

Recert Clinic and Written Testing Combined

Recertification Courses identified as “Clinic and Written Testing” will complete several parts of the registration process: It will register you for a recertification clinic; collect your USSF registration fee; and link you to a recertification test online. Follow these instructions to register for a recertification course that includes online written testing.

1. Log into <http://wnyreferees.gameofficials.net> as an “Official”
2. Click on “Courses” in the menu on the left.
3. Select “Referee Courses.”
4. You’ll see one or more icons denoting classes that are available for your grade level. There will be a folder icon next to the course title, and the number in the folder indicates the number of class sessions available.
5. In this case, click on a course that is identified as “Recert Clinic & Written Testing.”
6. One or more classes will be listed, showing the date, time and city where the class will be held. Select the class you want to attend and click on the Course Number.
7. Click on “Register for this Course.”
8. Make the necessary entries relating to convictions, electronic signature, and Risk Management, and click “Save” button to continue.
9. Select the method of payment. Options are Mastercard, Visa or Cash/Check. Credit card payment is preferred. If you choose to pay other than by credit card, you are responsible for submitting payment in accordance with the instructions of your DRA.
10. Click to confirm payment.
11. You will see a confirmation page. You can print the page if you wish, but you will also be able to access it from your home page at any time. This means that your registration information is stored and will be sent to USSF. If you paid by credit card, your state and USSF fees are paid. (If you did not, you still need to follow up with a check.) This system DOES NOT collect local dues. Your DRA or local unit will collect those. Once you’ve gotten this far, you are listed on the roster for the class that you selected. Make sure that you do what is necessary to sign in at the class so that your attendance can be confirmed. Now you’re ready to take the written test.
12. On the confirmation page mentioned above, click on “Load Session Tracker.” Depending on the specific course, you will see one or more icons for different “sessions.” Click on the icon for written testing. You can take the written test at your convenience. You’ll be able to log out and come back at a later time to continue. You can change answers at any time. Most importantly, you not only can use resources - you are encouraged to do so. The test is intended as a training tool. We are more concerned that you know the answers when you finish. So if you’re not sure, look it up!
13. A window will open that gives you additional directions for completing the session.
14. When ready, click on “Start Presentation.” The first test question will be displayed. For each question (there are 50 on the 2012 recert tests), select the

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- answer and click the button to save and move to the next question. You will also have the option to “Skip” that question for now.
15. In the column to the left of the test questions you will see a running account of your progress. If it says “completed” that means you have marked an answer for that question. You can return to any question you answered by clicking on the question number (referred to as SL # in the display). You can change answers at any time until you decide you are finished.
 16. Once you have answered all the questions to your satisfaction, click on the button to close the session. Once you click this, it equates to handing in your test paper. You can no longer change an answer.
 17. The system will report your score. If you have passed the test, you should still review the questions that you missed so that you don’t “miss” them on the field.
 18. You will be able to see which questions you missed in the column on the left. The questions answered correctly will have a green letter next to the question number. Those that were answered incorrectly will have two red letters - your selection and the correct answer.
 19. You may click on a question number to review any question. The window will display the question with the correct answer in green and (if applicable) the incorrect answer that you selected in red. There also may be a reference to direct you to the source for the answer.
 20. If you have passed the test, congratulations! If not, you can (actually, you must) retake the test. No - it won’t be the same test. Questions are selected randomly for each test, and the order is changed each time.
 21. Once you have passed the written test, attended the clinic and paid your registration fees, you have met the requirements for those aspects of registration. If you are a Grade 8 or 9, your registration is completed pending final approval of the SRA. Grade 7s also require a fitness test and assessment.