



ALLIANCE HOCKEY
71 ALBERT STREET, STRATFORD, ON N5A 3K2
Tel: 519-273-7209 Fax: 519-273-2114

Please carefully read the following information and complete your registration today!

2016-2017 HCOP Online Recertification Course Registration Fees (includes HST)

REFEREE CATEGORY/LEVEL	FEE
Level 1 Recertification (In-Class Clinic also required, see below) * If you are currently a Level 1 official and would like to write the Level 2 exam at the completion of your recertification course, you must be 16 years of age or older as of December 31, 2016 and will need to pay the Level 2 registration fee (\$140.00) when registering for your recertification course.	\$85.00
Level 2, 3, 4, 5 & 6 Recertification	\$140.00

TO REGISTER: <https://ehockey.hockeycanada.ca/ehockey/Account/login.aspx>

CLINIC NOTES:

- ALLIANCE Hockey and the Ontario Hockey Federation have worked together to develop an online referee recertification program. You will be able to complete the online portion at your own pace and on any internet equipped device operating with Flash Player. You will be able to come and go from the modules as you wish with the exception of the exam which must be completed in full once started.
- ***NOTE*** If you have an outstanding Criminal Record Check (CRC) or Vulnerable Sector Check (VSS) you will not be eligible to register or officiate until you have submitted a current check to the Ontario Hockey Federation.
- If you are due to submit a new CRC or VSS for the upcoming season, you will not be able to register until you have submitted a receipt to show you have started the process to obtain a check and have contacted Chad Houben (chouben@alliancehockey.com) at the ALLIANCE Hockey Office to be registered through the Office.
- ***NOTE*** All Level 1 and Level 2 officials will be required to attend a mandatory two hour in-class session in addition to completing the online recertification.
- Registration is now open. Once your registration is complete, your payment will be processed and a receipt confirming your registration will be provided. This confirmation will indicate that you will receive another email notification from August 1-10 which will provide you with your link to the online recertification course.





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The course will be open from **August 10th** until **October 1st**. You will be required to complete the online portion prior to attending your in-class session.

- Requests for refunds, whether due to payment error or any other reason will be subject to an administration fee of \$26.00. Refunds will not be provided once you have logged into the online recertification program.
- **All Level 1 officials who have reached the age of 16 on or before December 31, 2016, are the only individuals eligible to upgrade their level status at the recertification clinic (i.e. Level 1's wishing to upgrade to Level 2).** To upgrade from a Level 1 to a Level 2 official, you must register in a Level 2 clinic, pay the Level 2 recertification fee and successfully complete the Level 2 portion of the exam at the completion of the online modules.
- AS A RETURNING OFFICIAL, IT IS YOUR RESPONSIBILITY TO BE PREPARED FOR THE EXAMINATION. The exam must be completed once started and will only be available at the completion of the online recertification program. The exam expectations (marks) remain unchanged.
- The recertification course is only for **currently certified HCOP officials**. Please do not advise new officials wishing to get started in the Referee Development Program to register for any of the online recertification course. Interested individuals should contact their local Referee Association for information on becoming a referee in their association.

Mandatory Level 1 and 2 In-Class Dates:

Wednesday, September 7, 2016	London, ON	Nichols Recreation Centre
Thursday, September 8, 2016	Hamilton, ON	Mountain Arena (Lounge)
Monday, September 12, 2016	Sarnia, ON	Lambton College (Room TBA)
Monday, September 12, 2016	St. Catharines, ON	Seymour-Hannah Sportsplex (Meeting Room)
Tuesday, September 13, 2016	Kitchener, ON	Kitchener Auditorium (Subscribers Room)
Wednesday, September 14, 2016	Woodstock, ON	Southwood Arena (Goff Hall)
Thursday, September 15, 2016	Burlington, ON	BLOMHA Office
Thursday, September 15, 2016	Essex, ON	Essex County Civic Centre (Room TBA)
Monday, September 19, 2016	Brantford, ON	Brantford Civic Centre (Auditorium)

***NOTE: You must have completed the online course prior to attending in-class session.**





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OHF Policy & Procedures for Criminal Record Check/Vulnerable Sector Screening

With the Centralization of the Criminal Record Check (CRC)/ Vulnerable Sector Screening (VSS), Criminal Offence Declaration Form (CODF) and CRC/VSS receipt for officials, there will be changes to how these documents are submitted by the On-Ice Official (referees and linesman, implemented as of the 2014-2015 season). The submission of these documents is the responsibility of the On-Ice Official (referees and linesman) and will only be accepted at the time of the officiating clinic or officiating school.

Eligibility to Officiate

All On-Ice Officials must submit the proper documentation at the time of their clinic:

- Officials under the age of 18 years would be required to submit a Criminal Record Check at the time of their clinic.
- Officials over the age of 18 would be required to submit a Vulnerable Sector Screening Check or Criminal Offence Declaration Form at the time of their clinic.

Once submitted the On-Ice Official is considered a member in good standing for the current officiating season unless deemed ineligible through review of the CRC, VSS or CODF. All On-Ice Officials regardless of age must adhere to this CRC/VSS Policy. The renewal period for your CRC/VSS will be every 3 years. (Example: Year one CRC/VSS, year two CODF, year three CODF and year four CRC/VSS.)

Criminal Offence Declaration Form (CODF)

If completing a Criminal Offence Declaration Form, it must be completed in full, signed, placed in a sealed envelope with your name printed on the front, and brought to the clinic that you are attending. **You are only asked to complete if you are not due for a new CRC/VSS.**

Criminal Record Checks/Vulnerable Sector Checks/Receipts/Criminal Offence Declaration Form

Documents must be placed in a sealed envelope with the On-Ice Official's name printed on the front and submitted to the clinic person designated for collection. The clinic person assigned for collection of Criminal Record Checks/Vulnerable Sector Checks, Criminal Offence Declaration Forms and VSS/CRC receipts will be responsible for submission to their Member Partner at the completion of the clinic(s).

CRC/VSS Receipt Submission

On-Ice Official (referees and linesman); in the event you don't have your CRC/VSS to submit at the time of the clinic, you may submit a receipt showing the initiation of a CRC/VSS with a signed declaration form at the clinic. The Official is to submit their CRC/VSS at the earliest opportunity to:

**Ontario Hockey Federation,
Unit 9, 400 Sheldon Drive,
Cambridge, Ontario N1T 2H9
Attention: Criminal Record Check Inspector**

Once a CODF and receipt is submitted, the On-Ice Official is considered a member in good standing for the current officiating season unless deemed ineligible through review of the CRC, VSS or CODF. If the Official has not submitted his CRC/VSS within





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four months the OHF will intervene. Subject to the information obtained through the intervention of the OHF the right to officiate could be revoked.

The OHF will be responsible for communicating to the Member Partner when information has been received and the participant's profile has been updated in the HCR. The Member Partner will be responsible to forward all pertinent cresting and officiating documents to the official.

Member Partner Crossovers

- **Crossovers – Only applicable if you choose to register for a recertification clinic with an OHF Member Partner *other than* ALLIANCE Hockey:**

ALLIANCE Hockey recognizes HCOP certification through any OHF Member Partner (GTHL/OMHA/NOHA/OWHA/OHA) sanctioned Recertification Clinic. If you choose to register for a clinic with an OHF Member Partner other than ALLIANCE Hockey, please complete a "Crossover Form" for the clinic you attend. This form confirms your successful recertification and is required to crossover to the ALLIANCE. This form, along with the ALLIANCE Hockey registration form and your \$52.00 payment, must be submitted to the ALLIANCE Hockey office no later than October 1, 2016.

****PLEASE NOTE: You will not be eligible to officiate any ALLIANCE Hockey sanctioned games until you have registered with ALLIANCE Hockey.**

An official who pays the "Crossover" fee to ALLIANCE Hockey will be issued an ALLIANCE Hockey Information package. If the official is new to the ALLIANCE Officiating Program, they will receive proper cresting and an ALLIANCE Hockey Officiating Development wallet card with certification number.

Please note: Any ALLIANCE Hockey official who has attended a recertification clinic outside of ALLIANCE Hockey and not crossed over with ALLIANCE Hockey, is not eligible to officiate any ALLIANCE Hockey sanctioned games until such time as the official has registered with the ALLIANCE and provided proof of recertification. Also, candidates for ALLIANCE Hockey Play-downs and OHF Championships will be selected from those referees who are registered prior to October 1, 2016.

Crossover Fee	\$52.00
No crossovers will be accepted after October 1, 2016	

