

Referee Registration and Eligibility





“This guide will show the purpose, pathway and requirements for officials who are starting out, or wishing to return each year under the Alberta Soccer jurisdiction. Officials who are not registered or eligible for the current year are not covered for liabilities and will not be visible on the current list for assignors to see and use throughout the season. The importance of understanding and completing the process each year helps to provide support for not only liability, but for updated education and skill. All officials should be given the knowledge that supports and prepares them for the games to come.”

Mark Pasternak – Referee Development Lead

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NEW OFFICIALS

Becoming a Referee

Courses for new officials are setup by districts or leagues around the province. When more officials are required, courses are requested and put on locally. ASA also has the ability to hold courses as required.

To start the process of finding the list of current courses throughout the province:

www.refcentre.com/alberta - **Refcentre** is used for both setup and registration of ASA approved courses, as well as yearly registration for returning officials once they have an account setup.

- Date of current Mini and Entry Level courses
- Description of the course and any requirements
- Registration can be completed for courses with open spots
- A personal Refcentre account will be created and used for the following years by the official when returning each season.

March – May = Mini, Entry Level, Outdoor Refresher (returning officials)

September – November = Indoor Boarded Conversion, Indoor Boarded Refresher

(returning officials), Futsal Conversion, Futsal Refresher (returning officials)

****Entry Levels and Mini may occur in fall if districts request them****

Mini Referee Course (Practical session)

- Must be 12 years old or above, on or before the date of the course to register.
- Mini officials are eligible to officiate as a middle official any age that uses “Mini Rules.” This generally includes U8’s, U9’s and U10’s.
- Basic Assistant Referee training is included in course. Mini officials should only be assigned to appropriate ages and levels for the information they are taught. It is strongly recommended U13 and below if AR’s are required.

If a Mini classified official qualifies to take a CSA Entry Level course, they will create a NEW account when registering. The Mini account will then become void and not require any further use.

CSA Entry Level Course – (Online Modules, Practical session)

- Must be 14 years old on or before the course date to register.
- Entry level officials are eligible to officiate as a middle or assistant referee at any level or age, including Mini Rules, based on their skill and experience.
- Student Prerequisites after registration – Completion of *CSA online Laws of the Game modules through SmarterU*. These are connected through Refcentre once approved for course. Student must complete prior to attending classroom portion.
- 14- and 15-year-olds will be classified as “**Youth**” officials which can be seen in personal RC account under the “Profile” tab.
- 16 years old and above will be classified as “**District**” officials.

RETURNING OFFICIALS

The registration term of an official under Alberta Soccer is **April 1 to March 31** of the current year. **All Mini, Youth, District or higher officials** looking to return for the following year must complete steps that will ensure their coverage for liabilities, as well as provide updated information and training for the coming season. *Assignors are not to use officials who are not on the eligible list, as it places a high risk for legal action on both the referee, assignor and league in the event a liability situation occurs.*

YEARLY REGISTRATION

1. Log into your personal Refcentre account at www.refcentre.com
 - a. If password is unknown, please use the “Forgot Password” button to retrieve
 - b. If issues arise, please contact the Referee Development Lead at mpasternak@albertasoccer.com for support
2. Follow the prompt found in the top left corner of the first page.



- a. Confirm your personal information or make updates as required
- b. Read through and agree to ASA waivers provided
- c. Follow prompt to third party website (Worldline) to complete yearly payment (As of 2025/26 season)
 - i. Mini - \$0.00
 - ii. Youth - \$52.50
 - iii. District - \$70.00
 - iv. Regional - \$75.00
 - v. Provincial - \$80.00
 - vi. National - \$85.00
 - vii. FIFA - \$90.00

Once payment is completed, you are now registered for the year and may now complete the eligibility requirements found in the next sections.

Referee Instructors / Assessors

- Must complete annual registration under their personal Referee/Assessor/Instructor account for their current classification as an official.
- This covers the instructor / assessor for liabilities during any ASA event, which includes instructing classes and field sessions or assessing games.



RETURNING ELIGIBILITY REQUIREMENTS

After registration is completed, each official will complete the eligibility requirements for the version of soccer they are wishing to be assigned to throughout the year. This will help to ensure officials are up to date on information and provided training on specific topics related to games they will be officiating. *Assignors are not to use officials who are not on the eligible list, as it places a high risk for legal action on both the referee, assignor and league in the event a liability situation occurs.*

Outdoor 11v11 and Boardless Indoor Soccer Eligibility

1. Log into your personal Refcentre account.
2. Go to the “**Outdoor Questionnaire**” section found under the Registration tab.
 - a. When available, instructions will be provided in RC prior to completing
 - b. Open book exam based on the stated year IFAB Laws of the Game
 - c. Two attempts to complete with passing grade over 80%
 - d. If both attempts do not meet the passing mark, you will be instructed to contact the Referee Development Lead.
 - e. Once questionnaire is completed with a passing mark, all answers will be provided and your account will now show the dates of the current Outdoor Refresher courses (see point 3)
3. Choose the “**Refresher Courses**” section found under the Registration tab.
 - a. When districts apply to hold a refresher course, it will appear in this list after being approved.
 - b. You can see course details and dates, as well as register directly in any open courses within the list.
 - c. You can attend a refresher anywhere in the province, as the material provided is the same for all courses.
 - d. The course is generally an in person 2 hour session that discusses updates to the rules/laws and additional training information for the season.
 - e. When the course has been attended, the instructor will insert the attendance into RC, which will automatically adjust an officials account to the “Outdoor Eligible List” if all requirements have been met previously.

You are now considered eligible for the outdoor and boardless indoor season till March 31st of the following year and can be viewed by assignors around the province.

Returning Mini Officials

Currently in Alberta, a Mini classified official does not require an additional course or training through ASA when returning or moving into the fall/winter seasons.

Reviewing the Modified Mini Rules which can be found on the Alberta Soccer website (www.albertasoccer.com) is strongly recommended.

Leagues may have internal training or modified rules pertaining to their specific competition. Contacting them directly to confirm any additional information should be completed prior to the seasons starting in October.

Coming in 2026.....

The Mini Referee course will be updated to provide an educational and fun experience with the current structure of the Grassroots standards and rules in place.

An additional “refresher” type process will be setup to better allow returning officials the ability to update their knowledge for the future coming seasons.



INDOOR BOARDED AND FUTSAL

Boarded Conversion Course

- Officials wanting to referee **Indoor Boarded Soccer** must take an Indoor Boarded Conversion course which generally takes place in the fall. This may not be applicable to all districts.
- Must have completed a CSA Entry Level course previously and be classified as a “Youth” or “District” official.
- Registration for conversion courses can be found in a referees personal RC account under the **“Registration” tab – Conversion Courses.**
- One day practical course that instructs the Rules of Indoor Soccer through classroom and on-field training.
- After course completed and attendance confirmed by instructor, the referee will be eligible for the current year to officiate Indoor Boarded Soccer under any ASA sanctioned competition.

Futsal Conversion Course

- Officials wanting to referee **Futsal** must take a Futsal Conversion course which generally takes place in the fall. This may not be applicable to all districts.
- Must have completed a CSA Entry Level course previously and be classified as a “Youth” or “District” official.
- Registration for conversion courses can be found in a referees personal RC account under the **“Registration” tab – Futsal Courses.**
- One day practical course that instructs the FIFA Futsal Laws of the Game through classroom and on-field training.
- After course completed and attendance confirmed by instructor, the referee will be eligible for the current year to officiate Futsal under any ASA sanctioned competition.

Non-Boarded Indoor Soccer (7v7, 9v9)

Currently in the province, **non-boarded indoor soccer (7v7, 9v9)** does not require an additional provincial course, as it uses the IFAB Laws of the Game with modifications that can be found on the Alberta Soccer Website (Referee Resources).

Eligibility requirements:

- Have completed an entry level, or outdoor questionnaire/refresher for returning officials.
- Are on the current eligible list for outdoor soccer in the current year.

Leagues may have internal training or modified rules pertaining to their specific competition. Contacting them directly to confirm any additional information should be completed prior to the seasons starting in October.



RETURNING INDOOR BOARDED OFFICIALS

Similar to returning outdoor 11v11 officials, to become eligible for the current season, a returning official must complete eligibility requirements for indoor boarded soccer.

Indoor Boarded Questionnaire

1. Log into your personal Refcentre account.
2. Go to the **“Indoor Questionnaire”** section found under the Registration tab.
 - a. When available, instructions will be provided in RC prior to completing
 - b. Open book exam based on the stated year stated **Rules of Indoor Soccer**.
 - c. Two attempts to complete with passing grade over 80%
 - d. If both attempts do not meet the passing mark, you will be instructed to contact the Referee Development Lead.
3. Once questionnaire is completed with a passing mark, all answers will be provided and your account will now show the dates of the current Indoor Refresher courses.

Indoor Boarded Refresher Course

1. Choose the **“Refresher Courses”** section found under the Registration tab.
2. When districts apply to hold a refresher course, it will appear in this list after being approved.
3. You can see course details and dates, as well as register directly in any open courses within the list.
4. You can attend a refresher anywhere in the province, as the material provided is the same for all courses.
5. The course is generally an in person 2 hour session that discusses updates to the rules/laws and additional training information for the season.
6. When the course has been attended, the instructor will insert the attendance into RC, which will automatically adjust an officials account to the “Indoor Eligible List” if all requirements have been met previously.

You are now considered eligible for the Indoor Boarded season till March 31st of the following year and can be viewed by assignors around the province.

RETURNING FUTSAL OFFICIALS

Similar to returning outdoor 11v11 officials, to become eligible for the current season, a returning official must complete eligibility requirements for Futsal.

Futsal Refresher Course

1. Choose the **“Refresher Courses”** section found under the Registration tab.
2. When districts apply to hold a refresher course, it will appear in this list after being approved.
3. You can see course details and dates, as well as register directly in any open courses within the list.
4. You can attend a refresher anywhere in the province, as the material provided is the same for all courses.
5. The course is generally ran in person 3 hour session that discusses updates to the rules/laws and additional training information for the season.
6. When the course has been attended, the instructor will insert the attendance into RC, which will automatically adjust an officials account to the “Futsal Eligible List” if all requirements have been met previously.

You are now considered eligible for the Futsal season till March 31st of the following year and can be viewed by assignors around the province.