



Thank you for your interest in the USA Hockey Officiating Program and the Illinois Hockey Officials Association. All officials must attend a sanctioned USA Hockey seminar each year in order to be a registered official. After reading this information if you have additional questions about seminars or the registration process, please contact the IHOA Registrar, Jameson Gronert at registrar@iho.com.

Steps required for complete registration

Step 1: IHOA Registration and Requirements

- Registration opens on August 1st at 8:00 am
- To be eligible to officiate in the State of Illinois officials must be 14 years old by December 31st, 2016 -- there will be no exceptions.
- All officials must pre-register on-line in order to be admitted to their seminar.
 - You can register for your seminar at <http://iho.com/registration/>
 - INSTRUCTORS ONLY: Register through <http://iho.com/registration-for-seminar-staff/>
- Registration is on a "first come, first served basis" and registration for each seminar will be closed when the seminar reaches capacity. Please note that these seminars often fill up quickly.
- Anyone who has never officiated must register at Level 1 for the first season. The District Referee-in-Chief only, prior to registration, may make exceptions to this rule in extreme cases in which the applicant has extensive hockey officiating experience that would foster registration at Level 2. No first-time registered official may register above Level 2 for the first season.

- Ensure that your registration level with USA Hockey matches your seminar attendance. If they do not MATCH your registration will automatically set at Level 1.

IHOA vs. USA Hockey Requirements

| | IHOA Requirements | USA Hockey Requirements |
|--|---|-----------------------------------|
| Level 1 | 2 hours online, 8 hours classroom | 2 hours online, 5 hours classroom |
| Level 2 | 3 hours online, 8 hours classroom | 3 hours online, 4 hours classroom |
| Level 3 with 2+ years of experience at level 3 or higher | 4 hours online, 3 hours classroom | 4 hours online, 3 hours classroom |
| Level 3 with LESS THAN 2 YEARS EXPERIENCE AT LEVEL 3 | 4 hours online, 3 hours classroom, 1 hour ice session | 4 hours online, 3 hours classroom |
| Level 4 | 3 hours online, 6 hours classroom | 3 hours online, 5 hours classroom |

USA Hockey sets the minimum standards for local affiliate organizations to follow when conducting the annual certification seminars. IHOA seeks to exceed these standards. Therefore, seminars in Illinois will run according to the times set under the established IHOA requirements.

NOTE: For the 2016-2017 registration season, the IHOA requirements for Level 3 have been modified to match USA Hockey. However, ALL LEVEL 3 OFFICIALS who have been a level 3 (or higher) for LESS THAN 2 YEARS will be required to participate in an on-ice session on the day of their seminar.

NOTE: Attending an IHOA seminar meets all USA Hockey requirements.

Step 2: USA Hockey Registration and Requirements

- Registration opens on August 1st, 2016 at 8:00 am
- You will register with USA Hockey on-line at <http://www.usahockey.com/page/show/902067-officiating-program-registration>
- Registration with USA Hockey must be done as an official. Playing and coaching registration through USA Hockey will not certify an individual to be an official. Separate registration is required for playing, coaching and officiating.
- After you register with USA Hockey, you will receive a USA Hockey Rule Book and access to the on-line Open Book Test. You need to complete the Open Book Test in order for USA Hockey to process all of your information. **The online exam does not need to be completed for seminar attendance, though it is highly recommended.**
- Your USA Hockey registration level and your IHOA seminar registration level **MUST BE THE SAME**. If they do not, your registration will default to level 1. Your USA hockey registration level dictates what level seminar you should register for. After you successfully complete all aspects of the program, USA Hockey will process the registration and send you a Referee's Card along with a crest for your referee sweater.

Classification Requirements

To be "Complete" means that an official has met all the criteria (testing, online education, screening, SafeSport and seminars) at the level for which he/she has applied. "Incomplete" means that an official has filed an application and has not completed all the necessary criteria for attainment of that level. The following is a list of the USA Hockey requirements.

Electives

A part of your online training for USA Hockey is going to consist of electives, where you as the official will be allowed to choose a certain area of study. There will be a wide variety of topics for you to choose from and each will be level specific. Some examples include: referee positioning, linesman positioning, aggressive penalty criteria, restraining penalty criteria, penalty shot criteria and procedure etc...We are being told that these topics will be changed and altered annually by USA Hockey so that the modules stay up to date and unique every season.

While it is not required to complete the online portion of the seminar or SafeSport prior to taking your seminar, it is HIGHLY RECOMMENDED, as it will give each member additional information about the upcoming season.

Those who completed the SafeSport certification during the 2014/2015 season DO NOT need to be recertified until the 2016/2017 season.

Classification Requirements

LEVEL 1 Complete

- Must complete online [Membership Registration](#)
- Must submit Registration Fee (\$35 + applicable Affiliate Fee)
- Must attain an [Open Book Exam](#) Score of 35/50 or higher
- Must attend and complete a Level 1 officiating seminar sanctioned by USA Hockey
- Must complete Level 1 [Online Education](#) curriculum
- Must complete [SafeSport](#) training every two years (if 18 or older)

LEVEL 2 Complete

- Must complete online [Membership Registration](#)
- Must submit Registration Fee (\$60 + applicable Affiliate Fee)
- Must attain an [Open Book Exam](#) Score of 85/100 or higher

- Must have been Level 1 or higher (Complete) within the last two seasons
- Must attain a Level 2 Closed Book Exam score of 24/30 (or higher)
- Must attend and complete a Level 2 officiating seminar sanctioned by USA Hockey
- Must complete Level 2 [Online Education](#) curriculum
- Must complete [SafeSport](#) training every two years (if 18 years old or older)

LEVEL 3 Complete

- Must complete online [Membership Registration](#)
- Must submit Registration Fee (\$80.00 + applicable Affiliate Fee)
- Must have been Level 2 or higher (Complete) during previous season
- Must attain an [Open Book Exam](#) score of 90/100 (or higher)
- Must attain a Level 3 Closed Book Exam score of 40/50 (or higher)
- Must attend and complete a level 3 officiating seminar sanctioned by USA Hockey
- Must complete Level 3 [Online Education](#) curriculum
- Must complete [SafeSport](#) training every two years (if 18 years old or older)

LEVEL 4 Complete

- Must complete online [Membership Registration](#)
- Must submit Registration Fee (\$90.00 + applicable Affiliate Fee)
- Must have been Level 3 or 4 (Complete) last season
- Must attain an [Open Book Exam](#) score of 90/100
- Must attain a Level 4 Closed Book Exam score of 40/50
 - Level 4 CLOSED BOOK EXAM SCORING POLICY:
 - Score: 40 or higher (eligible for level 4)
 - Score: 35-39 (eligible for Level 3)
 - Score: 34 or lower (eligible for Level 2)
- Must attend and complete a Level 4 USA officiating seminar sanctioned by USA Hockey, and pass Level 4 Skating Exam
- Must complete Level 4 [Online Education](#) curriculum

- Must complete [SafeSport](#) training every two years (if 18 years old or older).
- Must arrange to have an [evaluation](#) completed, while officiating a high level game, by a trained USA Hockey Evaluator at least once during the current calendar year.

A new official (not registered the previous year) may not officiate until he/she is "completely registered." A returning official ("complete" the previous season) **may not officiate after November 30** (expiration date on previous year's card) unless he/she is "completely registered" for the new season. They will also be suspended and removed from any game until Complete. Open Book Rules Exam. Each season all officials must complete the on-line open book rule's exam. Officials who do not receive the minimum score for the appropriate level, will be sent a retake notice and a new answer sheet. Only one Retake Exam per official is allowed and this retake must be completed within 30 days. In the event that an official fails the exam twice, he/she will become completely registered at the highest level for which the retake exam score would qualify (e.g., Level 1 =35/50 or 70/100, Level 2 =85, Level 3 =90, Level 4 =90).

Step 3: AHAI Screening *18 years and older*

As part of the registration process all individuals, over the age of 18, interested in becoming a member of IHOA must pass a background screening completed by AHAI. Screening packet must be sent to AHAI/IHOA Screening P.O. Box 217, Batavia, Illinois, 60510. Complete instructions are included in the packet.

If an official will be turning 18 during the season, they will be sent an email six months prior to their 18th birthday as a reminder to complete the screening process. If the screening process has not been completed by their 18th birthday, that official will be suspended until the screening process is complete.

Go to <http://iho.com/screening/> for screening information

In addition to being screened, officials 18 years of age and older must complete the online SafeSport training. This is a requirement this season and it must be completed before your officiating registration is complete. This training is available at

<http://www.usahockey.com/page/show/908023-usa-hockey-safesport-program>

This should take 90 minutes or less. It would be a good idea to complete this over the summer so that you're ready to go when the season starts. There is no cost to this program.

Step 4: Additional Information

Registration Season

The registration season for the Officiating Program begins on August 1 and ends on May 9 of the following year. USA Hockey officials' registration is valid for the entire season in any district or state in the United States. Membership in a State or Local Officials Association is not required for USA Hockey officials' registration.

Renewing Officials

Renewing officials may apply for one level higher than their completed registration level the previous season. Officials are allowed to take one season as unregistered or incomplete and return at the same level they were last completely registered at. Level 1 completely registered officials are allowed to take one season off and still be eligible for level 2 the following season. An official may apply for a level lower than their eligible level. However, once the application has been received at the National Office, an official cannot change the level they had applied for.

Returning Officials (After 1 Or More Season(s) Unregistered or Incompletely Registered)

We are always happy to have officials return to the USA Hockey Officiating Program after some time away from the program. Because of your past experience with our program you may be able to register at a level higher than Level 1, depending upon the level at which you were last Registered.

As a general rule, officials may take one season off (unregistered or incomplete) without forfeiting the current level status. If, however, an official is off (not registered or incomplete) for the previous two seasons, he/she must apply for registration one level lower (except Level 1) than that of the last season "completely registered." A level 4 official who takes 3 or more seasons off will be required to return at level 2.

Local Officiating Program Seminar Attendance

Attendance at a sanctioned USA Hockey Officials Seminar is required for all applicants, regardless of level. This seminar must be conducted by USA Hockey Trained Instructors. At the seminar, every official and instructor in attendance must be sure to "sign in" and "sign out" on the official USA Hockey Seminar Attendance Form. This form will be returned to the National Office and attendance recorded in each official's record. Level 4 applicants must attend a level 4 specific seminar. There will be no opportunity to complete the level 2, level 3 or level 4 closed book testing except at the USA Hockey seminar you registered for.

Scheduling Of Games

Registration with the USA Hockey Officiating Program does not guarantee any official any game assignments. Officials are responsible to obtain their own game assignments from local game schedulers as designated in each District.

Eligibility for National Championships

To be eligible to officiate in any State, Regional or National Championships, an official must be completely registered on or before December 31 of the current season. Only level 4 officials will be eligible to referee National Championships.