



CONNECTICUT STATE REFEREE PROGRAM



New Referee - Instructions

Candidates for Referee Grassroots Training must be 13 years old as of registration date.

Preferred browsers are Internet Explorer and Edge.

New Referee Training Process – Summary

The New Referee Training Process is a combination of an On-Line Training Course to be completed at your own pace and attendance of an in-person session of 5 hours. The registration for the online portion of Session #1 will start on approximately 8/10/2019 and be open through 8/31/2019 with the required in-person sessions starting approximately August 18th and ending on September 8th. Session #2 will begin on 1/15/2020 thru 3/31/2020 with the required in person sessions starting the middle of February and running through April 5th. There will be at least one in-person session most weekends in various areas of the state.

The following are the steps that must be completed sequentially, with further detail below.

1. Create a profile at https://www.ctreferee.net/referee_registration/.
2. Register and pay for the Connecticut portion of grassroots training, (\$84.95), complete Safesport and background check if appropriate (18 or older).
3. Register and complete the online training (approximately 5.5 hours) at US Soccer, to which the link is included within the Connecticut Grassroots Training process. Download the course completion certificate from US Soccer to your computer.
4. Upload the US Soccer Grassroots completion certificate to the CT referee website to continue with the remaining training.
5. Register and attend one in class (in person) session (5 hours).
6. Once the instructor posts the attendance to the in class session and the link says completed, you can continue to the Grassroots test.
7. Receive 100% on the Grassroots test and you are certified and can begin officiating.

New Referee Candidates:

Referee candidates that are not in the CSRP database will create a new account via an on-line, onetime process. Once the account has been created you will use the “eReferee Login”, https://www.ctreferee.net/referee_login/ on the left hand side of the CSRP home page <https://www.ctreferee.net> to access your account. The first portion of the New Referee Training Process will be the web-based “On-Line Training”, once completed they can proceed to the register for the 5 hour in class session. The in class session includes an activity-based classroom session and a practical field session. The final step is to pass the Grassroots test with 100% accuracy.

You will have a choice of dates and locations for the in class session. You can find a list of the sessions on the event calendar on the left hand side of <https://www.ctreferee.net> listed as entry level in class, click on the link next to the session to get more details about the session such as exact location, number of spots available etc. However, you cannot register until the online portion of the Grassroots Training is completed and only up to 2 days in advance of the session. Please order a uniform kit as soon as you register. Information on ordering the kit is in the detail below.

New Referee Training Process – Summary (continued)

Officiating year 2020 Grassroots Training Registration will be offered in (2) sessions:

Grassroots Referee Session #1 – 8/10/19 thru 9/2/19 – After completion, referees will be eligible to officiate games in the of Fall 2019 through December 31, 2020. Referees are issued a 2020 badge. They will recertify for 2021 in the late summer/fall of 2020. Registration ends 8/31. Referees will be able to attend an in class session through 9/08/19.

Grassroots Referee Session #2 – 1/15/20 thru 3/31/20 – After completion, referees will be eligible to officiate games in the of Spring 2020 through December 31, 2020. They are issued a 2020 badge. They will recertify for 2021 in the late summer/fall of 2020.

All "On-Line" training requirements and attendance of the 5 hour in class session of the Grassroots Referee Certification must be successfully completed to be certified as a Grassroots Referee.

If all the requirements are not completed in Session #1, new referee candidates may continue to complete their requirements in the grassroots referee Session #2 – 1/15/20 thru 4/5/20.

All new referee candidates that register for the Grassroots Referee Session #2 – 1/15/20 thru 3/31/20 must complete all the requirements by 4/05/20, **there will be no extensions or refunds.**

For detailed step by step instructions continue to the next page.

New Referee Candidate Registration

The following steps document how a new Referee candidate creates an online account using the three-step process.

- On the left side of the screen, select “eReferee Login”. Scroll toward the bottom of the page and locate the section circled below and click the label.



- On the first screen, fill in the information identified below with the red arrows. Leave the USSFID field blank, you will be assigned one by the United State Soccer Referee program after your certification is complete. You create the user id and password, this is what is used going forward to log into the system. Many users will use their last name and first initial as a user name, and a password that you can remember. The “password” and “confirm password” fields must be typed exactly the same. Case is significant in the password fields. Click the “Next Step” button when complete.

USSF ID: - - -

Last Name:

First Name:

MI:

User ID:

Password:

Confirm password:

Date of Birth: - -

Registered for Year:

Registration Account Type:

Next Step

Important – Please Note: The Connecticut State Referee Program uses email extensively to communicate information, including Recertification timelines, clinics, information concerning Referee assignments and opportunities, as well as many other important communications. It is important that you regularly check your email account for information and keep the e-mail address on your profile up to date. All mass communication is sent only to the primary e-mail.

- On the next screen, again fill in the required information except area and referee grade which will prefill for you. Click the “Record” button when complete.
- Background checks are run on all individuals over the age of 18. Consent for the background check will be asked here but run later in the process. Fill in the screen as appropriate and hit the Update button.
- You have now created your online account (profile) and can continue the certification process. Any time from now on, login to the system without creating a new account from the eReferee Login link (https://www.ctreferee.net/referee_login) on the left hand side of the homepage of <https://www.ctreferee.net>.
- After you have finished the process above you are now considered an “Existing referee (or user)”. Type in your user name and password that you provided on the first registration screen above, then click the “Login” button. If you cannot remember it, click the “Get ID or Password” button.

Enter either your:

User name

Password

- Once you have logged in you will be brought to your “Account” page, select the **“Incomplete”** link in the “Entry Level Process” table to continue.

Hello, test790 test790

Current Year: 2020

2020 Entry Level Process

Click on the **“Incomplete”** links below in order to finish your Online Grassroots Requirements!!!

Referee	
Incomplete	

- This will take you to the “**Detail Entry Level**” page – the first time you access this page you will have to select the link “**Become Referee**” to register for a new referee Clinic as shown in the following image:



- The “**Become Referee**” link will enable you to select and pay for the New Referee Training process – the cost of the Connecticut portion of New Referee Training is **\$84.95**. In the middle of the screen you will see “**CSRP Referee Events/Online Courses/Clinics You Would Like to Register for:**” – select **Clinics/Courses**” from the drop-down box “– in the next drop-down box select “**Grade Entry Online Entry Level Registration for Online Grassroots Entry Level Referee Training**”. Next, you must pay for the New Referee Training course; the only payment method available is credit card. The fee will be displayed in light gray as you proceed through the payment process. Once the “Submit” button is clicked, a screen will pop up saying “Your Transaction Was Successful”. You can then select the “Back to Process Detail Summary” link.



I agree to the release of liability

Payment Information - Amount Due \$

How Would You Like to Pay for this Referee Clinic?

Credit Card

Credit Card First Name: Credit Card Last Name: Credit Card Type:

Credit Card Number: Credit Card Holder Zip: Credit Card Exp. Date:

I/we (above indicated) hereby acknowledge that I/we have reviewed this form and caused it to be electronically executed with the intent to be bound to the terms contained herein.

I agree to the terms

Submit

Thank you. Your transaction went through successfully.
[Back to Process Detail Summary.](#)

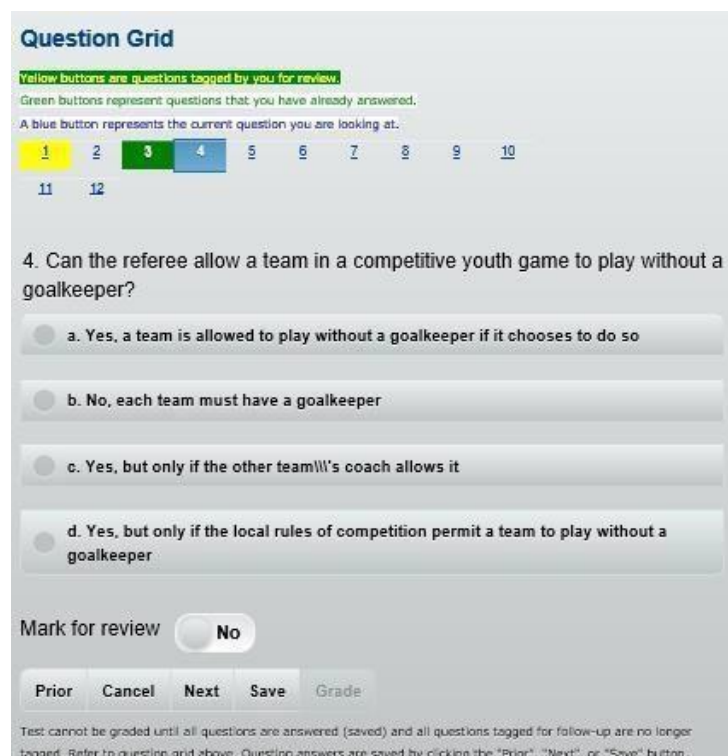
- When you click on the “Back to Detail” link, the Grassroots certification detail screen is displayed. This lists the steps you must complete in order to become certified as an official. You simply click the “Next Step” button along the right side to view the material and advance through the curriculum. You will only need to complete the background check if you are 18 or older and Safesport if you are 17 or older. Make sure you read the instructions for Safesport and for accessing the online training at the US Soccer Learning Center, if the page does not load please open a new tab with the following link, <https://learning.ussoccer.com/referee/>. AGAIN READ THE INSTRUCTIONS FOR THE LEARNING CENTER – once creating an account at the learning center you will need to put a new URL into your browser. You may want to keep the instructions on another tab or save them. Additionally the Law Book and changes to the Law Change downloads are large files, be patient. Please print the Pocket Guide for your reference and keep it in your referee bag.
- After successful completion of the "On-Line" Training the next link is to register for a 5 hour in class session. The in class registration process is the same procedure that was used to register for the Grassroots Course. In advance of registration you can check the Event Calendar on the left-hand side of <https://www.ctreferee.net> for posted In Person sessions. To see the detail of any particular session, click on the link next to the session. It will give you exact location, number of spots available, etc.

For the In-Class Session it is preferred that you wear the approved Referee uniform and bring a whistle, pen/pencil/data wallet, and Referee flags. You should also bring something to eat and drink and dress for the weather. Refer to the standards of dress and starter kit information in the curriculum. The kits can be ordered from Official Sports and there is a link to order a kit at a discount from Team Sports and Soccer and Rugby (local companies) under Uniform Guideline on the left-hand side of the homepage. You may also find them at your local soccer specialty store such as Soccer Post, etc. (Dick’s, Models, etc. do not carry them). The primary color is gold, however some clubs do wear a different color, so check with the clubs to which you plan to officiate to ask what color shirt to order.

- Once the instructor posts your attendance to the in person session you will be able to proceed to the 25 Question test.

- 25 Question Test instructions:

The test screen is shown below. The screen shows a summary of the questions at the top of the page (Question Grid), and a single question at a time on the bottom of the page. As you navigate through the test using the “Next” or “Prior” buttons, your answers and flags are automatically saved. The grid at the top summarizes the questions you have answered or flagged for follow-up. If you want to mark a question for review, click the “Mark for Review” slider to “Yes”, and the question button in the grid will become colored yellow when you navigate to the next question. The Grade button will become available to you when all questions have been answered, and there are no review flags. The screen below shows question 1 marked for review, question 2 is skipped without an answer question three is answered, and question 4 is currently being viewed. When all the buttons on the question grid are green (except for the one you are viewing which is blue), the test can be graded. You must hit the “Save” button first before you can hit the “Grade” button. When the test is graded, the system will tell you which questions are answered incorrectly. The incorrect questions must be corrected and the test graded again. “Grade” the test as many times as you need in order to achieve a passing grade (100%).



- When Grassroots certification quiz changes to completed you will be certified as a Grassroots Referee and can begin officiating. The current year USSF Referee badge will be given to you at the field session. Contact the assignors (or referee coordinators) by going to the club website at any clubs you wish to work for to ask how to be added to their referee pool. You can also find a list of certified assignors in alphabetic order list by district at <https://www.ctreferee.net/resources/assigning/>. **You will need to check both the current year and the last year lists.**

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