

# Alpine Officials Certification Guidelines

## 2023-2024 CHANGES IN BLUE FONT

	A	B	C	D	E	F	G	
1	<b>SPECIALTY CATEGORY</b>	<b>PREREQUISITES</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>	<b>LEVEL 4</b>	<b>LEVEL 5</b>	
2		<b>GETTING STARTED</b>	<b>ACQUIRE BASIC KNOWLEDGE</b>	<b>REFINE KNOWLEDGE / SPECIALIZATION</b>	<b>MASTER COMPETENCIES</b>	<b>RECOGNIZE SERVICE</b>	<b>HONORABLE RETIREMENT</b>	
3	<b>COMPETITION OFFICIAL-CO</b>	<b>Entry Level</b>	Attend basic clinic; online clinic acceptable upon availability	Work 10 days as a CO at sanctioned competitions	Should work additional 10 days in area of specialization	Serve a minimum of 5 outstanding years as Level 3 Competition Official	Continue U.S. Ski & Snowboard membership	
4		CO certification required prior to specialty-area certification; e.g. JA, CR, CC, RA, RF	<b>Individuals desiring to pursue positions of Start and/or Finish Referee, must attend a RF or JA Clinic and pass the JA exam</b>	Develop skills needed for position (e.g. gate judge, manual timekeeping, course preparation and maintenance)	Demonstrate ability to train and lead others in area of specialization	Receive favorable recommendation from Division and/or Regional AO Committee	Move from active to inactive status as CO	
5		Advancement in Competition Official certification (CO) is available for non-trackable specialty areas as follows: Assistant to CC, CR, RA, TC, e.g.: Gate Judging, course maintenance, manual time keeping, Jury Secretary, Assistant Starter, etc. <i>Record of days worked must be tracked on the AO Personal Activity Record and submitted to the appropriate AO Chair.</i>			Receive favorable recommendation from 2 level 4 officials	Receive approval of U.S. Ski & Snowboard National WG's & Committees		
6	<b>JURY ADVISOR-JA (Start/Finish Referee)</b>	Attendance at CO Clinic	Attend Level 1 RF clinic	Work 10 days as JA at sanctioned competitions	Should work 10 additional days as JA; events should be scored events	Serve a minimum of 5 outstanding years as Level 3 Jury Advisor	Continue U.S. Ski & Snowboard membership	
7		Recommended Level 1 CR and Level 1 TC		Handle paperwork timely, accurately	Serve as speed event Jury Advisor	Receive favorable recommendation from Division and/or Regional AO Committee	Move from active to inactive status as JA	
8			Pass Level 1 JA exam	Receive favorable recommendation from 2 higher level supervising officials ( <b>not including CO4</b> )	Receive favorable recommendation from 2 Level 4 officials ( <b>not including CO4</b> )	Receive approval of U.S. Ski & Snowboard National WG's & Committees		
9		<b>It is highly recommended that a Jury Advisor attend a seasonal Continuing Education Clinic; they must attend a bi-seasonal Continuing Education Clinic prior to serving and in order to retain current Jury Advisor certification level.</b>						
10	<b>TECHNICAL DELEGATE-TD</b>	Level 1 TC, Level 2 RF OR Level 1 TC, Level 1 CR and Level 2 JA OR Level 1 TC, Level 2 CR and Level 1 JA	Attend level 1 TD clinic (if offered)	Work 10 days as TD at sanctioned competitions	Should work 10 additional days as TD, RF, or CR with emphasis on well-rounded experience; events should be scored events	Serve a minimum of 5 outstanding years as Level 3 Technical Delegate	Continue U.S. Ski & Snowboard membership	
11			Pass level 1 TD exam	Demonstrate ability to lead	Demonstrate ability to build consensus as a TD, to understand and comply with Jury procedures, to organize all facets of an event in accordance with current rules and procedures.	Should include out-of-Division/Region events; should include speed events	Move from active to inactive status as TD	
12		Proven leadership ability	Shadow U.S. Ski & Snowboard Level 3 or Level 4 or FIS TD at 2 U.S. Ski & Snowboard-sanctioned events.	Conduct administrative controls e.g. check homologations, TD RF and timing reports, technical course data	Demonstrate ability to make sound judgments in expected and unexpected situations	Receive favorable recommendation from Division and/or Regional AO Committee		
13		Proven skiing ability	Serve as TD under supervision of U.S. Ski & Snowboard Level 3 or Level 4 or FIS TD	Conduct technical controls e.g. radios, medical services, timing, course setting and protection	Proven ability to handle responsibilities of position of TD, RF, or CR in a professional, accurate manner with emphasis on well-rounded experience.	Receive approval of U.S. Ski & Snowboard TD WG, U.S. Ski & Snowboard R&T, U.S. Ski & Snowboard ASC		
14		Must have 1 nomination and 2 seconds from Level 3 TD's. (Forms available)	Receive favorable written evaluation from each of the 3 supervising TD's.	Submit accurate and timely race documentation	Pass level 3 exam (80%)			
15				Receive favorable written recommendation from 2 higher level TD's	Shadow U.S. Ski & Snowboard Level 3 or Level 4 or FIS TD at one U.S. Ski & Snowboard-sanctioned speed event and receive favorable written evaluation from the supervising TD			
16					Receive favorable written recommendation from 2 Level 4 officials ( <b>not including CO4 and JA4</b> ), or Division AO Committee. Must also receive approval of U.S. Ski & Snowboard TD WG, U.S. Ski & Snowboard R&T, U.S. Ski & Snowboard ASC			
17	<b>Unless excused by Division/Region AO Chair, prior to serving, Technical Delegate must attend seasonal Technical Delegates' Continuing Education Workshop (or equivalent). They must attend Workshop every two years in order to retain current certification level. A U.S. Ski &amp; Snowboard TD should work as an assigned TD a minimum of two days every season and must work as an assigned TD at least once every two years in order to retain certification level.</b>							

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2		<b>GETTING STARTED</b>	<b>ACQUIRE BASIC KNOWLEDGE</b>	<b>REFINE KNOWLEDGE / SPECIALIZATION</b>	<b>MASTER COMPETENCIES</b>	<b>RECOGNIZE SERVICE</b>	<b>HONORABLE RETIREMENT</b>
18	<b>REFEREE-RF</b>	Attendance at CO Clinic	Attend Level 1 RF clinic	Work 10 days as RF at sanctioned competitions	Should work 10 additional days as RF; events should be scored events	Serve a minimum of 5 outstanding years as Level 3 Referee	Continue U.S. Ski & Snowboard membership
19		Recommended Level 1 CR	Pass level 1 RF exam	Handle paperwork timely, accurately	Serve as speed event RF or Asst RF	Receive favorable recommendation from Division and/or Regional AO Committee	Move from active to inactive status as RF
20		Proven skiing ability	<b>A minimum of 1 shadow assignment must be successfully completed under the supervision of a U.S. Ski &amp; Snowboard Level 3 Alpine RF or TD (minimum Level 2 RF/TD), or FIS TD. AO recommendation form must be submitted to the respective Divisional AO chair.</b>	Receive favorable recommendation from 2 higher level supervising officials: <b>RF, TD, or CR</b>	Receive favorable recommendation from 2 Level 4 officials ( <b>not including CO4 and JA4</b> )	Receive approval of U.S. Ski & Snowboard National WG's & Committees	
21							
22		<b><i>It is highly recommended that a Referee attend a seasonal Continuing Education Clinic; they must attend a bi-seasonal Continuing Education Clinic prior to serving and in order to retain current Referee certification level.</i></b>					
23	<b>CHIEF OF RACE-CR</b>	Attendance at CO clinic	Attend Level 1 CR clinic	Work 10 days as a CR at sanctioned competitions	Should work 10 additional days as CR; events should be scored events	Serve a minimum of 5 outstanding years as Level 3 Chief of Race	Continue U.S. Ski & Snowboard membership
24		Good organizational & leadership skills	Pass Level 1 CR exam	Learn skills to be productive jury member	Demonstrate ability to make sound decisions in variety of situations	Receive favorable recommendation from Division and/or Regional AO Committee	Move from active to inactive status as CR
25		Proven skiing ability		Learn skills to be effective leader of race committee	Demonstrate ability to lead others effectively	Receive approval of U.S. Ski & Snowboard National WG's & Committees	
26		Proven leadership ability		Serve as CR for different levels of competition	Demonstrate ability to delegate responsibilities		
27				Attend Level 1 RF clinic and pass Level 1 RF exam	Receive favorable recommendation from 2 Level 4 officials ( <b>not including CO4 and JA4</b> )		
28				Receive favorable recommendation from 2 higher level supervising officials: <b>CR or TD</b>			
29	<b><i>It is highly recommended that a Chief of Race attend a seasonal Continuing Education Clinic; they must attend a bi-seasonal Continuing Education Clinic prior to serving and in order to retain current Chief of Race certification level.</i></b>						
30	<b>CHIEF OF COURSE-CC</b>	Attendance at CO clinic	Attend level 1 CC clinic	Work 10 days as a CC at sanctioned competitions	Should work 10 additional days as CC; events should be scored events	Serve a minimum of 5 outstanding years as Level 3 Chief of Course	Continue U.S. Ski & Snowboard membership
31		Proven knowledge of local snow conditions and terrain	Pass level 1 CC exam	Learn different snow prep techniques	Demonstrate ability to work cooperatively with jury	Receive favorable recommendation from Division and/or Regional AO committee	Move from active to inactive status as CC
32		Good organizational & leadership skills		Become knowledgeable of snow prep chemicals	Demonstrate knowledge regarding protection issues	Receive approval of U.S. Ski & Snowboard National WG's & Committees	
33		Able to meet physical demands of job		Learn to install various protection devices in appropriate locations	Demonstrate effective snow and course prep		
34		Proven skiing ability		Receive favorable recommendation from 2 higher level supervising officials: <b>TD, RF, CR, or CC</b>	Receive favorable recommendation from 2 Level 4 officials ( <b>not including CO4 and JA4</b> )		
35		Receive favorable written recommendation from L3 or higher RF, CC, CR or TD.					
36	<b><i>It is highly recommended that a Chief of Course attend a seasonal Continuing Education Clinic; they must attend a bi-seasonal Continuing Education Clinic prior to serving and in order to retain current Chief of Course certification level.</i></b>						

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37	<b>TIMING and CALCULATIONS-TC</b>	Attendance at CO clinic	Attend introductory TC clinic	Work 10 days in various TC positions at sanctioned competitions	Should work 10 additional days as TC; events should be scored events	Serve a minimum of 5 outstanding years as Level 3 in Timing & Calculations	Continue U.S. Ski & Snowboard membership
38		Aptitude for math/numbers	Pass Level 1 TC exam	Learn and understand electronic timing equipment	Demonstrate good management skills under varying conditions	Receive favorable recommendation from Division and/or Regional AO committee	Move from active to inactive status as TC
39		Computer skills to operate timing/scoring programs		Calculate EET's accurately & prepare Timing Technical Report and Report by the Referee forms	Handle all calculations accurately/confidently. Demonstrate understanding of connecting electronic timing equipment, wiring and time bases to computers.	Receive approval of U.S. Ski & Snowboard National WG's & Committees	
40				Demonstrate ability to instruct/run manual timing crew	Serve as Chief of TC under supervision of senior TC		
41							
42				Receive favorable recommendation by 2 higher level supervising TC officials	Receive favorable recommendation from the same senior TC to qualify for Exam		
43				Recommended: Skiing ability to access/ descend race course	Required: Skiing ability to access/ descend race course		
44					Pass Level 3 TC exam (75%)		
45			<i>It is highly recommended that a Chief of Timing &amp; Calculations attend a seasonal Continuing Education Clinic; they must attend a bi-seasonal Continuing Education Clinic prior to serving and in order to retain current Chief of Timing &amp; Calculations certification level.</i>				
46	<b>RACE ADMINISTRATOR-RA (includes EVENT DATA MANAGEMENT)</b>	Good organizational & leadership skills	Attend Level 1 RA/DM clinic	Work 10 days in race administration at sanctioned competitions	Should work 10 additional days as RA; events should be scored events	Serve a minimum of 5 outstanding years as Level 3 in Race Administration	Continue U.S. Ski & Snowboard membership
47		Appropriate computer skills	Pass Level 1 RA exam	Demonstrate knowledge of race administration requirements and prepare accurate documents: entry	Demonstrate ability to handle all race administration functions	Receive favorable recommendation from Division and/or Regional	Move from active to inactive status as RA
48		Attend RA/DM clinic OR apprentice with experienced RA or receive Division/State approval		Set up for Team Captains Meeting; draw board, attendance, minutes, program, etc.	Demonstrate ability to work well with others in varied circumstances	Receive approval of U.S. Ski & Snowboard National WG's & Committees	
49		Competency with required timing/scoring programs		Produce end-of-race packet including accurate calculation of head tax	Demonstrate ability to successfully handle highest Level U.S. Ski & Snowboard/FIS races		
50		<i>Race Administration may also be referred to as Race Secretariat or Race Secretary</i>		Receive favorable recommendation from 2 higher level supervising RA's	Receive favorable recommendation from 2 Level 4 supervising officials: <b>TD, CR, or RA</b>		
51							
52		<i>Unless excused by Division/Region AO Chair, prior to serving, Race Administrator must attend seasonal Race Administration Continuing Education Workshop (or equivalent). They must attend Workshop every two years in order to retain current certification level.</i>					
53	<b>ALL recommendations must note event/date of evaluation as well as official capacity of official making recommendation.</b>						
54	<b>RECOMMENDATIONS MUST BE WITHIN 2 (TWO) SEASONS FOR TECHNICAL EVENTS AND 3 (THREE) SEASONS FOR SPEED EVENTS.</b>						