



**ONTARIO  
SOCCER**  
EST. 1901

# Ontario Soccer Regional Upgrading Program

## Program Outline

2024

## Introduction

The Canada Soccer Regional Upgrading Program (RUG) is a program for Match Officials seeking promotion to the Regional List. Successful completion of this program will increase your accreditation level from Grade 8 to 9.

The Regional Upgrading Program is comprised of 3 phases:

- Application Requirements
- Entry Requirements
- Upgrading Requirements

Each phase outlines specific tasks/requirements in order to move onto the next phase in the process.

**NOTE: Any late, incomplete, or incorrectly filled/submitted forms and documents will not be accepted.**

## Phase 1: Application Requirements

The following items must be completed in order to progress through the Application Phase. Please ensure to refer to the “How to Apply” guidelines that are listed on page 5.

Item	Detail
Application Form	Completed with all fields filled (online application form).
Grade Status	Must be a Grade 8 match official in good standing as of June 30 <sup>th</sup> of the application year.
Game Log	Must submit a game log for the current outdoor season. Must only submit top 15 games as a Referee and 10 as an Assistant Referee for any 11v11 game at the District Competitive level or higher. Recreational Adult leagues will not be considered.
Reference Letter	Reference letter from District Referee Coordinator would be an asset. Must have a reference letter from your DRC if the minimum number of games requirement is not met in the season prior to applying. The DRC Input Form can be found <a href="#">here</a> .
Eligible Assessment	Must have 1 assessment as a Referee, at or above competency (8.3 or higher), for a U16 District Competitive game, or above, in the current outdoor season.

<b>DEADLINE:</b>	<b>November 15<sup>th</sup> @ 11:59pm ET</b>
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## After the Application Deadline:

Item	Detail
Entrance Exam	10 Question Exam. Must achieve a minimum of 80%. Released after all applications have been reviewed. It will be evaluated by December 1 <sup>st</sup> . You will only receive one attempt.



## Phase 2: Entry Requirements

To successfully enter the following season as a Regional Upgrading Referee you must complete all of the following:

Item	Detail
Online Education Tests	Obtain at least 80% average mark on mandatory winter online education tests. The average mark is calculated based on completing all winter modules (lowest mark discarded).
Ontario Soccer Education Weekend	Attendance is <u>mandatory</u> . April 27-28, 2024. Failure to attend will result in removal from the program.
Registration Exam	Obtain at least 80% on the Ontario Soccer Annual Registration Exam.
Canada Soccer Upgrading Exam	Pass the Canada Soccer Regional Upgrade Exam with a minimum mark of 80%.
Fitness Test	Pass the official Regional Level High-Intensity (HI) Fitness test on or before April 19 <sup>th</sup> , 2024.

### Failing to meet “Entry Requirements” (Not accepted into the Program)

If any of the above “Entry Requirements” are not met, the unsuccessful candidate can re-apply to enter the program the following season.



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## Phase 3: Upgrading Requirements

To successfully complete the Regional Upgrading Program, you must complete all of the following during your Upgrading Season:

Item	Detail
Game Log	<ul style="list-style-type: none"> <li>▪ 20 qualifying games as a Referee</li> <li>▪ 5 qualifying games as an Assistant Referee</li> <li>▪ Review the Qualifying Game Chart <a href="#">here</a>.</li> </ul>
Assessments	Three assessments above competency (8.5 or higher) at the current level – District Referee. One assessment must be completed in an opposite gender competition.
Additional	Be in good standing during the upgrading season.
<b>DUE DATE:</b>	<b>September 30<sup>th</sup> @ 11:59pm ET</b>

### Failing to meet “Upgrading Requirements” in the first year

If any of the “Upgrading Requirements” are not met in Year 1 (assessments/games), the unsuccessful candidate is automatically enrolled in the program for Year 2, unless Ontario Soccer is advised in writing by the candidate that they do not wish to continue.

There will be no program fee for the 2nd year, and no Canada Soccer exam is required. Additional fees will still apply (fitness/assessments, etc.). Candidates must pass the HI Fitness test and meet the “Upgrading Requirements” in Year 2 to successfully upgrade.

### Failing to meet “Upgrading Requirements” in the second year

If any of the “Upgrading Requirements” are not met in Year 2, the participant is no longer in the Upgrading Program and is advised to spend an additional year at the District level working on improvement areas, possibly with a mentor, and to re-apply the following year.



## Fees & Program Details

RUG Program Fee	<b>\$200 Non-Refundable Deposit Due December 10<sup>th</sup></b>  An additional program fee of up to \$300 may be required
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**Please note:** Payment is due after the application is received, entrance exam passed, and approval for entry into the program is communicated by the Ontario Soccer Match Officials Development Team.

### Fee includes:

- Ontario Soccer entrance exam
- Mandatory online winter education tests
- Ontario Soccer RUG education weekend<sup>1</sup>
- Access to official Canada Soccer Upgrading Program and examination

Fitness Test	Fees
1 <sup>st</sup> Registered Test	Free
2 <sup>nd</sup> Registered Test	\$60.00

Assessments	Fees
Min. of 3 – Max. of 5 per upgrading season will be permitted	\$90.00 each + one free

**Please note:** Candidates successfully upgraded to the Regional level at the end of the upgrading season, will not be required to enter Year 2 of the program.

## Refund Policy

- The \$200 Deposit paid by December 10<sup>th</sup> of the application season is non-refundable. All costs incurred after that date are also non-refundable.

<sup>1</sup> Hotels and mileage assistance provided. (Please read Ontario Soccer Match Officials Expense policy)



## How to Apply to RUG

### Phase 1: Application Requirements

All components of the Regional Upgrading Program application are completed online via SportsEngine Program application form. Please review the following:

#### 1. Application Form

- [Click here](#) to initiate your application form. Please note: you will be required to generate a SportsEngine Account to apply if you do not have one already.
- Fill in each field listed on the form. Each field is a requirement and the application will not submit successfully unless filled in completely.
- For guidelines on how to download copies of your Game Log and Assessment, please review points 2 and 3 below.

#### 2. Game Log

**Submit a game log with Spreadsheet:**

- Download 'Application Game Log' spreadsheet [here](#).
- Fill in all applicable fields listed on the sheet
- Save the document with the following name: LAST NAME, FIRST NAME Middle Initial. GAME LOG. EXAMPLE: "Smith, John R. Game Log".
- Upload into the field on the SportsEngine Program application form. **Format must be PDF.**
- **Failure to submit a correct and complete game log will result in your application being deemed incomplete and disregarded.**

#### 3. Assessment

**Submit an eligible assessment:**

- Login to your RefCentre account.
- On the main screen move your cursor over the "ASSESSMENTS" tab and select "ASSESSMENTS" from the options that appear. Select the assessment that you wish to submit and click "PDF" within the same row. This will produce a PDF document for you to submit.
- Save the document as LAST NAME, FIRST NAME Middle Initial. ASSESSMENT. EXAMPLE: "Smith, John R. Assessment". Please ensure that the assessment meets the criteria listed above in the Assessment Requirements.
- Upload into the field on the SportsEngine Program application form. **Format must be PDF.**
- **Failure to submit your assessment correctly will result in your application being deemed incomplete and disregarded.**

## Phase 3: Upgrading Requirements

### Regional Upgrading Match Official Assessable and Qualifying Games Chart

The Upgrading Assessable and Qualifying games chart outlines eligible games for those seeking qualifying games to complete their game log and assessable games to complete the assessment requirements of the 3<sup>rd</sup> Phase (Upgrading Requirements) of the Regional Upgrading Program. The last day to complete a game for any of your Upgrading Requirements is September 30<sup>th</sup> @ 11:59pm ET. Please refer to the Assessable & Qualifying Games Chart [here](#).

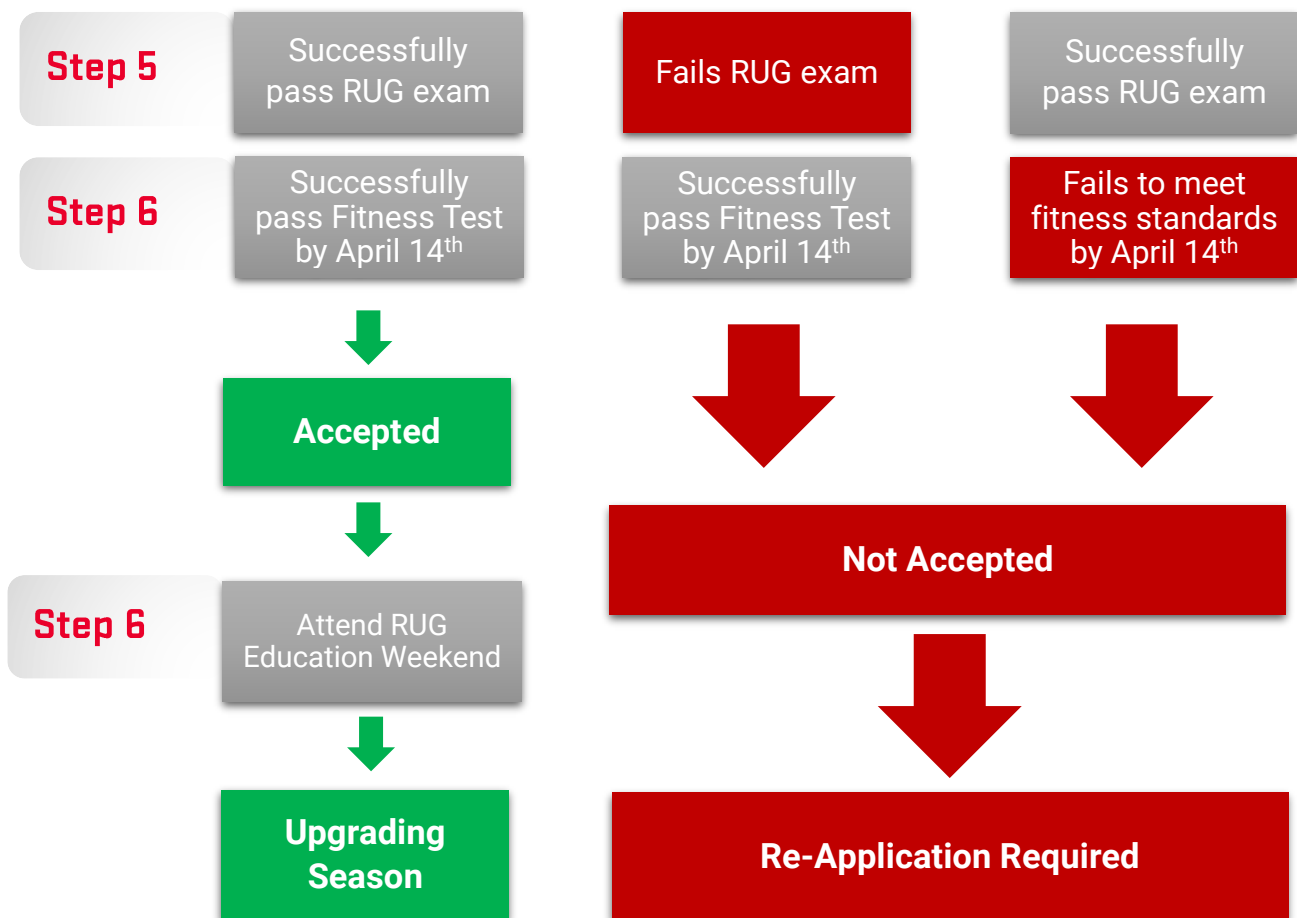


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## Ontario Soccer Regional Upgrading Program Process Guide

<b>Step 1</b>	Deadline to Submit Application	<b>Nov 15<sup>th</sup></b>
<b>Step 2</b>	Entrance Exam	<b>Before Nov 30<sup>th</sup></b>
<b>Step 3</b>	\$200 Non-Refundable Program Deposit	<b>Dec 10<sup>th</sup></b>
<b>Step 4</b>	Online Education Tests	<b>January - April</b>



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