

## LEVEL IV & V EVALUATION PROCESS

**Swim Alberta and the Alberta Officials and Competitions Committee has developed the following Evaluation Process for Referees as a resource and guide to go hand-in-hand with the Certification Pathway developed by Swimming Canada.**

In a candidate's first year of service as a referee it is important that they gain as much experience as possible in both the referee and other on-deck roles. It is strongly recommended to work with a mentor and to observe other officials in various roles. Diverse experience (different clubs, pools and cities) will help the referee develop a complete perspective.

Once the referee clinic and all of the requirements as per the pathway have been completed, the referee is a level III official. To become a level IV official the referee will need to complete two evaluations. It is expected that referees obtain their level IV, which is required to referee at a Swim Alberta Provincial competition. Level V certification is intended for referees and starters working at National events as this level of competition has more stringent requirements.

### **Prerequisites**

All requirements have been completed as per the [Swimming Canada Officials Certification Pathway](#). Each evaluation has its own set of prerequisites.

### **Four Evaluations are required between Level 3 and Level 5:**

1. First Evaluation
  - Refereeing experience as per Swimming Canada's Officiating Certification Pathway
  - At a local meet
  - Time Trials or a Timed Finals session
  
2. Second Evaluation – to become a level IV referee and eligible to referee at Provincial Events.
  - Refereeing and clinic instruction experience as per Swimming Canada's Officiating Certification Pathway
  - Must be at a different pool
  - Heats and finals session

After the successful completion of this evaluation the candidate will receive level IV status and is eligible to referee at Swim Alberta Competitions.

3. Third Evaluation
  - Refereeing and clinic instruction experience as per Swimming Canada's Officiating Certification Pathway
  - At a pool outside of your region – Travel to another city
  - Must be at level 4 or higher meet as per Swim Alberta's definition



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4. Fourth Evaluation – optional evaluation, for those working towards level V referee to be on deck at a National event.
  - Refereeing and clinic instruction experience as per Swimming Canada’s Officiating Certification Pathway At any pool
  - National level on-deck officiating experience in any official’s role
  - Must be minimally a level 4 meet as per Swim Alberta’s definition

### **Evaluation Requests**

Fill out the online form found here: [Referee Evaluation Request Form](#) to apply.

### **Evaluation Process**

Swim Alberta will review the form and forward your request to the AOCC (Alberta Officials and Competition Committee) for approval

- They may ask for additional information or clarification on the candidate’s experience

If the AOCC determines the candidate is ready for an evaluation, they will assign an evaluator and confirm a sanctioned competition in which to have the evaluation completed.

At the discretion of the AOCC, the candidate may be asked to redo any of the evaluations to ensure proper development.

To apply for Level 5 certification, the candidate must fill out [Swimming Canada’s Level 5 application form](#) and submit it to Swim Alberta at [megan@swimalberta.ca](mailto:megan@swimalberta.ca). This document will be reviewed by the AOCC. If accepted, the application will be forwarded to Swimming Canada’s Officials Committee for final approval.