

Provisional Officials

In order to address the concern of having an adequate number of officials for intra-squad, dual, and virtual meets as the country re-opens, the Officials Committee has approved a temporary exception to the LSC certification requirements. This temporary exception allows individuals to be certified as Provisional Officials (PO) for a 60 day period and, as far as registration purposes are concerned, will be handled the same as Apprentice Officials. That is, the PO will not be required to complete a BG check, APT, CPT, or pay the registration fee.

Included with this document are:

- A table showing the Provisional S&T Official Recommendations
- The Provisional Official application form
- The step by step procedures that will be followed by the PO

USA Swimming Provisional S&T Official Recommendations: This document provides information as to the targeted audience for PO. Like the Apprentice Official, the individual does not need to be a registered member but might be. Additional candidates who are eligible are those who already have some knowledge of strokes such as YMCA or high school officials. The document also indicates the type of meets at which the PO can serve as an official as well as certification requirements.

Provisional Official Application Form: You will notice the strong resemblance to the Apprentice Official form. The name of the form was changed and places were added for the contact information of the LSC officials chair as well as the mentor who provided training. The LSC officials chair will maintain control of this form and provide it to the PO at the appropriate time.

Step to Certification of the Provisional Official: As the name implies, this document describes the actual process that will be followed by the individual interested in becoming a PO. The job of the registrar starts at step 7. The meet referee will take a picture of the application form ensuring that the first date of the meet is included and will send that picture to the LSC registrar for entering into SWIMS.

- If the individual already has an account in SWIMS, scroll all the way to the bottom of the record in the Edit screen where the Apprentice Office History is located. Click “Yes”, enter the date of the session(s) worked, and save the record. (If the individual happens to already be listed as an official, you will need to change the membership code to “other”.)

[Apprentice Official History](#)

Add Apprentice Official Date:	<input checked="" type="radio"/> No	<input type="radio"/> Yes , with Start Date: <input type="text"/>	<input type="button" value="Calendar"/>
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- If the individual does not already have a record in SWIMS, add him/her as a Non-Member. This process will look exactly the same as adding a new member. This time the Apprentice Official fields will be in the middle of the page instead of at the bottom.