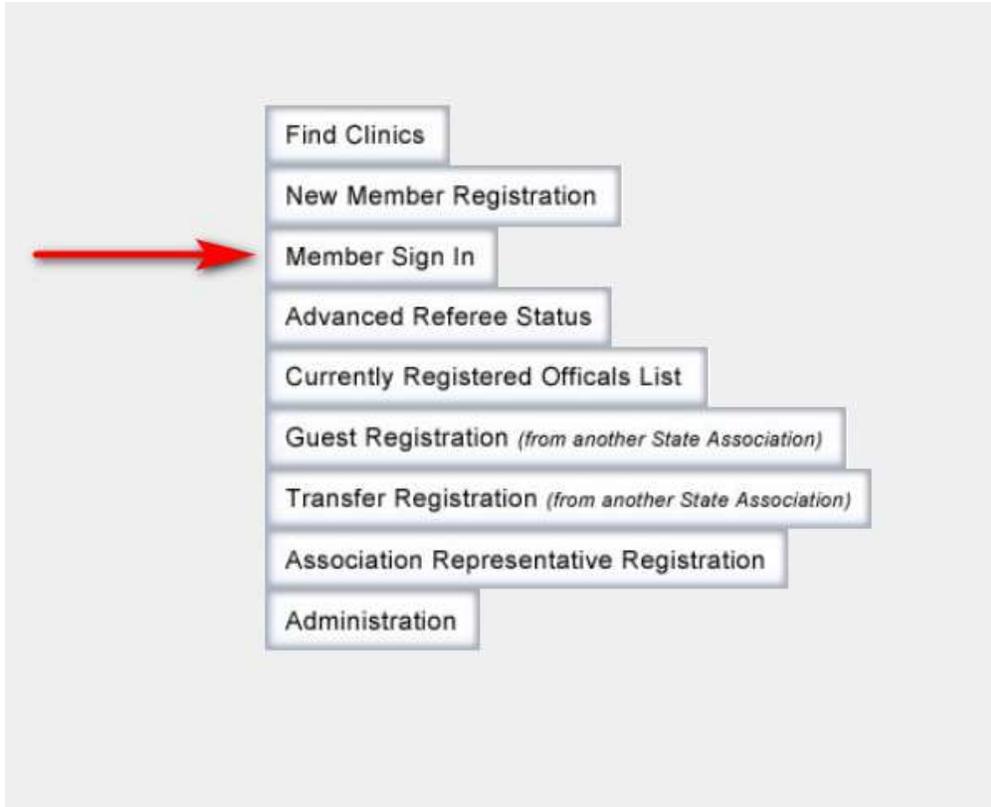


RECERTIFYING AS AN OFFICIAL

1. On the State Association home screen, click on **Member Sign In**.



2. Enter correct Username and Password. Select the **Login** button. If you do not remember your Login ID or Password, simply click one of the Forgot links below the login information for assistance.

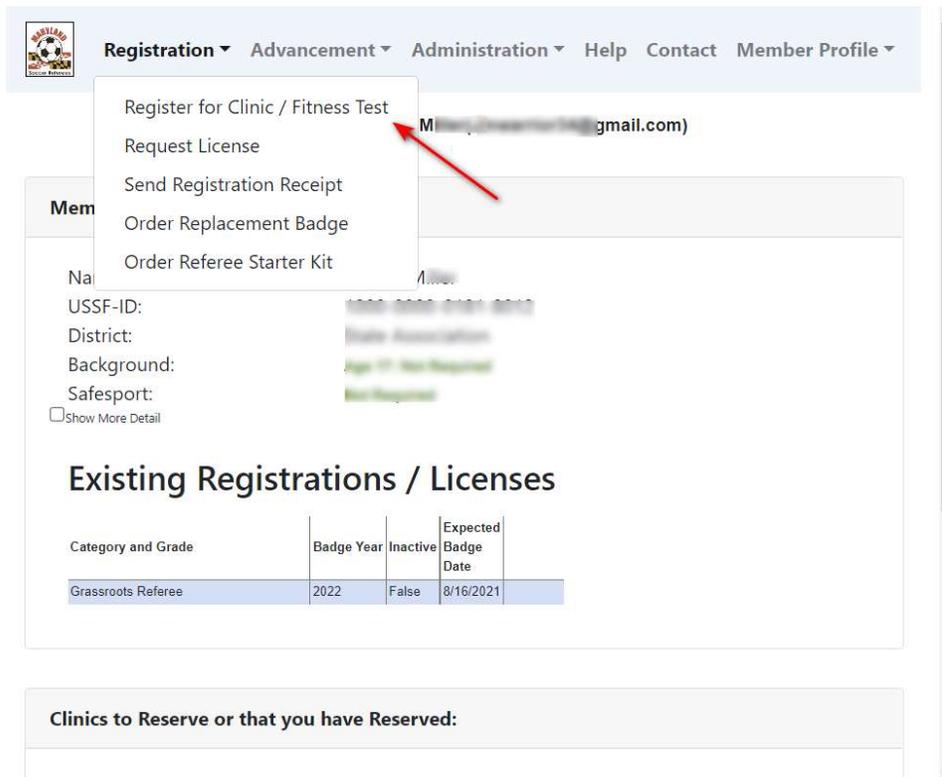
Username

Password

Remember Me

[Forgot Password? - Forgot Username?](#)

3. On your **Home** page, select Register for Clinic/Fitness Test under the **Registration** drop down menu.



4. **Step 1 of 3: Create Registration.**

a. Answer the **Legal Question** and select the appropriate type(s) of registration.

Have you ever been **CONVICTED** of **ANY** of the following:

- a felony ?
- a crime of violence ?
- any crime against an individual ?
- fraud ?

Yes No

Select Soccer Official Type(s) for your Request:

- Referee
- Instructor
- Assessor
- Assignor
- Referee-Futsal
- Referee Coach

- b. Scroll down and select the **Registration Type** for each. NOTE: If you are upgrading, the appropriate **Upgrade** box must be checked at this point.

Referee

Registration Type

- Recertification
- Upgrade
- Fitness Test
- Go Emeritus
- Supplemental Training

[Help with Selections](#)

Level

- Grassroots Referee

- c. Scroll down and select **Submit Request**.

- 5. **Step 2 of 3: Reserve the Clinic.** Find the correct clinic you are registering for. If you wish to search a specific location, you may select that option from the *Clinic Location* drop down menu. Select the **Reserve Clinic** button and then **Submit**.

Step 2 of 3 : Reserve the Clinic

[Click Here for help with Clinic Reservations](#)

Clinic Location:

REMINDER: Reserve a Fitness Clinic and take your Fitness Test !

Referee Registration Type :
2021 Regional/State Referee Recertification [Check Status](#)

Available Clinics

Class Date/Times	Address	Location
Referee - Regional IN-SERVICE hybrid Tue 2/2/2021 8:00AM - 12:00 NOON SA-14-0121-RRCRT	23456 Main St	Anywhere, MD

[Reserve Clinic](#)

[Continue to Next Step](#)



- Step 3 of 3: Checkout to pay Associated Fees.** This step will display your registration and clinic fees due. When the total is confirmed, press the **Complete Requests and Pay Fees** button. NOTE: All items highlighted **green** must be paid.

Step 3 of 3: Checkout to pay the Associated Fees

Completing your Request and Paying Fees:

Your Requests and Associated Fees:

Late 2021 Referee USSF License Fee	\$93.75	Remove Item
Late 2021 Instructor USSF License Fee	\$50.25	Remove Item
Late 2021 Assessor USSF License Fee	\$50.25	Remove Item
Instructor - In-Service SA-15-0121-ISI Clinic Fee	\$10.00	Remove Item
Assessor - In-Service SA-16-0121-ASI Clinic Fee	\$10.00	Remove Item

Total Fees: \$132.50

You must pay BOTH the Registration fees and Clinic fee to reserve a seat in the clinic.
You will only be charged for items in Green. Put your mouse on any items in Red to view why they are not available for payment.

Note: You must complete checkout for any Green Item (even if FREE) to complete the order.

[Click Here for help with Fees.](#)

[Click here to Complete Requests and Pay Fees](#)

- The final screens to appear in this registration process pertain to the payment options. At the bottom in the **Billing Information** box, you will be asked to select the type of payment option for paying your registration fee. After choosing the **Payment Type**, select **Click Here to Pay**.

Pay fees

Fee Items

You have pending fees for the following items. Please fill out billing information below and submit payment to complete your order:

Late 2021 Referee USSF License Fee	\$93.75
Late 2021 Instructor USSF License Fee	\$50.25
Late 2021 Assessor USSF License Fee	\$50.25
Instructor - In-Service SA-15-0121-ISI Clinic Fee	\$10.00
Assessor - In-Service SA-16-0121-ASI Clinic Fee	\$10.00

Total Fees: \$132.50

"Registration Fee" refers to USSF registration.
"Clinic Fee" refers to a clinic enrollment fee.

One or more clinics you are registering for requires that Online lessons be taken as part of the clinic. To do so, once you make payment, an Online Lessons button will appear next to the clinic you reserved on your home page. If the clinic is not totally ONLINE, these online lessons do not have to be completed before attending the in-person portion of the clinic, but must be completed before your registration will be approved.

If this list of items is incomplete, or needs to be changed, please [click here](#) to return to your Home page to adjust your order.

[Click here](#) to view the OMSSB Refund Policy.

[Click here](#) to email OMSSB about your registration or payment.

Phone Help: Call 832-577-7191 for assistance.

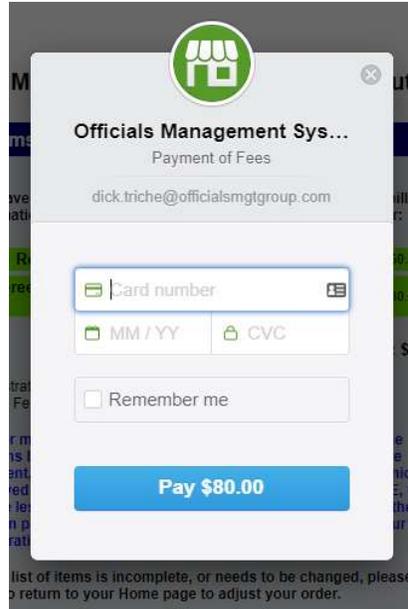
Billing Information

Payment Type

Credit Card Check/Money Order

[Click Here to Pay](#)

8. On the **Payment** screen – fill in the payment information to proceed with the final charge of your registration process. Your email address should appear above, so that once payment has been submitted, you will be emailed a receipt for your records.



Officials Management Sys...
Payment of Fees
dick.triche@officialsmgtgroup.com

Card number
MM / YY CVC

Remember me

Pay \$80.00

list of items is incomplete, or needs to be changed, please
return to your Home page to adjust your order.