



Evaluation Forms Q and A

Is there a recommended naming convention for the subject matter line for the email to U.S. Soccer?

Yes. For Regional evaluations use "Regional Referee Evaluation" in the subject line. For National Official evaluations use "National Evaluation" in the subject line.

Since the approver needs to be familiar with the regional referee and referee coach requirements, does the approver need to hold the referee coach license?

No. The approvers' role is administrative in nature. It will only take 5-7 minutes to review an evaluation form. It does not need to be a referee coach. In most states the SDA will be involved in some aspect of the review process.

Will there be a sample evaluation form in the Referee Coach Folder?

Yes. There will be sample evaluation forms placed in all the group folders along with this Q&A sheet.

Do we still write up all four referee evaluations?

Yes. Whenever there is an evaluation of a referee or assistant referee all members (3 or 4) of the referee team will be evaluated. We will be looking for trends across the country and if there are trends those evaluations will be used to create continuing education or course content.

Is there a version number on the form to verify that I have the most up to date form?

The up-to-date versions of the Regional and National Evaluations form are in the Learning Center under INFO. Click on RESOURCES. They are labeled at the bottom of the first page by the following. "Version 07.01.24"

How do we release the form to each official if the evaluation is performed with all the officials?

There are two methods being used by coaches to release the individual officials feedback sheets to them until the web-based form is completed.

- 1- Take screen shots of the of the individual form for each official and email it to them.*
- 2- You can copy the blank form for as many officials that are assigned to the game, complete the positions separately, and email the officials their feedback.*



Evaluation Forms Q and A

Is the official evaluation form able to be downloaded by referee, referee coach, and SDA?

Not in this edition. The referee coach will need to send the completed forms to the referees and SDA until the web-based form is completed. At that time, it will be an automated process regarding distribution.

Does the referee get the results of the evaluation from the SRC, and if so, under which tabs?

The referees will receive their results pages from the referee coach that performed the evaluation, once the evaluation has been okayed by the state approver.

What if the referee coach does not have the most recent version of the evaluation form before the web version is available?

The new evaluation forms went live on July 1, 2024, and are available in the Learning Center. There is also a handbook to answer any questions on how to complete the forms. Those new evaluations forms will be used on all evaluations moving forward. If a referee coach has used the old forms in the past, they do not have to convert the evaluations to the new form.

Can the referee coach use Google Sheets or a saved older version of excel?

No. We all need to be one version of Microsoft Excel. The evaluation forms in the Learning Center are dated 07.01.24. These are the correct forms to use.

Is this removing the SDA from the process?

The approval process is not removing the State Director of Assessment. Each SRC will select the person(s) who will review the forms .It can be the SDA or another person. The U.S. Soccer Referee Department encourages the SDA to be part of the approval process.

So, is it the highest three scores?

- 1- For Referees upgrading to Regional it is the average of the three evaluations. If the official is below 8.0 then a fourth evaluation can be leveraged to bring the average score up to 8.0 or higher.*
- 2- For Regional Referee recertification it is an average of two evaluations. If the official is below 8.0 then a third evaluation can be leveraged to bring the average score up to 8.0 or higher.*
- 3- For National Officials it is the average of the three evaluations. If the official is below 8.2 then a fourth evaluation can be leveraged to bring the average score up to 8.2 or higher.*



Evaluation Forms Q and A

Do the individual evaluations still need to be done by separate referee coaches?

Yes. The requirement for individual evaluations has not changed. All evaluations need to be done by separate referee coaches.

I'm evaluating a game this weekend; do I use the new form?

Yes. The new forms are to be used going forward from July 1, 2024.

Can the referee officiate a fifth game to get the highest three scores?

No. Four evaluations is the maximum allowed.

Have the regional referee certification requirements for 2025 changed?

No. The 2025 referee pathway requirements remain unchanged from 2024.

If a referee coach has already completed five assessments, do we need to do five additional evaluations with the new form?

No. You have met the requirements with the five evaluations. Going forward please use the new forms.

Is there a minimum amount of time between evaluations?

Best Practice recommends waiting 30 days between evaluations so the official can implement the "Areas of Improvement". Evaluations are meant to provide referees guidance to grow and develop and ample time is needed to absorb the guidance and implement.

What is the average passing score required as a minimum for upgrade to Regional Referee?

We are not looking at individual passing scores. The requirements are three First Time Regional evaluations average 8.0. If after three evaluations, one additional evaluation may be used to determine whether the referee is upgraded to Regional by averaging 8.0 over three evaluations.

For recertifying Regionals two evaluations are needed to average 8.0. An additional one evaluation may be used to reach the 8.0 standard.

National officials will use the three evaluations to reach a mark of 8.2. One additional evaluation may be used to average 8.2.



Evaluation Forms Q and A

When we evaluate a referee for his regional license with one or two non-regional assistant referees, does U.S. Soccer want to see all three evaluations or just the regional referee?
Yes. The new form will reveal trends in refereeing. We need all the data to create continuing education and add to our license courses.

For maintenance evaluations, if a regional referee does not maintain their license and must the next year when they want to return as a regional referee wait do they need two evaluations or will three be required to achieve the regional license again?
If a Regional Referee does not maintain their current license, when they want to return to being a regional referee, they will need to have three evaluations with an average score of 8.0 to regain the regional license.

Will the referee information at the top of the evaluation form transfer the information from one to the other since the information is the same for the referee team?
On this version of the form, no. The referee coach will have to manually transfer (copy and paste) the information themselves. This will become automatic with the web-based form.

Will this presentation be saved in the Resource Center?
No. The presentation will be placed in the Learning Center in the following Groups. Regional Referee, National Officials, Referee Coach, National Referee Coach, and SRCs.

What is the expected timeline of when the referee team receives their copy of the evaluation form?
The expected timeline has not changed. Evaluations should reach the match officials within seven days. This allows the referee to implement the referee coaches' Areas of Improvement.

Can the formulas in the Final Score cells be protected so it can't be inadvertently altered?
Yes. The referee coaches can change the excel forms to a pdf so the information cannot be altered.

What is the timeline for the web-based form to be released?
We are looking forward to having the final form. The web-based form and data collection system will be going through rigorous testing and will only roll out at this time. Once live, we will begin training on using the web-based version of the form.



Evaluation Forms Q and A

Referee Specific

Will PRO assessors be using this system as well for professional games?

No. PRO will continue to use their own evaluation scheme. The PRO evaluation is tied to the CBA in both bargaining units.

Can we still submit PRO assignments as assessments to meet the requirements for National Officials?

Yes. PRO assessments can still be used to meet the national official's requirement on evaluations.

If there are multiple CMIs in a match with some correct, there is potential for the final score to match the General Performance score even though there are other factors in the calculation?

Yes, that can happen, but is highly unlikely.

Will there be a central location to find the evaluations?

At the beginning no. In the future, the plan is to have them located in the Learning Center or the assignment platform.

Will we be evaluated on International Friendly matches?

Not currently. We are working with the International Games Department to get these games evaluated in the future for referee development.

How does the selection committee view the PRO assessments done by PRO coaches that are not National Referee Coaches?

The international coaches that assess PRO games have been allowed by U.S. Soccer to evaluate the games. The committee views them as equals to the U.S. Soccer National Referee Coaches and they count as any other national referee coach evaluation.