**CTSA Certification Requirements**

All Starters in the California Track Starter's Association must undergo an annual certification process. This includes, but not limited to: current membership in National Federation of State High School Associations (NFHS) or National Association of Sports Officials (NASO); a minimum of 18 hours of Instruction and Training, (required by CIF); and passing the written CTSA Study Guide/Exam with a minimum score of 80 percent on each part. In order to be certified for the current track and field season, all requirements must be completed prior to March 1 of the current season. Any documented hours obtained after March 1 of the current season may be applied to the following year.

**Instruction and Training hours may be obtained through the following:**

**High School Instruction and Training**

1. Testing/Study Guide - 4 hours Minimum (Required)

2. Unit Class Instructional - 6 hours Minimum (Required)

Note: Missed Instructional Class hours may be made up by attending a meeting in another Unit. Document attendance on the Instruction & Training Certification form and verify with

signature of the Instructional Chair of the Unit visited.

3. Signed Official's Code of Ethics Form (Required)

4. Unit Clinics/Practical’s - 4 Hours - Minimum

**Additional hours may be obtained through any of the following:**

1. Observation or Evaluation of other officials. (To be completed on the CTSA Evaluation Form)

2. Post Season Participation. (i.e., Divisional Prelim & Finals, Masters, & State Meets)

3. Preseason Volunteering at a local High School Instructing Athletes on Rules and Starter

Expectations. (An instructional outline will be available on request.)

4. Gun Safety Course

5. USATF/NCAAVIAAF Meetings & Clinics

6. Other pre-approved activities.

Documentation is to be completed on the Starter's Instruction & Training Certification form and signed by appropriate person. i.e. Unit Instructional Chair, Unit President, meeting/clinic leader/supervisor.

CTSA Instructional Chair.

Michael Brown