

Procedure to 1) find list of upcoming referee training classes and 2) sign up for classes.

Most people looking to take a referee class need to take the “**Basic Referee Course**” which is about 7 hours (offered on a weekend date or 2-3 weeknights). Starting in Fall 2011, a 2nd Option is to take the **Online Basic Referee Class**, followed by the 3-1/2 hour **Basic Referee Online Companion Class**.

After one or two years of experience as a Regional Referee, for more training take the Intermediate class which is typically offered in October and February.

In eayso, use this procedure to query the course list and sign up:

- Log into www.eayso.org.
- Sign up as a volunteer (Adult or Youth) if you have not already done so. On the Home Screen for your eAYSO logon, in the bottom left corner, you will see a list of “Active volunteer ID’s for this (eayso) login” – if your name is listed here, you are already registered as a volunteer and you can skip the next step. Write down your 8 digit AYSO ID shown on this page (you’ll need it below to sign up for online training).
- To register as a volunteer, click the appropriate option (Apply as a new adult volunteer, Apply as a continuing adult volunteer, etc.. Volunteers age 12-17 need to register as a new Youth volunteer). Once you fill out the volunteer information, on the Home Screen, select the Print form option and follow the directions. Sign the form and turn it in to your AYSO region’s CVPA. For those of you in El Segundo (Region 92), our CVPA is Eileen Tinoco (525 Bungalow Drive in El Segundo).
- Take the AYSO Safe Haven Training on the Online Training web site. On our Region’s website, <http://www.ayso92.org/>, click the link on the middle-right-side of the page labeled “Online Certification & Training”. Enter your 8 digit AYSO ID and your last name, then click the “Log In” button. On the next page, pull down the link in the middle of the page labeled “Courses” and choose the option “Course MT02 – AYSO’s Safe Haven”. The online part of the Referee Training is also listed on this page.
- Return to the Home Screen of your eAYSO login (should say Welcome [your name] at the top center of the page), on the lower right part of the screen, one of the options should read “Enroll to take a class” – select the word “Enroll”.
- On the Course signup screen, select CA for the State
- For “Section”, select “1” (we are in Section 1)
- For “Area”, select “D” (Manhattan Beach, Redondo Beach, Westchester, Hawthorne, El Segundo). You can also select “F” to find Torrance which offers the same classes.

- Click Search – this will list all upcoming courses in the area. It might list them in reverse chronological order, so you might want to click “Start date” to sort with the next classes to-be offered at the top of the list.
- To just list Basic Referee courses, under “Course” near the top of the display, select **Basic Referee Course** OR **Basic Referee Online Companion Course**.
- Click Search. You should get a screen similar to that shown below:

Use the filters to find the course for which you wish to sign up. The filters allow you to search broadly or to hone in on a specific course. Available courses will be displayed based upon your filter selections (Section, Area, Region, Course Name, Date of course offerings, Roster number).
Select the courses which interest you by clicking in the circle in the column to the left of the course names
Click 'Course Sign up' to submit your choice(s)

State: CA City: Section: 1 Area: D Region: Start date: End date: Roster #: Course: Basic Referee Online Companion Course

Clear all Search

✓	Course name	Roster #	S/A/R	City	State	Start date	Contact name	Email	Telephone	Comments
<input type="radio"/>	Basic Referee Online Companion Course	201103267	1/D/0018	Manhattan Beach	CA	09/07/11	Bails, Eric	ericbails@yahoo.com	3106976938	Students mu...
<input type="radio"/>	Basic Referee Online Companion Course	201105225	1/D/0092	El Segundo	CA	09/18/11	Schumacher, Walter	waltschumacher@sbcglobal.net	3106401558	Students mu...
<input type="radio"/>	Basic Referee Online Companion Course	201105226	1/D/0092	El Segundo	CA	09/30/11	Schumacher, Walter	waltschumacher@sbcglobal.net	3106401558	Students

Cancel Course sign up

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Students must complete the Basic Referee Online Training course before attending this class. 5:30-9:00 pm Location: El Segundo Clubhouse ("drop-in" room downstairs), 300 E. Pine Ave.

- When you find a class you’d like, select the radio button to the far left of the selected line, then click the Course sign up button at the bottom. If you “mouse over” the comments field for a class, you can get additional information on when / where the course will be held.
- The list of your family members who are registered volunteers will appear on the next screen. Select the appropriate volunteer, then click the button “Add attendee to program roster”.
- Note the Instructor contact name, email, and phone number – if you have problems with sign up, just call or (preferred) email them. Classes almost always have openings for willing volunteers.
- When you complete a Basic Referee class, email your region’s Referee Administrator. For Region 92, this would be waltschumacher@sbcglobal.net to get your badge (if not provided by your class) and your uniform, etc.

See the screen shots on the next page for more examples listing the Basic Referee Course without the online portion:

These courses were a result of a query of Basic Referee Courses as of 8/15/2011.

State: CA City: Section: 1 Area: D Region:
 Start date: End date: Roster #: Course: Basic Referee Course

✓	Course name	Roster #	S/A/R	City	State	Start date ▲	Contact name	Email	Telephone	Comments
<input type="radio"/>	Basic Referee Course	201104100	1/D/0007	Westchester	CA	08/23/11	Jones, Brian	bajones@amicustech.com	3106707351	Classroom p...
<input type="radio"/>	Basic Referee Course	201104835	1/D/0021	Hawthorne	CA	08/23/11	Hough, John	johnmough@yahoo.com	3109222200	
<input type="radio"/>	Basic Referee Course	201102676	1/D/0034	Redondo Beach	CA	08/27/11	kabbani, sam	kabbani1@yahoo.com	3103166860	Location TBD
<input type="radio"/>	Basic Referee Course	201104257	1/D/0017	Redondo Beach	CA	08/29/11	Bastian, Thomas	thomas.bastian@aes.com	3103281189	This is a 3...
<input type="radio"/>	Basic Referee Course	201103821	1/D/0017	Redondo Beach	CA	09/03/11	Crompton, Philip	phil.crompton@gmail.com	3107988172	Location: W...
<input type="radio"/>	Basic Referee Course	201103265	1/D/0018	Manhattan Beach	CA	09/04/11	Bails, Eric	ericbails@yahoo.com	3106976938	9am - 6pm. ...
<input type="radio"/>	Basic Referee Course	201102677	1/D/0034	Redondo Beach	CA	09/06/11	kabbani, sam	kabbani1@yahoo.com	3103166860	Two nights ...
<input type="radio"/>	Basic Referee Course	201103266	1/D/0018	Manhattan Beach	CA	09/06/11	Bails, Eric	ericbails@yahoo.com	3106976938	TWO NIGHTS ...
<input type="radio"/>	Basic Referee Course	201103268	1/D/0018	Manhattan Beach	CA	09/12/11	Bails, Eric	ericbails@yahoo.com	3106976938	TWO NIGHTS ...
<input type="radio"/>	Basic Referee Course	201104215	1/D/0017	Redondo Beach	CA	09/19/11	Bastian, Thomas	thomas.bastian@aes.com	3103281189	This is 3 d...

12

✓	Course name	Roster #	S/A/R	City	State	Start date	Contact name	Email	Telephone	Comments
<input type="radio"/>	Basic Referee Course	201104101	1/D/0007	Westchester	CA	09/20/11	Jones, Brian	bajones@amicustech.com	3106707351	Classroom p...

8/15/11