BC Athletics
3713 Kensington Avenue
Burnaby BC V5B 0A7
Ph: 604 333-3550

# Officials Event Record Card

YEAR

Official's Name | Phone | BCA#

Address | City | Postal Code

**SAMPLE CARD**

| Date | Type | Name of Meet | Position | Hours | Credit | Referees Signature |
|---|---|---|---|---|---|---|
| Jun 05/05 | NC | Harry Jerome | Pole Vault (Ch) | 5 | 2 | *Joe Beanstalk (Ref)* |
| Jan 10/04 | N | Knights of Columbus | High Jump (J) | 3 | 1 | *Slim Jumper (Ch)* |
| May 29/05 | Pro | BC High School | High Jump (Ch) | 3 | 1 | *Joe Beanstalk (Ref)* |
| Feb 10/05 | | Level 3 Clinic | Vertical Jumps | 2 | | *K. Slim (Clinician)* |

**Note to Official:**
It is the responsibility of the official to ensure that the information contained in the record card is true and accurate and can be verified by the referee noted in the meet referee column.

**FORM CODES:**

**Type of Meet:**
National Championship (NC)
National (N)
Provincial or Local (P)

**Position:**
Chief (C)
Assistant Chief (AC)
Referee (R)
Assistant Referee (AR)
Judge (J)

**Credit Information:**
1 credit = 4 hrs. or up to 4 hrs. per session
Maximum 3 credits per day

NB: The time may include pre and post event preparation. A photocopy of this card must be completed and returned to the BC Athletics Officials' Committee with an upgrading application form for upgrading purposes (see Committee Web page for current contact information). The upgrading process for Levels 3,4 and 5 begins September 1st and March 1st of each year.

| Date | Type | Name of Meet | Event | Position | Hours | Credit | Verifying Official |
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# Officials Event Record Card

**YEAR**

Official's Name

BCA#

| Date | Type | Name of Meet | Event | Position | Hours | Credit | Verifying Official |
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## Officials Upgrading Criteria

This list identifies basic upgrading criteria at each level. For a more detailed list of criteria please see the BC Athletics Officials Website.

| Promotion to Level 1 | Promotion to Level 2 (Long Distance only) | Promotion to Level 2 | Promotion to Level 3 | Promotion to Level 4 | Promotion to Level 5 |
|---|---|---|---|---|---|
| • 6 credits<br>• Introductory clinic | • 12 credits (all may be LDR)<br>• 1 evaluation<br>• 1 clinic | • 2 credits LDR and<br>• 4 credits (track) and<br>• 6 credits (field)<br>• 1 evaluation<br>• 1 clinic | • 1 year service at Level 2<br>• 8 credits (as chief or assist. chief)<br>and<br>• 8 other credits<br>• National Open Book Exam<br>• 2 written evaluations | • 2 years service at Level 3<br>• 24 credits (8 from N or NC) as chief, assist. chief or section head<br>• National clinic and assignment<br>• 2 written evaluations | • 3 years service at Level 4<br>• 36 credits ( 8 from N or NC) as chief, assist. chief or section head<br>• 2 written evaluations<br>Ensure that all meet credits entered on this card are signed by the event chief or referee. BC Athletics Membership is required for up-grading (all levels). |