Officials Registration & Certification Timeline

**OFFICIAL REGISTERS**
- Consents to background check
- Completes all registration steps
- Pays the registration fee

Immediately
- Email with registration confirmation and receipt of payment is sent from ArbiterSports
- Added to local group/association in ArbiterSports
- Online tests and clinics are available *(rules exam/concussion)*

Within 24 Hours
- Email confirmation is sent once free digital rule book is available on the NFHS Rules App
- OCEP Principles certification option, "Interscholastic Officiating" course, on NFHS Learning Center discount available

1 to 3 Business Days
- Background checks are submitted every work day by noon to initiate the screening *(may take up to 3 days to process)*
- Registered badge appears once background check clears *(previous officials may clear faster than new officials)*

3 to 5 Business Days
- Officials packet is shipped with a tracking number *(mail batches are processed every 2-3 business days)*
- Email confirmation with tracking number is sent once registration has been processed in a mail batch
- Packet may take 2 to 3 days to be delivered via USPS *(undeliverable packets may be returned to the OSAA office due to incomplete or invalid addresses which will delay packets)*

The process continues on the next page.

**2020-21 Registration Fees:**

<table>
<thead>
<tr>
<th>Sport</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Football</td>
<td>$74.00</td>
</tr>
<tr>
<td>Volleyball</td>
<td>$74.00</td>
</tr>
<tr>
<td>Soccer</td>
<td>$67.00</td>
</tr>
<tr>
<td>Basketball</td>
<td>$74.00</td>
</tr>
<tr>
<td>Wrestling</td>
<td>$74.00</td>
</tr>
<tr>
<td>Baseball</td>
<td>$58.00*</td>
</tr>
<tr>
<td>Softball</td>
<td>$58.00*</td>
</tr>
</tbody>
</table>

*Spring 2020 rules books will be the same for spring 2021. Baseball/softball packets will not include rules / case books. Officials wanting to order baseball / softball rules / case books can do so from the OSAA Corner Store, www.osaa.org/shop.*
Official Takes the Online OSAA Rules Exam
• Completes the entire rules exam on ArbiterSports

Official Takes the Online OSAA Concussion Course
• Successfully completes the “Understanding Concussions – What Officials Need to Know” training course via ArbiterSports
• Must be completed once during the current membership year (August – June)
• Must be the OSAA’s concussion online training course
• Also available in Spanish

Immediately
- Official is certified to officiate OSAA sanctioned contests at the sub-varsity level (or higher, based on test score and/or OCEP)
- The official’s individual Monitor Eligibility report will reflect their completed requirements

Within 12 Hours
Sub-Varsity, Varsity, or Playoff eligibility badge will appear in ArbiterSports (script runs every 12 hours to award badges)

Level of certification depends on exam score and OCEP certification status:

- < 75% on the Rules Exam Sub-Varsity
- ≥ 75% on the Rules Exam Varsity
- ≥ 90% on the Rules Exam + OCEP Principles Certified Playoff
- ≥ 90% on the Rules Exam + OCEP Playoff Certified

(Note: only the highest level of eligibility badge will be displayed in ArbiterSports)

OSAA Athletic Officials Handbook
Rule 4-2:
In order to officiate any level of OSAA sanctioned contest, including jamborees, officials must at a minimum complete the following items every year: register with the OSAA, pass a criminal conviction history screening, complete the online OSAA concussion course, and take the relevant OSAA sport rules examination.

20-21 Officials Registration and Testing Dates

<table>
<thead>
<tr>
<th></th>
<th>FALL</th>
<th>WINTER</th>
<th>SPRING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration/Testing Opens</td>
<td>Mon. 7/13/2020</td>
<td>Mon. 9/21/2020</td>
<td>Mon. 1/11/2021</td>
</tr>
<tr>
<td>Test Review Opens</td>
<td>Mon. 8/17/2020</td>
<td>Mon. 11/16/2020</td>
<td>Mon. 3/1/2021</td>
</tr>
<tr>
<td>First Contest/Jamboree Dates</td>
<td>Thurs. 8/27/2020</td>
<td>Wed. 12/2/2020</td>
<td>Mon. 3/15/2021</td>
</tr>
<tr>
<td>Registration Closes</td>
<td>Fri. 9/25/2020</td>
<td>Fri. 1/22/2021</td>
<td>Fri. 4/23/2021</td>
</tr>
<tr>
<td>Testing Closes</td>
<td>Fri. 10/23/2020</td>
<td>Fri. 2/19/2021</td>
<td>Fri. 5/21/2021</td>
</tr>
</tbody>
</table>

For more information and resources for officials, visit www.osaa.org/officials

NFHS Rules Book App
www.osaa.org/officials/rules