

# UTAH NAWGJ NEW JUDGE WELCOME PACKET



Please direct any questions or concerns to the current State Judging Director:

Patricia Bryant [utahsjdpat@gmail.com](mailto:utahsjdpat@gmail.com)

Or the board member over new judges:

Diane Lohner [dianelohner@msn.com](mailto:dianelohner@msn.com)

Welcome to Utah NAWGJ!

Whether you are new to gymnastics judging or a veteran, this document will serve as a guide for understanding the process of becoming a gymnastics judge, the judging rating system, and our organization. We hope you will become an active member of our judging community.

### **What is NAWGJ?**

NAWGJ is the acronym for the National Association of Women Gymnastics Judges. This is our National Judging Organization that was established in 1974. The mission of NAWGJ is: “to provide professional development for its members and to support and promote women’s gymnastics in the United States.” UT NAWGJ accomplishes this mission by providing local educational clinics and lectures with the Utah gymnastics community. Additionally, judges are encouraged to attend Regional or National Congresses. Various other clinics are offered through Flipping Education to meet the continued educational requirements.

### **Important Websites:**

NAWGJ Website: [www.nawgj.org](http://www.nawgj.org)

(you will need to go on the website to set up a profile and join NAWGJ)

USA Gymnastics (USAG) Website: [www.usagym.org](http://www.usagym.org)

(you will need to go on the website to set up a profile and join USAG)

USA Gymnastics Judging Overview: [Judges • USA Gymnastics](#)

UTAH USAG: <https://www.usagutah.com>

There is a link at the top that will direct you to NAWGJ Utah.

Additionally, there is a link at the top under education, then click on judging that you can find information if it has been updated by the state.

### **Eligibility to take a Judge Examination**

As a new judge, you may take the entry level judging test at the Development Program Compulsory Level 4/5 and/or at the Development Program Optional Level 7/8. If you have competed as a National team member, NCAA gymnast, or Level 10, you may be able to apply to begin testing at a higher level. Please contact our SJD Patricia Bryant: [utahsjdpat@gmail.com](mailto:utahsjdpat@gmail.com) for more information.

### **Membership/Certification requirements:**

- o Must be a current Judge member of USA Gymnastics.
- o Must pass a criminal background check (18+)
- o Must hold a current U110: U.S. Center for SafeSport training (18+)
- o Must hold a current U101: Safety and Risk Management certification.
- o Must hold a current U113: Safe Sport Policy Course (18+)

### **Study Materials**

For the compulsory level 4/5 test, you will study from the USAG Women's Development Program Compulsory Book.

For the optional tests, you will need to study from the USAG Women's Development Program Code of Points.

All technical materials may be ordered from the USA Gymnastics on-line store at <http://usagym.sportgraphics.biz/> or by calling 1-800-345-4719.

The NAWGJ website also has great study aids and practice tests: [www.nawgj.org](http://www.nawgj.org)  
Click on "judging aids"

### **Registration for Taking a Judge Examination**

~The compulsory level 4/5 test is offered online by USAG. It is an open-book, timed test.

~Optional written exams are offered as an open book, timed test. The practical (video) tests are offered by Test Administrators. You need to register for an optional test through the USA Gymnastics website. A master testing schedule with all dates and locations of upcoming exams can be found on the website: <https://usagym.org/women/judges/> The Utah SJD generally offers tests in Utah two times a year.

**New information coming out regarding testing in August 2026.**

To be able to judge Xcel meets:

Bronze, Silver, and Gold: Level 4/5 rating

Platinum and Diamond: Level 7/8 rating

## Sapphire: Level 9 rating

### **Judging Rating System**

Here is a general overview of how the judging rating system works. Any individual that has never held a rating may test at Compulsory Level 4/5 and/or at the Optional Level 7/8.

- Examinees may take the written and/or practical exam for a specific level a maximum of four (4) times per accreditation year in the attempt to pass.
- Ratings Overview:

Level	Rating Prerequisite	Age	Written	Practical (Video)
4/5	N/A	16	70%	N/A
7/8	N/A	16	70%	70%
9	Level 7/8 12 months	18	76%	75%
10	Level 9 12 months	20	80%	80%

### **Additional State Requirements prior to judging your first gymnastics meet**

Our UT NAWGJ Board requires all new judges to practice judge on all four events for at least three sessions at two separate sanctioned competitions for the Level you are testing before you can be assigned to an “Official Meet”. You will be reimbursed only for time spent judging each session, excluding breaks, and for mileage, from NAWGJ UTAH at your current rate of pay for your level. (See “NAWGJ-UT practice judging reimbursement form” found at the end of this packet) (Note: judges cup can count as one of your two sanctioned competitions. Please use the “Judges Cup Practice Judging Log” form found at the end of this packet.)

You DO NOT need to pass the exam prior to practice judging; however, you must be a current USAG Pro Member **AND** have your Background Check and Safety Certification completed. Please contact Patricia Bryant [utahsjdpat@gmail.com](mailto:utahsjdpat@gmail.com) or 801-471-4045 for practice judging assignment, or any help, questions, or concerns regarding your practice judging sessions. You will be assigned a panel to judge with as a third judge but your score will not count. You will need to have a “Practice Judging Reimbursement Form” signed by the Meet Referee and the supervising head judge of the meet you attend. This form can be found at the end of this packet.

### **Judging Assignments**

UT NAWGJ uses the online system Gymjas to assign gymnastics meets to active judges. When you are ready to be assigned, please contact Patricia Bryant [utahsjdpat@gmail.com](mailto:utahsjdpat@gmail.com)

Once she inputs your name and preliminary information into the on-line system, you will be able to access the system as a new user.

As a new user you’ll be able to create your own username and password, create a personal profile, and fill out your availability for the upcoming season. The number of meets you will be assigned will be based on your availability, rating, and location of the meet. We start assigning Development Program Compulsory meets, Optional, and Xcel meets in mid-October for the upcoming competition season starting in January.

\*The competitive meet calendar can be found on the Utah USAG website at [www.usagutah.org](http://www.usagutah.org)

## **Professionalism**

NAWGJ Rules and Cannons:

<https://nawgj.org/wp-content/uploads/2020/10/Corrected-2-Code-of-Professional-Responsibility-October-2020.pdf>

The Code of Professional Responsibility provides the fundamental ethical principles that guide judges to ensure that their conduct promotes respect for the National Association of Women's Gymnastics Judges (NAWGJ). Standards for professional behavior are reflected in the Canons and Rules USAG Rules and Policies: [Rules & Policies • USA Gymnastics](#). This document includes a section on Judges specific responsibilities.

## **Uniform Information**

As stated in the USA Gymnastics Women's Program Rules and Policies: "Judges must dress appropriately, regardless of the level of competition, in the required uniform (*Navy skirt/pants and jacket, white blouse/shirt, NAWGJ navy dress/sweater. Exception: theme invitationals*)"

- Suit jackets required for State and above competitions.
- Leggings are NOT acceptable.

**NEW** Judges have one year to purchase the official uniform. Until then, it is appropriate to wear a white blouse/shirt and navy or black slacks or a skirt. ***Clothing that is considered inappropriate includes shorts, denim, yoga type pants, tank tops and flip flops.***

Please order your uniform needs from:

[https://business.landsend.com/store/nawgj\\_officialuniform/](https://business.landsend.com/store/nawgj_officialuniform/)

## Continuing Professional Education (CPEs):

- Annual CPE credits are required to be assigned to USA Gymnastics sanctioned events: hours spent at a State, Regional, or National organized events such as Congresses, Clinics, Courses, or Symposiums.
- CPE credits will be calculated in actual clock hours.
- Accreditation year is August 1 – July 31. Credits earned during the months of June and July may be used for the current or upcoming accreditation year.
- Only ½ of the required CPE Clinic credits can be earned from a “live” virtual/online clinic (not recorded). The other ½ of the required hours **must be earned from an in-person clinic setting**.
- Required CPE hours are as follows:

Highest Rating Held	CPE Hours Required per Accreditation Year	Required Clinic Hours per Year (as part of the Total)	Maximum Number of Clinic Hours allowed to carry forward to the next Accreditation Year
Level 4/5	12	6	2
Level 7/8	12	6	2
Level 9	16	8	3
Level 10	20	10	4
National	20	10	4
Brevet	20	10	4

- A maximum number of CPE hours may be acquired for the following miscellaneous activities:
  - o Coaching (6 hours); to be signed by supervisor or club owner
  - o In gym observation, critiquing/consulting (voluntary) with coaches and gymnasts (6 hours); to be signed by the coach.
  - o Volunteering at a judging-related activity (4 hours); to be signed by the event coordinator. Two of these four hours can come from service as a USA Gymnastics Committee or NAWGJ Board member.
  - o Video or live practice judging at a level equal to or higher than your current rating (3 hours); to be signed by the supervising judge. Practice judging will require pre-approval from your USA Gymnastics State Chairman or NAWGJ State Judging Director. For pre-approval, simply send an e-mail to the appropriate officer requesting permission. Please note that live Practice Judging will also require pre-approval from the Meet Director. This is done by contacting the Meet Referee for the competition; not by contacting the Meet Director directly. The practice judge should come prepared with all judging materials and wear the appropriate judging uniform. Video Practice Judging will be recorded in hours and requires written verification from the supervising judge.
- Miscellaneous CPE activities are to be recorded on the Miscellaneous CPE Form, which can be found online at:
   
<https://static.usagym.org/PDFs/Women/Judges/AnnualCPERecord.pdf>

### **Continuing Professional Education (CPEs) form:**

1. Each judge is responsible to keep accurate records of their CPE, including documentation of attendance at approved CPE experiences. Documentation should correspond to the hours submitted on the Annual CPE Record Form. Each judge is responsible for recording a summary of their total annual CPE hours by category, recorded on the Annual CPE Record Form, and submitting their form to their respective CPE Coordinator by May 31st of each year.
2. The National Office will conduct audits each year in October or November that will require randomly selected judges to provide actual documentation of the CPE, as reported on the Annual CPE Record Form to their CPE Coordinators.
3. Please send completed forms to Patricia Bryant [utahsjdpat@gmail.com](mailto:utahsjdpat@gmail.com) and/or Linda Fenton [lfenton@aol.com](mailto:lfenton@aol.com)

### **New (& Newer) Judges**

#### **What to expect at your first meet:**

When preparing for your first meet, you will need to arrive at the scheduled report time listed on the Meet Information Sheet or email provided by Meet Ref. If you are unfamiliar with the area, make sure you are allowing yourself enough time. Please arrive at least 30 minutes early. If you are going to be late, you need to contact the Meet Ref. Be dressed in your uniform or themed attire.

Come prepared to judge (see what every judge needs in their judging bag), study the night before and know your deductions, practice judge on-line, and get a good night's rest.

Once at the meet site, you will be meeting with the rest of the judges in the judge's room. This is where you will have the opportunity to discuss questions you may have with your head judge. This will help you feel more confident on the floor of the meet. Be open to conversations about technique, deductions, and be ready to learn your shorthand.

If you have questions during the meet you will have to wait until you are between gymnasts to ask your head judge. Do not talk to your head judge during the routines. Do not share thoughts on the routine or talk to the helpers that sit between you and your head judge about the gymnasts. Your first meet is a good time to watch, listen, and learn from your head judge and fellow judges.

## Practice Judging

Practice judging plays a pivotal role in your judging experience. It is an ideal way to get a feel for what you will face at a meet without actually being a responsible party. It will ease your transition into “real judge” by taking a little of the mystery out of the situation while you familiarize yourself with the workings during a meet.

Practice judging must be at a level equal to or higher than your current rating for a minimum of three sessions at two separate sanctioned competitions and be verified by the head judges and Meet referee on the “NAWGJ-UT Practice Judging Reimbursement Form”. Judges Cup can be used as one of your sanctioned competitions and requires the “Judges Cup Practice Judging Log” form. Practice judging will require pre-approval from Utah’s NAWGJ State Judging Director. For pre-approval, simply send an e-mail to the SJD requesting permission. The practice judge should come prepared with all judging materials and wear the appropriate judging uniform or themed attire.

## What’s in my Bag?

Being prepared is of course directly related to your work as a gymnastics official. Besides the pre-meet preparation, you need to make sure that you have all the necessary materials with you. This starts with selecting a good, durable judging bag, something that will hold everything but not be overly large. The fewer items you have to carry the better. Below are some suggestions for what to have in your judging bag.

1. Membership cards or a device to look them up
2. Technical Information – keep these updated!!!!
  - o Compulsory code of points
  - o Compulsory and Optional cheat sheets
  - o Optional code of points
  - o Xcel code of points
  - o USAG Rules and Policies
3. Judging tools:
  - o Notebook/paper/judging forms to notate the routines or a device with a notes app
  - o Neutral Deduction flasher
  - o Start Value flasher for Optionals & Xcel
  - o Pencils, pens, highlighter etc.
4. Personal Folder (much of this can be stored online, but if you like to keep paper copies)
  - o Contracts
  - o Calendar listing your assignments
  - o Contact Information (phone #s etc of clubs, judges, etc)
  - o Notecard listing all of your professional numbers and renewals dates (NAWGJ and USAG memberships, Safety certification, background check). Also list your hourly fee and the current mileage rate. This

information will assist you in filling out the Judges Expense Voucher and the Sanction Report Form at meets.

- o CPE card
5. Personal Items such as Tylenol, hand lotion, comb/brush, lipstick, hairspray, Tide to go, etc.

Cell phones may be carried in your bag but should be silenced or turned off during the meet!!



# NAWGJ-UT PRACTICE JUDGING REIMBURSEMENT FORM

Every new judge is required to practice judge on all four events for at least three sessions at two separate sanctioned competitions for the level they are testing before they can be assigned to an "Official Gymnastics Meet". You will be reimbursed only for time spent judging each session, excluding breaks, and for mileage, from NawgjUtah at your current rate of pay for your level. (Note: judges cup can count as one of your two sanctioned competitions. Please use the "Judges Cup Practice Judging Log" form at the end of this packet.)

You do not need to pass the exam prior to practice judging, however, you must be a current USAG Pro member **AND** have your Background Check and Safety Certification completed. Please contact Patricia Bryant [utahsjdpat@gmail.com](mailto:utahsjdpat@gmail.com) 801-471-4045 for practice judging assignment, or any help, questions, or concerns regarding your practice judging sessions. You will be assigned a panel to judge with as a third judge but your score will not count.

For reimbursement, please take this form with you to each **approved** practice judging competition you actively practice judge. After you have completed your practice judging sessions, fill out this form in its entirety. Make sure the Meet Referee and the supervising judge signs this form at the bottom of the page prior to leaving the meet. Please make a copy for your CPE credits and your records. Next, submit your completed form in PDF format to Patricia Bryant at [utahsjdpat@gmail.com](mailto:utahsjdpat@gmail.com)

Date submitted: \_\_\_\_\_

First and Last Name: \_\_\_\_\_

Practice Judging Level: \_\_\_\_\_ ; vault \_\_\_\_\_ bars \_\_\_\_\_ beam \_\_\_\_\_ floor \_\_\_\_\_

Meet host, location and date of competition: \_\_\_\_\_

Number of Sessions judged \_\_\_\_\_

Meet Referee Signature: \_\_\_\_\_

Head judges signatures: vault: \_\_\_\_\_ bars: \_\_\_\_\_

beam: \_\_\_\_\_ floor: \_\_\_\_\_

Total Number of hours judged \_\_\_ x rate of pay \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Gas mileage roundtrip \_\_\_ x IRS mileage reimbursement rate \_\_\_\_\_ = \$ \_\_\_\_\_

**Total amount for reimbursement: \$ \_\_\_\_\_**



# NAWGJ-UT NEW JUDGE REIMBURSEMENT FORM

## Entry-level Optional Judge Support Package

### For level 7/8 rating achieved

The **NAWGJ-UT ENTRY LEVEL OPTIONAL JUDGE SUPPORT PACKAGE** is a monetary contribution offered to help offset the expenses associated with becoming a judge and joining NAWGJ. Judges who pass the USAG 7/8 optional judging certification exam and become or are a member of NAWGJ will be eligible to receive a maximum of \$75 to cover the following:

- NAWGJ membership
- USAG 7/8 judging exam registration
- USAG optional code of points
- USAG professional membership
- USAG safety certification
- USAG background check
- NAWGJ Land End Uniform

The maximum reimbursement will be \$75.00. A completed reimbursement form must be submitted within one one calendar year of the exam date when the 7/8 rating was earned.

**NOTE:** this is a one-time reimbursement to be submitted for the full value or less, one time only.

	<b>DATE OF SUCCESSFUL 7 /8 CERTIFICATION:</b> _____ <b>Form Submittal Date:</b> _____ <b>NAWGJ Membership #:</b> _____ <b>Name</b> _____ <b>Street Address</b> _____ <b>City</b> _____ <b>State</b> _____ <b>Zip Code</b> _____
<b>Email Completed Form with receipts attached to:</b>	Pat Bryant, State Judging Director <a href="mailto:utahsjdpat@gmail.com" style="color: blue; text-decoration: underline;">utahsjdpat@gmail.com</a>
<b>Terms of Agreement</b>	To receive this reimbursement, you must: <ul style="list-style-type: none"> <li>● Pass both parts of the 7/8 Judging Exam and submit a copy of your 7/8 rating card</li> <li>● Become a member of NAWGJ and submit a copy of your annual payment and/or membership validation</li> <li>● Complete this form and attach copies of your receipts, canceled check, or credit card statement for the qualified expenses above to show proof of purchase from USAG, NAWGJ and/or Lands End</li> </ul>
<b>Signature:</b>	_____



# Judges Cup Practice Judging Log

This form is to be used to log practice judging at Utah's Judges Cup.

New Judges must practice judge on all four events for at least three sessions at two separate sanctioned competitions for the level they are testing before they can be assigned to an "Official Gymnastics Meet". Judges Cup will count as one of the sanctioned competitions. The other sanctioned competition will need to be pre-approved by the SJD. You will be able to be paid for your practice judging and mileage at the other competition by using the "NAWGJ-UT REIMBURSEMENT FORM" Found in the "Utah NAWGJ Welcome Packet".

Have your Practice Judging Log for Judges Cup signed by the head judge of the panel you judged with.

WRITE THE LEVEL YOU PRACTICE JUDGED WITH THE JUDGE WHO SIGNED IT

I practiced judged level \_\_\_\_ on vault: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on vault: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on vault: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on bars: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on bars: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on bars: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on beam: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on beam: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on beam: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on floor: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on floor: \_\_\_\_\_ date: \_\_\_\_\_

I practiced judged level \_\_\_\_ on floor: \_\_\_\_\_ date: \_\_\_\_\_

Please return completed form to Pat Bryant SJD - [utahsjdpat@gmail.com](mailto:utahsjdpat@gmail.com)