

2018-19 OFFICIALS GUIDEBOOK



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michigan high school athletic association

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ONLINE RULES MEETINGS SLATED FOR AUGUST 2018

Online rules meetings will be available in all sports for the 2018-19 school year. Limited on-site meetings will continue, but the MHSAA is excited to offer options for coaches and officials to limit travel and alleviate time constraints.

We encourage officials and coaches to take the online rules meetings early in the allowed period to avoid creating heavy online traffic at critical deadlines.

Consult mhsaa.com for all rules meeting information and schedules.

Rules Books, Case Books, and Officials Manuals will be sent annually to registered officials when applicable.

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INTRODUCTION

Welcome to the exciting and critically important avocation of interscholastic athletic officiating.

The *Officials Guidebook* has two purposes. First, it is intended to provide prospective officials with the information necessary to determine if they have the desire, character and ability to become one of the essential ingredients of interscholastic athletics in Michigan. Second, it provides both new and veteran officials with reminders of policies and procedures that must be followed if they are to remain in good standing with the Michigan High School Athletic Association and its more than 1,800 member junior high/middle schools and senior high schools.

Registration as an MHSAA official is a privilege and, as with all privileges, there are responsibilities, outlined in this *Officials Guidebook*.

All MHSAA member schools have online access to this *Officials Guidebook* to be reminded of officials' responsibilities to them and, just as importantly, their responsibilities to officials.

— Notice —

Throughout this publication, where regulations or interpretations of the MHSAA Handbook are quoted or paraphrased, the words are in bold italics. All MHSAA officials must comply with these regulations. Failure to do so shall cause the official to be censured, placed on probation, suspended, or refused registration in one or more sports for one or more years.

GENDER AND ETHNICITY — POSITION STATEMENT

The MHSAA believes that gender and ethnic equity is more than being in compliance with the law. It is a spirit. It is a personal ethic. It is a commitment to do what is right and fair for all athletes, officials, coaches and athletic administrators, it means creating an atmosphere and an environment where opportunities and resources are distributed fairly to all. An atmosphere where no person experiences discrimination on the basis of gender or ethnicity.

It is the position of the MHSAA that its member schools monitor their athletic programs to ensure that athletic offerings are equitable and meet the interests and abilities of student-athletes.

While the MHSAA does not have the authority to promote specific interpretations or to rule on compliance issues regarding federal and state laws, it does believe that all concerned should take steps to promote the spirit and intent of gender and ethnic equity.

INDEPENDENT CONTRACTOR STATUS

While officials are contracted to perform services by schools, their function is by definition independent and the officials have complete control of the contests they officiate.

As independent contractors, officials are responsible for their own scheduling, personal equipment, uniforms, insurance, transportation, education and training expenses associated with officiating.

MHSAA registered officials are deemed "Independent Contractors" who are contracted to perform a specific task. The official is an independent contractor who offers services and is not an employee of the person or institution contracting for those services. The official is not eligible for unemployment compensation, disability or worker's compensation benefits and the contracting entity is usually not liable for the independent contractor's actions. Therefore, each contracting entity should review this matter with its local counsel to enable it to make its own determination regarding the practice to follow with regard to officials who serve its needs as independent contractors.

OVERVIEW OF MHSAA OFFICIALS PROGRAM

The Michigan High School Athletic Association became a private not-for-profit corporation in 1972. Membership in the MHSAA is comprised of individual junior high/middle schools and senior high schools, approved annually through resolution by their respective boards of education.

While athletic contest officials do not have direct membership in the MHSAA, in 1977 the Attorney General, in an opinion upholding the pre-eminent authority of local school boards with respect to interscholastic athletics, stated "boards of education could provide in their rules that interscholastic contests engaged in by their respective schools be refereed by officials certified by the association."

The policies of the MHSAA are determined by a 19-member Representative Council, 14 of whom are elected by the schools, four of whom are appointed by the Council to provide for representation of females and minorities, and one of whom is the designee of the Superintendent of Public Instruction.

Contest officials serve on many of the committees that develop recommendations for the Representative Council. In May of 1987, the Representative Council authorized the Executive Director to conduct regular meetings with representatives of local officials associations in order to facilitate more direct communication between officials and the Representative Council.

All registered officials also receive the MHSAA's seasonal publication, *benchmarks*, published during the fall, winter and spring. Each issue contains several pages geared toward officiating news and contest rules.

Unlike most other state high school associations in the country, the MHSAA receives no dues or tournament entry fees from member schools. The fees charged officials to register with the MHSAA are among the **lowest** in the nation. Still, MHSAA services to member schools and officials are among the most complete of any high school athletic association in the country.

CODE FOR ATHLETIC OFFICIALS

1. Register with the MHSAA each year on a timely basis (by deadline) and attend all required meetings. Work no interscholastic contests with officials who do not hold current registration in the sport.
2. Join and actively participate in a local "Approved Association" for officials (see mhsaa.com).
3. Accept contracts for and officiate only contests for which you are qualified and experienced. Execute and honor contracts in a timely and ethical manner. Complete reports and follow-up all obligations resulting from a contest.
4. Be prepared, physically and mentally, to officiate according to the principles and philosophy promoted by the MHSAA.
5. Use of tobacco products including e-cigarettes or other devices of any kind within sight of players and spectators and use of alcohol during a contest or at any time before it on the day of the contest is prohibited.
6. Cultivate professional relationships with partners, players, coaches, administrators and spectators. Refrain from comment to the media.
7. Commit to a personal lifestyle that avoids sexual misconduct, use of illicit drugs, and public abuse of alcohol and will not in other ways impinge upon your perception in the community to fulfill the obligations and standards of the MHSAA "Code for Athletic Officials." See **SOCIAL MEDIA GUIDELINES** for standards in the use of social media.
8. Officiate according to the rules and manuals adopted for MHSAA competition. Admit and correct one's own errors, hold to correct but unpopular decisions, and support the decisions of other officials.
9. Exercise self-control at all times. Guard against baiting or taunting which may generate a loss of poise or demeanor that can erode the professionalism expected of officials in even the most difficult circumstances.
10. Hold to and maintain the basic tenets of officiating which include honesty, integrity, neutrality, respect, sensitivity, professionalism, discretion and tactfulness.

WHAT IT TAKES TO BE AN OFFICIAL

*(Adapted with permission from the
Missouri State High School Activities Association)*

Many things go into the making of a good official. Knowledge of the rules and officiating techniques are very important. However, there are other details that may determine whether a man or woman becomes a good official or just someone registered to officiate.

The life of an official is not an easy one. Perhaps the first year or two are the toughest, but like the formative period in anyone's life, these first years are all-important. The most important requirement is that you must gain experience. That means you have to work all the games you can find. Be ready and willing to work YMCA games, church and industrial league games and scrimmages. Somehow you have to get the feel of it, and the only way to do that is to officiate. The key is to be patient, and when you get your first interscholastic game, make sure you are prepared to properly handle the assignment.

Here are steps that have been designed to help an official.

- **THERE IS NO SUBSTITUTE FOR STUDY.** Textbooks are made available through your state association, such as rule books, case books, and officials manuals which contain many items of importance to officials. Game rules are generally complex and you don't learn them without extensive study. Many experienced officials still average several hours each week of solid study of the rules publications. There is no sadder spectacle than an official who doesn't know the rules. You learn the rules by means of thorough intensive study.
- **ATTEND ALL RULES INTERPRETATION MEETINGS WITHIN YOUR REACH.** They are arranged for the purpose of reviewing old rules, explaining new ones, and giving positive interpretations on the more tricky ones. It is also a good place to get acquainted with fellow officials, coaches and athletic directors.
- **JOIN A LOCAL OFFICIALS GROUP.** There may be one in your area or not too far away. Many of these local groups meet regularly for rules discussion and for discussing common problems. The state-sponsored meetings are important, but local groups must take over in a follow-up program of rules study and interpretations.
- **SEE ALL THE GAMES YOU CAN,** especially games worked by the most capable officials. It is one of the best ways to learn about the technique and mechanics of officiating.
- **ALWAYS STRIVE TO IMPROVE.** The game of officiating has no place for an official who doesn't want to improve himself/herself. Here, you either get someplace or drop out; you can't stand still. Give attention to such factors as rules examination grades, ratings received from schools and assistance from rules meetings.

Several other things go into the making of a good official.

When you start out for a game, plan to be there early. It is better for you to help the janitor open the front door than it is to rush in breathless at the opening whistle. The time preceding the game can be used to confer with fellow officials. Go over some pertinent phases of the rules. Talk over the general plan of administering penalties, positioning at key situations, and pre- and post-contest procedures. A good pre-event conference is very necessary and a **must**.

During the contest, be in position. In your attitude toward players and coaches, be kind and polite but firm. It is a big order, and few ever fill it completely. But this is what it takes! Be firm but not overbearing. Be courteous and never rude. Be dignified but never cocky. Be friendly to players but avoid "kidding" on the floor or field.

With the contest at an end, your duties are over. It isn't your job to congratulate the winner, console the defeated, or offer advice to losers. It is businesslike for officials to leave the floor or field **together**, neither seeking out nor deliberately avoiding coaches. Make no statements and offer no comments concerning the contest to members of the press or radio. Shower, dress, collect your gear, and head for home; not because you are afraid or ashamed to talk to anyone, but the contest is over and your job has been completed. There is no need to hang around.

A COVENANT WITH SPORTS OFFICIALS

Sports officiating is an honorable avocation¹ requiring those who engage in it to have strong moral character and integrity. Officials must be fair-minded and courageous. They are expected to embrace and adhere to the Code for Athletic Officials published by the Michigan High School Athletic Association².

It takes a special person to be an official. Sports officials bear great responsibility for engendering public confidence in sports. They are critical to the health of athletic competitions. Officials ensure games are played fairly, by the rules, within the spirit of the rules and in a safe manner. Officiating takes a great deal of preparation, continuing education and commitment of time. Much is asked of those who officiate.

Therefore, those organizations and individuals that assign, evaluate or require the use of officiating services are hereby asked to resolve and affirm the following:

- 1) That game assignments and career advancement be provided without regard to age, sex, race, national origin, religion or other factors unrelated to the ability to properly perform officiating duties.
- 2) That effective security be provided to protect sports officials from physical assaults, unseemly verbal abuse and the loss of or damage to personal property, from the time of arrival at the game site through the time of departure.
- 3) That efforts be supported to limit the liability sports officials can incur as a result of the reasonable and customary decisions they make in fulfilling their officiating duties.
- 4) That the obligations sports officials are expected or required to fulfill be clearly communicated, preferably in writing, in advance of when those obligations are to be carried out.
- 5) That sports officials who are subject to an inquiry concerning alleged improper or inadequate fulfillment of their responsibilities be given fair treatment and an opportunity to respond to the findings through a prescribed appeal process before disciplinary measures are taken.

— Adapted from the *National Association of Sports Officials*

¹ The word "profession" in NASO's original version has been replaced by the word "avocation."

² NASO's original version referenced the "Code of Conduct for Officials, as adopted by the Officiating Development Alliance in January 2002, a copy of which is available from the National Association of Sports Officials."

REGISTRATION POLICIES AND PROCEDURES

— Why Registered Officials? —

Michigan High School Athletic Association Regulation II, Section 7 (high schools) and Regulation IV, Section 7 (junior high/middle schools) requires the use of MHSAA registered officials in all interscholastic contests involving member schools.

In swimming, cross country, and track and field meets this means the referee and/or starter must be an MHSAA registered official. In volleyball, the referees must be registered. In baseball, basketball, girls competitive cheer, football, ice hockey, gymnastics, boys lacrosse, girls lacrosse, soccer, softball, and wrestling **all** the officials must be registered. There are no registered officials in bowling, golf, skiing or tennis.

Schools may be certain that officials are registered with the MHSAA for a current year by requesting to see the official's registration confirmation. The MHSAA also has an updated online Officials Directory verifying currently registered officials. Registered officials should be wearing the MHSAA officials emblem or uniforms with sublimated MHSAA logos.

Schools put themselves at unnecessary risk when they hire unregistered officials. No matter how competent the individual, if there is an injury, the school which hired the unregistered official has placed itself in a precarious position for its legal defense.

Schools which allow unregistered personnel to officiate their contests subject themselves to the penalties outlined in the *MHSAA Handbook*, including but not limited to censure, probation with or without competition, loss of revenue sharing privilege, and/or expulsion.

Schools that receive officiating services through a local officials association pool of officials must be certain all officials working senior high as well as junior high/middle school games are registered.

Officials jeopardize their officiating future when they work sports for which they are not registered; and the MHSAA catastrophic accident insurance plan excludes them from coverage during such activity. In addition the Liability Insurance required of each registered official does not exist for a person not registered with the MHSAA.

An official who officiates in an interscholastic athletic contest without having completed the required registration for a current school year will have the case reviewed by MHSAA staff before any subsequent registration will be accepted. The official may be censured, placed on probation (no tournament assignment), suspended, or refused registration in one or more sports for one or more years. A suspended official may be reinstated to good standing as an athletic official at the conclusion of a period of suspension upon payment by that person of all registration fees for which he or she is in arrears; it being understood, however, that no registration fee is to be charged such an official for the period of suspension (MHSAA Regulation II, Section 7).

— Criminal History Checks —

Beginning in 2004-05, all registered officials were subject to Criminal History checks. The official's signature on the registration form gives consent for the Criminal History check to take place. An official who is convicted of a criminal offense may have his/her registration denied or rescinded. The Executive Director or his/her designee will review any information submitted by an applicant or others, regarding criminal history and make an individual and confidential determination with regards to the official's status. The information provided must be truthful, complete and accurate or the application will be returned or the registration rescinded. Date of birth, gender and race information is required to obtain accurate retrieval of records. The data will be kept CONFIDENTIAL and will only be used for criminal history background checks and cumulative data analysis (e.g., total number of male and female officials). All officials will be subject to ongoing, random criminal history checks.

— Who Must Register —

All officials who work interscholastic contests involving MHSAA member schools (grades 6-12) **must be registered** for the current year with the MHSAA in the following sports: **baseball, basketball, competitive cheer, football, gymnastics, boys lacrosse, girls lacrosse, ice hockey, soccer, softball, and wrestling.**

In **volleyball**, both **referees** must be registered.

The **referee and/or starter** must be registered in the following sports: **cross country, swimming and diving, and track and field.**

REGISTRATION OF OFFICIALS

OFFICE/MAIL: Officials who visit the MHSAA office to register for the first time should plan at least one hour to complete the registration and testing process.

Renewal registrations require about 15 minutes if the registering official is prepared with all necessary forms and information.

A computer is also available in the MHSAA office for online registration.

In any case, if there is not sufficient time to complete the registration procedure in the office, the application will be processed the next business day.

— Specific Registration Procedures —

1. The **registration year** (not the officiating year) extends from August through June.
2. Renewal emails are sent to all currently registered officials. New officials or TRANSFER OFFICIALS (see page 17) from other states should contact the MHSAA to access a current registration form.
3. All officials who were registered the previous year in any sport are required to renew registration no later than **July 31** in all sports. Failure to renew by July 31 will result in the assessment of a **\$30 late fee**. Amending your registration with additional sports after your initial registration has been processed requires a processing fee.
4. No person may be permitted to register for a sport after these deadlines:
 - A. For football, **Oct. 25**.
 - B. For competitive cheer, gymnastics and ice hockey, **Feb. 18**.
 - C. For baseball, basketball, cross country, boys lacrosse, girls lacrosse, soccer, softball, swimming & diving, track & field, volleyball and wrestling, **April 30**.

5. The late fee will not be waived for any reason. If an official fails to receive a renewal notice, it is his/her responsibility to contact the MHSAA before July 31, 2018. The MHSAA is not responsible for mail or delivery delays or failures.

6. Officials are required to notify the MHSAA of email and address changes. Late penalties will not be waived because of incorrect information.
7. To register as a full-fledged official, an individual shall be 18 years old, graduated from high school or no longer attending a high school.
8. The **LEGACY** program is geared toward juniors and seniors in high school who have an interest in officiating. Legacy officials can officiate contests at the subvarsity level and below.
9. All new officials as well as those persons not registered the previous year are required to complete the Principles of Officiating online course and quiz, as well as take an **Officials Guidebook** test and pass with 70 percent. The purpose of this test is to acquaint new officials with MHSAA protocol.
10. Mechanics examinations are mandatory for officials registering for the first time in either football or basketball and for those who were not registered in these sports the previous year.
 - A. Upon receipt of the application, the examinations instructions will be emailed to the registrant by the MHSAA. Manuals are located online, and exams must be completed online as well.
 - B. Registration will be confirmed after successful completion of the exam.
 - C. Mechanics examinations are waived for Reciprocal Officials. (see page 16)
 - D. Other out-of-state registrants will be tested.
 - E. Multiple Registrations (one check for two or more applications): separate payments are required of each individual applicant **if an exam is involved**.
11. Applicants will not be registered in any sport until passing grades for required exams are attained, and a criminal background check has been completed and approved.
12. The basic registration fee for processing each registering official is \$35 for online registration, and \$40 for mail/paper registration. An additional \$15 fee is charged for each sport. **All fees are non-refundable and non-transferrable.** *High school students registered under the Legacy Student Officials Program will have the processing fee waived.*
13. All registered officials will receive a confirmation email and at least one MHSAA emblem.

14. **MHSAA username/email and Arbiter username/email MUST BE THE SAME EMAIL.** The MHSAA continues to expand Arbiter product functionality with the MHSAA system for officials' eligibility and registration confirmation, rating contest calendars and tournament invitations in many sports as well as increased accuracy for of connecting properly for ArbiterPay.
15. Officials must wear the MHSAA emblem or uniforms with sublimated MHSAA logos when officiating (see pages 5-6).
16. There are three levels of classification for rated varsity officials in all sports. A rating average of 3.0 or lower is required to maintain a classification level.
- A. General (0-5 ratings)
 - B. Supplemental (6-15 ratings)
 - C. Approved (16 or more ratings)
17. **Penalties:**
- A. *Working Unregistered:* An official who is reported to have worked a junior high/middle or senior high school contest without being registered will be assessed a penalty fee, which must be paid prior to future registration. Payment of a penalty fee does not register the official for the current year. Such action also may result in probation and/or suspension.
 - B. *Insufficient Funds:* If an official issues a check which is returned by the bank, it is required that he/she clear up the situation prior to future registration. If the delay causes the registration to be late, the late fee is charged.
A \$30 fee, by separate money order, is required for all checks returned by a financial institution.
 - C. *Penalty Payment:* An official must issue two separate checks when simultaneously clearing up penalties and fees for one year and registering for the next.
18. The MHSAA reserves the right to reject or revoke the registration of any person who (a) officiates contests for which he/she does not hold a current year registration; (b) fails to honor contracts; (c) fails to present a positive model for youth in terms of personal habits and conduct; or (d) if in its discretion the MHSAA determines that it is unlikely the applicant can comply with requirements set forth. The MHSAA reserves the right to reject an application if there is doubt that the applicant can satisfy the community expectations for an official. This includes, but is not limited to, applicants with convictions for any listed offense as defined in the Sex Offenders Registration Act.

Processing Fee — The basic registration fee of \$35 online or \$40 mail/paper will be charged for processing each official each time he or she registers.

— **Fees and Deadlines for 2018-19** —

Late Registration Fee (Maximum one late fee per official per school year) — If registration is after July 31, 2018, and if you were registered in any sport during 2017-18, an additional **\$30 late fee** is required.

Amended Registration — Officials who wish to add sports by amending their existing annual registration, may.

The official is required to submit the \$15 sport fee for each sport added. In addition, the fee of \$35 online or \$40 mail/paper is necessary each time a registration is amended. The late fee for amended registrations is waived.

REGISTRATION FEES AND DEADLINES		
Sport	Deadline for Application	Sport Fee
Football	Oct. 25, 2018	\$15
Basketball (boys & girls)	April 30, 2019	\$15
Swimming (boys & girls)	April 30, 2019	\$15
Wrestling	April 30, 2019	\$15
Ice Hockey	Feb. 18, 2019	\$15
Gymnastics (girls)	Feb. 18, 2019	\$15
Competitive Cheer	Feb. 18, 2019	\$15
Volleyball	April 30, 2019	\$15
Track/Cross Country (boys & girls)	April 30, 2019	\$15
Baseball	April 30, 2019	\$15
Boys Lacrosse	April 30, 2019	\$15
Girls Lacrosse	April 30, 2019	\$15
Softball	April 30, 2019	\$15
Soccer (boys & girls)	April 30, 2019	\$15

DISCIPLINARY PROCEDURES FOR MHSAA OFFICIALS

It is the policy of the Michigan High School Athletic Association to share with each official any written criticism which is received by the MHSAA regarding the actions of that official, and to invite that official's written response to the critique.

If there is a substantiated allegation about an official's misconduct, failure to adhere to the "Athletic Code for Officials," or regarding the official's mismanagement of contests or persistent misapplication of playing rules, the official may be censured, placed on probation (no tournament assignment), suspended, or refused registration in one or more sports for one or more years. Such actions may be taken by the MHSAA staff after the official has an opportunity to respond in writing to the allegations, but a personal conference is not required. The action may be appealed by the official to the MHSAA Executive Director. The request to appeal must be received in writing within 14 days after notice of the MHSAA staff's action is postmarked or personally received, and may include a personal appearance if requested.

If there is a substantiated allegation that an official violated a **Regulation** of the *MHSAA Handbook*, the official may be censured, placed on probation, suspended, or refused registration in one or more sports for one or more years. Such actions may be taken by the MHSAA Executive Director and are governed by the Due Process Procedure of the MHSAA, as published in the current *MHSAA Handbook*.

RECRUITMENT OF OFFICIALS

The MHSAA has a continued commitment to do everything it can to recruit officials, train officials and retain working officials for interscholastic sports. Concurrently, the MHSAA Representative Council recognized the need to take an active role to increase the number of women and minorities available to officiate interscholastic sports. In May 1986, the MHSAA Athletic Equity Committee was created to develop a specific plan of action to meet these goals.

Recruitment by the MHSAA occurs in many ways: by informing people how to become officials, by sponsoring clinics and rules meetings to prepare candidates for officiating, and by assuring newcomers and veterans that assistance and education will continue throughout their years of officiating.

A successful campaign to recruit and retain officials involves more than MHSAA efforts. The best recruiting tool Michigan has is a current active official and an association which offers accepted training and educational activities.

Officials are educators who must have an eye for the interested potential official. A potential candidate for officiating is someone who likes sports, physical activity, direct involvement, and wants to contribute directly to the lives of the young adults in our state.

There is no better support for a new official than the opportunity to receive proper training, encouragement, and the chance to officiate alongside an experienced official.

VIOLATION PUBLICATION POLICY

Adopted by the MHSAA Representative Council, Dec. 5, 1989. Revised March 27, 1992.

The Michigan High School Athletic Association, Inc. has determined that in an effort to assure that member schools are aware of officials who are not in compliance with MHSAA procedure, certain action taken with regard to officials shall be reported in the *MHSAA benchmarks*.

The reporting of action taken regarding officials has these goals. First, in order to support the large majority of officials who maintain their professional obligations, the MHSAA will identify those who are negligent. Second, it is important to inform schools regarding the status of the officials they employ to promote the use of qualified persons and to protect schools from liability or embarrassment caused by unqualified or unprofessional persons.

1. Officials who violate MHSAA regulations shall be reported in the *benchmarks* upon the first instance which results in MHSAA penalty. The report will include the person's name, city, violation, the comment **VIOLATED MHSAA REGULATION** (specify) and the action taken.
2. Officials disciplined for behavior deemed unprofessional by their conduct or failure to adhere to the "Code for Athletic Officials" may be reported in *benchmarks* upon the first instance. The report will include the person's name, city, the comment **UNPROFESSIONAL BEHAVIOR** and the action taken.
3. Officials who fail to fulfill a contract or fail to provide a replacement who is accepted by the school prior to the contest shall be reported in *benchmarks* upon recognition of the second incident within a three-school-year period. The report will include the person's name, city, the comment **FAILED TO FULFILL CONTRACT** and the action taken.
4. Persons who officiate any contest involving an MHSAA member school without being registered or with someone unregistered may be reported in *benchmarks*. Those working unregistered must complete the late registration procedure and pay related fees within 30 days of the violation to avoid publication of their name. The report for those who fail to comply will include the person's name, city, the comment **WORKING UNREGISTERED** or **WORKING WITH UNREGISTERED** and the action taken.
5. An official who submits registration fees by checks which are twice returned for "Insufficient Funds," "Closed Account" or any similar reason will be reported in *benchmarks*. The report will include the person's name, city, the comment **UNRESOLVED BUSINESS** and the action taken.

Probation applies to all sports in which an official is registered. One result of probation is that an official is declared ineligible to officiate MHSAA tournament contests in all sports in which the official is registered, throughout his/her entire probation period.

The policy will annually appear in this document and *MHSAA Handbook*.

CATEGORIES OF DISCIPLINARY ACTION

CENSURE: a written reprimand.

PROBATION: a period of review during which MHSAA tournament officiating opportunities are withheld.

SUSPENSION: a period of temporary inactivity as a registered MHSAA official.

PERMANENT SUSPENSION: expulsion, denial of MHSAA Officials registration privilege.

CONFIRMATION OF REGISTRATION

It is the responsibility of **BOTH** schools to assure that each official is registered (**MHSAA Regulation II, Section 7**). The official creates a cooperative and professional tone by offering the information before being asked.

UNIFORM AND EMBLEM

MHSAA Officials' emblems are **TO BE WORN BY EACH OFFICIAL REGISTERED** with the Michigan High School Athletic Association in boys and girls athletics, including baseball, basketball, competitive cheer, cross country, football, gymnastics, ice hockey, boys lacrosse, girls lacrosse, soccer, softball, swimming and diving, track and field, volleyball, and wrestling. The MHSAA emblem is *mandatory*; optional patches are limited to Approved Officials Association and American Flag patches. All other patches and numbers shall be removed from the uniform when working MHSAA contests.

Officials are expected to wear the proper attire for the sport to be officiated. It is significant that the proper attire means more than the proper shirt, pant, jacket or shoes. It is important that the striped shirt is retired before it becomes yellowed from age, perspiration and repeated washings. Collars with buttons are never acceptable. Beltless trousers have a much neater look than belted. The fitted hat adds a touch of professionalism to the official's appearance.

The proper equipment and uniform means quality attire properly fitted and cleaned. Trousers and uniform shorts should be colorfast. Faded clothing casts a doubtful air about the official. Clothes do influence the perceived image of the official and help to build confidence with players, coaches and spectators because the official looks the part.

Officials who work on crews of two or more officials should wear matching or coordinated uniforms. In most cases this means that all officials on the crew should wear identical uniform shirts, bottoms, hats, and accessories. However, there are instances where one or more officials wear one article of clothing that is not the same as the other(s). For instance, it is permissible for the plate umpire in baseball to wear a shirt when the base umpire wears a jacket. The key is that regardless of the uniform selection, it must be mandated or approved by the MHSAA, it must contain the appropriate MHSAA logo or emblem, and it must coordinate with the other member(s) of the crew. For instance, it is not a professional look for the umpires in the above example to both wear uniform shirts, but each of a different color.

Officials from time to time may choose to wear accessories that support a cause (e.g., a football crew wearing pink whistles during a contest to commemorate breast cancer awareness). This is permissible as long as it is subtle and in good taste, every member of the crew matches, and is an infrequent occurrence. This exception does not apply to mandated uniform shirts, hats, etc. If there is a question as to whether an article of clothing or accessory is permissible, officials should contact the MHSAA office for confirmation beforehand.

The MHSAA emblem indicates to school officials, players and spectators that, as an official in the performance of your duties, you are affiliated with and have the support of the Michigan High School Athletic Association, Inc.

Additional emblems, up to a maximum of four, may be purchased for \$1 each at the time of registration. *A single local, state or national officials association emblem may be worn on the right sleeve of any required officials' uniform. The Trainer emblem may be worn on the left sleeve.*

National Federation rules allow for an American flag patch, not to exceed 2 by 3 inches, to be worn on a uniform jersey, provided the patch does not interfere with the visibility of the number of on the jersey. A 2 by 3 inch American flag patch may also be worn on a swimming suit or tennis uniform.

It is permitted for officials to affix an American flag patch on their uniforms as long as it is placed on the left shirtsleeve of the uniform. It is recommended that the flag patch not exceed 2 by 3 inches, the same size restriction as player uniforms.

Similarly, Give-A-Game patches obtained by contributing game fees to Officials for Kids should also be worn on the left shirtsleeve of the uniform.

MHSAA Final Officials' emblems will be issued to all registered officials selected and assigned to officiate the final event in any sport. This emblem may be worn by the official when officiating the sport in which he/she received the final assignment.

— **General Uniform and Accessories Instructions** —

Baseball Umpires — The required uniform of an umpire for both regular season and tournament contests consists of either a navy blue or powder blue pullover with red/white or navy/white sleeve and collar stripes, gray slacks and proper umpire cap. Although either navy blue or powder blue pullover shirts are allowed, both (all) umpires must wear the same color pullover. A navy blue umpires cap with the MHSAA monogrammed logo is permitted. All other articles (i.e., turtleneck, undershirt and jacket) shall be navy blue. The ball bag(s) shall be either gray or navy blue. The uniform shirt shall have a MHSAA officials emblem worn on the left chest pocket, or shall include a sublimated MHSAA logo above the left pocket area.

Accessories – Equipment such as masks, indicators, and brushes can be of any color. The belt, shoes and socks shall be solid black. Gloves (if worn) shall be black.

Basketball Officials — MHSAA officials emblem shall be worn on the left chest pocket area of black and white striped v-neck shirt; black trousers; black warm-up jacket **NOTE: THE ONLY ACCEPTABLE SHIRT IS THE BLACK AND WHITE STRIPED SHIRT.**

Accessories – Officials lanyards and whistles should be black. Basketball shoes shall be solid black with black laces and black socks are to be worn with low-cut shoes.

Competitive Cheer Judges — Judges are required to wear a solid white blouse or top and solid black skirt, suit, dress, or dress slacks. Any additional garments such as a blazer shall be black. Judges must wear the MHSAA officials emblem on the left chest pocket area of the blouse or jacket/blazer **OR** display the emblem in a clear vinyl badge holder suspended by a black lanyard around the neck.

Cross Country and Track & Field Officials — Cross country and track officials shall wear a long sleeved jacket, sweater, pullover or shirt with a red body and collar. Starters must wear a yellow slip or sleeve on their starting arm. For the 2018/19 season only, uniforms may include full yellow sleeves.

Accessories— A red baseball-style cap is optional.

Football Officials — MHSAA officials emblem shall be worn on the left chest pocket area of the black and white striped shirt in either the 1” or 2” width of stripes; the entire crew must match in wearing either the traditional (1”) or new, wide striped (2”) shirt. Black football officiating pants shall be worn with the contrasting white side stripe; crews may wear black officiating shorts for sub-varsity contests, only. The referee shall wear a solid white hat while all other officials wear the black cap with white piping. **All officials, in a given game, are to wear the same type and style of shirt in terms of long or short sleeves and the width of stripes (1” or 2”).**

Accessories – Officials’ lanyards and whistles should be black. All officials shall wear black belts, shoes, and socks. The penalty flag shall be yellow and the bean bags used by a crew must match and may be black, blue or white. Gloves (if worn) shall be black.

Gymnastics Judges — Judges of girls gymnastics are required to wear a solid white top and solid black skirt, dress or slacks. Any additional garments should be black. Judges must wear their MHSAA officials emblem on the left chest pocket area of the blouse/shirt or coat/blazer **OR** display the emblem in a clear vinyl badge holder with a black lanyard.

Ice Hockey Officials — Black trousers; black and white striped shirt; the MHSAA officials emblem shall be worn on the left sleeve of shirt; all officials’ uniforms shall be identical in style.

Accessories – A black ice hockey helmet is required equipment and must be worn during warm-up periods. An HECC- approved half-face shield is required equipment for MHSAA ice hockey officials. Whistles should be black. Black skates are required.

Boys Lacrosse — The required uniform for Boys Lacrosse officials shall consist of a black baseball cap with white piping. The MHSAA officials emblem shall be worn on the left chest pocket area of a black and white striped shirt. A black and white striped officials jacket is also acceptable. Black shorts (minimum six-inch inseam) or full-length black nylon wind pants in lieu of shorts. Officials may agree to all wear long black pants with a 1 ¼” white stripe as in football. All officials working the game are to be dressed the same.

Accessories – Officials’ lanyards and whistles should be black. The socks shall be black over the ankle. Shoes shall be black. The penalty

marker shall be a weighted yellow flag (15 inches x 15 inches). Gloves (if worn) shall be solid black. Officials shall have the proper equipment as under NFHS Rules.

Girls Lacrosse — The required uniform for Girls Lacrosse officials shall consist of a white and black striped shirt (long or short-sleeved). The MHSAA officials emblem shall be worn on the left chest pocket area. A black and white striped officials jacket is also acceptable. Black shorts, kilt or nylon wind pants shall be worn. Hats shall be solid black. All crewmembers shall dress alike in respect to their shirt style.

Accessories – Officials’ lanyards and whistles should be black. The socks shall be black over the ankle. Shoes shall be black. The penalty marker shall be a weighted yellow flag (15 inches x 15 inches). Gloves (if worn) shall be solid black. Officials shall have the proper equipment as under NFHS Rules.

Soccer Officials — The MHSAA officials emblem shall be worn on the left chest pocket area of the USSF yellow/gold shirt with black pinstripes. If an alternative shirt is necessary, officials may use red with black pinstripes or black with white pinstripes. Green and blue shirts are also options. The color chosen will not be similar to either team’s jerseys; and if there is a conflict, the officials will change. All officials at the game shall wear the same color shirt. Black shorts four inches above the knee are recommended, or long trousers.

Accessories – Officials’ lanyards and whistles may be of any color. Black shoes and black stockings with three horizontal white stripes are required.

Softball Umpires — The required uniform of an umpire for both regular season and tournament contests consists of either a navy blue or powder blue pullover with red/white or navy/white sleeve and collar stripes, gray slacks and proper umpire cap. Although either navy blue or powder blue pullover shirts are allowed, both (all) umpires must wear the same color pullover. A navy blue umpires cap with the MHSAA monogrammed logo is permitted. All other articles (i.e., turtleneck, undershirt and jacket) shall be navy blue. The ball bag(s) shall be either gray or navy blue. The uniform shirt shall have a MHSAA officials emblem worn on the left pocket, or shall include a sublimated MHSAA logo above the left pocket area.

Accessories – Equipment such as masks, indicators, and brushes (as long as it complies with National Federation rule 10-4-1) can be of any color. The belt, shoes and socks shall be solid black. Gloves (if worn) shall be black.

Swimming Officials — The uniform shirt shall have a MHSAA officials emblem worn on the left chest pocket area, or shall include a sublimated MHSAA logo above the left pocket area. The proper and required uniform on deck is a white shirt and navy blue slacks or shorts (mid-thigh to knee length). At the MHSAA FINALS, all officials must wear navy blue SLACKS; shorts are not allowed.

Accessories – Officials shall wear white shoes and socks. If a belt is worn it shall be black or navy.

Volleyball Officials — The official’s uniform shall consist of a solid white, short-sleeved collared polo shirt and black slacks. A navy blue or black warmup jacket is recommended. All officials wearing a jacket will wear the same color. The uniform shirt shall have a MHSAA officials emblem worn on the left chest pocket area, or shall include a sublimated MHSAA logo above the left pocket area. Undergarments, sweatshirts or shirts that extend below the cuff of a short-sleeved officials shirt are prohibited. **EARLY SEASON** (August/early September) exception for volleyball officials in hot weather conditions **ONLY** in gyms that have **NO** air conditioning, the following modifications to uniform requirements may be made: shorts (jet black dress shorts that are mid-thigh to knee length; cre must match) may be worn.

Accessories – Officials shall wear solid black shoes and black socks. When shorts are worn, officials are allowed to wear white socks. Belts should be black if worn.

Wrestling Referees — Officials shall wear a short-sleeved knit shirt, with alternating black and white one-inch stripes bearing the MHSAA officials emblem shall be worn on the left chest pocket area and full length black trousers.

Accessories – Officials belts (if worn), gym shoes, and socks should all be solid black. Lanyards and whistles should be black. Officials shall carry a flip-disk with one red side and one green side and wear one red (left wrist) and one green (right wrist) wristband.

MHSAA TOURNAMENT OPPORTUNITIES

Terms and Conditions for Tournament Officials

1. **TOURNAMENT FEES:** Officials will receive remuneration according to information published in the current *MHSAA Officials Guidebook*. Specific information is printed under the title "Tournament Fees," which addresses per diem, housing, mileage and contest fees. Questions regarding fees which cannot be answered by the official and tournament manager should be directed to MHSAA staff. **NOTE: Officials who attend as spectators are not afforded free admission to regular-season contests or MHSAA Tournament events.**
2. **In 2018-19, officials who are extended invitations to officiate MHSAA Tournament contests in baseball, basketball, football, boys lacrosse, soccer, softball, volleyball and wrestling shall be members in good standing of an Approved Association.**
3. If it develops that the services of any official invited are not needed for any or all dates involved, the opportunity may be withdrawn.
4. In the event an official requires a substitute, the official shall notify the tournament manager or the appropriate MHSAA staff immediately.
5. Invited officials may **not** provide a substitute for any tournament assignment.
6. Officials for which substitutes are arranged may expect to relinquish additional tournament opportunities for that tournament season.
7. Officials agree to report to the contest site no later than 60 minutes prior to the contest start time.
8. Tournament managers will provide local information (maps, times, dates and other appropriate information) which will assist the official in fulfilling the tournament opportunity.
9. Officials afforded housing will be contacted by MHSAA staff.
10. Officials agree to comply with all uniform requirements outlined in the current *MHSAA Officials Guidebook*.
11. Officials must be neutral. It is expected that officials will notify the MHSAA when any condition or relationship exists with a school, player or team which may suggest conflict of interest. Conflict of Interest is indicated online by logging in to MyMHSAA and selecting "Availability and Conflicts" from the Officials Services menu. If there is any question, contact the appropriate MHSAA staff who will determine if action is necessary. When possible, the MHSAA will transfer an official rather than deny him/her an opportunity to officiate.
12. Officials who accept invitations for which they do not qualify are subject to MHSAA disciplinary action.
13. By accepting any tournament invitation, the official acknowledges compliance of all requirements and conditions outlined within the "Tournament Invitation," the current *MHSAA Officials Guidebook* and especially that section entitled "MHSAA Tournament Opportunities," and will fulfill officiating duties expected by the MHSAA.

— Tournament Recommendation Due Dates —

Annually, Approved Officials Associations, Leagues and Conferences are invited to recommend individual officials as candidates for tournaments in the sports listed below. Approved Associations earn this privilege only in the sports listed in their annual Approved Association resolution and for which they meet all requirements.

The due dates for recommendations for each sport include:

Sept. 1, 2018.....	Football
Sept. 1, 2018.....	Boys Soccer
Sept. 1, 2018.....	Volleyball
Dec. 1, 2018.....	Wrestling
Dec. 1, 2018.....	Boys and Girls Basketball
Jan. 10, 2019.....	Ice Hockey
April 1, 2019.....	Baseball
April 1, 2019.....	Softball
April 1, 2019.....	Boys and Girls Lacrosse
April 1, 2019.....	Girls Soccer

Recommended officials **are not** guaranteed tournament assignments.

Conflict of Interest—MHSAA Tournaments & Regular Season

In all cases, officials must be neutral and may not officiate in any contest involving relatives or other similar close relationships. It is the official's responsibility to notify tournament management as soon as possible of a conflict of interest, so that a possible switch may occur.

- a. **Official's son/daughter attends or is a recent graduate, i.e., within 5 years, of a participating school**
- b. **Official (or an immediate family member) is a current or former staff member, i.e., teacher, coach, employee, or board member, at a participating school.**
NOTE: An exception may be considered for cross country, track & field, and/or swimming & diving.
- c. **Official has a close connection or relationship to the coach of a participating school**
- d. **Official is a recent graduate, i.e., within 5 years, or connected alumni of a participating school.**

It is preferred that an official who is also a coach in the sport he/she officiates decline a tournament invitation in that sport in any class.

NOTE: A qualified official who also has coached that sport in that season and who works a full regular-season schedule, may be considered for tournament assignment or replacement by MHSAA staff for select sports.

In all sports, it will be considered a "conflict of interest" for any MHSAA registered official to be hired or employed by a member school or coach to provide a sport-specific clinic or training session for students at that school when that official later officiates contests involving that school for the next 12 calendar months.

EXAMPLE: A competitive cheer official is hired by a school or coach to provide a training session or clinic by which the official prepares the rounds of competition or provides judging/coaching/skill assessment to a school, coach, or athletes. If this occurs, it is considered a conflict of interest for that official to officiate any contests at any level for the school(s) involved for the next 12 calendar months during both regular season and MHSAA tournament competition.

This policy is not intended to discourage officials from participating in preseason sportsmanship programs which may involve coaches, students or parents or from officiating preseason scrimmages (intersquad and intrasquad).

—**Tournament Selection Criteria for All Sports**—

To be eligible for tournament invitations officials shall have attended or completed a current rules meeting in the sport and meet the specific requirements published for each position or sport. Tournament opportunities beyond the entry level are limited to officials who reside within the state of Michigan and exclude current coaches of the sport. All selections made by MHSAA staff and officials tournament selection committees are based on ratings data, years of experience, recommendations (Approved Associations, Registered Assigners, leagues/conferences), submission of season schedule, previous tournament history, rules test results, observations and other information. The MHSAA reserves the right to make any assignment changes at any time.

For an official to be eligible to work specified levels a Quarterfinal, Semifinal, or Final contest, that official must take and pass the appropriate MHSAA Rules Test for those sports with a minimum score of 80 percent.

—**Baseball**—

To be eligible for a District assignment, an official should have officiated a minimum of 12 varsity baseball games during the current year. All District assignments are made by the District Tournament Manager by using officials from the list of officials that completed the minimum eligibility requirements for all sports.

To be eligible for a Regional, Semifinal, or Final assignment, an official must have an Approved rating classification, officiated a minimum of 12 varsity baseball games during the current year, submitted a season schedule form, and is a member in good standing of an Approved Association. Assignments at these levels are made by MHSAA staff and the tournament official's selection committee. After working a Semifinal/Final assignment, officials are ineligible to return to the Semifinal/Final level during the next three seasons.

—**Basketball (Boys & Girls)**—

To be eligible to officiate at any level of the postseason basketball tournament, *i.e.*, District, Regional, Quarterfinal, Semifinal, or Final, an official must have an Approved rating classification, officiated a minimum of 10 varsity basketball games if working one gender during the current year, submitted a season schedule form, and is a member in good standing of an Approved Association. If an official is working both boys and girls basketball games, an official must work a minimum of six varsity games in each gender to qualify in tournament assignments in either sport.

District and Regional selections require a minimum 2.7 three-year average rating; for Quarterfinal and Semifinal, officials must have at least a 2.5 rating while Final officials are limited to those with a 2.1 rating or better. Assignments at these levels are made by the MHSAA staff and the tournament official's selection committee while the Upper Peninsula Athletic Committee invites official for those tournaments held in the Upper Peninsula. After working a Final assignment in a gender, officials are ineligible to return to the Final level for the next three season in that gender.

—**Girls Competitive Cheer**—

To be eligible for a District, Regional, or Final assignment, an official must have submitted a season schedule to the MHSAA. Assignments at all levels are made by MHSAA staff and the tournament official's selection committee.

—**Cross Country and Track & Field (Boys & Girls)**—

Assignments at all levels (*i.e.*, Regional and Final) are made by the MHSAA staff in consultation with the Association of Track Officials of Michigan and/or Regional or Final Meet managers.

—**Football**—

To be eligible to officiate in any position at any level of the football tournament, *i.e.*, Pre-District, District, Regional, Semifinal, or Final, an official must have an Approved rating classification, officiated a minimum of 5 varsity football games during the year (four of which must be at the assigned position), submitted a season schedule form, and is a member in good standing of an Approved Association.

Five person crews will be invited to Pre-District, District, and Regional round games. For a crew to be considered for a crew assignment, a properly completed crew form must be submitted to the MHSAA by the published deadline. Available four-person crews may be assigned games in these rounds with a fifth official being assigned by the MHSAA. Each individual on the crew must have a minimum rating of 2.5 to be considered

for assignment, and the entire crew may be replaced if one or more crew members decline the assignment.

All Semifinal and Final officials will be assigned as individuals and must have a minimum rating of 2.1. All football assignments are made by the MHSAA staff and the tournament official's selection committee while the Upper Peninsula Athletic Committee identified Upper Peninsula officials to be assigned at all levels. After working a Semifinal/Final assignment, officials are ineligible to return to the Final level during the next three seasons.

—**Girls Gymnastics**—

To be eligible for a Regional or Final assignment, an official must have submitted a season schedule form. Assignments at all levels (*i.e.*, Regional and Final) are made by the MHSAA staff and the tournament official's selection committee.

—**Ice Hockey**—

To be eligible for a Regional assignment, an official should have officiated a minimum of 12 varsity ice hockey games during the current year. All Regional assignments are made by the Regional Tournament Manager by using officials from the list of officials that completed the minimum eligibility requirements for all sports.

To be eligible for a Quarterfinal, Semifinal or Final assignment, an official must have an Approved rating classification, officiated a minimum of 12 varsity ice hockey games during the current year and submitted a season schedule form. Assignments made at these levels, *i.e.*, Quarterfinal, Semifinal, Final, are made by the MHSAA staff and the tournament official's selection committee.

—**Boys Lacrosse**—

To be eligible for a Regional assignment, an official should have officiated a minimum of 10 varsity boys' lacrosse games during the year and be a member in good standing of an Approved Association. The Pre-Regional and first-round games are assigned by the home team, using officials from the list of officials that the minimum eligibility requirements for all sports. Regional Semifinal and Final assignments are made by the MHSAA staff and the tournament official's selection committee.

To be eligible for a Semifinal or Final assignment, an official must have an Approved rating classification, officiated a minimum of 10 varsity boys' lacrosse games during the current year, submitted a season schedule form, and be a member in good standing of an Approved Association. Assignments at these levels are made by the MHSAA staff and the tournament official's selection committee.

—**Girls Lacrosse**—

To be eligible for a Regional assignment, an official submitted a season schedule form and should have officiated a minimum of 10 varsity girls' lacrosse games during the season.

To be eligible for a Semifinal or Final assignment, an official must have an Approved rating classification, officiated a minimum of 10 varsity girls' lacrosse games during the current year, and submitted a season schedule form.

Assignments at all levels (*i.e.*, Regional (including Pre-Regional and first-round), Semifinal, Final) are made by the MHSAA staff and the tournament official's selection committee.

—**Soccer (Boys & Girls)**—

To be eligible for a District assignment, an official should have officiated a minimum of 10 varsity soccer matches during the current season. All District assignments are made by the District Tournament Manager by using officials from the list of officials that the minimum eligibility requirements for all sports.

To be eligible for a Regional, Semifinal, or Final assignment, an official must have have an Approved rating classification, officiated a minimum of 10 varsity soccer matches during the year, submitted a season schedule form, and is a member in good standing of an Approved Association. Officials selected for assignments at the Regional level and higher must have at least 16 ratings with an average of 2.5 or better, except that Finals officials must have a minimum of 2.1 rating or better. Assignments at these levels (*i.e.*, Regional, Semifinal, Final) are made by the MHSAA staff and the tournament official's selection committee. After working a Final assignment in a gender, officials are ineligible to return to the Final level for the next three season in that gender.

— Girls Softball —

To be eligible for a District assignment, an official should have officiated a minimum of 12 varsity softball games during the current year. All District assignments are made by the District Tournament Manager by using officials from the list of officials that completed the minimum eligibility requirements for all sports.

To be eligible for a Regional, Quarterfinal, Semifinal, or Final assignment, an official must have an Approved rating classification, officiated a minimum of 12 varsity softball games during the current year, submitted a season schedule form, and is a member in good standing of an Approved Association. Assignments at these levels, i.e., *Regional, Quarterfinal, Semifinal, Final*, are made by MHSAA staff and the tournament official's selection committee. After working a Semifinal/Final assignment, officials are ineligible to return to the Semifinal/Final level during the next three seasons.

— Swimming & Diving (Boys & Girls) —

For the Final Meet, the number of recommendations each official receives and/or letters of praise/concern factor into the selection. Assignments for the finals are made by the MHSAA staff in consultation with Regional and/or Final Meet managers.

— Girls Volleyball —

To be eligible for a District assignment, an official should have officiated a minimum of 10 varsity volleyball matches during the current year. All District assignments are made by the District Tournament Manager by using officials from the list of officials that completed the minimum eligibility requirements for all sports.

To be eligible for a Regional, Quarterfinal, Semifinal, or Final assignment, an official must have an Approved rating classification, officiated a minimum of 10 varsity volleyball matches during the current year, submitted a season schedule form, and is a member in good standing of an Approved Association. Assignments at these levels, i.e., *Regional, Quarterfinal, Semifinal, Final*, are made by MHSAA staff and the tournament official's selection committee.

— Wrestling —

To be eligible for a District assignment, an official should have officiated a minimum of 10 varsity dates during the year. All District assignments are made by the District Tournament Manager by using officials from the list of officials that the minimum eligibility requirements for all sports.

To be eligible for a Regional or Final assignment, an official must have an Approved rating classification, officiated a minimum of 10 varsity dates during the current year, submitted a season schedule form, and is a member in good standing of an Approved Association. Officials selected for assignments at the Regional level must have a minimum 2.3 rating, and Finals officials must have a minimum rating of 2.0. Assignments at these levels, i.e., *Regional and Final*, are made by the MHSAA staff and the tournament official's selection committee.

2018-19 QUICK REFERENCE CALENDAR

SPORT	FIRST PRACTICE DATE	FIRST CONTEST DATE	DAYS OR CONTESTS	OPT OUT DUE DATE	DUE DATE OF RATINGS	MHSAA TOURNAMENT DATES				
						DISTRICTS	REGIONALS	QTR FINALS	SEMI FINALS	FINALS
FALL *										
Cross Country: LP	Aug 8	Aug 17	15D	Oct 12			Oct 26 or 27			Nov 3
Cross Country: UP	Aug 8	Aug 17	15D	Oct 5						Oct 20
Football - 8 Player	Aug 6	Aug 23	9C	N/A	Dec 1		Oct 26 or 27 & Nov 2 or 3		Nov 10	Nov 16 or 17
Football - 11 Player	Aug 6	Aug 23	9C	N/A	Dec 1	Oct 26 or 27 & Nov 2 or 3	Nov 9 or 10		Nov 17	Nov 23 & 24
Golf: LP Girls	Aug 8	Aug 15	16D	Sep 21			Oct 10, 11, 12 or 13			Oct 19-20
Soccer: LP Boys	Aug 8	Aug 17	18C	Sep 19	Dec 1	Oct 15-20	Oct 23-27		Oct 31	Nov 3
Swimming: LP Girls	Aug 8	Aug 17	17D	Nov 12 Dive: Nov 6			Dive: Nov 8			Nov 16-17
Tennis: LP Boys	Aug 8	Aug 15	16D	Oct 3			Oct 11 or 12 or 13			Oct 19 & 20
Tennis: UP Girls	Aug 8	Aug 15	16D	Sep 21						Oct 3-6
Volleyball	Aug 8	Aug 17	18D	Oct 3	Dec 1	Oct 29-31, Nov 1 or 2 or 3	Nov 6 & 8	Nov 13	Nov 15-16	Nov 17
WINTER										
●Basketball: Girls	Nov 12	Dec 3	20C	Feb 13	Apr 1	Mar 4 & 6 & 8	Mar 11 & 13	Mar 19	Mar 21-22	Mar 23
●Basketball: Boys	Nov 5	Nov 26	20C	Feb 6	Apr 1	Feb 25 & 27 & Mar 1	Mar 5 & 7	Mar 12	Mar 14-15	Mar 16
Bowling: Boys & Girls	Nov 8-UP Nov 12-LP	Nov 24-UP Dec 1-LP	24D	Feb 1			Feb 22-23			Mar 1-2
Competitive Cheer	Nov 5	Nov 19	12D	Feb 1	Apr 1	Feb 15-16	Feb 23			Mar 1-2
Gymnastics	Oct 29	Nov 17	15D	Feb 22			Mar 2			Mar 8-9
Ice Hockey	Oct 29	Nov 12	25C	Feb 1	Apr 1		Feb 25-Mar 2	Mar 5-6	Mar 7-8	Mar 9
Skiing: Boys & Girls	Nov 12	Dec 8	17C	Feb 4			Feb 11-15			Feb 25
Swimming: LP Boys	Nov 19	Dec 1	17D	Mar 4 Dive: Feb 26			Dive: Feb 28			Mar 8-9
Swimming: UP Boys & Girls	Nov 5	Nov 17	17D	Feb 11						Feb 16
Wrestling: Individual	Nov 12	Dec 5	14D	Jan 16	Apr 1	Feb 9	Feb 16		ALPHA WEIGH-IN	Mar 1- 2
Wrestling: Team	Nov 12	Dec 5	14D	Jan 16	Apr 1	Feb 6 & 7	Feb 13		10/22/18 - 1/31/19	Feb 22-23
SPRING										
Baseball	Mar 11	Mar 20	38C	May 8	June 20	May 28, 31 or June 1	June 5 & 8		June 13-14	June 15
Golf: LP Boys	Mar 11	Mar 18	16D	May 8			May 29, 30, 31 or June 1			Jun 7-8
Golf: UP Boys & Girls	Mar 11	Mar 18	16D	May 17						May 29, 30, 31 or June 1
Lacrosse: Boys	Mar 11	Mar 20	18C	Apr 24	June 20		May 16-29	May 31 or June 1	June 5	June 8
Lacrosse: Girls	Mar 11	Mar 20	18C	Apr 24	June 20		May 16-June 1		June 5	June 8
Soccer: LP Girls	Mar 11	Mar 20	18C	May 8	June 20	May 22-24, May 28-June 1	Jun 4-8		June 11-12	June 14-15
Softball	Mar 11	Mar 20	38C	May 8	June 20	May 28, 31 or June 1	June 8	June 11	June 13-14	June 15
Tennis: LP Girls	Mar 11	Mar 18	16D	May 8			May 16 or 17 or 18			May 31-June 1
Tennis: UP Boys	Mar 11	Mar 18	16D	May 24						May 29, 30, 31 or June 1
Track & Field	Mar 11	Mar 20	18D	May 14			May 17 or 18			June 1

TOURNAMENT COMPENSATION

The MHSAA reviews the payments to officials for each sport and level of MHSAA tournament competition. The next review of tournament officials' compensation and reimbursement is scheduled for 2018.

The Representative Council provided that a per diem for officials invited to officiate semifinal and final contests in all sports may be authorized by the MHSAA director coordinating the event. If a per diem is authorized, it is established at \$14 per day which includes; breakfast \$3, lunch \$4, dinner \$7.

Officials invited to officiate semifinal and final contests are eligible for overnight lodging to be determined by the MHSAA director coordinating the event. Factors such as the hour of the day or MHSAA needs may be considered.

Beginning with the 51st mile, mileage will be reimbursed at 20 cents per roundtrip mile.

MHSAA OFFICIALS TOURNAMENT PAY SCHEDULE

	Pre-Dist to Dist.	Pre-Reg.-Regional	Quarter-finals	Semi-finals	Finals
Baseball	\$55	\$58	\$60	\$70	\$70
Basketball	\$63	\$65	\$70	\$70	\$70
Competitive Cheer	\$70*	\$100			\$100
Cross Country		\$65			\$70
Football - 11 Player	\$63	\$65		\$70	\$70
Football - 8 Player		\$65		\$70	\$70
Gymnastics		\$100			\$100
Ice Hockey		\$65	\$70	\$70	\$70
Boys Lacrosse		\$65	\$65	\$70	\$70
Girls Lacrosse		\$65		\$70	\$70
Skiing		\$115			\$120
Soccer	\$63	\$65		\$70	\$70
Softball	\$55	\$58	\$60	\$70	\$70
Swimming					
Dive Judge		\$90			\$130
Referee/Starter/AR					\$130
Turn Judge					\$115
Track: Starter		\$85			\$100
Track: Assistant Starter		\$75			\$100
Track: Referee		\$75			\$100
Track: Clerk		\$75			\$100
Volleyball	\$58	\$60	\$60	\$70	\$70
Wrestling - Individual	\$170	\$150			\$360
Wrestling - Team	\$53	\$55			\$285

*Plus \$7 for each team over 8

PHOTOGRAPHER AND MEDIA POLICY

— Use of Flash Photography —

Photographers **MAY** use electronic flash/strobe cameras during the progress of a sporting event as long as, in the opinion of the contest officials, the flash does not hinder the actions of or endanger the contestants. The final decision as it relates to electronic flash/strobe equipment rests with the judgment of the site management and contest officials when MHSAA staff is not present at an event.

IMPORTANT – When determining whether or not the use of electronic flash/strobe equipment represents a hindrance to an event, do not evaluate the situation while looking directly at the strobe, but rather by taking the view of the game participant or the official who is focusing on the action, not the strobe, and is not aware of when the strobe is about to go off. Strobes properly positioned **DO NOT** pose a threat to the conduct of most contests. If, after careful consideration, the strobe is determined to be a problem, game management should work with the photographer using the strobe to review the strobe's placement, flash strength and direction. Sometimes, adjusting a strobe so that the flash bounces off the walls or ceilings will correct any potential problems.

The only sports in which the use of electronic flash/strobe equipment is prohibited are: competitive cheer, gymnastics and diving. Requests to use strobe lights mounted to fixed positions shall be made well in advance of the contest. As a courtesy, contest managers or the MHSAA should inform participating coaches and contest officials that photographers have been approved to use strobe lights in fixed positions. Strobes should be placed in corner or ceiling positions, and should never be placed in the direct line of a basket in basketball or focal point common to that sport. Camera-mounted strobes must always be positioned similarly as fixed strobes. A camera operator with an on-board strobe shall shoot outside the edges of the free throw lane in basketball, for example.

— Photographer Placement —

Photographers for other sports shall be placed in positions in accordance with National Federation of State High School Associations National Rules. In the sport of football, for example, photographers shall be positioned behind the restraining line, which is two or more yards from the sidelines and end zones. In addition, photographers shall not be positioned in the team boxes between the 25-yard lines. Also, in the sports of baseball and softball, photographers are prohibited from being in live ball areas. If a designated media area is used, it shall be established before the game begins, shall be a lined area and shall be considered a dead ball area. In soccer, photographers should not be positioned within two yards of any sideline or endline. Some venues and events will have designated areas where photographers may shoot from. Game officials and host management have the authority to remove any member of the media for not staying in their designated area in any sport.

RATING OF OFFICIALS

RATING OF OFFICIALS

— Schools Must Rate Officials —

The Michigan High School Athletic Association Representative Council adopted, in May of 1987, a *Handbook* regulation which makes clear and emphatic the responsibility of MHSAA member high schools to rate officials who work contests (home and away) involving their teams in sports for which officials' ratings are maintained (*i.e.*, baseball, boys and girls basketball, girls competitive cheer, football, ice hockey, boys and girls lacrosse, boys and girls soccer, softball, volleyball, and wrestling). The MHSAA has integrated its online ratings system for schools with Arbiter using assigners so that the school contest(s) and assignments feed into a contest calendar. This system then allows coaches to go in 48 hours after the contest to rate the officials.

High schools which fail entirely to rate **any** varsity officials during the season shall be subject to the penalties outlined under Regulation V, Section 4(A), including any or all, but not limited to, censure, probation with or without competition, loss of privilege or revenue sharing, and/or expulsion. Regulation II, Section 7(B) applies only to high school. Junior highs and middle schools are **urged** to rate officials as well. It is expected that athletic directors rate the officials or monitor the ratings by their coaches. While notes might be kept on officials during the season, the MHSAA ratings should be submitted to the MHSAA office at the end of the season or when emotions have settled, at least 48 hours have passed.

ONLINE RATINGS - Ratings must be submitted online at mhsaa.com. Coaches or school administrators need to login to the site using their email address and password to submit online ratings. Simply follow the step-by-step instructions on the site to submit online ratings.

Over the years, coaches have wanted to have input into the rating of officials. The officials also have wanted to know what the coaches think of their work. The current system serves these purposes. The MHSAA does not maintain this system to be a true or perfect evaluation procedure. To make it so would require the use of observers, and possibly some give and take by officials and evaluators. While it is recognized ratings are not exact, they are used as one of several factors in extending tournament officiating invitations.

The current procedure for baseball, boys and girls basketball, girls competitive cheer, football, ice hockey, boys and girls lacrosse, boys and girls soccer, softball, volleyball, and wrestling, simply provide the MHSAA an additional tool for the assignment of tournament officials. It also gives officials, when their average ratings are determined, an idea of how they rate in comparison to other years and other officials. The revised rating procedure is explained in this Guidebook. In either case, the MHSAA does not inform officials of the ratings given them by individual schools.

— Specific Procedure for baseball, boys and girls basketball, girls competitive cheer, football, ice hockey, boys and girls lacrosse, boys and girls soccer, softball, volleyball, wrestling —

The MHSAA defines a RATING as a subjective estimate of an official's ability as observed by a coach involved in the contest for which the official is rated. Coaches should rate each individual who works their varsity game, whether home or away. The same procedure applies to officials who officiate sub-varsity contests.

The ratings are determined on a scale of 1-4, with 1 being the best. The average rating is a composite of three years of ratings. Every year the ratings from three years ago are dropped and the current year is added.

Officials are listed as **Approved**, **Supplemental** or **General**. An **Approved** official must have received 16 or more varsity ratings over a three-year period with an average of 3.0 or less. **Supplemental** officials include those officials with 6-15 varsity ratings or officials with 16 or more varsity ratings whose averages are greater than 3.0. **General** officials include those officials with 5 or less varsity ratings or those officials with 6-15 varsity ratings whose averages are greater than 3.0.

— Comment Procedure —

Coaches who wish to comment on specific officials should work through their athletic directors, who in turn should communicate concerns to local assigners and their league/conference.

— Varsity Rating Definitions —

Excellent — Very good, first class, surpasses all others. Typically, the quality of performance required to officiate tournament contests.

Above Average — Better than the mean, high quality, better than the accepted level of performance. Typically, the quality of performance required to officiate mid and lower level tournament contests.

Satisfactory — Adequate, average, a solid performance. Typically, the quality of performance required to officiate seasonal and lower level tournament contests.

Below Average — Deficient, lacking the skills and/or knowledge to earn a higher rating. Typically, an official who would benefit from training and education.

Rating Value — Each varsity official shall be given one of the following rating values: 1-excellent; 2-above average; 3-satisfactory; 4-below average

Each official is to be rated in the following categories: (a) Consistent Judgment and Application of Playing Rules; (b) Physical Appearance; (c) Contest Management and Communication Skills; (d) Professionalism.

When an official receives a rating value of 3 (satisfactory) or 4 (below average), the school is required to indicate a category (a-d) in which the official needs improvement.

— Subvarsity Rating Definitions —

(1) – A subvarsity official who has demonstrated officiating skill and knowledge which suggests readiness for advanced officiating opportunities. Continued evaluation and advanced education will assure steady development and advancement opportunities.

(2) – A subvarsity official who has demonstrated continued growth in officiating skill and rule knowledge. Readiness to advance as an official is apparent but the official can benefit from game experience and evaluative guidance.

(3) – A subvarsity official who has a command of the skills and knowledge necessary to develop into a quality official. Continued education and evaluation will provide opportunity to advance and grow as an official. Enforcement philosophy is apparent and rule knowledge is expressed in confident explanations.

(4) – A subvarsity official who is beginning to demonstrate awareness of specific officiating techniques and mechanics. Participation in extensive training and education will benefit officiating development. Study and discussion will foster a clear understanding and knowledge of rules and enforcement philosophy.

— MHSAA School Sportsmanship Feedback Procedure —

This program has been designed to allow officials to provide feedback on the sportsmanship of the student-athletes and, coaches, for all teams involved during a contest, as well as providing feedback for the host site/game management. Officials may only submit feedback for teams and contests that you have officiated for during the current season. Remember that officials may provide feedback for a team multiple times during a season if you happen to work for a school's team more than once during that season. Please know that these multiple entries for a school's team during a season will be averaged by the MHSAA system.

The identity of the official submitting feedback will be anonymous with the School Sportsmanship Feedback program. The purpose of the program is to give schools information and feedback on how their programs are being perceived by the registered officials who work their games and contests.

— Observations —

The MHSAA is encouraging Approved Associations to conduct an observation program within the association. An observation is a written explanation of an observation by another official or MHSAA designee. It is expected that the observer will be a person skilled in officiating and recognized as capable of technical interpretation of the contest performance.

SCHOOL CONTEST CONTRACTS

Officials in Michigan are independent contractors and are responsible for arranging their own schedules. Upon completion of registration, officials may contact junior and senior high schools and/or assignment secretaries in their area to advise them of their interest and availability.

Regular-season school contest contracts should be completed well in advance of all contests. They should include specific dates, times, locations, gender of teams, levels of competition, and financial provisions. School contest contracts may be paper contracts or electronic agreements such as Arbiter assignments and may be executed through third-party agreements with assigners.

The practice known as “double booking” is unprofessional and when discovered will subject the official to school, league, and state association sanctions.

Substitutes: In the event an emergency causes an official to be unable to fulfill a school contest contract, he/she shall contact the athletic director or principal to advise him/her of the problem, or the assigner if the school utilizes a third-party assigner to contract officials. Never expect or allow another person to make the contact for you. Do not send a substitute unless you have prior permission from the host school (or assigner).

School Contest Contract Disputes: In accordance with the *MHSAA Handbook*, no dispute alleging failure to honor a contract will be considered by the MHSAA staff or Representative Council unless there is a properly executed school contest contract on file for the contest in question (MHSAA Regulation V, Section 2).

Officials are not obligated to work voluntarily — extended periods (for example, fifth quarter in basketball, fourth set in a volleyball match settled after three sets) unless the official's school contest contract stipulates such may or will occur (MHSAA Regulation V, Section 2). This does not include instances where an overtime period(s) is necessary to complete the contest in accordance with regular playing rules.

— Schedules —

Officials may not agree to officiate more than one contest on any day except when all school contest contracts after the first include written notification that the official is contracted for an earlier contest which may cause late arrival and subsequent delay of that contest.

Professionalism dictates that the attention and consideration given each contract shall be absolutely equal and that no student athlete or contracting school shall be jeopardized because an official may be obligated to another contest on the same day.

— School Contest Contract Compensation —

The Official's School Contest Contract which is intended to present the school and official with an agreement to govern cancellation of contests. These conditions promote “fair-play” and are listed below. Electronic school contest contracts meet this requirement.

The MHSAA requires that each official contracted for a contest be issued an individual school contest contract and will not be involved in disputes where this is not the case. Unless other provisions are made in advance by schools and officials involved, these conditions shall apply:

1. Officials who work alone or with an incomplete crew are entitled to the fee or an equal portion of the fee for which the absent official(s) is/are contracted.
2. When contests are cancelled for reasons other than acts of God **within** 10 days of the contest date, the official is entitled to full payment of the contracted fee. If the contest is cancelled for reasons other than acts of God **outside** of 10 days of the contest date or an entire season schedule is cancelled due to low numbers **outside** of 10 days of the first contest, there shall be no financial obligation to either party.
3. School contest contracts affected by acts of God shall be maintained according to this schedule:
 - a. Contests canceled prior to the departure of the official for the contest shall present no financial obligation to either party.
 - b. Contests canceled or postponed after the arrival of the official but prior to the beginning of the contest shall result in payment of one third of the contract fee or round trip mileage if mileage is a part of the original contract.
 - c. Cancellation or suspension of contests begun shall result in full payment of contracted fee.

NOTE: When an official is hired to officiate more than one contest on a day at one site he/she will be only entitled to receive pay for contests concluded or underway prior to suspending play. EXAMPLE: A baseball double header suspended before the second game begins entitles the official to pay for game one only.

Officials and school representatives agree to communicate directly with the contracted official and/or the contracting school representative, prior to the contest, in the event changes or alterations of this school contest contract are necessary.

4. Failure to Fulfill – Guideline adopted by MHSAA Registered Assigners–April 4, 1998

Officials will adhere to the MHSAA policy printed in the *Officials Guidebook* which addresses failure to fulfill obligations for all contests. Violations which do not include:

- a. Family Emergency
- b. Personal Injury
- c. Employment Obligations

can expect discipline which may include censure, probation, suspension, or dismissal. In addition, an official who fails to honor a properly executed school contest contract may be required to work a subsequent contest or contests without charge, pay the school the face value of the contract in question, and/or be subjected to additional actions by the MHSAA.

ASSIGNERS

— Standards for Assigners —

(Adopted by the Representative Council, March 31, 2014)

New Regulation II, Section 7(C):

High schools and others which sponsor competition for member high school teams, and utilize and pay for services of a third-party, non-school assigner for high school officiating contests, shall use only those assigners who are registered with the MHSAA for the current year.

Standards for Registered Assigners

It is expected that MHSAA Registered Assigners follow all published "Standards for Registered Assigners." Any violation of these standards will place the Registered Assigner at risk of losing his or her registered status after review by MHSAA staff, as outlined in the Disciplinary Procedures for MHSAA Officials and Registered Assigners on pages 4-5 of the this *Guidebook*.

1. Registered Assigners shall be paid by:
 - a. a league or conference or school, **or**
 - b. the members of an approved association who elect or hire an individual to assign for them. Turn-back fees, paid to an assigner by an official, do not violate this concept.
2. Registered Assigners shall not collect fees for service from a school, league or conference **and** an individual official or an officials association.
3. Registered Assigners shall not require an official to be a member of a specific officials or sport association in order to be assigned games under the control of the assigner. Membership in **any** Approved Local Association for that sport is an acceptable requirement.
4. Registered Assigners shall not require an official to pay a fee to participate in a "specific" camp, clinic or training activity in order to be evaluated and considered for assignments under the control of any assigner. Involvements in free events, for the same reason, are permitted.
5. When schools secure the services of a Registered Assigner to arrange or contract officials for their contests, contracting of those officials ultimately remains the responsibility of the school even though a school or league/conference authorized the assigner to issue an Arbiter agreement or school contest contract.
6. Registered Assigners must allow schools to contact and contract officials on their own and shall not intimidate or discourage officials from accepting games directly from schools at any time, either alone or in combination with games received from an assigner. MHSAA staff shall revoke the registration of the assigner if it is believed that such unprofessional conduct occurred.
7. Registered Assigners shall not intimidate or discourage officials from accepting games or assignments from other assigners, schools or leagues at any time. Any Registered Assigner engaging in this type of threatening or intimidating behavior, either directly or indirectly, will risk MHSAA staff revoking the registration of the assigner if it is believed that such unprofessional conduct occurred.
8. School contest contracts extended by a Registered Assigner may not be withdrawn or reassigned to another official, except in cases of personal emergency which will not permit an official to officiate any contest on the contest day once that sport season has begun, as prescribed by MHSAA Regulation II, Section 11(D).
9. In the event a Registered Assigner, school, league or conference does not utilize the MHSAA contract (paper or online Arbiter agreement) for officials, all comments, actual and implied, and all terms and conditions which appear on the published MHSAA contract, shall be acknowledged and will be applicable to any MHSAA registered official.
10. Assigners may not accept funds earmarked for officials game fees from a school, conference, league or facility and then pay officials directly for games worked. Payment to officials for contests worked shall come directly from the school or through the school via a third-party electronic payment service.

ELIGIBILITY OF ATHLETES

It is the responsibility of schools to enter into competition only those students who are eligible under MHSAA regulations.

Under MHSAA rules, for example, a student may not participate on a junior varsity and varsity team in the same sport on the same day, and a student disqualified from a MHSAA Contest is ineligible for the next game as outlined in Regulations V, Section 3 (D) and the "Disqualification Guide." Schools, **not officials**, must monitor adherence to these rules and all other *MHSAA Handbook* regulations.

If officials suspect violations, they should report them to the MHSAA. Officials should not delay or cancel a contest when they believe ineligible athletes may be entered in the contest.

"ALL-STAR" CONTESTS/ NATIONAL CHAMPIONSHIPS

According to the MHSAA Handbook, no athletic director, coach, teacher, or administrator of a Michigan high school, and no athletic official registered with the Michigan High School Athletic Association, shall at any time, during the school year, assist either directly or indirectly with the coaching, management, direction, selection or transportation of players, promotion, or officiating of any "all-star" exhibition or similar contest, or of any contest that is or purports to be a national high school championship event or the qualification thereto in any MHSAA sponsored sport if one or more of the participants is currently enrolled in a high school at the time of the event (MHSAA Regulation II, Section 13).

"EVENT SUSPENSION"

Officials are to take action according to the rule book in the sport. Terminated contests count as a game or day of competition. Suspended contests, continued from the point of interruption, will not count as an additional day of competition. Any contest or game which starts over is to be counted as a new game or day of competition (MHSAA Regulation II, Section 11 (D)).

GAME SUSPENSION GUIDELINES

- I. On threatening days, game management should consult with contest officials about steps to be followed if conditions worsen.
- II. When suspending an outdoor contest, officials and game management shall follow these guidelines.
 - A. When lightning is observed or thunder is heard, the contest must be suspended. The occurrence of lightning or thunder is not subject to interpretation or discussion — *lightning is lightning; thunder is thunder.*
 - B. Severe weather in the form of rain or snow may make the field unplayable.
- III. When a contest is suspended, the home school administration shall attempt to arrange for the security of all participants.
 - A. Contestants and support personnel shall be moved to appropriate indoor facilities.
 - B. When lightning is observed or thunder is heard and the contest is suspended, contestants shall not return to the playing field until lightning has been absent from the local sky and thunder has not been heard for 30 minutes.
 - C. Spectators shall be advised of the action being taken to seek shelter. (Some hosts may be able to offer shelter to spectators but are not required to do so.)
- IV. In considering resumption of competition, the following steps shall be followed.
 - A. Delays for contests scheduled prior to 3 p.m. must not exceed three hours. Delays for contests scheduled for 3 p.m. or later must not exceed one- and one-half hour. Delays on nights not followed by school for all the competing teams may be longer by mutual agreement of participating schools. A postponed contest shall be rescheduled on a date/time mutually agreed to by the schools involved.

- B. A decision to resume the contest within the time frame must be made by the officials who shall consult the home team administration and visiting school administration present at the contest.
- C. The home school is responsible for facilities and will be given priority consideration in the final decision if there is not consensus among the three parties.
- D. The final decision shall consider liability and conditions of facilities as well as future schedules, need to play the contest and finally the quality of all other options.

NOTE: More restrictive local policies and MHSAA tournament policies would supersede these guidelines and should be shared with the opponents and officials prior to the contest, preferably in writing.

Otherwise, and to the extent allowed by the playing rules code, the official(s) will make the final decision regarding game suspension once the game begins.

REGULAR-SEASON CONTEST DELAYS

Adopted December 2, 1999

When a league or conference does not have a written policy regarding late contest start time, the following MHSAA policy shall apply:

1. If a team fails to arrive for a regular-season contest at the time stated on the contract, it shall be necessary for the host administration to delay the contest, declare the game forfeited, reschedule the contest, or declare the event “no contest.”
2. If the host management has been notified of the reason for the delay and projected arrival, the officials must stand by for 60 minutes beyond the scheduled starting time. When the team arrives, a reasonable amount of time must be provided for the visiting team to conduct a pregame warm-up. In any case, warm-up shall not be less than 15 minutes.
3. If the host management has not been notified that there is a delay and the reason for it, the officials have permission to leave the site, without obligation, 30 minutes after the contracted start time has passed.

(In MHSAA tournament play, the *Participating School Tournament Information* for each sport will prescribe the specific action to be taken. For regular-season play, league and conference policy supercedes the policy above, so coaches and officials should inquire with their league to see if any policy exists.)

The MHSAA requires that each official contracted for a contest be issued an individual contract and will not be involved in disputes where this is not the case. Unless other provisions are made in advance by schools and officials involved, these conditions shall apply:

1. Officials who work alone or with an incomplete crew are entitled to the fee or an equal portion of the fee for which the absent official(s) is/are contracted.
2. Contracts affected by acts of God shall be maintained according to this schedule:
 - a. Contests cancelled prior to the departure of the official for the contest shall present no financial obligation to either party.
 - b. Contests cancelled or postponed after the arrival of the official but prior to the beginning of the contest shall result in payment of one third of the contract fee or round-trip mileage if mileage is a part of the original contract.
 - c. Cancellation or suspension of contests begun shall result in full payment of contracted fee.

NOTE: When an official is hired to officiate more than one contest on a day at one site he/she will be only entitled to receive pay for contests concluded or underway prior to suspending play. EXAMPLE: A baseball double header suspended before the second game begins entitles the official to pay for game one only.

OFFICIAL FAILS TO ARRIVE

In the event a contracted official fails to arrive for a scheduled contest, those officials who are present may 1) officiate the contest with less than the usual number of officials; 2) replace the absent official with a local registered official to fill-in or 3) cooperate with the involved teams to postpone the contest.

Note: It is never an option to accept or use the services of an unregistered official.

PROTESTS

According to the MHSAA Handbook, a protest of a contest is not allowed by the MHSAA when it is based on judgment decisions of officials or on misinterpretation or misapplication of playing rules (MHSAA Regulation V, Section 1).

Officials are required to adhere to all provisions of the playing rules which allow for the review of decisions during contests.

UNREGISTERED OFFICIALS

Registered officials are never to work with anyone who does not hold current MHSAA registration in the sport. While it is the responsibility of the host school in particular and all schools in general to use only currently registered officials in those positions which require MHSAA registered officials (“Who Must Register,” page 3), each contracted official has a responsibility and obligation to assure that he/she works only with MHSAA registered officials.

If it is learned that an unregistered person is present to function as an official, the MHSAA registered official shall 1) advise the host, 2) remind the host that no MHSAA registered official may work any part of a contest with an unregistered person, 3) delay the start of the contest until a replacement is provided, 4) work the contest only with the registered officials present with the mutual consent of all schools, or 5) postpone the contest. It is never an option to accept or use the services of an unregistered official.

TEAM REMOVED

According to MHSAA regulations, if a team is removed from competition in protest, the contest is forfeited to the opponent. The coach and principal of the removed team must appear before the Executive Committee to indicate why additional action should not be taken (MHSAA Regulation V, Section 3(A)).

Officials are to notify the MHSAA office promptly in writing when this occurs using the Officials Report Form.

EMERGENCY DECISIONS

The MHSAA is confident that with the guidance and direction provided by various MHSAA policies and procedures, every official will exercise common sense “in the spirit of the rules” and according to MHSAA regulations to successfully handle any emergency which arises.

An official’s decision will be appropriate if the basis for an emergency decision is the adopted rules of the contest and the MHSAA regulations. Decisions which are not supported by acknowledged and accepted policy or rules will place the officials and the schools involved at risk.

An emergency that requires medical attention for an athlete requires the official to maintain his/her role as an official. Officials are not encouraged to take an active part in providing medical care to an injured athlete.

The official shall supervise the event within the rules and make such decisions as are necessary within the rules of the contest.

FORFEITURE PROCEDURE

- A. *Individuals or teams which are defeated by an ineligible opponent or by teams which allowed one or more ineligible students to participate do not advance in MHSAA tournaments.*
- B. *If placements in MHSAA tournaments are vacated as a result of an individual being ineligible or a team allowing one or more ineligible students to participate, other individuals or teams neither advance to those placements nor receive awards for these places (MHSAA Regulation II, Section 15).*

SITUATION MANAGEMENT & EJECTIONS

NOTE: For the purpose of this Guidebook in reference to players, coaches, administrators, or spectators being removed from contests or contest facilities by contest officials, the words “ejected” and “disqualified” are synonymous.

— Taunting —

1. DEFINITION

“Taunting includes any actions or comments by coaches, players or spectators which are intended to bait, anger, embarrass, ridicule or demean others, whether or not the deeds or words are vulgar or racist. Included is conduct that berates, needles, intimidates or

threatens based on race, gender, ethnic origin or background, and conduct that attacks religious beliefs, size, economic status, speech, family, special needs or personal matters.

“Examples of taunting that would lead to ejection include but are not limited to ‘trash talk’; physical intimidation outside the spirit of the game; reference to sexual orientation; ‘in the face’ confrontation by one player to another; standing over/straddling a tackled or fallen player (MHSAA Regulation V, Section 3).”

2. ALL SPORTS

“In all sports, officials are to consider taunting a flagrant unsportsmanlike foul that disqualifies the offending bench personnel or contestant from that contest/day of competition (and the next contest/day of competition). A warning may be given but is not required before ejection (MHSAA Regulation V, Section 3).”

3. ALL MHSAA TOURNAMENTS

“At all MHSAA tournament venues, tournament management may give spectators one warning for taunting. Thereafter, spectators who taunt others are to be ejected by security (MHSAA Regulation V, Section 3).”

EJECTION PROTOCOL

Whenever an official is required to eject an athlete or coach from a contest there is a protocol that is required.

1. Within the rules of the sport, announce the ejection by making eye contact with the ejected player or coach. Do not make physical contact with the individual. Eye contact can be made from a distance of twenty feet, but should not require an official to be closer than six to ten feet from the individual.
2. Request the player to go immediately to the bench/head coach.
3. One game official will go to the sidelines, make eye contact with head coach and announce that the player (identify by number or lane or some accepted method) has been ejected from this contest and state the reason.
4. Unless players create a disturbance, they may remain on the bench. (“Disqualification Guide,” Item 18.)
5. The ejection of a coach requires that the official approach the coach, announce the ejection to the coach and request that the coach leave the competition area. Ejected coaches must be out of sight of officials, players and spectators. In addition, the official must ask which coach or school representative will function as the head coach in the ejected coach’s absence.
6. If a coach is ejected from a contest and an assistant coach or an assigned school representative is not available to continue as coach, the event is terminated and forfeited to the opponent. Only assistant coaches or school representatives (verified by the Superintendent or Principal) may act in place of the coach. (MHSAA Regulation V, Section 3(B)).
7. The ejected coach shall leave the competition area and go to the locker room (indoor sports) or the bus or other area. An ejected coach may not be allowed to become a spectator. (“Disqualification Guide,” #16).
8. *Following the contest, an official shall contact the Athletic Director of the violator’s school prior to noon of the day following the ejection to advise the administration of the ejection. Contact may be made after the game if an administrator is present or by phone in the morning on the first school day after the contest.*
9. Finally, within 48 hours, one official shall file a written account of the ejection using the MHSAA OFFICIALS REPORT PROCEDURE. Once submitted, the MHSAA and the offending school will automatically have access to the report.
10. Reports should not contain more than one incident from the same contest by the players from the same school, a separate report must also be made for each school for which a report is being written
11. **Action to eject a coach, player or team representative may not be revoked except as provided by the contest rules.**
12. The MHSAA will await the **School Response** from the violating school noting the action taken.

DISQUALIFICATION REGULATION

The following policies for disqualification shall apply in all sports:

- 1) *When a student is disqualified for unsportsmanlike conduct, that student shall be withheld by his/her school for at least the next contest/day of competition for that team.*
- 2) *When a coach is disqualified for unsportsmanlike conduct, that coach shall be prohibited by his/her school from coaching at or attending at least the next day of competition for that team.*
- 3) *Failure of the school for any reason to enforce this regulation will prohibit the school from entry in the next MHSAA tournament for that sport, or from the remainder of the current tournament if the disqualification occurs during an MHSAA tournament or during the last regular season contest.*
- 4) *Disqualifications from one season carry over to the next season in that sport for undergraduates and coaches, or the next season in any sport for seniors.*
- 5) *If the playing rules for a sport specify an additional penalty or more rapid progression, or use of such a progression for other violations, the playing rules apply.*
- 6) *Any coach who is disqualified for unsportsmanlike conduct two or more times during a season and any player who is disqualified for unsportsmanlike conduct three or more times during a season is not eligible to participate in the MHSAA tournament for that sport that season. If the tournament disqualifying ejection for that individual occurs during the MHSAA tournament, that player or coach is ineligible for the remainder of that tournament (MHSAA Regulation V, Section 3(D)).*

MHSAA OFFICIALS REPORT PROCEDURE OFFICIALS REPORT WRITING GUIDE

— Required Reports —

1. Ejected contestants, ejected coaches, and incidents of crowd disturbance, disqualifications or undesirable behavior;
2. Contests which must be cancelled or terminated by the officials for reasons except weather, or when a team is removed from competition in protest by a coach (MHSAA Handbook Reg. V, Section 3A).

Officials Reports that are mandated under Required Reports must be submitted online to the MHSAA within 48 hours from the completion of the contest. If a report involves multiple ejections of players, from different schools, separate reports are required for each school. Multiple player ejections from the same school should also be separate reports. If a report involves multiple ejections of coaches from the same school, separate reports should be completed.

Once an official has ejected a spectator or participant from a contest, the decision cannot be retroactively withdrawn once play resumes or the officials leave the area following the completion of a contest. **An ejection during a contest must be reported and cannot be expunged.**

The MHSAA will request that the administrations of the schools involved conduct internal investigations and voluntarily take punitive or remedial action when appropriate. Additionally, the MHSAA may conduct further investigations and require responsive actions by the schools involved.

— Requested Reports —

When an official deems necessary, he/she may submit a report to notify the MHSAA of the following:

1. Praise of coaches, players, administrators, spectators, or any other person or group affiliated or associated with a member school for demonstrating sportsmanlike actions, providing exceptional accommodations, or for any other commendable action.
2. Unsportsmanlike conduct by players, coaches or spectators which is allowed to go unchecked by the administration of the school(s) involved; and
3. Facilities, equipment or uniforms that fail to meet the minimum standards of the rule book.

All reports should be submitted through the MHSAA Official Report System by logging into “My MHSAA” at **MHSAA.com**. Officials that refer incidents via online reports will receive notice by the MHSAA when the incident is resolved.

REVIEW INSURANCE ANNUALLY

Annually, because of their independent contractor status, officials should review the insurance issues and needs which surround the active official. Because most of us enjoy officiating and have never known any official to need insurance of any type, we dismiss the thought and grab our whistle to begin another year.

The MHSAA provides for all registered officials catastrophic accident medical insurance which covers them while on the premises of and officiating at any event involving one or more MHSAA member schools in sports under MHSAA jurisdiction and while officiating at all MHSAA tournaments. The active official may desire more coverage throughout the year. Insurance shopping for the official is limited, but there are some sources to remember.

The National Federation Officials Association (NFOA) offers liability protection for high school, college and youth league officiating as part of its dues (nfhs.org).

The National Association of Sports Officials (NASO) provides, through its annual dues, coverage for any regularly scheduled game on any level (naso.org).

Each official may be covered by worker's compensation while officiating and, of course, those with homeowners insurance may have liability coverage which can cover a variety of situations.

It is suggested that the active official speak with his/her insurance counselor to determine whether he/she has need for additional insurance and to what limits and types those needs might be.

National Federation Officials Assoc.
P.O. Box 690
Indianapolis, IN 46206

NASO
2017 Lathrop Ave.
Racine, WI 53405

MHSAA LIABILITY INSURANCE

All MHSAA Officials are covered under a \$1 million liability protection policy while officiating contests involving MHSAA member schools in sports under the jurisdiction of the MHSAA.

The policy is underwritten by National Casualty. The administrator is **K & K Insurance Group, 1712 Magnavox Way, P.O. Box 2338, Fort Wayne, Indiana 46801-2338 (Claims: 800-237-2917)**. For details of coverage and claims administrator, go to **MHSAA.com** (click on Officials, then go to "Resources and Policies").

CATASTROPHIC ACCIDENT MEDICAL INSURANCE FOR MHSAA OFFICIALS

CLICK HERE for details of coverage and claims administrator, or go to **MHSAA.com** (click on Officials, then go to "Resources and Policies").

LOCAL OFFICIALS ASSOCIATIONS

The Michigan High School Athletic Association's program for recruiting, retaining and training officials depend on the involvement of Local Approved Associations.

Therefore, it is the goal of the MHSAA to have every official a member of and active in one or more **Local Approved Associations** and to engage the assistance of these associations in a variety of supportive roles, including:

1. Recruiting and encouraging new officials;
2. Administering training sessions for officials; and
3. Supervise the testing of officials.

— Local Approved Association Guidelines —

- A. **Local Approved Association** status will be granted annually to all local associations that qualify.
 1. Annually recognize and identify associations to be certified as **Local Approved Associations**.
 2. Require minimum of 30 members in each **Local Approved Association**.
 - A. Zones 7 and 8, Northern Michigan and Upper Peninsula areas, are required to have 15 members.
 - B. Single sport associations in all eight zones for the sports of competitive cheer, gymnastics, boys and girls lacrosse, ice hockey, soccer and swimming are required to have 15 members.

3. At least one experienced official in each sport will be nominated by the **Local Approved Association** to the MHSAA to become educated as the TRAINER of officials in a specific sport.
4. The MHSAA will finance the in-service required for a TRAINER to maintain certification as a TRAINER.
5. Bi-annual training opportunities, conducted by an MHSAA Certified TRAINER, must be offered to each member official by an MHSAA **Local Approved Association**.
6. TRAINERS are required to conduct six hours of "rookie" training annually to prepare novice officials for lower level regular season officiating opportunities.
7. TRAINERS are required to annually conduct a mechanics clinic of at least three hours for all association members, in each sport for which the association provides officials.
8. **Local Approved Association** members are required to participate in three educational meetings per year, per sport in which they are registered or one meeting per month during the specific sport season.
 - A. **Local Approved Associations** in Zones 7 and 8 may conduct satellite meetings to comply.
 - B. The MHSAA will publish the names of officials who have met the qualifications necessary to be identified as an active member of an **Local Approved Association**. Active members appear in the online **MHSAA Officials Directory**.
9. Reciprocal meeting credit is recognized to fulfill meeting and training requirements. The MHSAA will provide the means to verify attendance at required meetings held by **Local Approved Associations**.
10. Joint meetings in Baseball and Softball are permitted provided sufficient instruction is provided to define the differences between the sports. Any sport for which there are two seasons is considered one sport.
 - A. *Trainer Program: Trainers are required for Approved Associations which sponsor baseball, basketball, competitive cheer, football, ice hockey, boys lacrosse, girls lacrosse, soccer, softball, swimming & diving, volleyball and wrestling.*
 1. Individuals selected to earn the title TRAINER must bi-annually qualify by meeting specific minimum standards.
 2. A TRAINER should have seven years varsity experience in the sport for which he/she is endorsed by the **Local Approved Association**.
 3. A TRAINER shall have demonstrated communication skills which identifies him/her as an empathetic teacher and sensitive mentor.
 4. A TRAINER must be endorsed and appointed by the **Local Approved Association** of which the official is a member. A league or conference may request appointment of TRAINERS through a **Local Approved Association**.
 5. A TRAINER must be committed to the sport. Working with other TRAINERS, supporting the MHSAA training philosophy and dedication to study and teaching development are indications of commitment.
 6. A TRAINER shall be an active member, in good standing, of a **Local Approved Association**.
 7. A TRAINER shall be currently registered and attend a current MHSAA rules meeting in the sport for which he/she is a trainer.
 8. A TRAINER will undergo training in the initial year, prior to conducting training classes and prior to the sport season beginning.
 9. A TRAINER will participate in continuing in-service training provided by the MHSAA every other year to maintain training certification.
 10. TRAINERS will accept that their TRAINER candidacy status is subject to review by the MHSAA and may be denied or revoked if it is determined to be in the best interest of the MHSAA.

REGISTERED ASSIGNER PROGRAM

- A. *The assigner program began in 1996 and continues annually in order that Assigners be registered and prepared to fulfill their responsibilities each school year.*
 1. ASSIGNERS who are not full time employees of schools or leagues but are endorsed or appointed by a league, conference or school are

- required to become an MHSAA Registered Assigner in order to perform the assigning service.
- ASSIGNERS will annually register with the MHSAA as an assigner.
 - ASSIGNERS will be obligated to attend or complete the annual Assigner in-service before assigner registration is granted for the upcoming year.
 - ASSIGNERS are required to comply with all applicable state, federal and local laws and ordinances.
 - ASSIGNERS will be subject to all MHSAA applicable regulations, policies and practices which apply to the conduct, contracting, training, selection and discipline of officials.

(See Assigner Standards on page 13)

Click here for a: [LIST OF REGISTERED ASSIGNERS](#)

— Annual Meeting of Local Officials Association Leadership —

Annually the MHSAA meets with representatives of Approved Officials Associations to review the issues that are of concern to the associations, their members and the MHSAA.

One statewide meeting will be scheduled during the registration year. Association contact persons will be provided with meeting registration information. In some years, these annual meetings will be conducted in an online format.

OFFICIALS MENTOR PROGRAM

—MHSAA “Legacy” Student Officials Program —

During the 2017-18 school year, 116 high school juniors and seniors participated as MHSAA Legacy officials.

That class brings the total to 1777 students who have become registered and active officials during their junior or senior year of high school through the Legacy program.

The program was conceived by officials, teachers of officiating classes, and staff members of the MHSAA and first implemented in 1992.

Basic to the program is the belief that properly and adequately coached from the outset, young people with an interest in officiating can develop as capable officials so that in the future they will be prepared to follow in the footsteps of their adult guide. It is a goal of the program that student officials learn the correct way to perform as an official.

Each student official (high school junior or senior) must be prepared to dedicate time to study, practice, and learn officiating skills, as well as officiate sub-varsity contests. Student officials must understand the need for time commitment before they embark on this experience.

The student's guide is a veteran official who will chart the course, help arrange contests and introduce the student to the practices and procedures of officiating. Assistance with tests and clinic experiences is a part of this responsibility. The teaching guide accompanies the student official to MHSAA rules meetings.

Former athletes remain one of the basic populations from which MHSAA contests officials are developed. They enjoy athletics, have an understanding of the games and a love of the competition. In addition, athletes have an understanding and appreciation of the sportsmanship that is important to competition.

Becoming a member of the officiating "team" through the Legacy program allows students to remain connected to the sport which was enjoyed so much as a player.

RECIPROCITY WITH OTHER STATES

The following policy has been adopted by the association offices from Ohio, Michigan, Minnesota, and Wisconsin. Officials from any one of these four states mentioned, who desire to affiliate with one of the other state association offices, should contact the state association office in the state in which the officials would like to officiate in.

- In order to affiliate with any state, the official must first hold a current registration in their home state and include a copy of their current year ID card from their home state when registering with the MHSAA.
- Each association will send whatever material it feels important for the affiliated official to have (no rules books are mailed to reciprocal officials).

- The MHSAA will charge a set fee of \$10 as the registration fee of any reciprocal officials and will include all sports for which he/she is registered in their home state.
- All new reciprocity officials, or those not registered for the 2017-18 season will have to complete the *MHSAA Officials Guidebook Exam*, which will be available online upon receiving the application.
- Reciprocal officials who wish to add sports by amending their existing application after it has been submitted may do so by submitting the reciprocal fee with an amended registration application and updated ID card from your home state.

Any official who officiates a contest in a state in which the official is not regularly registered or registered as a reciprocal official will run the risk of suspension or lesser penalty, whichever the home state determines.

Officials may download the MHSAA Reciprocal Officials Registration Form from the Officials page of MHSAA.com.

Please print and mail in with completed registration requirements. Failure to submit all requirements necessary to register will cause the registration form to be sent back to you.

The following are the addresses of the cooperating offices. You can contact them directly if you desire to be an affiliated official:

Indiana High School Athletic Association
317-846-6601
www.ihsaa.org

Minnesota State High School League
763-560-2262
www.mshsl.org

Ohio High School Athletic Association
614-264-2502
www.ohsaa.org

Wisconsin Interscholastic Athletic Association
715-344-8580
www.wiaawi.org

— Out-Of-State Registration —

Residents of all other states are permitted to register with the MHSAA for the same fee as a Michigan resident. These out-of-state registrants **will be tested**, will receive rules books, case books and officials manuals and other material provided to Michigan registered officials.

— Transfer Officials —

In order for an official to obtain “Transfer” status in Michigan, the MHSAA requires that a Transfer Official Information form be completed by the state association from which the official is transferring. To obtain transfer status in Michigan, an official must have been at the highest level in the state he/she is transferring from in the sport(s) for which he/she wishes to register in Michigan.

Transfer officials are required to complete all necessary examinations associated with registration. In addition, they are required to attend a current rules meeting for the sport in which they are requesting transfer status.

Return the completed Transfer Official Information form with the Officials Registration Application to the MHSAA. All necessary information and forms are available through the MHSAA office, or online at mhsaa.com under “Officials.”

When the required form is received, the MHSAA will grant the official “Transfer Status” for a period of two (2) years, classifying the transferring official as an “Approved” official for a two-year period. In Michigan “Approved” is the highest level an official may obtain. The status is achieved by receiving a minimum of 16 ratings in each rated sport with an average of 3.0 or better over a three-year period. Officials in Michigan are rated by schools for which they work each year. After the two-year “Transfer Status” expires, the transfer official will be categorized by the ratings received during their Michigan registration.

PLAYING RULES AND QUESTIONNAIRES

The playing rules which govern athletic competition between Michigan schools are determined by the Michigan High School Athletic Association according to Regulation II, Section 8. In sports for which the National Federation of State High School Associations publishes a code of rules, those rules govern MHSAA member high schools' competition without exception (MHSAA Regulation II, Section 8).

Some modifications of National Federation rules are made by the MHSAA for junior high/middle school competition. In addition, member schools may request modifications of rules (deviation request) for sub-varsity competition that would reduce competitive demands on younger athletes. *No modification of rules may be made without the express written approval of the MHSAA as indicated on a properly authorized "Deviation Request" form (MHSAA Handbook).*

Officials may not grant deviations of Federation rules except when presented with written permission from the MHSAA.

The MHSAA supports the National Federation's policy of requiring that those who develop the rules also play by those rules. National Federation rules are written for the high school level of competition by persons who are involved at the interscholastic level and are directly responsible to secondary schools.

The MHSAA agrees with the National Federation that it is the responsibility of any organization which sponsors an extensive program of competition to determine the rules and standards by which this competition is conducted. This insures that the activity is administered in accordance with the objectives of the program. State high school associations are responsible for conducting the interscholastic program and being certain that playing rules reflect the philosophy of secondary schools.

National Federation playing rules provide challenging and interesting competition for those who participate at the secondary school level, yet reflect concern for the maturity of participants and consider the endurance, skill and strength of these individuals.

In addition, the rules are codified so the number of exceptions is minimal, thus making it easier for less experienced officials to administer. The rules are based on fundamental statements that make the rules administrable by hundreds of thousands of officials.

Experimentation is conducted annually, in addition to other research conducted by the National Federation, to establish bases for rule revisions. For each sport for which it published playing rules, the National Federation prepares a questionnaire which it distributes through state high school associations to coaches and officials nationwide. The staff of the Michigan High School Athletic Association is diligent in distributing the questionnaire to coaches and officials throughout Michigan.

Through this input to the national surveys and through direct representation by Michigan personnel on National Federation committees, the Michigan High School Athletic Association and its membership can affect the direction of high school playing rules nationally.

While we are sometimes surprised or disappointed with a decision of a national playing rules committee, we do have a voice. We can also have confidence that the rules are being developed by people who know the interscholastic program and want what is best for it. The rules of high school competition are not borrowed from anybody; they are developed specifically for the interscholastic athletic program.

Officials who wish to voice a concern or offer recommendation to a specific sport committee may do so by writing to the appropriate MHSAA staff member. MHSAA sport committees meet annually.

Four sports – bowling, skiing, tennis and golf – observe rules codes that are not developed by the National Federation. The rules for golf shall be those of the United States Golf Association, while the tennis rules shall be those of the United States Tennis Association. The rules for skiing are those developed by the MHSAA.

OFFICIALS AWARDS

20- AND 30-YEAR AWARDS

Annually since 1979 the MHSAA has presented a plaque to each official who has been registered for 20 total years as an MHSAA official in any sport. In 1989, officials registered for 30 years were also honored.

The recognition is a major function of the Annual Officials Award and Alumni Banquet usually scheduled in April.

Criteria for each of the service awards includes years of registration with

the MHSAA in one or more sports annually for a period of 20 or 30 years.

Officials who have been registered with other state associations can qualify for either MHSAA honor if half of their years of registration with another state association is provided to the MHSAA six months prior to the time the official becomes eligible for an MHSAA 20- or 30-year award.

40-, 45- AND 50-YEAR AWARDS

In 2000, the MHSAA Representative Council established a 40-year award for officials who have maintained their registration with the MHSAA for four decades or more. In 2006, the Council established similar awards for 45- and 50-year officiating veterans.

VERN L. NORRIS AWARD

Annually since 1992 the MHSAA has selected one official to receive the prestigious Vern L. Norris Award. The recipient is chosen because of the contributions to officiating made throughout his/her career.

Special consideration is given to those who have recruited, mentored, trained and served local association members as well as the MHSAA.

Previous Norris Award Winners

1992 - Herbert "Ted" Wilson, East Detroit

1993 - Fred C. Briggs Sr., Burton

1994 - Joe Brodie, Flat Rock

1995 - Jim Massar, Flint

1996 - James Lamoreaux, St. Ignace

1997 - Ken Myllyla, Escanaba

1998 - Blake Hagman, Kalamazoo

1999 - Richard Kalahar, Jackson

2000 - Barbara Beckett, Traverse City; Karl Newingham, Bay City

2001 - Herb Lipschultz, Kalamazoo

2002 - Robert Scholie Sr., Hancock

2003 - Ron Nagy, Hazel Park

2004 - Carl Van Heck, Kentwood

2005 - Bruce Moss, Alma

2006 - Jeanne Skinner, Grand Rapids

2007 - Terry Wakeley, Grayling

2008 - Will Lynch, Honor

2009 - James Danhoff, Richland

2010 - John Juday Sr., Petoskey

2011 - Robert Williams, Redford

2012 - Lyle Berry, Rockford

2013 - Thomas Minter, Okemos

2014 - Hugh Jewell, West Bloomfield

2015 - Sam Davis, Lansing

2016 - Linda Hoover, Marshall

2017 - Michael Gentry, Shelby Township

2018 - Jill Baker-Cooley, Big Rapids

FINAL EMBLEM

A final emblem is presented to each MHSAA registered official selected and assigned to officiate the final event in any sport. Approximately 330 final emblems are presented annually.

FINAL CERTIFICATE

Officials selected and assigned to officiate the final event in any sport are presented with a certificate suitable for framing which signifies the event, date and recognizes the official.

LOCAL APPROVED ASSOCIATIONS

Find the listing of MHSAA Local Approved Associations online here:

CLICK HERE FOR LOCAL APPROVED ASSOCIATIONS

MHSAA REGISTERED ASSIGNERS

Find the listing of MHSAA Registered Assigners online here:

CLICK HERE FOR REGISTERED ASSIGNERS

Appendix

2018-19 MHSAA PLAYING RULE ADOPTIONS

(Including Point-Differential Rules)

Regulation II, Section 8 (A) states that schools shall adhere to the playing rules adopted by the Michigan High School Athletic Association. The source for playing rules for competition involving one or more member schools include the National Federation of State High School Associations for most sports, the MHSAA for alpine skiing and girls competitive cheer, the U.S. Bowling Congress, the U.S. Golf Association and the U.S. Tennis Association. Currently there are no adoptions or modifications of playing rules listed for alpine skiing, golf, or bowling. Schools and officials should consult Regulations II, Sections 8-10, Representative Council Policies in the back of the *Handbook*, the sport specific rule book, Participating School Tournament Information and Tournament Managers Material for complete sports playing rule information.

BASEBALL and GIRLS SOFTBALL

I. Regulation Game

- A. A regulation called game where a winner cannot be determined, shall be counted as 1/2 game won and 1/2 lost for each team. (MHSAA allowed – requires league adoption)

II. Game Shortening/Ending Procedures

- A. The four options listed are the only permitted game-shortening procedures allowed for baseball and softball games at the varsity and subvarsity levels. (Schools, leagues or invitational tournament management shall determine which are to be utilized with prior mutual written consent): Item '1' shall be observed for every game of the MHSAA Baseball and Girls Softball tournament series.
 1. Requires games to be terminated when there is a 15-run difference after three innings or a 10-run difference after five innings;
 2. Allow a team to discontinue play any time it trails by more than 15 runs;
 3. Establish shortened games of five or six innings in doubleheaders.
 4. Establish a time limit at the subvarsity level (1 hour, 45 minutes recommended if a time limit is used).
- B. For MHSAA softball tournament games the tiebreaker will be used with the beginning of the 11th inning. For regular-season games, the tiebreaker may be used by local league and conference adoption beginning with the 8th inning.

III. Equipment

- A. Middle School Bats: For games at the middle school level, member school teams may deviate from National Federation rules and use the bat standard currently allowed by Little League Baseball. This bat standard is the certification mark placed on the bat of USA Baseball, with this new bat standard effective with the 2018 season.
- B. Double First Base: During MHSAA Tournament contests, the double first base will not be used and must be manually removed. For regular-season games, use of the double first base is optional by mutual consent of competing teams or by league adoption. If not used, the double first base is not required to be removed.

IV. Protests

- A. The MHSAA does NOT recognize protests of any playing rule, disqualification or ejection.

See *Baseball Pitching Limitations (page 111)*.

BASKETBALL

I. Point-Differential Rule

- A. At all levels of play and in MHSAA tournaments, after the first half when one team has a lead of 40 points or more, a running clock shall be established. The clock shall revert to regular time schemes should the score be reduced to a 30-point lead or less. During any running clock mode, the clock shall be stopped as normal for all timeouts and between quarters; and for free throws during the last two minutes of the game. By league or conference adoption the point differentials (both to establish a running clock and then resume normal timing) may be modified at the junior high middle school level only.

II. Coaching Box

- A. A 28-foot coaching box for regular-season and tournament games shall be used.

FOOTBALL

I. Pregame Coin Toss

- A. For regular-season games, the pregame coin toss may be held on the field 20 minutes prior to kickoff games rather than three minutes prior. For tournament games, it is required that the coin toss be held 20 minutes prior to kickoff.

II. Point Differential Rule

- A. The running clock, 35-point margin rule shall be used for all football games, regular season and playoffs, varsity and subvarsity, high school and junior high/middle school. After the first half, any time the score differential reaches 35 points or more, the following changes, and only these changes, shall be made regarding rules determining when the clock will and will not be stopped. The clock shall run continuously except for the following situations when it will be stopped (**TIPS**):
 1. Timeouts (charged to a team)
 2. Intermission (between 3rd and 4th quarters, and after a score)
 3. Penalty enforcement (whistle to ready-to-play)
 4. Safety reasons (injuries, etc.)

Normal timing procedures shall resume if the point differential is reduced to less than 35 points. Additionally, should the point margin increase to a 50 point differential any time in the second half, the clock will run continuously except for officials' timeouts for injured players.

Note: The use of this option does not preclude the use of Rule 3-1-3 which reads: "A period or periods may be shortened in any emergency by agreement of the opposing coaches and the referee. By mutual agreement of the opposing coaches and the referee any remaining periods may be shortened at any time or the game may be terminated."

- B. In 9th-grade and junior varsity contests, the clock shall start on the ready-for-play signal rather than the snap following a change of possession.

III. Overtime

- A. The 10-yard-line overtime rule outlined in the National Federation Football Rules Book will be in effect for all varsity regular-season games and MHSAA Playoff games which end with scores tied at the end of regulation.

IV. Competition Against Non-school Teams

- A. Only subvarsity football teams may schedule games with non-school teams as is currently allowed in all other sports. Regulation II, Section 9 (D) requires senior high school varsity teams compete only against teams composed exclusively of high school students and representing high schools.

V. Eight-Player Football

- A. Schools may support teams using the Eight Player Format. Recommended field size is 100 x 40 yards. National Federation published eight player rules will be used.

VI. Casts

- A. Authorization for players to compete while wearing a legally padded cast must be in writing from an M.D., D.O., Physician's Assistant or Nurse Practitioner.

GIRLS GYMNASTICS

I. Mechanics of Scoring

- A. Regular-season and MHSAA tournament gymnastics shall use open scoring.
- B. An inquiry of an official's score is permitted within 10 minutes after all scores for that team have been recorded for that individual event (rather than 5 minutes). The MHSAA allows unlimited inquiry.

See *Requirements for regular-season Gymnastic Meets (page 111)*.

ICE HOCKEY

I. Goal Differential Rule

- A. The 8-goal differential rule is in effect for both the regular season and MHSAA Tournament: A running clock shall be used when a team leads by 8 or more goals during the first and second periods. After two periods of play or anytime during the third period, the game will be terminated when a team leads by 8 goals. During the first or second period when the score differential drops beneath 8 goals, regular time shall be reinstated until an 8-goal margin is reached. The rule is not optional nor shall it be modified.

II. Length of Periods

- A. As allowed by National Federation Rule 9-12, leagues and conferences may, by prior mutual agreement, permit schools to play 17 minute periods during regular-season games. If there is no prior mutual agreement, periods shall be a maximum of 15 minutes in length. In MHSAA Tournament games, periods will be 17 minutes in length.

III. Regular-Season Overtime Procedures

- A. For a regular season single game, one sudden victory overtime period of a maximum 8 minutes in length. Teams shall change ends after regulation. If no goals are scored in the OT period the game ends in a tie. By prior mutual agreement, a league or conference may elect to not play OT. If there is no prior league/conference agreement to not play OT, a game tied at the end of regulation shall have one sudden victory OT period, maximum 8 minutes in length. This is the MHSAA default rule for all regular-season single games – one 8-minute OT period. If there is no league or conference agreement (or in non-conference games a prior agreement) to not play OT, then one 8-minute OT period shall be played.
- B. Regular-season tournaments involving four or more teams played on days not followed by a school day (weekend tournament/holiday tournament), may use any number of overtime periods up to 8 minutes in length to determine a winner. Teams shall change ends after regulation, as well as each subsequent overtime period. MHSAA Tournament games will use 8 minute sudden victory overtime periods to determine a winner in all games.
- C. A shootout may be conducted at the end of the regulation time in conference games by prior league/conference adoption or by pregame mutual consent of both teams in non-conference games:
- At the end of regulation, the head official will instruct the timekeeper to put two minutes on the clock and immediately start the clock.
 - The other two officials will request a list of three shooters from each coach.
 - The head official will meet at center ice with the captains to explain the protocol during the two-minute period.
 - The goalkeepers remain at the same ends as the third period.
 - The home team has the option of shooting first or defending first in Round 1, with the order reversed in Round 2. Teams will have their three shooters alternate shots in each round. The shootout ends if a team scores more times in its round than the opponent does in its round (1-0, 2-1, 3-2). Each team has an equal number of chances to shoot before a winner is declared.
 - If the shootout remains tied at the end of two rounds, each coach will select a different shooter, this time in a sudden death situation. Neither team may use a repeat shooter until each skater on the smallest team's roster has shot. For example, if Team A has 17 skaters but Team B has only 12 skaters, both may use repeat shooters on the 13th penalty shot but not before.
- D. By prior written MHSAA approval, MHSAA shootout procedures can be used to break a tie at the end of a two-game series if the total goals are tied after two regulation games.
- E. By prior league or conference adoption or by pregame mutual consent in non-conference games, after one scoreless overtime period of a maximum 8 minutes in length, the MHSAA Tournament OT procedure of 4 on 4 periods may be used to break a tie. Teams shall change ends after regulation and each subsequent overtime period.
- Only the above options are allowed for regular-season contests that end tied in regulation.

IV. MHSAA Tournament Overtime Procedures

- A. During MHSAA Tournament contests, four sudden-victory overtime periods not to exceed eight minutes in length followed by unlimited 4-on-4 periods will be used to determine a winner. Procedures for resurfacing are stated in the MHSAA hockey Participating School Tournament Information and Tournament Managers Manual.

V. Tournament Netting Requirements

- A. All MHSAA ice hockey tournament facilities shall have protective netting behind the goal area, or restrict seating behind the goals.

VI. Neck Guards

- A. The MHSAA has approved mandatory use of neck guards for all MHSAA member school players, including goalies in both MHSAA regular-season games and MHSAA tournament games. Neck guards are to be worn properly during the game and also during pregame and between period warm-up time.

VII. Sportsmanship - Next Game Disqualifications

- A. The MHSAA penalty for player or coach game disqualifications in the same season is as follows: first game disqualification – two-game suspension; second game disqualification – four-game suspension and may not coach in the MHSAA tournament; third game disqualification – the coach or player is suspended for the remainder of the season.

VIII. Players in Uniform

- A. The number of players in uniform may be increased from its current 22 active players to include a 23rd player to be dressed in uniform if that player is a goaltender.

IX. Helmets - Players and Officials

- A. Helmets must be worn at all times by players and officials while on the ice, except while standing for the National Anthem or during post game awards ceremonies.

LACROSSE (Boys and Girls)

I. Casts

- A. Authorization for players to compete while wearing a legally padded cast must be in writing from an M.D., D.O., Physician's Assistant or Nurse Practitioner.

II. Girls Lacrosse Overtime Procedures

- A. The MHSAA did not adopt the Sudden Victory overtime rule and the previous overtime procedures for girls lacrosse will be retained. (The alternative possession shall continue from regulation and is continuous through any overtime period.) Overtime procedures should be used in all levels of high school competition (varsity and sub-varsity) unless prescribed by the league and conference. When the score is tied at the end of regulation both teams will have a 5-minute rest and coin toss for choice of ends (visiting captain calls). Six minutes (two 3-minute periods) of stop clock overtime will be played. The clock will be stopped after 3 minutes of play in order for teams to change ends with no delay for coaching. The game will be restarted by a center draw. The team which is ahead at the end of six minutes wins the game.
- B. If the teams are still tied after six minutes have elapsed, the teams will have a 3-minute rest and change ends. The winner will then be decided on a "sudden victory" stop-clock overtime of no more than six minutes in length with the teams changing ends after 3 minutes. The game will be restarted by a center draw. The team scoring the first goal wins the game. Play will continue with "sudden victory" stop-clock overtime periods of six minutes in length with 3 minutes in between and change of ends until a winning goal is scored.

III. Misconduct/Disqualification

- A. In girls lacrosse, follow MHSAA Regulation V, Section 3(D). A spectator ejection does not necessitate the head coach be assessed a card.

IV. Suspended Games

- A. All regular-season and MHSAA tournament games shall be resumed from the point of suspension whether continued on the original date or on a future date.
- B. A regular-season or tournament game is legal and complete after 80 percent of play is completed (40 minutes for girls, three quarters for boys).

V. MHSAA Boys Lacrosse Tournament Game Termination

- A. An MHSAA tournament game in boys lacrosse will end when an 18-goal margin is reached any time after the third quarter is completed. The 12-point goal point differential running clock in the second half continues. NFHS Rule 4.5 also states: By mutual agreement of the opposing coaches, and approval of the referee, any period may be shortened or the game terminated.

SOCCKER (Boys and Girls)

I. Goal Differential Rule

- A. The 8-goal differential rule is in effect for the MHSAA Tournament and regular-season varsity play. It is optional for leagues and schools to adopt for subvarsity regular-season competition. A game shall be terminated when a team is ahead by 8 goals or more after the first half. (Officials must be aware of this adoption before the contest begins).

II. Overtime Procedures

- A. **MHSAA Tournament:** The required MHSAA tournament procedures are two full ten-minute overtimes with no golden goal conclusion (play full time regardless of score). Teams shall change ends of the field at the conclusion of the first overtime. If still tied at the end of the second full 10-minute overtime, the shootout (penalty kick) process is used.
- B. **Regular Season:** There will be no overtime periods or shootouts in the regular season. Leagues and conferences may have an overtime option for end-of-season bracketed tournaments (overtime not to exceed two 10-minute periods plus shootout). A multi-team tournament may use a shootout to determine a winner.

III. Uniforms (Caps)

- A. Players may wear soft and yielding ski caps during inclement weather. Caps must be alike in color.
- B. A team not complying with the playing rules for colors of jerseys would be responsible for wearing whatever options are used to attain different jersey colors.
- C. Implementation is delayed of the NFHS soccer rules change to require the visible undergarments on arms or leggings to match the uniform color.

IV. Casts

- A. Authorization for players to compete while wearing a legally padded cast must be in writing from an M.D., D.O., Physician's Assistant or Nurse Practitioner.

V. Tournament Procedures

- A. The minimum requirement for an official game in an MHSAA tournament game is 60 minutes if the difference in score is one goal or less at the time the game is suspended and cannot be resumed.
- B. Vuvuzela horns are banned at all MHSAA Soccer Tournament matches.

SWIMMING & DIVING

I. Water Depth

- A. DEQ Regulation states a pool must have 79 inches of water in order to use starting platforms. (Pools with at least 60 inches of water have been grandfathered by the DEQ).

II. Step-Up starts will be used

III. Final Meet Qualifying

- A. At the MHSAA Finals, the qualifying criteria has been modified so as to qualify approximately 32 individuals or relay teams per event, per division.

IV. Events

- A. Schools may request approval from the MHSAA to modify events for invitationals.

TENNIS - U.S. Tennis Association USTA

I. Scoring

- A. Schools may use no-ad scoring, play pro sets, or short sets or shorten the rest period between the second and third set.

II. Misconduct, Sportsmanship

- A. Cumulative Point Penalty System applies for all levels of the MHSAA Tournament.
- B. The penalty for unsportsmanlike conduct after or during a match by a player or non-player (Regional or Final) shall be: individual is defaulted for the rest of the tournament (Regional and Final) and one point is subtracted from the team total.
- C. MHSAA Point Penalty System is: warning, point, default.

III. Rest Periods

- A. The continuous play rule has been modified; breaks occur at each odd game (including the first game) and a set break of a maximum of two minutes is allowed.
- B. The rest period between second and third set is a maximum of five minutes. Coaching is allowed during every change over, set break and five-minute break between the second and third sets.

IV. Seeding

- A. At the Finals, up to six players (per flight) may be seeded.
- B. Seeds at the Regional and Final will be placed, therefore no coin flip is needed.
- C. No appeals or protests regarding a seed or the placement of seeds determined by the Seed Committees for the Regional and Final levels of the MHSAA Tournament are allowed or may be considered by those Committees, MHSAA Staff or MHSAA

Executive Committee after the Seed Committee adjourns.

This does not preclude the MHSAA from removing students from the tournament for violations of MHSAA Regulations.

V. Regular-Season Results Reporting

- A. Schools must enter all regular-season match data online via tennisreporting.com on a timely basis. [Tennisreporting.com](http://tennisreporting.com) and more specifically the "Player Season Reports" (PSR) generated by tennisreporting.com will be used by tournament administration to seed the Regional and Final tournaments.

VI. Uniforms

- A. The minimum uniform requirement is an unaltered shirt with sleeves, preferably in school colors or with school identification. (Exception: females may wear a sleeveless dress/shirt, including a racer-back top) All uniforms must be approved by the school. Team shorts/skirts are required and shall be the same color. Penalty: Match will not start unless the individual/team has uniform on. Point penalty system for lateness will be used.

TRACK & FIELD and CROSS COUNTRY

I. Uniforms, Attire, Adornments

- A. The only head attire that may be worn during competition will be a knit stocking cap, sweat band, ski band; or hood of a one piece uniform.
- B. Should the uniform jersey hang below the waistband of the shorts, jerseys must be tucked in.
- C. Throwing Events: The event landing areas must be clearly identified and marked with flags or ropes.
- D. Sunglasses may be worn in competition.
- E. Competitors may not wear temporary body adornment (painted or fastened) during competition.

II. Events

- A. A student shall participate in no more than four events per meet (National Federation listed events only but not javelin in any form).
- B. Schools may request approval from the MHSAA to modify events for invitationals.
- C. Starting in 2020, Regional and Final competitions will be required to use a one turn stagger for the 800- meter relay, 800-meter run, 1600-meter run and 3200-meter run.

GIRLS VOLLEYBALL

I. Match Format

- A. The fourth or fifth set of a match may be played even after one team has won its third set.
- B. Modification of match format is permitted for competition other than varsity dual matches.

II. Warm-Up Time in MHSAA Tournament

- A. During the MHSAA Tournament, the pre-match warm-up is 20 minutes. The first four minutes is shared time; the second four minutes is home team; the next four minutes is visitor; next four minutes is home team; last four minutes is visitor.

III. Ball

- A. The gray, white and royal blue ball will be required for regular season and all MHSAA Tournament Rounds.

WRESTLING

I. Home weigh-ins

- A. Home weigh-ins are permitted by mutual consent for all regular-season contests.

II. Wrestling – Result Reporting for Individual Tournament

- A. Schools must enter all regular season match data online via [TrackWrestling](http://TrackWrestling.com) on a timely basis. This data must be submitted to [TrackWrestling](http://TrackWrestling.com) prior to the Individual District submission deadline. [TrackWrestling](http://TrackWrestling.com) will be used by tournament administration to automatically seed each level of the Individual District, Regional and Final tournament rounds.

III. Wrestling – Weigh-In and Inspection

- A. The Weigh-In Form/Process, conducted by the inspecting official or meet personnel in charge of inspection, shall include a section on the weigh-in form that requires all competitors to be present for inspection, with written documentation verifying attendance and completion of the inspection.

MHSAA PROTOCOL FOR IMPLEMENTATION OF NATIONAL FEDERATION SPORTS PLAYING RULES FOR CONCUSSIONS

“Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional.”

The language above, which appears in all National Federation sports rule books, reflects a strengthening of rules regarding the safety of athletes suspected of having a concussion. This language reflects an increasing focus on safety and acknowledges that the vast majority of concussions do not involve a loss of consciousness.

This protocol is intended to provide the mechanics to follow during the course of contests when an athlete sustains an apparent concussion.

1. The officials will have no role in determining concussion other than the obvious one where a player is either unconscious or apparently unconscious. Officials will merely point out to a coach that a player is apparently injured and advise that the player should be examined by a health care professional for an exact determination of the extent of injury.
2. If it is confirmed by the school’s designated health care professional that the student did not sustain a concussion, the head coach may so advise the officials during an appropriate stoppage of play and the athlete may reenter competition pursuant to the contest rules.
3. Otherwise, if competition continues while the athlete is withheld for an apparent concussion, that athlete may not be returned to competition that day but is subject to the return to play protocol.
 - a. The clearance may not be on the same date on which the athlete was removed from play.
 - b. Only an M.D., D.O., Physician’s Assistant or Nurse Practitioner may clear the individual to return to activity.
 - c. The clearance must be in writing **and must be unconditional. It is not sufficient that the M.D., D.O., Physician’s Assistant or Nurse Practitioner has approved the student to begin a return-to-play progression. The medical examiner must approve the student’s return to unrestricted activity.**
 - d. Individual school, districts and leagues may have more stringent requirements and protocols including but not limited to mandatory periods of inactivity, screening and post-concussion testing prior or after to the written clearance for return to activity.
4. Following the contest, an Officials Report shall be filed with a removed player’s school and the MHSAA **if the situation was brought to the officials’ attention.**
5. **ONLINE REPORTING:** Member schools are required to complete and submit an online report designated by the MHSAA to record and track head injury events when they occur in all levels of all sports during the season in practices and competitions. Schools with no concussions for a season (fall, winter and spring) are required to report this at the conclusion of that season.
6. **POST-CONCUSSION CONSENT FORM:** Prior to returning to physical activity (practice or competition) the student and parent (if a minor student) must complete the Post-Concussion Consent Form which accompanies the written unconditional clearance of an M.D., D.O., P.A or N.P. **This form should be kept on file at the school for seven years after the student’s graduation and emailed to concussion@mhsaa.com or faxed to 517-332-4071.**
7. In cases where an assigned MHSAA tournament physician (MD/DO/PA/NP) is present, his or her decision to not allow an athlete to return to activity may not be overruled.

NON-COMPLIANCE WITH CONCUSSION MANAGEMENT POLICY

Following are the consequences for not complying with National Federation and MHSAA rules when players are removed from play because of a concussion:

- A concussed student is ineligible to return to any athletic meet or contest on the *same day* the concussion is sustained.
- A concussed student is ineligible to enter a meet or contest on a *subsequent day* without the written authorization of an M.D., D.O., Physician’s Assistant or Nurse Practitioner and the MHSAA-designated “Post-Concussion Return to Activity Consent Form” also signed by the student and parent.

These students are considered ineligible players and any meet or contest which they enter is forfeited.

In addition, that program is placed on probation through that sport season of the following school year.

For a second offense in that sport during the probationary period – that program is continued on probation through that sport season of the following school year and not permitted to participate in the MHSAA tournament in that sport during the original and extended probationary period. A school which fails to submit required online concussion reports will be subject to the penalties of Regulation V, Section 4 A. This includes reporting zero if no concussions occurred in a season.

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