



Ontario Soccer Provincial Upgrading Program

Program Outline

2024

Introduction

The Canada Soccer Provincial Upgrading Program (PUG) is a program for Match Officials seeking promotion to the Provincial List. Successful completion of this program will increase your accreditation level from Grade 9 to 10.

The Provincial Upgrading Program is comprised of 3 phases:

- Application Requirements
- Entry Requirements
- Upgrading Requirements

Each phase outlines specific tasks/requirements in order to move on to 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 with 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 9 Match Official in good standing since June 30 th of the application year. |
| Game Log | <p>Must submit a game log for the current outdoor season with a minimum of 15 competitive matches as a Referee and 10 as an Assistant Referee.</p> <p>Competitive 11v11 matches are eligible. Preference will be given to those that have officiated at League 1, OUA, OCAA, OPDL, Ontario Cup, Regional Leagues, Senior District Leagues, etc. If you are unsure which matches in your District are considered as "District competitive", please contact your DRC for confirmation.</p> <p><u>Please note</u> that the level of the games that you submit will be reviewed. It is expected that you are officiating matches of a level that will prepare you to be a Provincial Match Official. Availability of games at the preferred level will be considered.</p> |
| Eligible Assessment | Must have 1 assessment as a Referee, at or above competency (8.3 or higher), that meets the requirements of the Regional Maintenance assessment chart found here . |

| | |
|------------------|--|
| DEADLINE: | November 15th @ 11:59pm ET |
|------------------|--|



Phase 2: Entry Requirements

To successfully enter the following season as a Provincial 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). |
| Canada Soccer Education Weekend | Attendance is <u>mandatory</u> . May 23-26, 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 Provincial Upgrade Exam with a minimum mark of 80%. |
| Fitness Test | Pass the official Provincial Level High-Intensity (HI) Fitness test on or before May 1 st , 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.



Phase 3: Upgrading Requirements

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

| Item | Detail |
|-------------|---|
| Game Log | <ul style="list-style-type: none"> ▪ 20 qualifying games as a Referee ▪ 5 qualifying games as an Assistant Referee ▪ Review the Qualifying Games Chart here. |
| Assessments | Three assessments above competency (8.5 or higher) at the current level – Regional Referee. One assessment must be completed in an opposite gender competition. |
| Additional | Be in good standing during the upgrading season. |

| | |
|------------------|---|
| DUE DATE: | October 15th @ 11:59pm ET |
|------------------|---|

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 Regional level working on improvement areas, possibly with a mentor, and to re-apply the following year.



Fees & Program Details

| | |
|-----------------|---|
| PUG Program Fee | <p>\$200 Non-Refundable Deposit Due December 10th</p> <p>An additional program fee of up to \$300 may be required</p> |
|-----------------|---|

Please note: The initial deposit is due after the application is received, and completion of the application requirements have been communicated by the Ontario Soccer Match Officials Development Team.

Fee includes:

- Mandatory online winter education tests
- Canada Soccer educational weekend¹
- Access to the official Canada Soccer Upgrading Program and examination

| Fitness Test | Fees |
|---------------------------------|---------|
| 1 st Registered Test | Free |
| 2 nd 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 Provincial 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 10th of the application season is non-refundable. All costs incurred after that date are also non-refundable.

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



How to Apply to PUG

Phase 1: Application Requirements

All components of the Provincial 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

Provincial Upgrading Match Official Assessable and Qualifying Games Chart

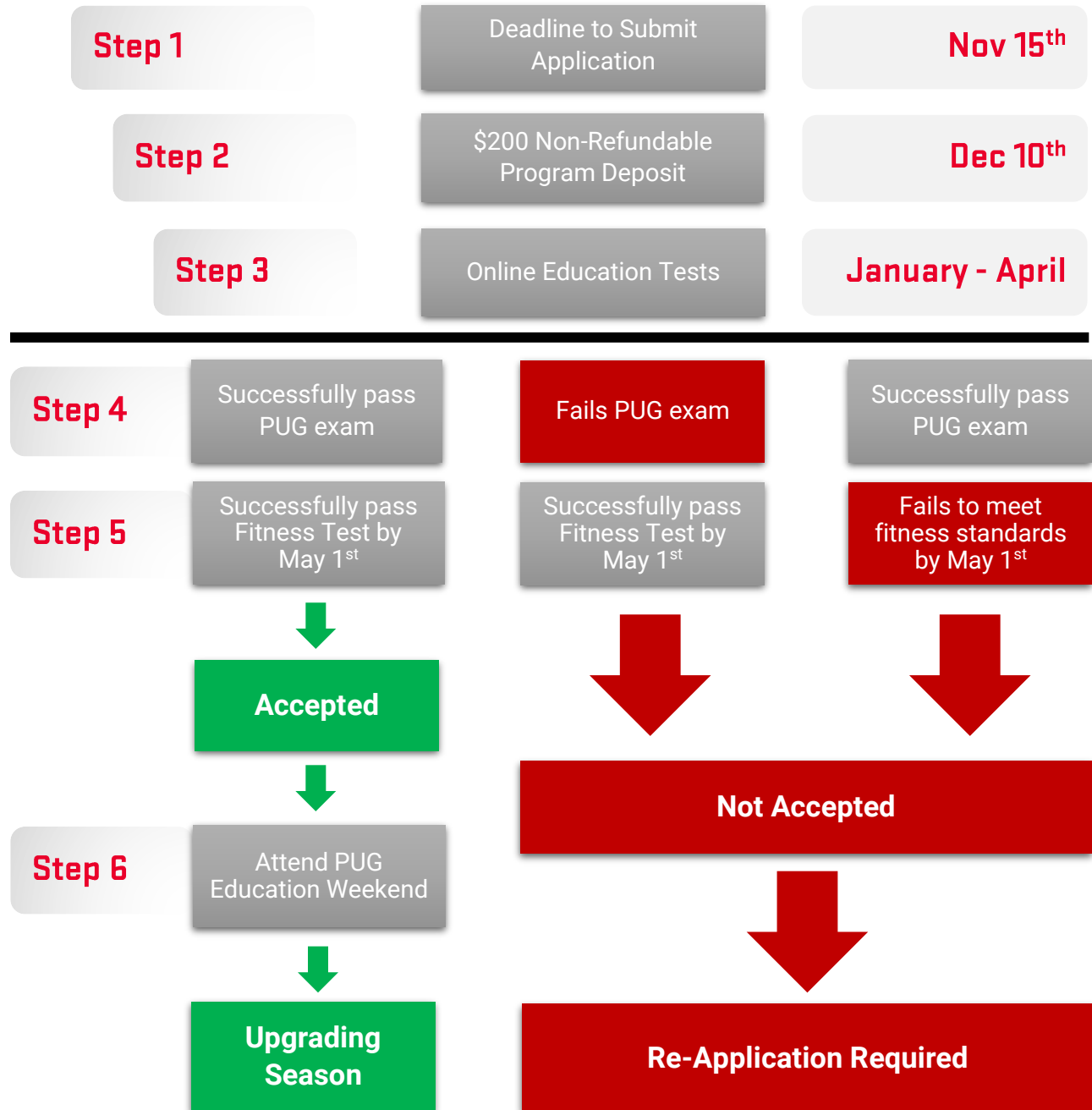
The Upgrading Assessable and Qualifying games chart outlines eligible games for those seeking qualifying games to complete their game log and assessable games to complete the assessment requirements of the 3rd Phase (Upgrading Requirements) of the Provincial Upgrading Program. The last day to complete a game for any of your Upgrading Requirements is October 15th @ 11:59pm ET. Please refer to the Assessable & Qualifying Games Chart [here](#).




Play. Inspire. Unite.



Ontario Soccer Provincial Upgrading Program Process Guide



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