

Procedures for New AYSO Referee Volunteers

Action	Result
1. Go to www.ayso85.org , <ul style="list-style-type: none"> Click on eayso at top of page Register as a volunteer Print 3 copies of your application 	This creates a record in the eayso database and assigns you a pre-registration id#. <i>Be sure to establish a password so that you can access your records in the future.</i>
2. Sign 2 copies of your VAF <ul style="list-style-type: none"> Bring them to registration, or Mail them to the regional CVPA, or Bring them to The Soccer Garage located at 21098 Bake Parkway (273-5170 10am-6pm M-F 10am – 2pm Sat). 	One copy is sent to AYSO National, the second is retained in the region files for 7 years and the third is for your records.
3. The CVPA will check your VAF and assign you a volunteer position.	Assigning you a volunteer position automatically assigns you a permanent ayso id#, removes you from the pre-registration list and makes some of your information available to authorized personal within AYSO.
4. Go to www.ayso85.org and request a Region 85 Referee Number (Ref#). Click on Referee at the top of the page and then Request Ref# in the left-hand column.	This will create a record in the regional database, assigns you a temporary Ref# and make it possible for you to register for training classes. <i>Caution: Use exactly the same name as on your VAF.</i>
5. Go to www.ayso85.org and register for a referee class.	This will reserve a place for you in the class of your choice. <ul style="list-style-type: none"> R85 Official class for U6-U8, or Basic Referee class for U9-up.
6. Attend the class and pass the test.	You have met the minimum training requirements for the level you chose.
7. The RDRI will add your name to the class roster using either your pre-registration or permanent id# and submit it to AYSO National via eAYSO.	If you already have a permanent ayso id# you will be immediately certified. Otherwise, you will be certified when you are assigned a volunteer position.
8. The RDRI will certify you in the regional database.	This will assign you a permanent R85 Ref# which will allow you to signup for games. Your name and certification level will appear in the referee list on the regional website.

Notes:

- Be sure to write down and retain the date, location and roster# of your training class for future reference.*
- If you take training in another region you must still follow steps 1-4, and you must also provide the RDRI with the date, location and roster number of the class you took. Otherwise, you will not be certified and will not be permitted to referee.*
- VAF = Volunteer Application Form*
- CVPA = Child and Volunteer Protection Administrator (PO Box 1059 Lake Forest, CA 92609-1059)*
- RDRI = Regional Director of Referee instruction*