

TO: Local Board President or Trainer
FROM: Rex Foster, Manager of Officials
SUBJECT: Request for Training Class Material

PLEASE RETURN BEFORE START DATE OF TRAINING CLASS
ALONG WITH THE TRAINING CLASS AGENDA

Please complete this form and Scan & Email to: rex.foster@wvssac.org

1. Are you having a Local Board Training Class? YES _____ NO _____

2. RefRep Online Module or Local Board Training Class-**Circle One-Required**

3. If you answered YES to Question #1 what is the **Starting and Ending Dates? (Required)**

Starting Date: _____ Ending Date: _____

4. Do you need Training Class Materials? YES _____ NO _____ If so, how many _____

5. Choose one of the following for Training Class Materials: **(Required)**

Mail to Instructor _____

Pick-up@ Rules Interpreters Clinic _____

6. **Required**-Training Instructor Name: _____

Address: _____

Training Instructor Email: _____

Read Carefully!!!

NOTE: President/Secretary/Training Instructor YOU AGREE to adhere to the protocols for a New Official and for Returning Officials. This form should be returned to our office prior to any training class start date. Returning Officials and New Officials are handled differently. If you are not sure of the protocols, please refer to Officials' Handbook (page 11) and/or call Rex Foster.

The training instructor is required to submit the Training Program Form 0-8 to the WVSSAC office immediately after the completion of the training class. **Be sure to circle RefReps or Local Board on Form 08**

NOTE: New Officials CANNOT officiate until the registration has been processed and verified by the WVSSAC. Also notify your Assignors that until the registration process has been completed, they are not to assign contests!

Violations could result in sanctions by the Executive Director.

By signing below, I hereby request the training class material. As the President/Secretary of my local board, I have read the above information and all local board members, game assignors and the training class instructor(s) will adhere to the procedures for all new officials'/returning officials. I understand that violations could result in sanctions against my board, which may include but is not limited to fines, suspension, or both at the discretion of the Executive Director.

President Signature

Email Address/Cell Phone Number

LOCAL BOARD _____ SPORT _____