

Applying for World Sailing International Race Official Certification



Applying for International Race Official appointment is a long-term, exacting and sometimes confusing process. World Sailing's requirements and timeline must be met precisely – there is no latitude for nearly-correct applications.

There are two parallel tracks you must follow:

1. Complete the application and request an MNA endorsement through the WS portal, and
2. Ask US Sailing to provide that endorsement.

While your application must be endorsed by US Sailing's Board of Directors, the appropriate race officials certifying committee (Classifiers, Judges, Measurers, Race Management or Umpires) will vet your application and recommend approval by the Board. You should ensure that your application is complete and that you meet all of World Sailing's requirements before seeking approval by the committee.

The list below details the process and requirements for applying for international certification:

1. Inform the appropriate US Sailing certifying committee of your interest in becoming an international official as soon as you decide it's a goal. This is usually several years in advance, as it can take multiple years to gather the experience and meet the application requirements. Your committee will support and mentor you through the process.
2. Secure required events, evaluations, references, and the seminar and test before submitting your application. See World Sailing's "Race Official Roles, Qualifications and Competences" document for specifics for each discipline. *Please note that this document is revised annually and requirements may change.* This and other documents can be found in the World Sailing [Race Officials Resource Centre](#).
3. Understand and follow World Sailing's requirements for recommendations and assessments carefully. For example, recommendations must be requested before the event begins and entered in the WS portal within 30 days after the event ends.
4. Complete the World Sailing application for your desired certification, which is available on the [World Sailing International Race Officials Application System](#). Your World Sailing ID is required to log in. References may be submitted at any time.
5. Download PDFs of each element of your World Sailing application to be submitted to US Sailing.
6. Ensure that your US Sailing National-level certification and membership are current. This includes a current [background check and SafeSport training](#) (required by the USOPC).
7. On the World Sailing portal, request an MNA endorsement. Your request will be sent to US Sailing and will be submitted when the Board of Directors endorses your application.
8. Use this link to [Request US Sailing's Endorsement as a World Sailing International Race Official](#). This is separate from your request through the WS portal and informs the appropriate committee that you are requesting an endorsement from the US Sailing Board of Directors. You don't need to rewrite all the application materials you submitted to World Sailing – simply

upload PDFs of your WS application through this form. **Your request must be received by December 1 (for the March 1 WS deadline) or June 1 (for the September 1 WS deadline)** to give the committee and the BoD time to act on it.

9. Send [Race Administration](#) a short (175-225 word), informal biographical sketch. Bullet points are fine. The purpose is to give the Board an idea of who you are. We do not need your CV, your sailing resume or information already in your WS application. Some possible topics:
 - Where and when you learned to sail
 - Boats you have sailed, favorites
 - Recognitions you have received
 - Major events you have worked
 - Sailing-related leadership positions
 - Your vocation and avocations
 - Family, other personal information as appropriate
10. After Board approval, US Sailing will send your MNA endorsement to World Sailing.
11. Timeline for international official applications:
 - As soon as you set a goal of becoming an international official, (usually several years before applying): inform your race officials committee of your interest
 - **By December 1** (for the World Sailing March 1 deadline) or **June 1** (for the World Sailing September 1 deadline) **of the year you intend to apply:**
 - Through US Sailing: request approval from certifying committee (see #8)
 - Through World Sailing: request US Sailing Board of Directors endorsement (see #6)
 - Early February or mid-July: Board of Directors considers applications
 - March 1 or September 1: applications due to World Sailing
 - April 13 or October 13: last date to submit some supplementary materials to World Sailing
12. Questions?
 - US Sailing: the appropriate committee chair or raceadmin@ussailing.org
 - World Sailing: raceofficials@sailing.org

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