

# AYSO/USSF Cross Certification Procedure Instructions

May 22, 2007

- I. Complete the AYSO/USSF Cross-Certification Agreement Effective 7/1/94 Form
  - a. Get the aforementioned form approved by the AYSO Area Referee Administrator (currently John Maltester)
  - b. Make 3 copies
  
- II. Go to the following link  
[http://www.cnra.net/downloads/RegForm/2007RefereeRegistration\\_eForm.pdf](http://www.cnra.net/downloads/RegForm/2007RefereeRegistration_eForm.pdf)
  - a. Complete the form on the computer as follows **(critical)**
    1. Use ALL CAPS
    2. Do not use abbreviations, such as Ct for Court or Dr. for Drive
    3. Check the box at the top for “referee”
    4. Leave USSF ID No. blank
    5. Fill in your full last, then full first name along with your middle initial
    6. Address, E-mail, Home & Work Phone numbers etc...
    7. For current USSF Grade Level, enter “08” in the right hand box.
    8. Date attained Present Grade should be the date the AYSO/USSF Cross-Certification Agreement was signed by the AYSO Area Referee Administrator.
    9. We are in District 4 in the East Bay. Enter it as “FOUR”.
    10. Leave Steps 2 & 3 blank
    11. Step 4 is optional
    12. Step 5 must be checked and dated, **once printed it must be signed.**  
Note: if checked yes, additional information is required.
    13. Make 3 copies
  
- III. Mail the following to Michael Silverman, CYSA Referee Administrator D4, 27150 Greenhaven Road, Hayward, CA 94542:
  - a. 2 (of the 3) copies of the AYSO/USSF Cross-Certification Agreement Effective 7/1/94 Form
  - b. 2 (of the 3) copies of the completed 2005RefereeRegistration eForm
  - c. Check for \$40 made out to CNRA (if donating money, send a separate check made out to US Soccer Foundation)
  - d. Return addressed envelope with 2 first class stamps
  - e. Keep the 3<sup>rd</sup> copy for your records