

Registered Officials – Licence Renewal Application Form

Please complete this form in BLOCK letters and return to:-

IOS Officials Licences, Pavilion 3, SportPark, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF

ASA/SASA/WASA/IOS Membership No:		Date of Birth:
Title:	1 st Name:*	2 nd Name:
Surname:*		
Address:		
Post code:		
Home Tel No:*		
Email address:*		
Club/Membership:		
Please tick the appropriate box or boxes to denote your current level of qualification:		<p>Swimming: Judge Level 1 <input type="checkbox"/> Judge Level 2 <input type="checkbox"/> Judge Level 2 S <input type="checkbox"/> Referee <input type="checkbox"/></p> <p>Other(please state).....</p> <p>Open Water Swimming: Judge Level 1 <input type="checkbox"/> Judge Level 2 <input type="checkbox"/> Referee <input type="checkbox"/></p> <p>Water Polo: Regional Table Official <input type="checkbox"/> National Table Official <input type="checkbox"/></p> <p>Referee Grade D <input type="checkbox"/> Referee Grade C <input type="checkbox"/> Referee Grade B <input type="checkbox"/> Referee Grade A <input type="checkbox"/></p> <p>Synchronised Swimming: National Scorer <input type="checkbox"/> Judge <input type="checkbox"/> Referee <input type="checkbox"/></p> <p>Diving: coming in 2013</p>
<p>I wish to renew my licence to officiate and can confirm that I agree to abide by the applicable Home Country Code of Ethics in swimming and accept the applicable Home Country jurisdiction on any breach of the code.</p> <p>I enclose / have sent by email (delete as appropriate) a non-returnable passport size photograph. (To send your photograph electronically please use ioslicensing@swimming.org) The photograph must be:</p> <ul style="list-style-type: none"> • 45 millimetres (mm) high x 35 millimetres (mm) wide (Do not trim your photograph to meet this condition) • Taken against an off-white, cream or light grey plain background so that your features are clearly distinguishable against the background • Printed on low gloss, plain-white photo-quality paper (with no watermarks, embossing or printing on the back) • Undamaged, for example, by creases from paperclips. <p>I enclose a cheque payable to the Institute of Swimming (IoS) £5.00, if your ASA Region/County has agreed to pay for your application please indicate below.</p>		

Data Protection

The ASA/British Swimming will use your personal data for the purpose of your involvement as a licensed official and I understand that by completing this application I am consenting to receive information about the ASA/British Swimming by post, email, SMS/MMS, online or phone unless stated otherwise

Offers and opportunities

- No thank you, I don't want British Swimming / the ASA to send me details of products and services. Please tick
- No thank you, I don't want British Swimming / the ASA to send me details of events. Please Tick
- No thank you, I don't want British Swimming / the ASA to send me details from British Swimming / the ASA's commercial partners. Please Tick

Hide my details If you do not want your details * visible on ASA/British Swimming websites or Handbooks please indicate below:

- No I do not wish for my details to appear on officials lists – handbook. Please tick
- No I do not wish for my details to appear on officials lists – website. Please tick
- No I do not wish for my details to be shared with event organisers – ASA / British Swimming events. Please tick

I confirm that the information above is accurate.

Signed:

Date:

ASA Region/County to pay (Please tick)		Please state ASA Region/County:	
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To be completed by a Referee, Regional/ County organiser or authorised person

I confirm the above named person has attained the qualifications as listed above and have seen evidence of continued professional development as declared overleaf.

Print Name:	Signature:	ASA/SASA/WASA/IoS Member Number	Date:
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Evidence submission for Renewal Application

Mandatory Elements

Please ensure that a Course Leader, Referee or other authorised official signs off each element. Use your log book to provide evidence where appropriate. In the instance of M5 and M6 and Disability training, attendance at these events is recorded on the membership database

	Description	Date	Signature of Course Leader/Referee or Authorised official where applicable
M5	Attendance at Official's Awareness/ Contemporary Issues Module		
M6	Attendance at a FINA Rules Update (if relevant)		
M7	Officiating Experience- to include Meet venue and License Level – Inspection of log book to verify officiating experience		

Elective Options

A minimum total of 10 points is required from the following options. A minimum of 2 different options must be included although the maximum points in each option may not be achieved. Evidence submitted cannot be more than 4 years old.

	Description	Max Points	Date	Duration/Points	Signature of verification
E1	Attendance at BS or IoS CPD event for officials 3 points per event additional to the requirements of M5 & M6 *	6			
E2	Additional Qualification 3 points per additional qualification	6			
E3	Undertaken mentoring by a more experienced official 1 point per hour	4			
E4	Have mentored an unqualified or less qualified official 1 point per hour	5			
E5	Course Leader/Deliverer of Officials Seminar/Course The maximum 6 points is available for the delivery of one course	6			
E6	Participation in a committee/working party at County, Regional or National level 1 point per hour	6			
E7	Evidence of having officiated in the role for which the licence application applies at licensed meets on occasions in addition to those required in order to satisfy the requirements of M7 above. 1 point per session (Approximately 2-3 hours)	5			
	Total Points				

*BS / IoS CPD – must be an approved CPD course that is identified for officials' development. Lists of approved courses will be available from www.swimming.org

NB: Mandatory attendance at the Contemporary Issues course for all disciplines will take effect from April 2013