

# HOW TO BECOME A NEW OFFICIAL

Following is a step-by-step process in becoming a certified official for high schools in Utah. The UHSAA is the acronym for Utah High School Activities Association.

1. The first step in becoming an official is to register with the UHSAA. This is done by logging onto the web site [ArbiterSports](#). Click on the registration link and choose the sport you want to officiate, then complete the process.
2. After the application is accepted, officials are entered into a database system and a packet will be sent out prior to the start of the sports season. Packets will include sport specific rulebooks and UHSAA rules clinic information. An open book 100-question rules test (Part 1 Test) needs to be completed on-line by the due date listed on the information sheet that accompanies the application form. Officials must obtain a minimum score of 80% to pass the Part 1 Test. If a failing grade occurs, then one free retake is allowed. A fee of \$15.00 is charged for any additional retakes. Part of the registration process in becoming an official is to have a background check completed. This will automatically be done for you after you are registered.
3. Rules Clinics: A UHSAA staff member or their designee will conduct one new rules clinic before the season for the sports of football, volleyball, soccer, basketball, wrestling, baseball and softball. The dates will be listed on the website and a meeting schedule will accompany the packet. An Internet Clinic will be available for officials and coaches until the first day of the Part 2 Test. The rules clinic consists of new rules, NFHS points of emphasis and their interpretation for the specific sport. This is mandatory in order to be a certified official.
4. The next step is to contact the local officials association. The names of the local association leadership are listed in the [UHSAA Officials Leadership Directory](#). Joining a local association is vital, as assignments to work games will be issued for sub-varsity games from the association arbiter. The local associations will conduct meetings, which are geared to provide additional rules training, game evaluations and information regarding association policies and procedures.

The Part 2 test is mandatory for post-season varsity officials; however, the test is available and encouraged for all officials. The test is open book and requires a 90% accuracy to pass. No retakes are allowed for the Part 2 Test. The test can be taken anytime up to two weeks after the initial test day. Dates for the test are listed in the information sent with the packet. This will be completed on-line and the link will be on your Arbiter account site.

It is the hope of the UHSAA that this information will be helpful to potential new officials as you consider joining us in this most important and rewarding avocation. If further questions arise, contact the UHSAA at (801) 566-0681 or email to: [jeffcluff@uhsaa.org](mailto:jeffcluff@uhsaa.org)

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