



CueSports International Referee Program

Entry Level Requirements, Promotion Guidelines, Duties & Responsibilities

January, 2015

The CueSports International Referee Program uses a structured progression sequence for its new candidates and existing referees. From the moment you enter the program you will receive the best professional training in the industry. We will provide you with continuing education as you progress through the program and achieve new levels of experience and expertise. The following material briefly describes the program.

League Referee

Requirements for those wishing to learn the rules and work on a league level only:

1. Pass an annual written test
2. Passed a training class, but has not performed any floor time training
3. Pay the yearly dues

CSI Referee-in-Training

An entry-level position. Candidates enter the program by taking the CSI Referee Class. Check the CSI web site or call the CSI National Office for upcoming class locations and dates.

The program requires 20 hours of classroom instruction, 12 hours of floor training (live refereeing at the event under the supervision of a qualified observer), successful completion of a written examination, and demonstrate the skills and abilities necessary to be a CSI Referee. Your instructors and other CSI referees and officials will perform the evaluations.

At the BCAPL Nationals: Upon successful completion, you will be promoted to **CSI Referee (Level 1)**. You will receive a Certificate of Recognition and an official CSI Referee insignia identifying your level of achievement. You are immediately subject to the CSI Referee's Code of Conduct and have additional duties and responsibilities, which are included in the accompanying material. As you achieve promotions, you will acquire additional duties and responsibilities which are also included in the accompanying material.

At other locations: The class you take may be at a site without an associated tournament. Upon successful completion, you will receive a Certificate of Recognition and retain the title of **CSI Referee-in-Training**. You will then have one year to complete the required floor training at a qualifying CSI event under the supervision of selected observers. The instructors at your class will have information about upcoming events, and you may always complete your floor training at the first BCAPL National Championships following your class.

After you become a CSI Referee (Level 1), the next levels of the program are:

- ◆ **CSI Referee (Level 2)**
- ◆ **CSI Referee (Level 3)**
- ◆ **CSI Referee (Level 4)**
- ◆ **CSI Referee (Level 5)**

Promotion to Levels 2-5 requires you to:

- ◆ Be in good standing;
- ◆ Have no delinquent dues;
- ◆ Passed all the requirements of the previous level
- ◆ All levels require a yearly refresher test.

CSI and the referee committee will do a yearly evaluation of all referees and make recommendations for promotions. But you may also apply in writing to the CSI Referee Committee. If at any time your request for promotion is not approved, you will be contacted to discuss the reasons and to find solutions to help you be successful with your next request. You are also always free to contact the CSI Referee Training Staff for assistance.

A Referee may also earn certifications for specific abilities and additional training may be required for the certifications. The certifications are for Shift Supervisor, Certified Observer or Trainer, and Head Referee.

All CSI Referees

1. Know, uphold, apply and enforce the Official Rules of CueSports International rules, regulations and policies.
2. Comply at all times with the CSI Referee Code of Conduct.
3. Be reasonably available to local CSI organizations to promote understanding of the rules and the CSI Referee Program.
4. Report to the Director of Referees any game situation they encounter that is not covered by the CSI rules.
5. Actively recruit others who show interest in the CSI Referee Program.
6. Willingness to help in any way they can such as working extra shifts and serving on the referee committee.
7. Referees must meet certain standards of appearance. Referees will report for duty in a clean, neatly pressed, serviceable uniform worn completely and correctly. Articles will not be carried in the pockets that will cause a bulge. Black shoes, black socks, and black belts will be worn. The normal standard of appearance includes:
 - a. Clean and freshly ironed shirt
 - b. Clean and neatly pressed black dress pants (no black jeans)
 - c. Hair neatly combed - shoulder length hair should be pulled back
 - d. No large belt buckles
 - e. Long sleeve shirts worn for warmth - under referee shirts should be black and of a thin material not large and bulky such as a sweatshirt or sweater. UnderArmor is recommended.
 - f. No garments allowed over the referee shirt
8. Appearance should be maintained if at the Referee desk for an extended amount of time. Uniform not required but neat dress is mandatory.
9. These dress requirements may change due to a promoter's request, some may have to wear suits or other uniforms at professional events.

Level 1 Referee

1. Passed the referee class & test and complete 12 hours of supervised floor training
2. Understands positioning, physics, and how to be an efficient referee
3. Understands in which situations he or she must seek help from a supervisor
4. Works well as a team member
5. Able to handle procedures correctly such as the forfeit procedures
6. Able to work a section along with a higher level referee
7. Experience at this level should be at least 2 nationals and/or multiple (5) other tournaments that the committee approves as being eligible to go towards experience before being in a position to be promoted.

Level 2 Referee

1. Has all the abilities of a Level 1 Referee
2. Has a deeper understanding of the rules
3. Able to handle instructions well
4. Able to handle unusual situations not totally covered in the rule book without supervision
5. Able to work a section alone
6. Experience at this level should be at least 4 nationals and/or multiple (10) other tournaments that the committee approves as being eligible to go towards experience before being in a position to be promoted.

Level 3 Referee

1. Has all the abilities of a Level 2 Referee
2. Confident in his or her abilities
3. Able to be a Shift Supervisor or a Team Leader
4. Able to help train and/or mentor NRT's
5. Passed additional training on leadership skills, crowd control, emergency procedures, etc.
6. Able to defuse interpersonal problems between players
7. Able to resolve all situations with the exception of disqualifications
8. Able to make tough decisions without input from Administration
9. Able to write in-depth, clear and concise performance evaluations
10. Knowledge of both CSI and WSR Rules
11. Experience at this level should be at least 6 nationals and/or multiple (20) other tournaments that the committee approves as being eligible to go towards experience before being in a position to be promoted.

Level 4 Referee

1. This is the first of the 2 upper level referees (First reference to being a Pro Referee)
2. Has all the abilities of a Level 3 Referee
3. Passed the advanced referee class
4. Extremely confident in abilities and able to work pro and amateur events
5. Sets an example for others to follow
6. Able to defuse any situation on the floor
7. Able to breed harmony and coalescence of the troops

8. Able to teach a class able to recognize other referee's needs such as better positioning or rules knowledge and understanding and be able to relate that information to the instructors
9. Able to perform all of the duties required for an event
10. Experience at this level should be at least 8 nationals and/or multiple (30) other tournaments that the committee approves as being eligible to go towards experience as well as pro tournament experience before being in a position to be promoted.

Level 5 Referee

1. This is an elite level of referee, the absolute Professional Referee
2. Has mastered all of the abilities from the previous level
3. Someone the other referees look up to
4. Able to work pro and amateur events without pause
5. Able to handle professional players and the unique situations they create
6. Experience at this level should be at least 10 nationals and/or multiple (50) other tournaments that the committee approves as being eligible to go towards experience as well as pro tournament experience before being in a position to be promoted.
7. This is a very hard level to achieve. Time and experience alone do not make someone a Level 5 Referee.
8. Has the skills, knowledge and experience to step in and perform the duties of the Director of Referees

Addendum:

For the betterment of the referee program, CSI, in consultation with the committee, has the right to revise any of the provisions of this document and to waive any requirements for specific individuals when circumstances merit. CSI, in consultation with the committee, has the right to adjust the following requirements at any time. These are not all inclusive.

- a. Longer time requirements at a level
- b. Add more levels
- c. Responsibilities of a level

CSI, in consultation with the committee, will also review a prospective experienced referee's qualifications to determine his or her appropriate entry level into the program as well as determine what fees and tests will be required.