

Policies Regarding Licensing

- Any person who successfully completes a written rules examination in baseball, basketball, football, gymnastics, soccer, softball, swimming, track and field, volleyball and/or wrestling shall become licensed.
 - They may then officiate grades 9 through 12 contests between member schools.
- High school students are not eligible for licensing.

Procedure to become a Licensed Official

- Complete attached application.
 - Indicate sport/s in which you wish to become licensed. (First year officials may take more than one exam at no additional charge provided there are predetermined test dates remaining in the program year.)
 - No applications will be accepted after the deadline date.
- Make check for \$40.00 licensing fee payable to Indiana High School Athletic Association
- Mail application and check to:

IHSAA
P.O. Box 40650
Indianapolis, Indiana 46240-0650

 - Check must accompany application. Incomplete or incorrect applications cannot be accepted.
 - No money will be refunded!
- Upon receipt of your application and licensing fee, rule books will be mailed to you as soon as they are available.
- The supervised, open book examination with a two-hour time limit can then be taken. A score of 75% or better is required for approval in each sport.
 - If you fail the examination in a sport, it may not be retaken until the following year.
 - Failing in one sport does not disqualify you in another sport.
- Scores will be mailed to you from the IHSAA office approximately three weeks from date of examinations.

Do's

- Mark your calendar **now** regarding date, place and time of examinations.
- Read *The IHSAA Officials Handbook* which will be mailed to you upon receipt of application and fee. **Please!** It will answer many of your questions.

Don'ts

- Do not call IHSAA or Examination Supervisor for your score.
- Do not contract athletic contests with schools prior to receiving IHSAA Officiating License!!!

Important Dates & Times

All exams scheduled for 7:30 pm at each site (*Exception: Evansville at 7 pm*). Applications accepted from June 1, 2005 to the deadline dates for individual sports listed below (**limited to one test per season**):

FALL SPORTS (Football, Soccer, Volleyball)		
Examination Dates	Application Due	Rule Books Mailed
Mon., Aug. 1, 2005	Mon., July 18, 2005	Early July
Mon., Aug. 1, 2005	Mon., July 18, 2005	Early July
Mon., Aug. 1, 2005	Mon., July 18, 2005	Early July

WINTER SPORTS (Basketball, Gymnastics, Swimming, Wrestling)		
Examination Dates	Application Due	Rule Books Mailed
Mon., Sept. 26, 2005	Mon., Sept. 12, 2005	Early September
Mon., Sept. 26, 2005	Mon., Sept. 12, 2005	Early September
Mon., Sept. 26, 2005	Mon., Sept. 12, 2005	Early September
Mon., Sept. 26, 2005	Mon., Sept. 12, 2005	Early September

SPRING SPORTS (Baseball, Softball, Track & Field)		
Examination Dates	Application Due	Rule Books Mailed
Mon., Jan. 30, 2006	Mon., Jan. 16, 2006	Early January
Mon., Jan. 30, 2006	Mon., Jan. 16, 2006	Early January
Mon., Jan. 30, 2006	Mon., Jan. 16, 2006	Early January

ALL SPORTS (Choose only one sport)		
Mon., Feb. 27, 2006	Mon., Feb. 13, 2006	On receipt of application

Testing Sites

Select one of the sites below and indicate your choice on the application. An examination will be available for you only at the testing site of your choice.
Alexandria–Alexandria Monroe HS (Cafeteria), 1 Burden Ct.
Bloomington–Bloomington South HS (Large Group Room near Office), 1965 S. Walnut
Columbus–Columbus North HS (Rm. 180), 1400 25th St.
Evansville–Evansville North HS (Rm. 83), 2319 Stringtown Rd.
Fort Wayne–Anthis Career Center (Rm. 128), 203 E. Douglas
Gary 1–Ivy Tech State College, 1140 E. 35th Ave.
Gary 2–Calumet HS, 3900 Calhoun St.
Gas City–Mississinewa HS, 1 Indian Trail
Huntington–Huntington North HS (Fieldhouse), 450 MacGahan St.
Indianapolis 1–Ben Davis HS, 1200 N. Girls School Road,
Indianapolis 2–Warren Central HS (Cafeteria), 9500 E. 16th St.
Indianapolis 3–Heritage Christian HS, 6401 E. 75th St.
Jeffersonville–Jeffersonville HS, 2315 Allison Lane
Kokomo–Kokomo HS (Teachers Lounge), 2501 S. Berkley Rd.
Lafayette–Lafayette Jefferson HS (PE Classroom in Gym), 1801 S. 18th St.
Loogootee–Loogootee HS, 201 Brooks Ave.
Michigan City–Barker Middle School (Rm. 138), 319 Barker Rd.
Milford–Milford Jr. HS, Emeline St.
Muncie–Delta HS (Rm. 130), 3400 East S.R. 28
Richmond–Richmond HS (Tiernan Center, NW Door), 380 Hub Etchison Pkwy,
South Bend–LaSalle Academy, 2701 Elwood Ave.
Tell City–Tell City HS (Cafeteria), 900 12th Street
Terre Haute–Terre Haute North HS (Rm. 100), 3434 Maple Ave
Valparaiso–Valparaiso HS (Rm. 163), 2727 N. Campbell St.
Versailles–South Ripley HS, 1589 S. Benham Rd.
Wolcottville–Wolcott Mills Elementary School (Cafeteria), U.S. 9 North

IHSAA 2005-06 Officials License Application

Name _____
 Address _____
 City _____ County _____ State _____ Zip _____
 Date of Birth _____ Ethnicity (optional) _____ Social Security Number _____ Sex (optional) _____
 Occupation _____ City _____ State _____
 Home Phone () _____ Work Phone () _____ Cell Phone () _____
 Pager () _____ FAX () _____ E-Mail _____
 High School from which you graduated _____ College(s) attended _____ Grad. Yr. _____
 Please indicate date of exam for sport/s for which licensure is sought: _____
 _____ Baseball _____ Football _____ Swimming _____ Volleyball
 _____ Basketball _____ Gymnastics _____ Soccer _____ Track/CC _____ Wrestling
 Exam Site _____

Note: Do not request to take an examination for which the deadline has passed.

Conviction Status

(Required -- your application will not be processed without this information.)

Check the appropriate response:

Have you ever been indicted or convicted of a felony, a crime of violence, any crime against an individual or fraud?

No.

Yes. Please explain the situation in full detail below. Include the nature and date of indict or conviction, dates and time served, probation/parole requirements and dates of probation/parole. Attach a separate sheet if necessary.

(OVER)

Character references: **Must list three individuals**, preferably in the field of education (secondary schools), IHSAA officials or personal references.

1. Name _____ Address _____ Phone _____
School or Employer _____ Position _____
2. Name _____ Address _____ Phone _____
School or Employer _____ Position _____
3. Name _____ Address _____ Phone _____
School or Employer _____ Position _____

Have you been licensed by the IHSAA or another licensing organization within the last three years? _____ If yes, attach an explanation. I understand that licensure by the IHSAA is a privilege and not a right and that approval of applications for and renewal of licensure is at the discretion of the IHSAA; cooperate with the IHSAA and its member schools in accordance with the policies, purposes and rules of the IHSAA; honor all officiating contracts involving IHSAA members; fully and accurately provide all requested reports and information reasonably requested by the IHSAA; and to attend conferences and clinics held by or for the IHSAA for officials in my district.

Date _____ Signature _____

DETACH THIS FORM AND MAIL WITH APPLICATION FEE

Both sides of form must be completed or the application will not be processed in a timely fashion.



Officials are Vital

The IHSAA is encouraged by your interest in our licensing program. It is necessary and important that we provide our member schools with qualified, competent officials.

Each year in Indiana, sports contests become more sophisticated and technical. Officials must continually upgrade their skills in order to keep pace with the high school programs which have directed themselves towards excellence.

Contrary to popular belief, the rules of athletics are difficult to read, understand, and interpret. To achieve officiating excellence, an official must combine knowledge of the rules and the game itself with proper officiating mechanics. It is the responsibility of the official to assure each participant in the contest a fair chance to succeed.

Players, coaches and fans expect, and should receive, the best an official can give on every play, in every contest. Every official must be secure in his or her knowledge of the playing rules and must be confident in order to implement this knowledge and ability with courage.

Athletic officiating is a vigorous activity and demands that a person be in top physical condition. To maintain credibility throughout a contest, an official must be, as well as appear to be, physically fit.

The IHSAA is aware that most of our licensed officials officiate because of a love for sport and a desire to assist in providing wholesome, worthwhile and healthy activities for the more than 160,000 student/athletes in Indiana.

Reciprocity (Licensed in Another State)

If you are currently licensed to officiate interschool athletics in another state, you may apply for an IHSAA license in those same sports with no examination required.

1. Complete application.
2. Return application with a photostatic copy of your present license (must be current) as evidence of your status and sports in which you are now licensed.
3. Submit above with check made payable to IHSAA for \$40.00 licensing fee.

Note: Reciprocity applies only to those persons who have recently established residency in or reside out of the state of Indiana.

After Receiving your License, remember:

1. All officials' licenses expire annually on May 31 and are renewable for one year subject to IHSAA Executive Committee approval.
2. Officials, in performing their functions, are expected to be fair and competent, and the conduct of such officials shall be in accordance with the policies and purposes of the IHSAA.

How to become a Licensed Official



2005-06
Licensed Official Requirements
Indiana High School Athletic Association