

# **USTA Officiating: Certification Regulations**

**EFFECTIVE DATE: November 1, 2022**

# I. General

## A) CERTIFICATION PERIOD

The annual certification period will be from November 1 of the current year to October 31 of the following year ("Certification Period").

## B) CORE REQUIREMENTS FOR CERTIFICATION

- 1) **Safe Play** – Per Regulation VII.A, all Officials seeking USTA certification must be in compliance with Safe Play, including clearing the USTA Background Screening.
- 2) **Vision** – Any Official making on-court Question of Fact decisions must meet the requirements specified on the USTA Vision Form and submit the Form as directed by the USTA Officiating Department. Any Official who solely serves in the capacity of a Chief Umpire or Referee that do not make Question of Fact decisions may seek a waiver for the Vision Form requirement from the National Chairperson.
- 3) **USTA Membership** - Each USTA Certified Official must be a USTA member at all times.

## C) OFFICIATING REQUIREMENTS AND RECORDS

- 1) **Officiating Requirements** – Officiating requirements to attain and retain USTA Certification are defined in Tables 1-6.
- 2) **Officiating Records** - Officials are expected to enter their officiating records in OfficialsFirst on a timely basis. All officiating records must be entered no later than October 31 of the current Certification Period.
  - a) Review of the officiating records will be conducted by the USTA Officiating Department to ensure officiating requirements are met.
  - b) USTA Officiating Department will accept feedback from an Official's Section Chairperson during the review process.

## D) EDUCATION

- 1) **Education** – All education requirements will be determined by the USTA Officiating Department, in consultation with the National Chairperson. All offerings will be provided by the USTA Officiating Department. Education requirements may be amended by the USTA Officiating Department, in consultation with the National Chairperson, during any Certification Period. Any amendments to the education requirements must be posted at least 90 days before the effective date.
- 2) **Education Requirements** - Education requirements to attain and/or retain Certification are defined in Tables 1-6.
- 3) **Education Records** - All education records are available on the USTA Officiating Department's Learning Resource Center.
- 4) **Assessment** – USTA Officiating Department, in consultation with the National Chairperson, may require Officials to complete an annual assessment(s).

## E) CODE OF CONDUCT

All Officials must adhere to the *Officials' Code of Conduct*.

## II. CERTIFICATION STRUCTURE AND REQUIREMENTS

### A) PROSPECT PHASE

- 1) A prospect is someone who is in the process of obtaining USTA Certification as an USTA Official.
- 2) **Stage One** in the process for a prospective USTA Official to obtain certification consists of the following:
  - a) Obtain or renew their USTA Membership;
  - b) Satisfy all USTA Safe Play requirements;
  - c) Create accounts in both OfficialsFirst and the USTA Officiating Learning Resource Center;
  - d) Submit their initial USTA Vision Form;
  - e) Complete the initial online education.
- 3) **Stage Two** in the process for a prospective USTA Official to obtain USTA Certification occurs *only* upon completion of A.2.a-e and consists of the following:
  - a) Demonstrate basic tennis officiating skills and knowledge while shadowing as a Roving Umpire for a duration of no less than eight (8) hours. The National Chairperson, in consultation with the USTA Officiating Department, and the respective Section Chairperson may waive the shadowing requirement for a prospective USTA Official;
  - b) Complete a knowledge check developed and conducted by the USTA Officiating Department.

#### **Regulation II A.3.a Comment**

Any time spent gaining practical experience during the prospect phase will not fulfill any officiating requirements needed for any USTA Certification.

## B) USTA CERTIFIED OFFICIAL

All Officials certified by the USTA must, annually and at a minimum, meet all requirements as outlined in Table 1.

All Officials in the "USTA Certified Official" status are considered qualified to officiate as a Roving Umpire.

**Table 1 - USTA Official Certification Requirements**

| <b>A. To Gain Certification</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| General Requirements:               | <ul style="list-style-type: none"><li>• Be an active USTA member</li><li>• Compliant with the USTA's Safe Play program</li><li>• Compliant with the USTA's vision requirement</li></ul>                                                                                                                                                                                                                                 |
| Education Requirements:             | Successfully complete: <ul style="list-style-type: none"><li>• Introduction to Officiating</li><li>• Rules and Regulations 1-3</li><li>• Roving Umpire Levels 1 &amp; 2</li></ul>                                                                                                                                                                                                                                       |
| <b>B. To Maintain Certification</b> |                                                                                                                                                                                                                                                                                                                                                                                                                         |
| General Requirements:               | <ul style="list-style-type: none"><li>• Be an active USTA member</li><li>• Compliant with the USTA's Safe Play program</li><li>• Compliant with the USTA's vision requirement</li></ul>                                                                                                                                                                                                                                 |
| Officiating Requirements:           | Serve two days as a Roving Umpire at any of the following competitions: <ul style="list-style-type: none"><li>• USTA</li><li>• ITA</li><li>• ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li></ul> OR <ul style="list-style-type: none"><li>• Pass an annual Roving Umpire knowledge check while holding a USTA Certification in a discipline other than Roving Umpire at any tier level</li></ul> |
| Education Requirements:             | <ul style="list-style-type: none"><li>• Earn the required amount of continual learning credits during the Certification Period as determined and communicated by the USTA Officiating Department</li></ul>                                                                                                                                                                                                              |

### C) USTA TIER 1 & 2 ROVING UMPIRE REQUIREMENTS

In addition to meeting all annual requirements of a USTA Certified Official, an Official seeking USTA Certification as a Tier 1 or Tier 2 Roving Umpire must complete the officiating and education requirements in Table 2.

**Table 2 - USTA Roving Umpire Certification Levels and Requirements**

| A. To Gain Certification     |                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                               |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                              | Tier 1                                                                                                                                                                                                                          | Tier 2                                                                                                                                                                                                                                                                                        |
| Officiating Requirements:    | Serve ten days as a Roving Umpire at any of the following competitions: <ul style="list-style-type: none"><li>• USTA</li><li>• ITA or NCAA</li><li>• ITF World Tour: Men's, Women's, Juniors, Seniors, or Wheelchair</li></ul>  | Serve twenty days as a Roving Umpire at any of the following competitions: <ul style="list-style-type: none"><li>• USTA</li><li>• ITA or NCAA</li><li>• ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li></ul><br><i>At least five days must be at a USTA competition</i> |
| Education Requirements:      | Successfully complete the USTA Roving Umpire In-Person Workshop                                                                                                                                                                 | Successfully complete the USTA Roving Umpire Center of Excellence                                                                                                                                                                                                                             |
| B. To Maintain Certification |                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                               |
| Officiating Requirements:    | Serve ten days as a Roving Umpire at any of the following competitions: <ul style="list-style-type: none"><li>• USTA</li><li>• ITA or NCAA</li><li>• ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li></ul> | Serve twenty days as a Roving Umpire at any of the following competitions: <ul style="list-style-type: none"><li>• USTA</li><li>• ITA or NCAA</li><li>• ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li></ul><br><i>At least five days must be at a USTA competition</i> |

## D) USTA TIER 1, 2, & 3 REFEREE REQUIREMENTS

In addition to meeting all annual requirements of a USTA Certified Official, an Official seeking USTA Certification as a Tier 1, Tier 2, or Tier 3 Referee must complete the officiating and education requirements in Table 3.

**Table 3 - USTA Referee Certification Levels and Requirements**

| A. To Gain Certification     |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                           |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
|                              | Tier 1                                                                                                                                                                                                                                                                                 | Tier 2                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Tier 3                                                                    |
| Officiating Requirements:    | Recommendation: It is <b>highly</b> recommended that as part of their training process an aspiring Referee assist with an experienced Tier 1, Tier 2 or Tier 3 Referee at 1 USTA competition.                                                                                          | Serve as Referee for three entire sanctioned competitions annually at any one of the following competitions: <ul style="list-style-type: none"> <li>USTA</li> <li>ITA or NCAA Regional or National Championships</li> <li>ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li> </ul> <i>At least one competition must be at a USTA L3, L2, L1 or other USTA National Championships or an ITA or NCAA Regional or National Championships</i> | Fulfilled with the obtainment of the Official's ITF Referee certification |
| Education Requirements:      | <ul style="list-style-type: none"> <li>Complete Referee 1 and Referee 2 online courses.</li> <li>Complete USTA's administrative platform for competition training (when available).</li> </ul>                                                                                         | Successfully complete the USTA Referee In-Person Workshop                                                                                                                                                                                                                                                                                                                                                                                                    | Successfully complete the USTA Referee Center of Excellence               |
| B. To Maintain Certification |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                           |
| Officiating Requirements:    | Serve as Referee at one entire competition annually at any one of the following competitions: <ul style="list-style-type: none"> <li>USTA</li> <li>ITA or NCAA Regional or National Championships</li> <li>ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li> </ul> | Serve as Referee for three entire competitions annually at any one of the following competitions: <ul style="list-style-type: none"> <li>USTA</li> <li>ITA or NCAA Regional or National Championships</li> <li>ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li> </ul> <i>At least one competition must be at a USTA L3, L2, L1 or other USTA National Championships or an ITA or NCAA Regional or National Championships</i>            | Fulfilled by maintaining or advancing the Official's ITF certification    |

### Regulation II.2.D Comment:

Serving as a Referee at an ITA dual match does not count for USTA Certification as a Referee. Only ITA Referee officiating at a Regional Championship or ITA and/or NCAA Referee serving at a National Championship will satisfy the USTA Certification requirements.

## E) USTA TIER 1, 2, & 3 CHAIR UMPIRE REQUIREMENTS

In addition to meeting all annual requirements of a USTA Certified Official, an Official seeking USTA Certification as a Tier 1, Tier 2, or Tier 3 Chair Umpire must complete the officiating and education requirements in Table 4.

**Table 4 - USTA Chair Umpire Certification Levels and Requirements**

| <b>A. To Gain Certification</b>     |                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                            |                                                                         |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
|                                     | <b>Tier 1</b>                                                                                                                                                                                                                          | <b>Tier 2</b>                                                                                                                                                                                                                                                                                              | <b>Tier 3</b>                                                           |
| Officiating Requirements:           | None                                                                                                                                                                                                                                   | Serve as a Chair Umpire for fifteen matches at any of the following competitions: <ul style="list-style-type: none"><li>• USTA</li><li>• ITA or NCAA</li><li>• ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li></ul> <i>At least five matches must be at USTA or ITF competitions</i> | Fulfilled with the obtainment of the Official's ITF Chair certification |
| Education Requirements:             | Successfully complete USTA Chair 1 online course                                                                                                                                                                                       | <ul style="list-style-type: none"><li>• Successfully complete the USTA Chair 2 online course</li><li>• Successfully complete the USTA Chair Umpire In-Person Workshop</li></ul>                                                                                                                            | Successfully complete the USTA Chair Center of Excellence               |
| <b>B. To Maintain Certification</b> |                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                            |                                                                         |
| Officiating Requirements:           | Serve as a Chair Umpire for five matches at any of the following competitions: <ul style="list-style-type: none"><li>• USTA</li><li>• ITA or NCAA</li><li>• ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li></ul> | Serve as a Chair Umpire for fifteen matches in any of the following competitions: <ul style="list-style-type: none"><li>• USTA</li><li>• ITA or NCAA</li><li>• ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li></ul> <i>At least five matches must be at USTA or ITF competitions</i> | Fulfilled by maintaining or advancing the Official's ITF certification  |

## F) USTA TIER 1 & 2 LINE UMPIRE REQUIREMENTS

In addition to meeting all annual requirements of a USTA Certified Official, an Official seeking certification as a Tier 1 or Tier 2 Line Umpire must complete the officiating and education requirements in Table 5.

**Table 5 - USTA Line Umpire Certification Levels and Requirements**

| A. To Gain Certification           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                    | Tier 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Tier 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Officiating Requirements:          | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>Serve as a Line Umpire for a total of twenty-five days annually. At least twenty days must come from any of the following competitions:</p> <ul style="list-style-type: none"> <li>Professional matches, including Grand Slam, ATP, WTA, ITF World Tour, Olympic or Paralympic Games, Davis Cup and Billie Jean King Cup</li> </ul> <p>Any additional days can be earned at any of the following competitions:</p> <ul style="list-style-type: none"> <li>USTA L3 or L2</li> <li>USTA L1 or other USTA National Championships</li> <li>ITA or NCAA Regional or National Championships</li> <li>ITF World Tour: Men's, Women's, Juniors, Seniors, or Wheelchair</li> </ul>  |
| Education Requirements:            | Successfully complete the USTA Line Umpire 1 online course                                                                                                                                                                                                                                                                                                                                                                                                                  | Successfully complete the USTA Line Umpire Center of Excellence                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| B. To Maintain Certification       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Officiating Requirements:          | <p>Serve as a Line Umpire for five days annually at any of the following competitions:</p> <ul style="list-style-type: none"> <li>USTA L3 or L2</li> <li>USTA L1 or other USTA National Championships</li> <li>ITA or NCAA Regional or National Championships</li> <li>ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li> <li>Professional matches, including Grand Slam, ATP, WTA, Olympics, Paralympics, Davis Cup and Billie Jean King Cup</li> </ul> | <p>Serve as a Line Umpire for a total of twenty-five days annually. At least twenty days must come from any of the following competitions:</p> <ul style="list-style-type: none"> <li>Professional matches, including Grand Slam, ATP, WTA, ITF World Tours, Olympic or Paralympic Games, Davis Cup and Billie Jean King Cup</li> </ul> <p>Any additional days can be earned at any of the following competitions:</p> <ul style="list-style-type: none"> <li>USTA L3 or L2</li> <li>USTA L1 or other USTA National Championships</li> <li>ITA or NCAA Regional or National Championships</li> <li>ITF World Tour: Men's, Women's, Juniors, Seniors, or Wheelchair</li> </ul> |
| Additional Education Requirements: | <p><b>First year:</b> Successfully complete the USTA Line Umpire In-Person Workshop</p> <p><b>Following years:</b> Complete the Line Umpire knowledge check</p>                                                                                                                                                                                                                                                                                                             | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

### Regulation II.II.F Comment:

In order to receive credit towards satisfying a certification requirement, an Official's role during the competition must fulfill the duties of a Line Umpire as outlined in USTA Officiating: Techniques and

**G) USTA CHIEF UMPIRE TIERS 1, 2, & 3 REQUIREMENTS**

In addition to meeting all annual requirements of a USTA Certified Official, an Official seeking USTA Certification as a Tier 1, Tier 2, or Tier 3 Chief Umpire must complete the officiating and education requirements in Table 6.

**Table 6 - USTA Chief Umpire Certification Levels and Requirements**

| <b>A. To Gain Certification</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                            |                                                                                   |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
|                                     | <b>Tier 1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Tier 2</b>                                                                                                                                                                                                                                                                                                                                                              | <b>Tier 3</b>                                                                     |
| Officiating Requirements:           | Recommendation: It is <b>highly</b> recommended that, as part of their training process, an aspiring Chief Umpire officiates with an experienced Chief Umpire at any of the following competitions: <ul style="list-style-type: none"> <li>• USTA</li> <li>• ITA or NCAA Regional or National Championships</li> <li>• ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li> </ul>                                            | Serve as Chief Umpire for one entire competition annually at any one of the following competitions: <ul style="list-style-type: none"> <li>• USTA L3 or L2</li> <li>• USTA <i>L1 or other USTA National Championships</i></li> <li>• ITA or NCAA Regional or National Championships</li> <li>• ITF World Tour: Men's, Women's, Juniors, Seniors, or Wheelchair</li> </ul>  | Fulfilled with the obtainment of the Official's ITF certification                 |
| Education Requirements:             | Complete Chief Umpire 1 online course                                                                                                                                                                                                                                                                                                                                                                                                         | None                                                                                                                                                                                                                                                                                                                                                                       | Successfully complete the USTA Chief Umpire Center of Excellence (when available) |
| <b>B. To Maintain Certification</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                            |                                                                                   |
| Officiating Requirements:           | Recommendation: It is <b>highly</b> recommended that, as part of their development in this role, a Tier 1 Chief Umpire serves regularly as a Chief Umpire, when assignments/opportunities are available, at any of the following competitions: <ul style="list-style-type: none"> <li>• USTA</li> <li>• ITA or NCAA Regional or National Championships</li> <li>• ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li> </ul> | Serve as Chief Umpire for one entire competition annually at any one of the following competitions: <ul style="list-style-type: none"> <li>• USTA L3 or L2</li> <li>• USTA <i>L1 or other USTA National Championships</i></li> <li>• ITA or NCAA Regional or National Championships</li> <li>• ITF World Tours: Men's, Women's, Juniors, Seniors, or Wheelchair</li> </ul> | Fulfilled by maintaining or advancing the Official's ITF certification            |
| Additional Education Requirements:  | Complete annual Chief Umpire knowledge check when required                                                                                                                                                                                                                                                                                                                                                                                    | None                                                                                                                                                                                                                                                                                                                                                                       | None                                                                              |

## H) DETERMINATION OF REQUIREMENT COMPLIANCE

- 1) **Officiating Requirements** - To be eligible to satisfy all requirements as listed in Tables 1-6, a competition must be sanctioned by any of the following: USTA, ITF, ATP, WTA or ITA.
- 2) **Determination** - USTA Officiating Department, in consultation with the National Chairperson, determines what types of events may or may not count towards meeting USTA Certification requirements as well as whether a requirement is complete.

### Regulation II.G.I Comment:

ITF certification standards are determined independently of USTA. For all Tier 3 USTA Certifications, the USTA will require that Officials are in compliance with current ITF certification standards regardless of when the ITF certification standards may have changed.

## I) CERTIFICATION ADVANCEMENTS AND REGRESSIONS

- 1) A USTA Certified Official may hold different Tier statuses in different disciplines simultaneously.
- 2) A USTA Certified Official's Tier status in one discipline does not automatically qualify them for that tier in any other discipline.
- 3) Other than overall decertification, advancement and regression occurs within each discipline individually and is dependent solely on the minimum requirements outlined by USTA for that specific discipline.
- 4) It is the responsibility of any USTA Certified Official to ensure that their officiating record is accurate.
- 5) Changes in USTA Certification may occur at any time during the Certification Period in accordance with the following:

### a) Advancements:

- (i) USTA Certified Official status will advance to Tier 1 in any discipline for which they meet all current requirements.
- (ii) A Tier 2 Chair Umpire, Referee, or Chief Umpire will advance to Tier 3 once the USTA Officiating Department is informed that the Official has obtained an ITF Badge.
- (iii) An Official that is not already in Tier 2 may advance to Tier 3 only if they have obtained an ITF badge and receive approval from the USTA Officiating Department.

### b) Regressions:

- (i) If a Tier 3 Chair Umpire, Referee, or Chief Umpire loses their ITF Badge, their USTA Certification will regress to the Tier for that discipline in which they meet all other USTA requirements.
- 6) Certification changes that will only occur at the beginning of the Certification Period:

### a) Advancements:

- (i) If the minimum requirements are met, a Tier 1 Official will advance to Tier 2 in the same discipline.

### b) Regressions:

- (i) If an Official has not met the minimum requirements for maintaining their USTA Certification Tier status in a given discipline, their USTA Certification will regress to the Tier for that discipline in which they meet all other current requirements;
- (ii) If an Official is in the Tier 1 status for a discipline in which there are no officiating requirements needed to gain Tier 1 status and they do not meet the officiating requirements necessary to maintain Tier 1 in the next coming year, they will lose their Tier 1 status until they successfully retake the required online course for that discipline's Tier 1 status.

### Regulation II. H.1.Comment

If a USTA Certified Official advances to Tier 1 in any discipline, the officiating requirements to maintain Tier 1 status for the upcoming Certification Period are waived.

#### **J) DENIAL OF CERTIFICATION AND DECERTIFICATION**

- 1) The National Chairperson, for good cause, may refuse to approve an Official's application or USTA Certification, even though that Official has met the administrative and other USTA Certification requirements;
- 2) The National Chairperson may decertify an Official for cause;
- 3) Recertification of a decertified Official must have the approval of the National Chairperson.
  - a) USTA Certification level which a decertified Official is recertified will be determined by the National Chairperson on a case by case basis. The USTA Certification will not be higher than the level at the time of the time of decertification.

#### **K) WAIVERS**

- 1) The National Chairperson may, for good cause, waive any USTA Certification requirement except Safe Play compliance, USTA membership requirement and any ITF requirements.

#### **L) HONORARY OFFICIALS**

- 1) Honorary Official designations are recognitions honoring significant service to Officiating and are not considered USTA Certification.

### **III. ADMINISTRATION AND GOVERNANCE**

#### **A) RECORDS OF OFFICIALS**

- 1) The USTA Officiating Department, on behalf of the USTA National Officials Committee, must maintain records for each Official, including the Official's address, USTA Certification, and evaluations (if available).
- 2) Access to evaluations (when available) must be provided to the appropriate Sectional Association Chair.
- 3) Upon request, a Sectional Association President may have access to the records for their respective Sectional Association.
- 4) An Official may have access to their officiating record annually.

#### **B) AMENDMENTS**

- 1) These *USTA Officiating: Certification Regulations* may be amended by the USTA Officials Committee with the approval of the Officials Regulations Subcommittee.
- 2) The Officials Regulations Subcommittee consists of the Chair, Vice Chair and Staff Member of the USTA Officials Committee, the Sectional Association Chair of at least one Sectional Association, and such other members appointed by the Chair. The Chair of the USTA Officials Committee serves as Chair of the Officials Regulations Subcommittee.
- 3) Proposed amendments to the USTA Officiating: Certification Regulations are subject to review and comment by the Office of General Counsel and the Chair of the Constitution and Rules Committee prior to distribution for consideration.
- 4) Each amendment shall be in writing and forwarded to the Presidents and Executive Directors of the Sectional Associations and the USTA Officials Committee for comment at least twenty-one days before any meeting at which the amendment will be considered.
- 5) Unless otherwise specified, amendments become effective January 1 of the following year.

## Glossary

**ATP** - Association of Tennis Professionals (men's professional tour)

**Center of Excellence** - The Center of Excellence is an advanced level In-Person Workshop (see definition of "In-Person Workshop") targeted toward Officials who have achieved the required USTA Certification level and officiating experience in a specific discipline. This experience is facilitated by USTA Officiating Department and designed to help participants develop their skills, demonstrate a high level of excellence in their role, and learn advanced techniques. For Officials aspiring to achieve an ITF certification, the Center of Excellence can be a platform for their preparation process in certain disciplines.

**Certification Period:** The Certification Period is from November 1 of the current year to October 31 of the following year.

**Chair Umpire** - The Chair Umpire is the Official responsible for conducting one match in accordance with the ITF Rules of Tennis and USTA Regulations.

**Chief Umpire** - A Chief Umpire is an Official responsible for retaining the Officials. In many tournaments, the Referee will delegate to the Chief Umpire the responsibility for assigning, replacing and reassigning Officials.

**Competition** - For USTA Certification purposes, a competition is any event sanctioned by any of the following: a USTA, ITA, ITF, ATP and/or WTA, and may be made up of multiple divisions and events (i.e, Boys/Girls 12s through 18s, Men's/Women's Open, would be considered one competition).

**Continual Learning Credit** - Each year USTA Certified Officials must meet certain qualifications in order to renew their USTA Certification(s). A continual learning credit is an indication on the Official's USTA Certification record that they have engaged in on-going professional and/or skill development throughout the Certification Period. Credits are earned when the Official participates in any applicable learning experience(s) as defined by USTA Officiating Department.

**Deputy Referee** - A Deputy Referee is an official appointed by the Referee or Tournament Committee to assist in the performance of the Referee's duties or to assume these duties when the Referee is absent. It is not unusual for a Deputy Referee to assist in making the draw or to serve as the Referee at a secondary site.

**District Association** - Each Sectional Association may contain one or more District Associations or Subdivisions. Each District Association or Subdivision shall be governed by such rules and regulations as it shall adopt in accordance with the requirements of its Sectional Association. Such rules and regulations shall not be inconsistent with the Constitution, Bylaws, or USTA Regulations.

**Intercollegiate Tennis Association (ITA)** -The organization that oversees varsity tennis at all levels (NCAA Divisions I, II, and III, NAIA, and Junior/Community College).

**International Tennis Federation (ITF)** - The governing body of International tennis, wheelchair tennis, and beach tennis.

**In-Person Workshop** - The In-Person Workshops (also known as USTA Officiating In-Person Workshops) are learning experiences facilitated by USTA Officiating Department and designed to give USTA Officials further insight into the theoretical and practical aspects of a specific officiating discipline.

**Line Umpire** - A Line Umpire is an Official responsible for calling all shots directed to the lines assigned to the Official.

**National Championship** - For USTA Certification purposes, National Championships are deemed to be Level 1 Junior, Adult, and Wheelchair competitions. In addition, USTA League National Championships, Tennis on Campus National Championships, Junior Team Tennis National Championships, and NTRP National Championships will also be considered as National Championships.

**National Collegiate Athletic Association (NCAA)** - The NCAA is responsible for compliance and the year-end National Championships.

**Prospect Phase** - The Prospect Phase is a two stage process for someone interested in becoming a USTA Certified Official. In these stages the individual is completing administrative requirements, as well as shadowing and knowledge check requirements. A prospect is not eligible for USTA Certification until all of the requirements have been met.

**Question of Fact** - “Questions of Fact” involve what happened. Examples include whether a ball is in; whether a ball touched a player; whether a ball bounced twice; and whether a server’s foot touched the baseline before the serve was struck.

**Question of Law** - “Questions of Law” involve the application of the rules or regulations that have already been determined. Examples include whether an act was a hindrance, whether a player should have been assessed a code violation for misconduct, and the procedures for correcting errors in serving order, serving and receiving position, and ends.

**Referee** - The Referee is the Official who is generally responsible for making the draw, conducting the tournaments, and supervising all aspects of play. The Referee is responsible for ensuring that the competition is fair and played under the ITF Rules of Tennis and USTA Regulations.

**Roving Umpire** - A Roving Umpire is an Official other than the Referee or a Deputy Referee who exercises jurisdiction over one or more courts.

**Sectional Association** - A corporation within the United States or the Caribbean which is empowered by the USTA to fulfill the constitutional purposes of the USTA and to manage the sport of tennis in the assigned geographical area in accordance with the USTA Constitution, Bylaws, and Regulations.

**Tier (1, 2, 3)** - This term applies to a USTA Certified Official's status within a single Officiating discipline as part of their developmental pathway. It reflects that the Official has completed the requirements, as determined by the USTA Officiating Department, for a specific discipline. An Official can hold different Tier statuses in different disciplines. For Example: An Official can be a Tier 2 Chair Umpire and a Tier 1 Roving Umpire at the same time. The USTA Tier 3 certification status includes a combination of USTA and ITF certification requirements. ITF certification standards are determined independently of USTA. For all Tier 3 certifications, USTA will require that Officials are in compliance with current ITF certification standards regardless of when the ITF certification standards may have changed.

**USTA Certified Official** - A USTA Certified Official must have an active USTA Membership, is current on their USTA Safe Play Compliance, has a current Vision Form on file with the USTA, has completed all basic education courses (Introduction to Officiating, Rules and Regulations, and Roving Umpire Level 1 and 2), completes annual knowledge check of basic Roving Umpire skills OR other requirements, and has completed the required number of credits for the Certification Period.

**WTA** - Women’s Tennis Association (women’s professional tour).