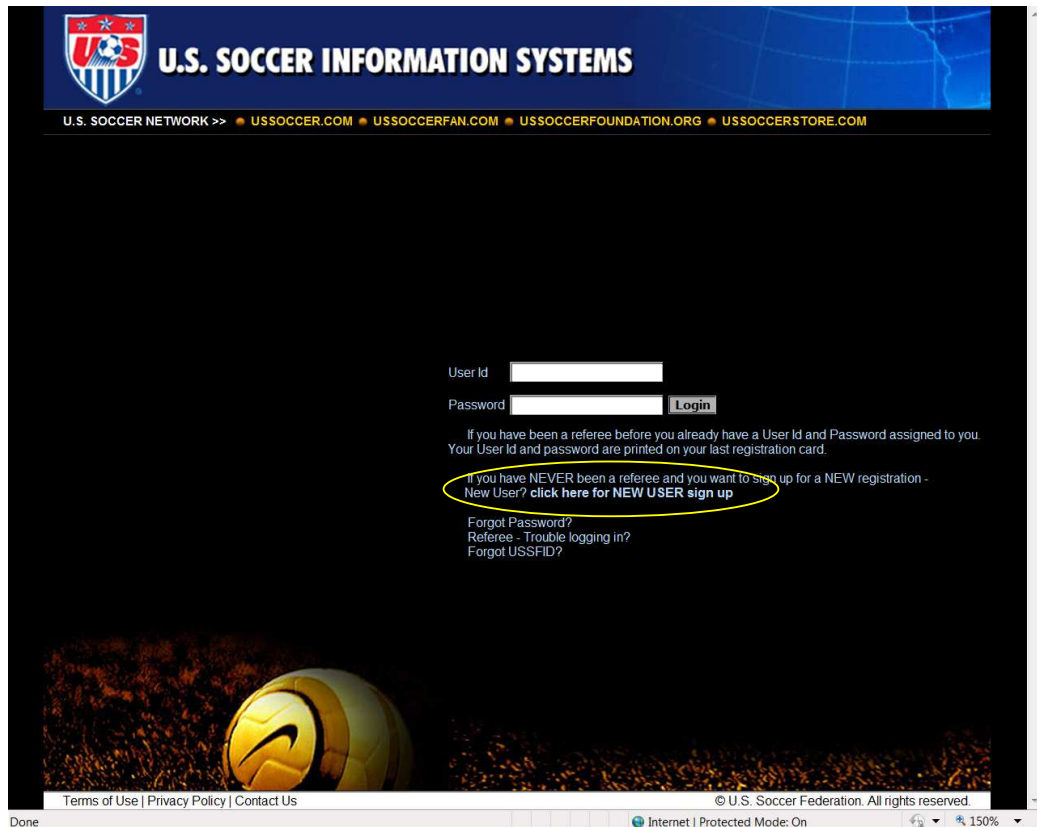


STEP BY STEP GUIDE FOR NEW REFEREES:

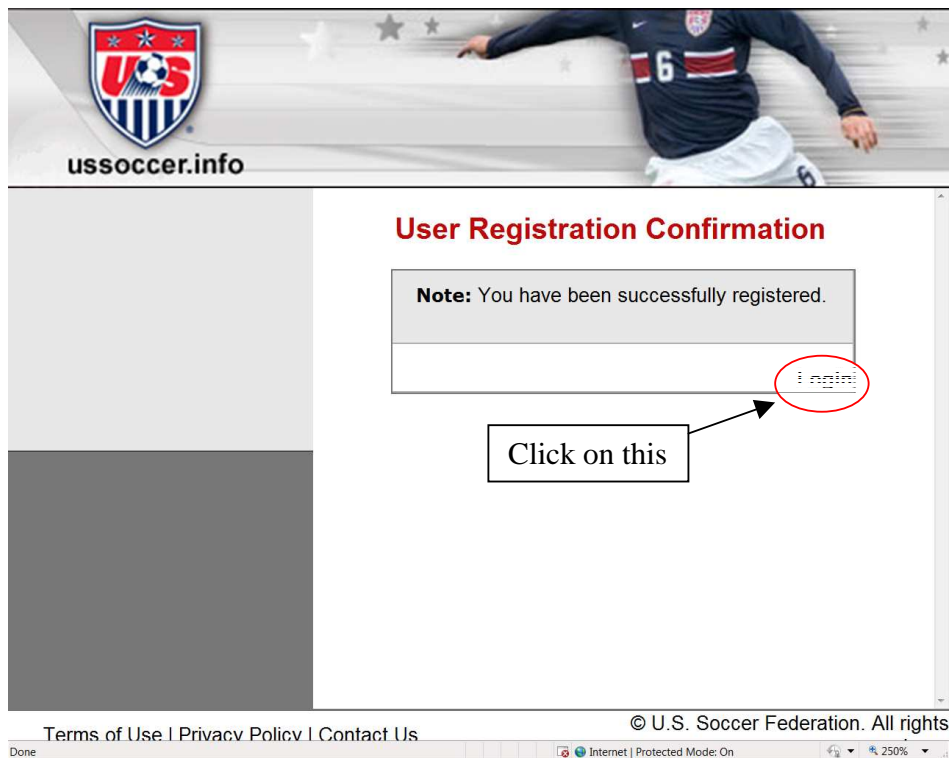
STEP 1 – CREATE A PROFILE:

1. Go to the U.S. Soccer Information Systems website: www.ussoccer.info.
2. In the second paragraph, click on the “click here for NEW USER sign up” link



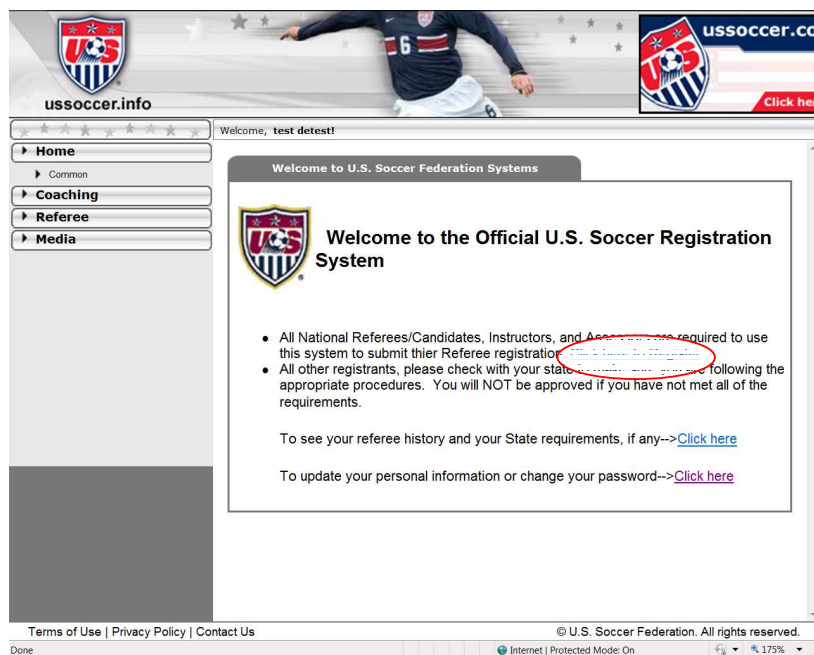
3. In the first box labeled “Login Details”, enter your preferred User ID (make sure to write it down because you will need it in Step 2). Next, create password and confirm a password (again make sure to write it down).
4. Fill in the remaining required fields (indicated by a red asterisk), beginning with **Last Name**. The TAB key can be used to move between fields in a way that mirrors the paper form in front of you. **Date of Birth** - should be entered in the mm/dd/yyyy format (eg. 01/01/1994).
5. After you have filled in all biographical information, click on SAVE in the right-hand corner.

- Next you will see the message “User Registration Confirmation”. In the lower right hand corner of the message, click on the word “Login”. Proceed to Step 2.



STEP 2 – FILL OUT THE APPLICATION

- Using the User ID and Password you created above, login with those credentials. You will see a Welcome screen with several options. Click on the link that is labeled “Click here to Register”



2. In the **Register As** field use the pull down menu and choose “Referee”

Register As *	<input type="text" value="Referee"/>	<input type="checkbox"/> Instructor	<input type="checkbox"/> Assignor
	<input type="checkbox"/> Assessor	<input type="checkbox"/> Indoor / Futsal	<input type="checkbox"/> All

3. Complete the **Conviction** and **Terms and Conditions** fields.
4. Finally, complete the payment information at the bottom of the screen. After you are done be sure to click **Continue**. Your credit card will be processed and you will receive a confirmation page when you are done. **PRINT THIS PAGE FOR YOUR RECORDS.**