

Registering for a Course

If you wish to register for a course, follow these steps:

1. Log in to Game Officials using the appropriate Identity. (For purposes of these instructions, we are limiting ourselves to Referee Courses.)
2. In the Main Menu, select “Courses.”
3. Click on “Referee Courses”
4. You will see a list of courses that are eligible to your grade. There will be an icon of a folder next to each course, with a number in the folder. The number refers to the number of sessions available. So if there are ten Grade 8 Recertification Courses in the system, there will be a “10” in the folder. (Note that the system will list all Western NY Classes that have been entered - not just the ones in your home district.)
5. Click on the Course that you wish to register for.
6. You’ll be provided with information on the class (or classes) that are available. You’ll see the date, time, location and cost. Find the class you want and click on “Register for this Course.”
7. You’ll be taken to a window that shows your contact info. If you need to change anything, you may do so. In most registrations, you will need to answer the question relating to convictions for certain crimes, check the box certifying that you are you, add the date, and check the box that you will participate in Risk Management as required. Click on the SAVE button.
8. If there is a fee for the course, you will be prompted to enter payment information. If there is no fee, it will say No Payment Required. When necessary information is entered, click on Confirm Registration.
9. If the course is a classroom training session, you’ll receive confirmation of your registration. If it is an online training session, you’ll see a button that says “Load Session Tracker.” Click on that button to begin your course or test.