used for 3 years.

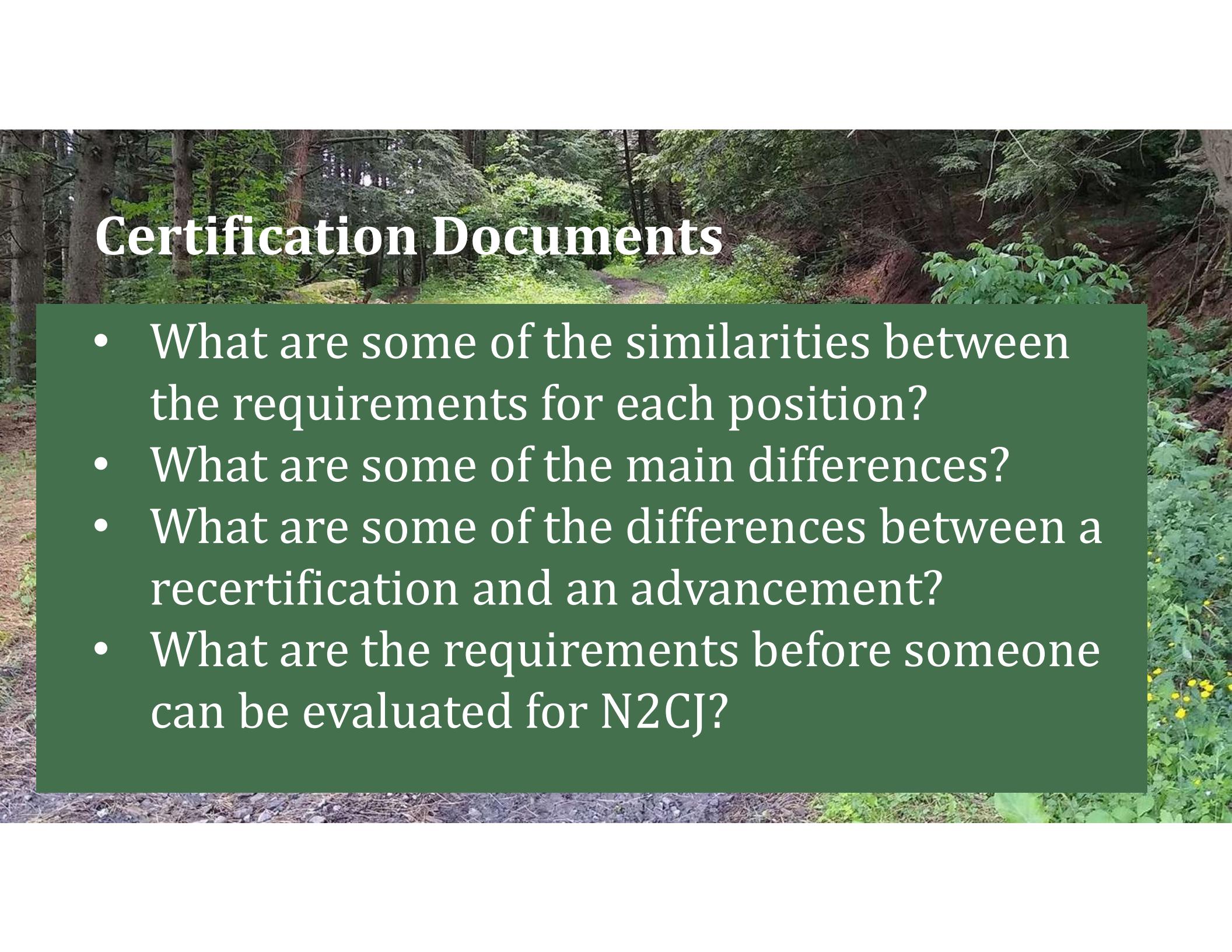
Evaluation Position	Admin Official	Stroke and Turn	Chief Judge	Starter	Deck Referee	Admin Referee
Admin Official	X					
Stroke and Turn		X				
Chief Judge		X	X			
Starter		X		X		
Deck Referee		X	X		X	
Admin Referee		X	X		X	X

Certification Documents

Let's explore Certification documents

- Stroke and Turn
- Chief Judge





Certification Documents

- What are some of the similarities between the requirements for each position?
- What are some of the main differences?
- What are some of the differences between a recertification and an advancement?
- What are the requirements before someone can be evaluated for N2CJ?

Certification Documents

- N2 AO and N2AR Certification documents
- What are the certification requirement differences?

Out on a Ledge in the Fog

- Contract
- Wayfinding
 - Evaluations
 - Present
 - Missing Mentors
 - Past
 - Reports



Contract

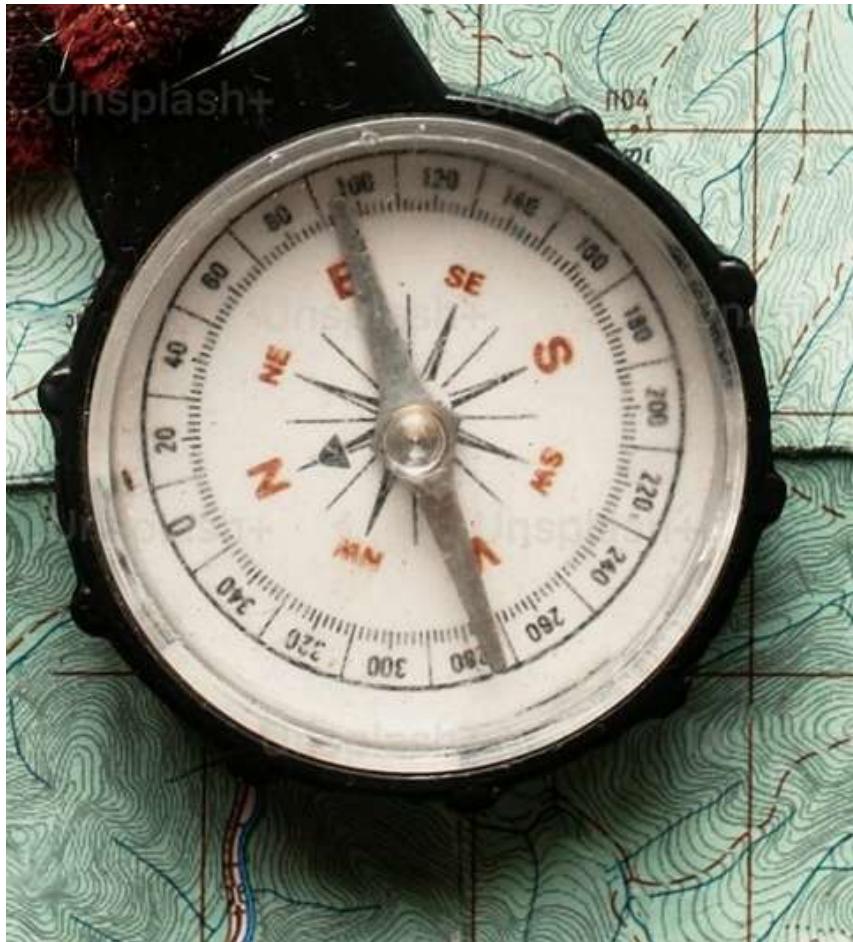
- Working as a mentor is a privilege
- Access to information is a private contract between you and the mentee



USA SWIMMING STAGING SITE

- Login to the STAGING site
 - <https://hub-ui-stg.swimsmember.org/landing>
- Use credentials created in STAGING

Wayfinding



Facilities Competition Groups Reporting **Officials** Admin Help

Officials

Official Search
OTS Meet Search
My LSC OTS Meet Search
HQ OTS LSC Bulk Recertification
OTS LSC Bulk Recertification
My Official History
My OTS Meets
My OTS Evaluations 
National Evaluators
National Certification Application
National Certification Application Workflow
OTS Reporting

Present Evaluation Location

My OTS Evaluations

Show All Evaluations? No X

OFFICIAL NAME	MEET NAME	OQM #	POSITION WORKED	EVALUATION LEVEL	EVALUATOR NAME	EVALUATION DATE	COMPLETED?
			Deck Referee	N3 recertify	Marianne Walling		No
			Administrative		Marianne		 



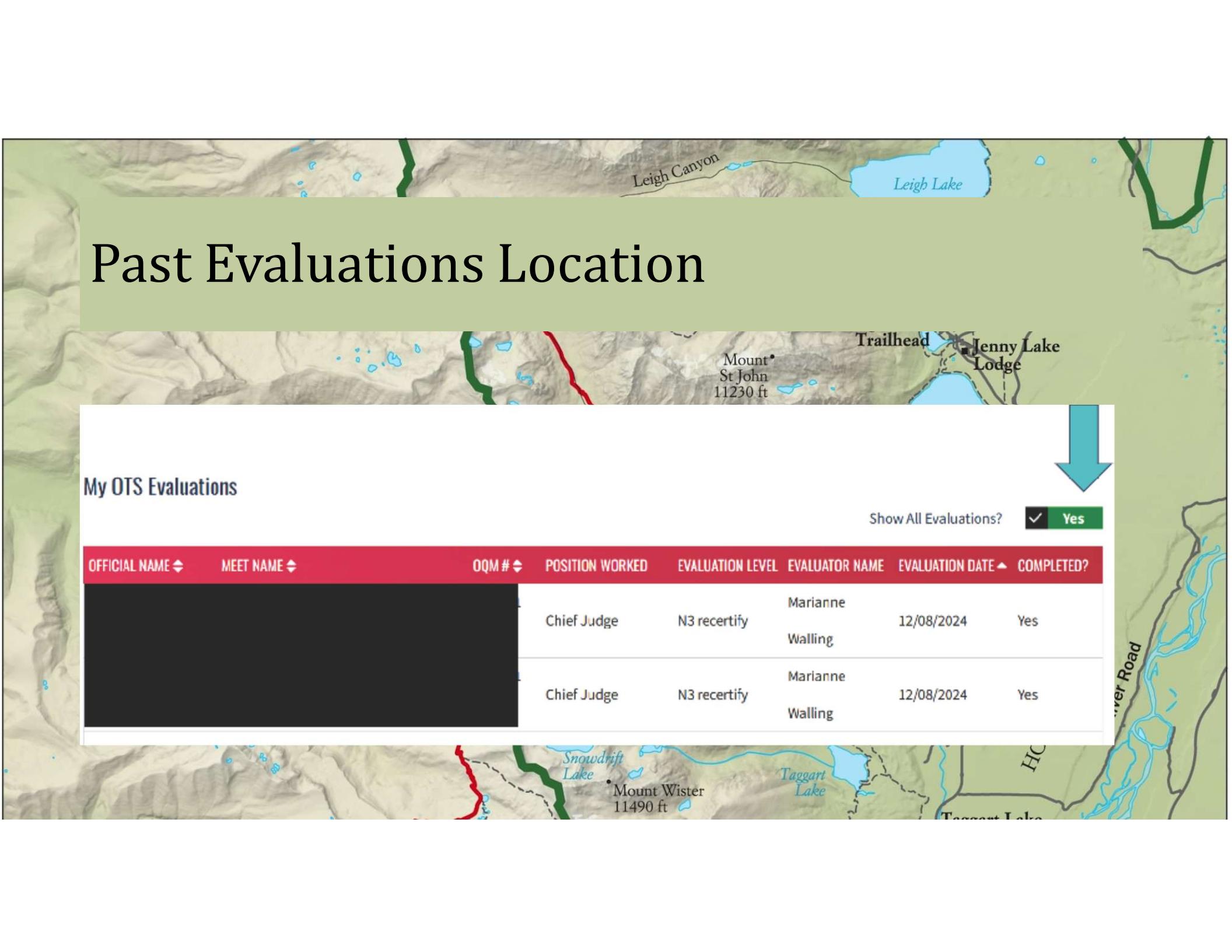
Missing Mentor



- Meet Referee
- OTS Meet Assistant
- LSC Chair
- OQM Working Group



Past Evaluations Location



My OTS Evaluations

Show All Evaluations? Yes

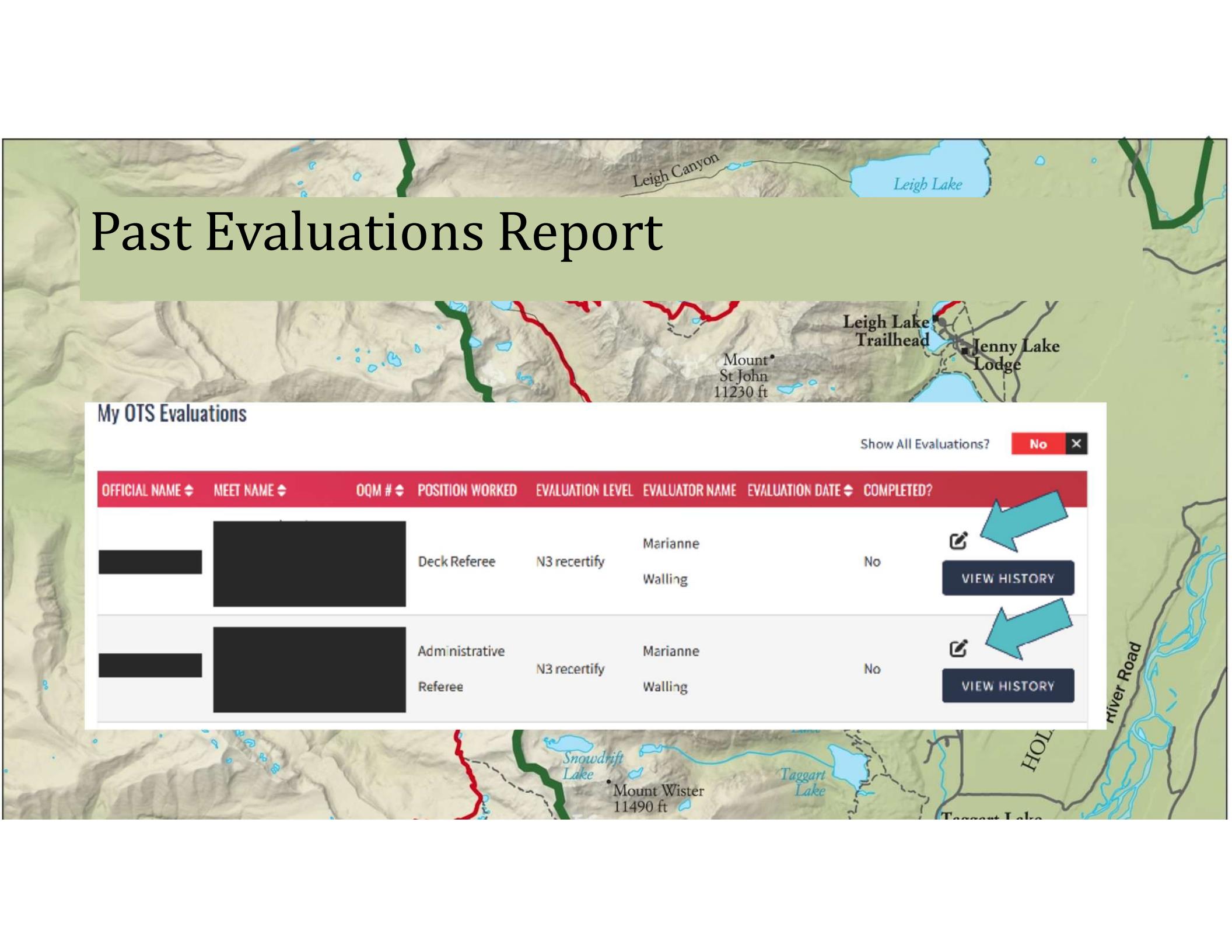
OFFICIAL NAME	MEET NAME	OQM #	POSITION WORKED	EVALUATION LEVEL	EVALUATOR NAME	EVALUATION DATE	COMPLETED?
[REDACTED]	[REDACTED]	[REDACTED]	Chief Judge	N3 recertify	Marianne Walling	12/08/2024	Yes
[REDACTED]	[REDACTED]	[REDACTED]	Chief Judge	N3 recertify	Marianne Walling	12/08/2024	Yes

Past Evaluations Report

My OTS Evaluations

Show All Evaluations? No

OFFICIAL NAME	MEET NAME	OQM #	POSITION WORKED	EVALUATION LEVEL	EVALUATOR NAME	EVALUATION DATE	COMPLETED?	
[REDACTED]	[REDACTED]		Deck Referee	N3 recertify	Marianne Walling		No	 VIEW HISTORY
[REDACTED]	[REDACTED]		Administrative Referee	N3 recertify	Marianne Walling		No	 VIEW HISTORY



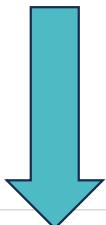
Evaluation Reports

- Past Reports are at the bottom of the page

Recommend Recertification of N3



Action Plan (recommended Next Steps [Bullet Points], Identify next meets to aspire to):



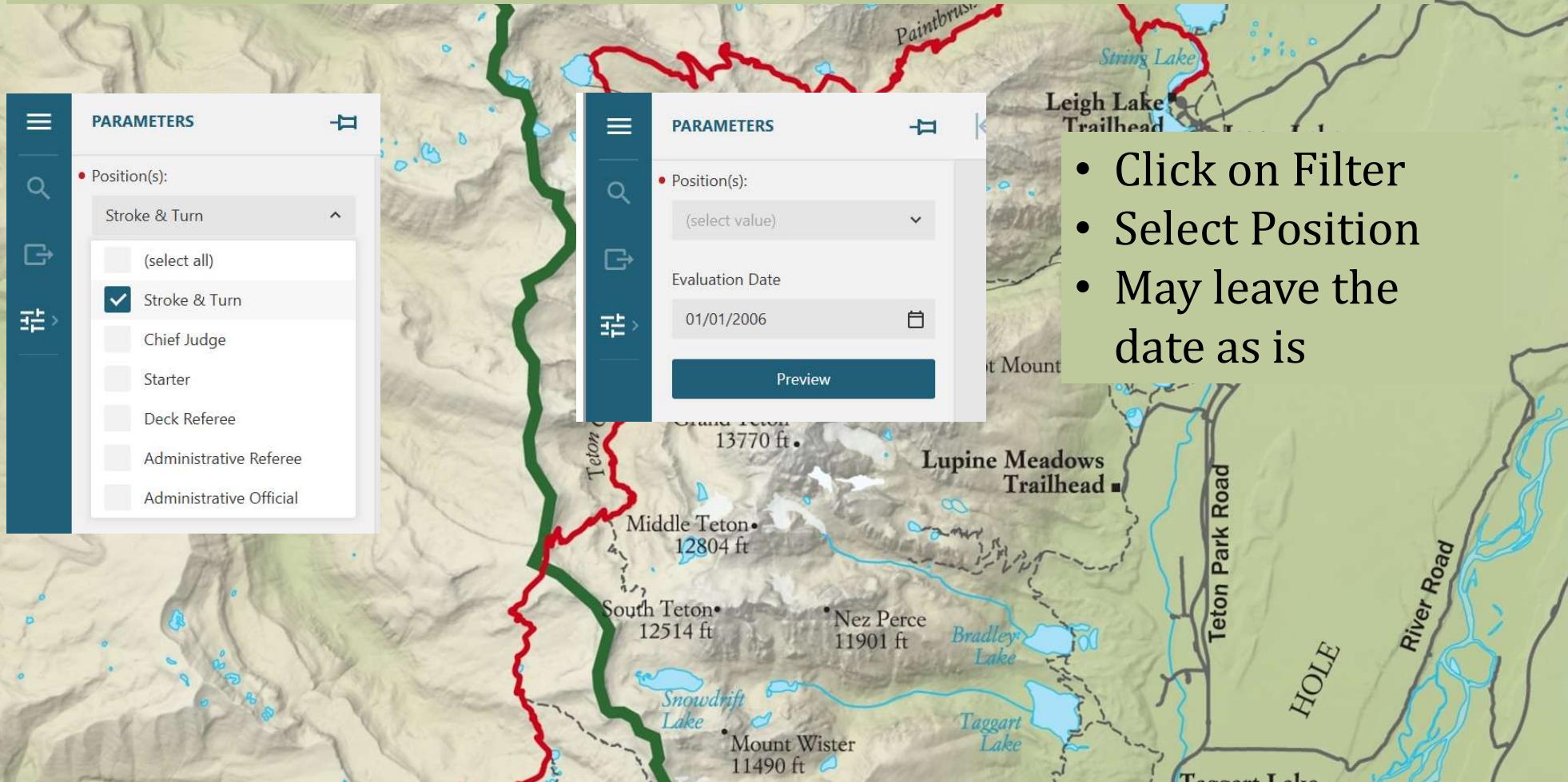
SAVE

RUN OFFICIAL EVALUATION HISTORY REPORT

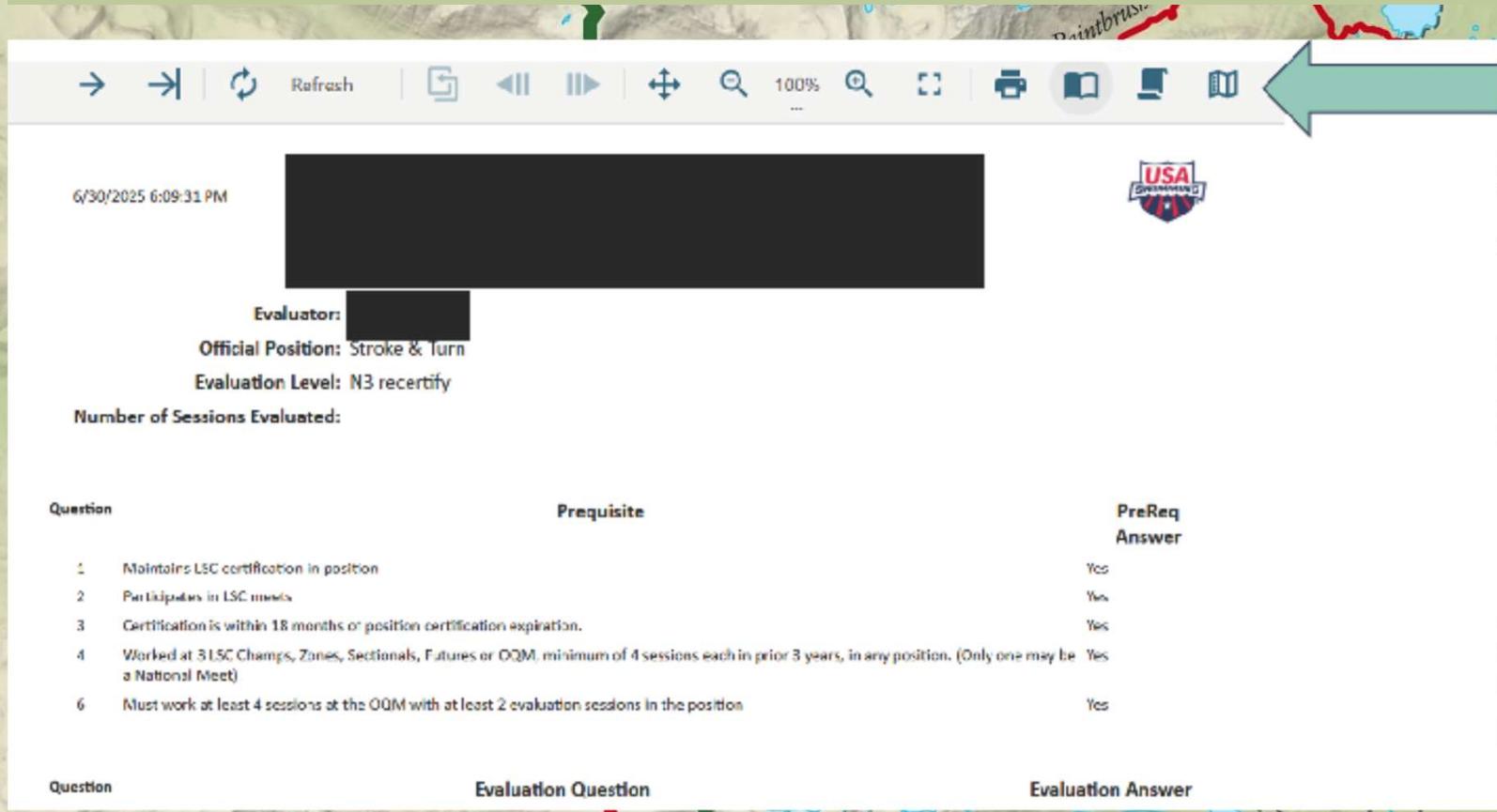
BACK

Mount Wister
11490 ft

Evaluation Reports



Evaluation Reports Example



A screenshot of a web-based evaluation report interface. The interface includes a top navigation bar with various icons (refresh, back, forward, search, etc.) and a timestamp of 6/30/2025 6:09:31 PM. A large green arrow points from the right side of the interface towards the left. The report content area contains the following information:

Evaluator: [REDACTED]

Official Position: Stroke & Turn

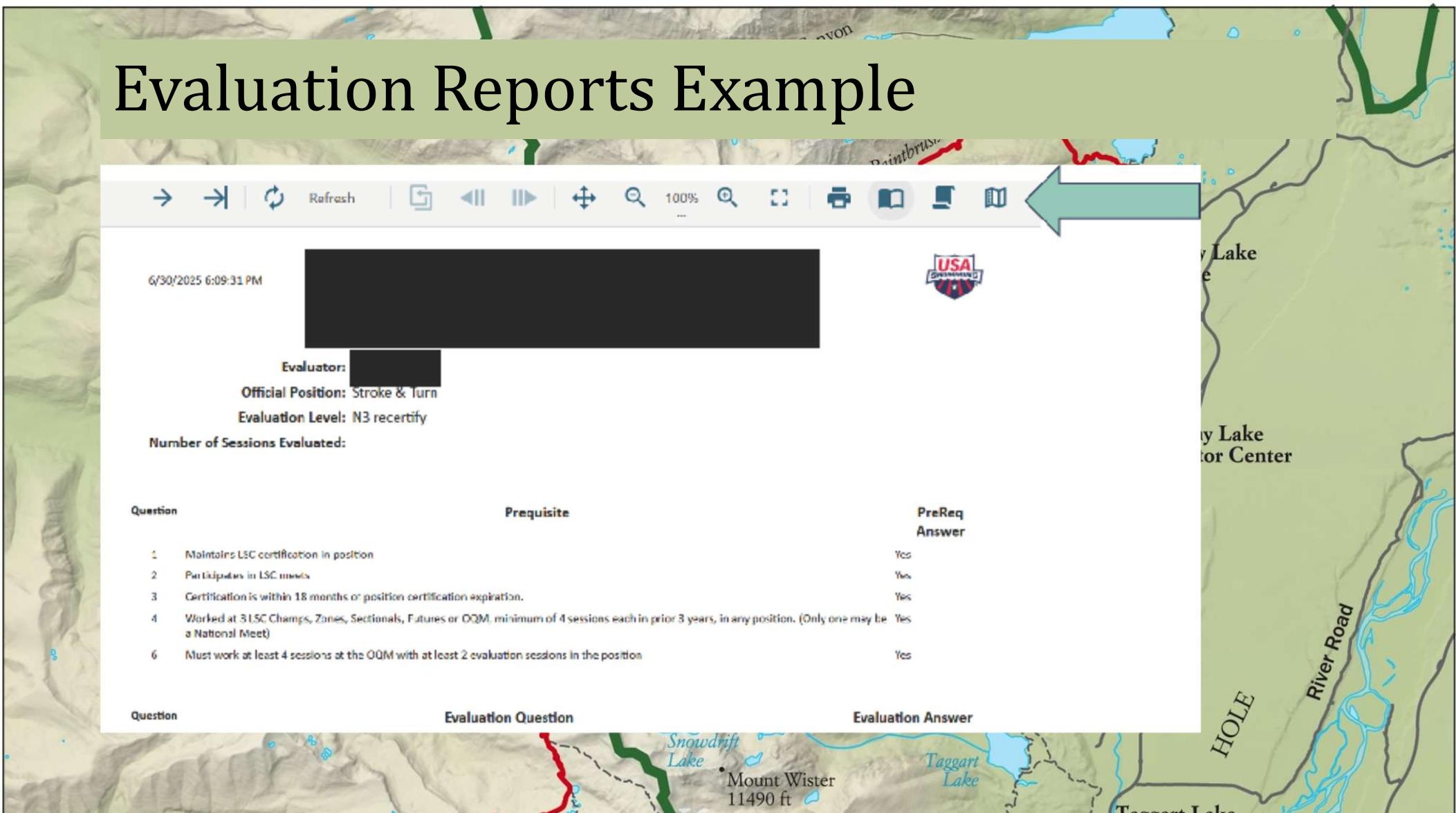
Evaluation Level: N3 recertify

Number of Sessions Evaluated:

Question	Prerequisite	PreReq Answer
1. Maintains LSC certification in position		Yes
2. Participates in LSC meets		Yes
3. Certification is within 18 months of position certification expiration.		Yes
4. Worked at 3 LSC Champs, Zones, Sectionals, Futures or OQM, minimum of 4 sessions each in prior 3 years, in any position. (Only one may be a National Meet)		Yes
6. Must work at least 4 sessions at the OQM with at least 2 evaluation sessions in the position		Yes

Below this table is another table section:

Question	Evaluation Question	Evaluation Answer
----------	---------------------	-------------------



Gaining Altitude

- Officials History Reports
 - Location
 - Vetting
 - Meet Types
 - Sessions



Officials History Report Location

My OTS Evaluations

Show All Evaluations? No

OFFICIAL NAME	MEET NAME	OQM #	POSITION WORKED	EVALUATION LEVEL	EVALUATOR NAME	EVALUATION DATE	COMPLETED?
			Deck Referee	N3 recertify	Marianne Walling		No
			Administrative Referee	N3 recertify	Marianne Walling		No

Officials History Report

Official	Member Id	Lsc/C lub	Annual Meets	Requirements	Pos.	Lsc	Eff.	Lsc Expires	Lsc Lvl	Natl	Natl Eff.	Natl Expires	Natl Lvl	Meets	Sess.	Test	Pass ed	Date ed
Name	ID																	
			8	REG	12/31/99	ST	10/12/16	12/31/26	C	08/14/15	12/31/26	N3	6	26				
				BGC	08/31/26	CJ	07/17/17	12/31/26	C	07/28/19	12/31/26	N3	6	29				
				APT	08/04/25	SR	10/12/16	12/31/26	C	12/21/17	06/30/26	N3		0				
				CPT	01/01/00	DR	10/12/16	12/31/26	C	01/19/18	12/31/26	N3	21	56				
						AR	07/28/22	12/31/23	C	08/01/23	12/31/26	N3		0				
						AO	07/28/22	12/31/26	C					0				
						OJ	09/10/10	12/31/26	C					0				

Email Address

Officials History Report

Date	Meet	Type	OQM Meet?	OQM Number	Non OQM Sessions	OQM Sessions	TT Sessions	Eval	Recommend?
6/29/2025		Time Trials	No				AR-1		
5/15/2025		Open	Yes	25-0045 N3		CJ-7			
5/15/2025		Time Trials	No				ST-1 CJ-4		
4/2/2025		Pro Swim Series	Yes	25-0002 N3		SR-7		SR-N3 recertify	Yes
3/19/2025		D1 NCAA Championships	No		ST-7				
3/13/2025		Other	No		ST-2 SR-4				
3/6/2025		Time Trials	No				MR-5		
3/6/2025		Sectionals	Yes	25-0044 N3		MR-7			
2/13/2025		Time Trials	No				SR-3		

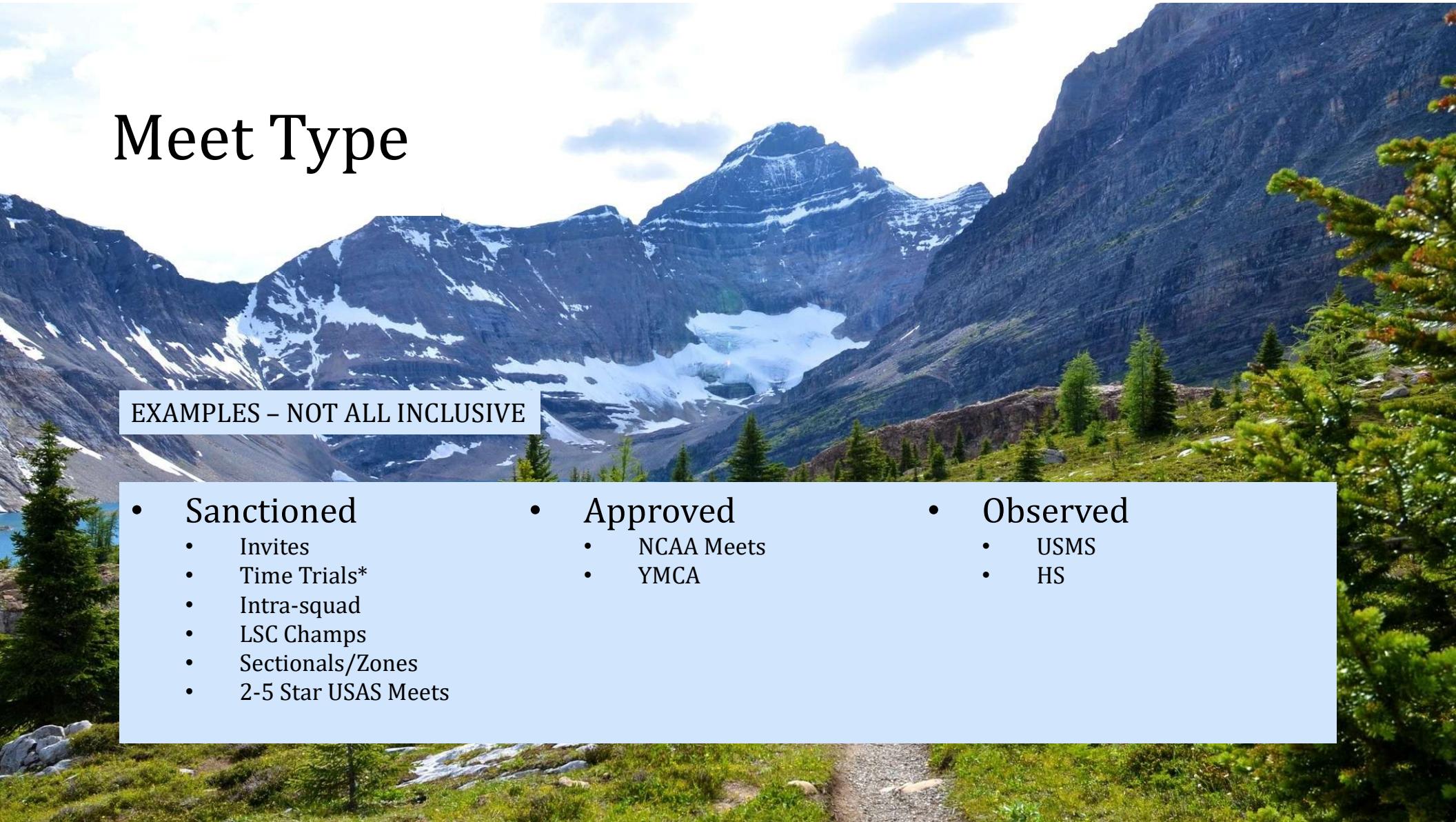
Meet Type

EXAMPLES – NOT ALL INCLUSIVE

- Sanctioned
 - Invites
 - Time Trials*
 - Intra-squad
 - LSC Champs
 - Sectionals/Zones
 - 2-5 Star USAS Meets

- Approved
 - NCAA Meets
 - YMCA

- Observed
 - USMS
 - HS

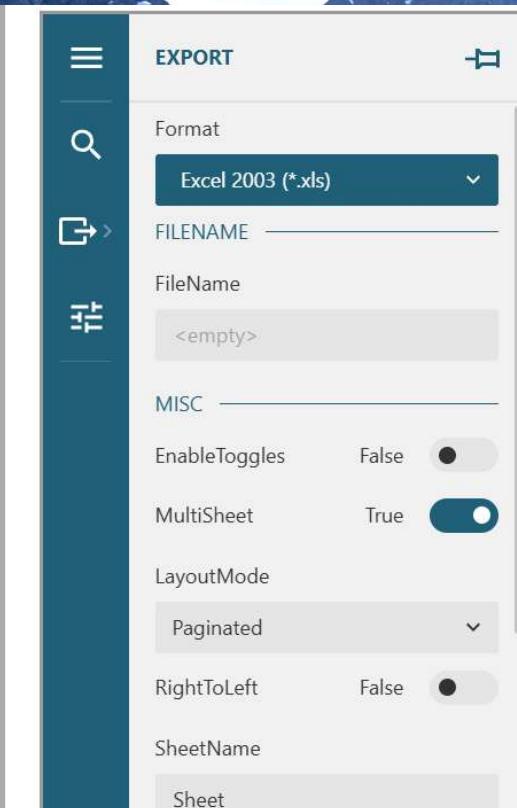




The National Certification Program aims to educate officials so they can better serve both the sport and its athletes. Additionally, it functions as a pathway for participants to officiate at USAS National Meets.

Only sanctioned meets adhere completely to the USAS rules, both technical and administrative. While all experience and education are valuable—regardless of the meet type—only the experiences gained at sanctioned meets contribute towards National Certifications.

Export/Filter - Officials History Report



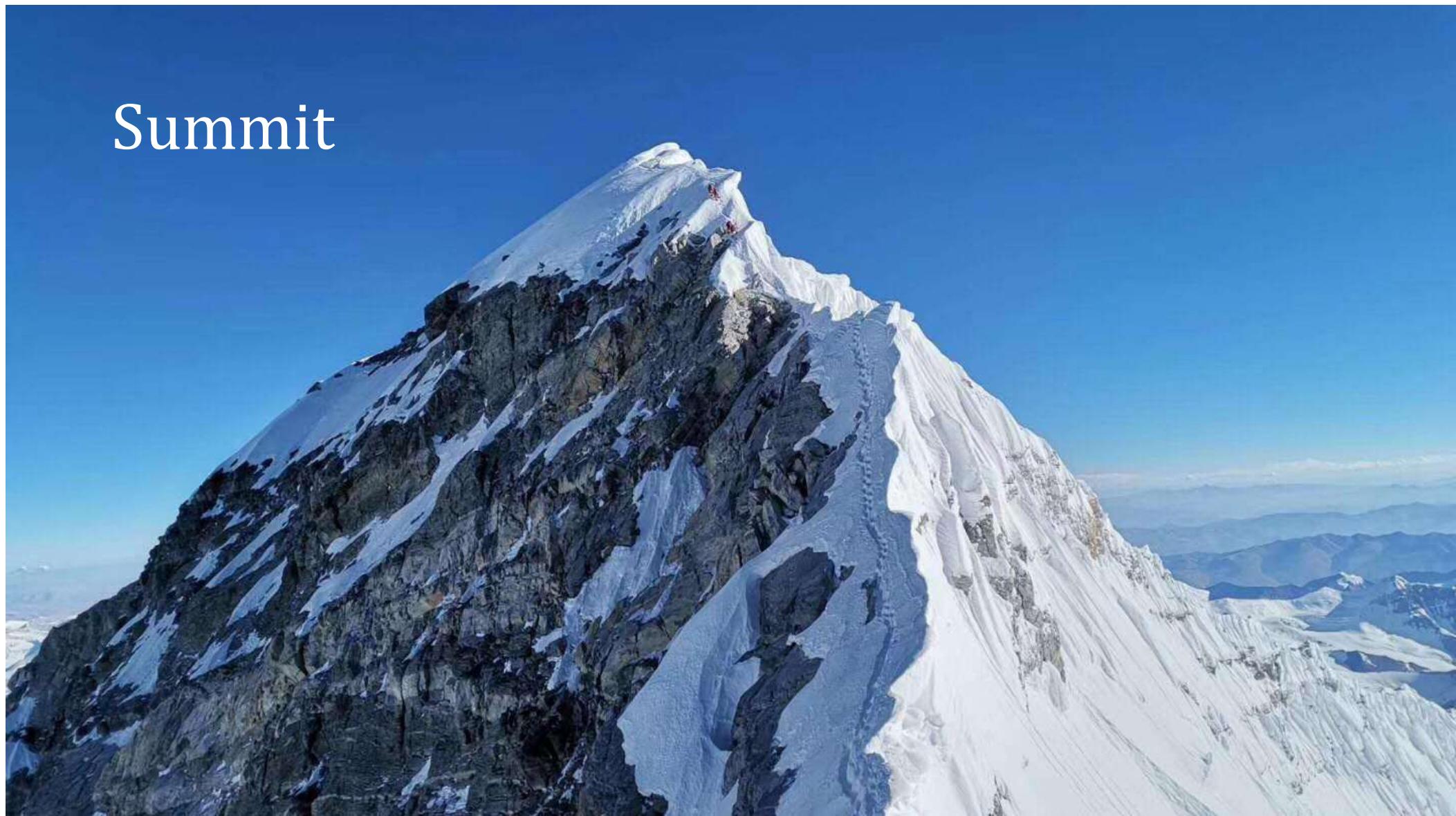
- Bar on right
- Pin at top
- Search
- Filter
- Export – box with arrow pointing right
 - Recommend **not using paginated** or multi-sheet (galley view)
 - Preview/print is at the bottom of left sidebar
 - Or print across heading of the report

Vetting

- [Vetting Examples](#)



Summit



Evaluation Entry

My OTS Evaluations

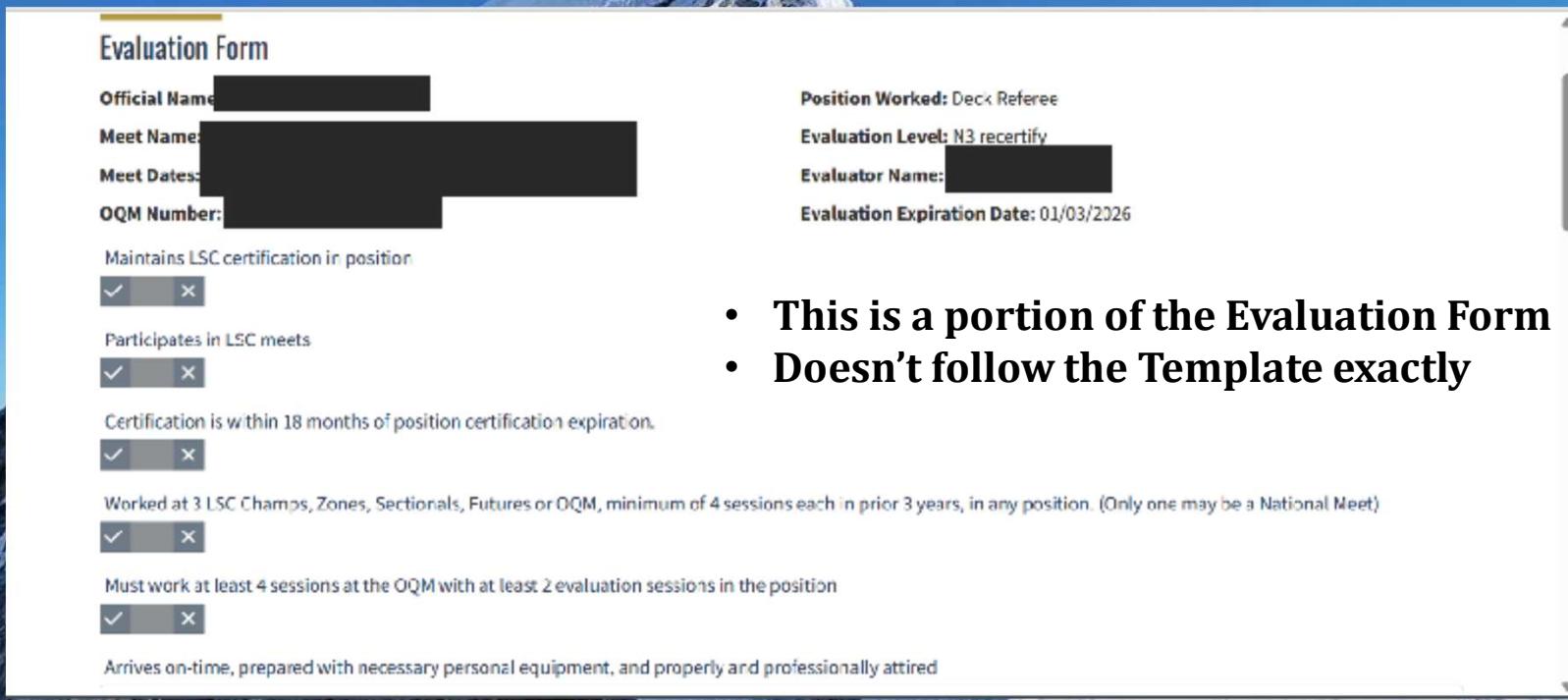
Show All Evaluations? No X

OFFICIAL NAME	MEET NAME	OQM #	POSITION WORKED	EVALUATION LEVEL	EVALUATOR NAME	EVALUATION DATE	COMPLETED?	
[REDACTED]	[REDACTED]		Deck Referee	N3 recertify	Marianne Walling		No	 VIEW HISTORY
[REDACTED]	[REDACTED]		Administrative Referee	N3 recertify	Marianne Walling		No	 VIEW HISTORY

 [VIEW HISTORY](#)

 [VIEW HISTORY](#)

Evaluation Form



Evaluation Form

Official Name: [REDACTED]

Meet Name: [REDACTED]

Meet Dates: [REDACTED]

OQM Number: [REDACTED]

Position Worked: Deck Referee

Evaluation Level: N3 recertify

Evaluator Name: [REDACTED]

Evaluation Expiration Date: 01/03/2026

Maintains LSC certification in position

Participates in LSC meets

Certification is within 18 months of position certification expiration.

Worked at 3 LSC Champs, Zones, Sectionals, Futures or OQM, minimum of 4 sessions each in prior 3 years, in any position. (Only one may be a National Meet)

Must work at least 4 sessions at the OQM with at least 2 evaluation sessions in the position

Arrives on-time, prepared with necessary personal equipment, and properly and professionally attired

- **This is a portion of the Evaluation Form**
- **Doesn't follow the Template exactly**

Recovery

A campfire is burning brightly in the foreground, with logs and flames visible. The background features a dark, star-filled sky and a range of mountains under a blue and orange horizon, suggesting a sunset or sunrise. The overall atmosphere is peaceful and natural.