



**VIRGINIA HIGH SCHOOL LEAGUE, INC**  
**1642 STATE FARM BLVD.**  
**CHARLOTTESVILLE, VIRGINIA 22911-8609**  
[www.vhsl.org](http://www.vhsl.org)

**TO:** Football Officials  
**FROM:** Tom Dolan, Assistant Director  
**RE:** Officials Registration Policy - 2009 Procedures - Fees - Publication Mailings - State Clinics  
**DATE:** June 2009

This is a memo outlining the VHSL's Officials Registration Policy. No application forms are included since officials are not required to submit an application to the League Office. Officials are urged to review and retain the regulations outlined below relative to VHSL officials registration which are effective for the current and future seasons. Also, retain the state clinic schedule.

- I. **REGISTRATION BY ASSOCIATION** - We will continue to register officials by associations rather than individually. In order to comply with this procedure each official is reminded of the following:
  - (A) **VHSL FEE TO ASSOCIATION** - Officials must send the VHSL registration fee - \$35.00 - to the local association as outlined below.
    - (I) **RETURNING OFFICIALS** - No application form required - Officials who have registered with the VHSL during the past year are not required to submit an application form each year. Instead, send the VHSL registration fee to the local commissioner who will forward registration fees for all of the association members to the League Office.
    - (2) **NEW OFFICIALS** - or officials who did not register last year - Submit an application form to the local commissioner with the \$35.00 registration fee to be submitted to the VHSL Office with the association report form.
  - (B) **CHANGE OF ADDRESS** - All officials must notify the VHSL Office and local commissioner of any change of address (including ZIP Code). Please specify sport(s) and association(s) when notifying the League Office.
  - (C) **SEPARATE REGISTRATION FOR EACH SPORT** - Officials who officiate more than one sport must register separately with their individual associations.
- II. **FEES** - VHSL Registration and Insurance Fee - \$35.00 per official - Officials are requested to submit their registration fees to the local commissioner. Make checks payable to the association unless otherwise indicated. The association will in turn submit an Association Report Form and registration fees to the VHSL Office.
- III. **PUBLICATION MAILING POLICY** - **RULE BOOKS SENT TO ASSOCIATION** - All Rule Books, Casebooks, Manuals, Registration Cards and Emblems where applicable will be sent directly to the local commissioner rather than to the individual official. Officials will receive their rules publications, etc. at the association's first or subsequent meetings. If you do not plan to attend the first meeting make arrangements for another official to get your "kit". Each eligible official will receive the following: 2009 Rule Book, a 2009 Case Book and new officials will receive the 2009 Manual and a 2009 Simplified & Illustrated Rule Book.
- IV. **2009 VHSL FOOTBALL RULES CLINIC SCHEDULE** - The 2009 Virginia High School League football rules clinics for football officials and coaches will be held at the times, dates and locations listed below. Tom Zimorski and Charlie Cloe will conduct these clinics. Please be on time as clinics will begin promptly as scheduled. **NOTE** - The state clinic attendance is mandatory to work varsity games. All officials are expected to attend one of these clinics. Officials who fail to attend this clinic for two consecutive years will not be registered the following season. This year's clinic will feature a review of the 2008 rule changes, the 2009 rules changes and points of emphasis and a question and answer session on football rules in general.

## 2009 FOOTBALL CLINIC SCHEDULE

Clinicians Tom Zimorski/Charlie Cloe  
On-line testing: July 26-August 23,2009

Date	Time	Location	Room
Friday, July 10	2:00 PM	VHSCA	Hampton Roads CC
Saturday, July 18	8:00 AM	Oakton High School	Lecture Hall
Monday, July 20	7:00 PM	Brookville High School	Auditorium
Tuesday, July 21	7:00 PM	Monticello High School	Forum
Wednesday, July 22	7:00 PM	James Wood High School	Auditorium
Thursday, July 23	7:00 PM	Deep Creek Middle School	Auditorium
Monday, July 27	7:00 PM	Massaponax High School	Auditorium
Monday, July 27	7:00 PM	Lebanon High School	Little Theatre
Tuesday, July 28	7:00 PM	Cave Springs High School	Auditorium
Tuesday, July 28	7:00 PM	Heritage High School	Auditorium
Wednesday, July 29	7:00 PM	Highland Springs High School	Auditorium
Saturday, August 8	10:00 AM	VHSL Office	LCR

- V. **EXAMINATION REQUIREMENTS** - All officials must take and pass the current NFHS Football Rules Exam. **Officials will take this year's exam online.** The testing period will begin July 26, 2009 and will end on August 23, 2009. Instructions for taking the exam have been posted in the officials section of the VHSL website – [www.vhsl.org](http://www.vhsl.org). You will need to know your VHSL ID in order to receive credit. If you have taken the exam in another state, you must have that state association provide verification of your exam score to the VHSL office. A minimum score of 80 is required for post-season eligibility. A minimum score of 70 is required for assignment at the varsity level.
- VI. **INSURANCE** - Officials are covered by medical and liability coverage as part of their VHSL registration. Each official shall be issued a brochure outlining this coverage.
- VII. **STATE EVENT PASSES** – State Event Passes may be purchased for \$15.00, have your commissioner contact Linda Taylor (434-977-8475) to place orders.
- VIII. **ADDITIONAL QUESTIONS** - If you have any questions concerning this registration policy, please do not hesitate to contact Carolyn Shifflett [cshifflett@vhsl.org](mailto:cshifflett@vhsl.org) or Tom Dolan [tdolan@vhsl.org](mailto:tdolan@vhsl.org) at the League office if your commissioner cannot assist you - 434-977-8475.

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