

NEW MEXICO OFFICIALS ASSOCIATION - CONSTITUTION/BY-LAWS/ADVANCEMENT & CERTIFICATION

I. CONSTITUTION

A. NAME

This association is known as the New Mexico Officials Association (NMOA).

B. PURPOSE

The purpose of this association is to promote a high, uniform standard of athletic officiating in school athletic contests and events in the state of New Mexico.

C. AFFILIATION

The New Mexico Officials Association is affiliated with and sanctioned by the New Mexico Activities Association (NMAA). The fiscal responsibility and budget of the NMOA falls under the auspices of the NMAA.

D. MEMBERSHIP

Membership in this association is limited to officials who are willing and able to meet the requirements and maintain the standards provided in the by-laws. The one exception to this is the provision for the associate membership contained in the by-laws.

E. EXECUTIVE BOARD

The elected and ex-officio officers, chairperson of each of the standing committees constitute the Executive Board of the NMOA.

F. OFFICERS

Officers of the association include a President, Vice-President and the NMAA Executive Director or NMAA Commissioner of Officials who serves as the Treasurer and liaison between the NMAA and NMOA. The President and Vice-President are elected at the annual meeting in each even-numbered year to hold office for a two-year term or until their successors are elected and qualified. The NMAA Executive Director or NMAA Commissioner of Officials is an ex-officio member of this association. If the president cannot complete his/her term, the vice-president will fulfill the term. If the vice-presidency becomes vacant, nominations for the position are solicited from the Supervisory Committee and the replacement for the unfilled term will be elected at the next Executive Board meeting.

G. MEETINGS

Two in-person and two conference call meetings are to be held each year. The annual meeting is held at the time and place of the annual state officials' clinic and a mid-year meeting will be held in January of each year as determined by the Executive Board. Any other such meetings are to be determined by the NMOA Executive Board. For mass meetings, a quorum consists of those paid up members present. For Executive Board meetings, a quorum consists of a majority of the Board.

H. STANDING COMMITTEES

The following standing committees are provided for; duties are outlined in the bylaws.

	Committees	Year Elected
1.	Baseball	Even
2.	Basketball	Even
3.	Football	Odd
4.	Soccer	Even
5.	Softball	Odd
6.	Supervisory	Odd
7.	Swimming & Diving	Even
8.	Track & Field	Even
9.	Volleyball	Odd
10.	Wrestling	Odd
11.	Representative of the New Mexico High School Coaches' Association, appointed by the Executive Director of the NMHSCA	

I. ELECTION PROCESS

The Supervisory Committee shall, on or before May 30 of each year, nominate at least two officials in good standing from each region for each standing committee to be elected during that year. During even-numbered years this will also include the President and Vice-President. Ballots for these standing committee elections are then mailed to the membership with the pre-registration packets to the State Clinic. Ballots are to be returned to the NMAA/NMOA per instructions. The person with the largest number of votes for each election is declared elected.

The NMAA Commissioner of Officials or his/her designee will count the ballot on all elections and notify those elected. The NMAA office may use electronic methods of collecting votes (i.e., Survey Monkey or other online collection methods).

J. CONTENTS OF BY-LAWS

Control measures, membership requirements, duties of officers, functions of standing committees, and member membership fees are covered in the by-laws.

K. SUBSIDIARY ORGANIZATIONS

These organizations may have constitutions and by-laws. The constitution and by-laws of subsidiary organizations may not be in conflict with these provisions:

1. Regions have boundaries specified by the NMAA. For those sports that have a regional assignor, the regional assignor is responsible for all groups within a defined area.
2. Local groups consist of officials currently registered in a specific sport. They may be formed with approval by the Executive Board. Local groups must develop by-laws pertaining to the election of local officers, to include a President, Vice-President and Secretary/Treasurer. A supervisory committee shall be created within the local association by-laws to respond to concerns associated with group members. It has the authority to take appropriate sanctioning action.
 - a. A local group may be dissolved or suspended by action of the Executive Board when it is deemed to have become too small to effectively serve its membership or for other just cause. State Supervisory Committee concurrence or recommendation is required for these actions.
 - b. Each group must have a minimum of six members - one of whom must be at the second highest rating level or higher in the specific sport.

L. AMENDMENTS

Amendments to this Constitution may be proposed by the Executive Board or upon the signed request of twenty-five percent of the membership and must be ratified by a two-thirds majority of those voting. Voting on amendments shall be by mail or email ballot and returned ballots, if sent via hard copy, must be postmarked on or before fifteen (15) calendar days following the date issued. Emailed ballots must be date/time stamped by midnight on the due date.

II. **BY-LAWS**

A. **MEMBERSHIP**

1. Membership in this association is open to all persons who are high school graduates and/or eighteen years of age or older for varsity contests or fifteen years of age or older for high school sub-varsity/junior high contests wishing to affiliate themselves with an organized athletic officials' group serving the state of New Mexico, and is mandatory for the officials who have been sanctioned by the New Mexico Activities Association.
2. Applicants for membership must signify their willingness and demonstrate their ability to meet the requirements of the Constitution and by-laws and comply with their provisions.
3. Eligibility for membership always rests with the NMAA.
4. Anyone who is or has been a felon must be reviewed and approved by the NMAA Commissioner of Officials, in consultation with the NMOA Supervisory Committee prior to acceptance of membership.
5. **Active members** are those full dues-paying members actively engaged in officiating and who attend local group meetings, take required examinations and attend state/district clinics. Only active members may be elected to local or state offices. Officials are considered to be in "Good Standing" for the current year if the established requirements are being met, including current meeting attendance, current test completion, current active work in events, current dues paid and not under sanction.
6. **Reciprocal members** are reduced dues-paying members who are non-residents of New Mexico actively engaged in officiating and are registered in another state that uses National Federation rules for that sport. This state must grant reciprocity to members in good standing from New Mexico. Determination of eligibility shall be made by the NMAA. These members are not eligible for post-season events nor do they have voting privileges.
7. Individuals may also choose to register as **High School Sub-Varsity/Junior High** officials. Membership in this category entitles an individual to register at a reduced rate. Officials registered in this category are entitled to full membership privileges but may only call high school sub-varsity contests or junior high/middle school contests. Officials in this category are not eligible for varsity competition. Per the Board of Directors of the New Mexico Activities Association, any individual calling at sub-varsity levels must be registered with the NMAA/NMOA office. Years of service as a sub-varsity official are not incorporated in the advancement process for "Active Members."
8. **Initiation Fees and Annual Dues (effective beginning 2016-2017 school year)**

Members	Dues/Sport
Active	\$60.00 (first sport), \$50(each additional sport)
High School Sub-Varsity/Junior High	\$40.00 per sport
Reciprocal	\$20.00
Spirit, Swimming & Diving and Track & Field	\$40.00
New, Initiation	\$5.00*

*Each new member must pay an initiation fee in addition to annual dues when he/she first applies for membership. The initiation fee is a one-time charge to new members registering in any sport. New members registering in more than one sport do not pay an additional initiation fee each additional sport registered. The initiation fee must accompany the application with the first year's dues.

Annual dues for officials are determined by the Executive Board. Any official registered the current year in a sport is assessed a \$25 late fee if he/she registers for the coming year in that sport after the deadline date. Deadline dates are as follows:

- Football - April 1
- Soccer and Volleyball – May 1
- Basketball – June 1
- Spirit, Swimming and Wrestling – September 1 (of same year)
- Baseball and Softball – October 1 (of same year)
- Track & Field – February 1 (of same year)

B. DUTIES OF OFFICERS

1. **The President** presides at meetings and is responsible for the appointment of any special task committees. Reports of standing and special committees are to be tendered to the President. The President may delegate his duties to the Vice-President and (or) to the Executive Director. The President is a full participating member ex-officio of all committees.
2. **The Vice-President** acts as alternate for and executes all duties of the office of President when the President is absent or when the duties are delegated. He/She acts as Assistant to the President and may have any or all of Presidential duties as delegated.
3. **The Executive Director or Commissioner of Officials** of the New Mexico Activities Association serves as Executive Officer of the Association and may have any or all of the Presidential duties as delegated by the Executive Board. Correspondence is handled by and through him/her. The director is also responsible for the correlation of effort among the various standing committees and acts as the Association's contact and liaison officer with other similar organizations and with the New Mexico Activities Association. The Executive Director or Commissioner of Officials is a full participating member ex-officio of all standing committees.

C. DUTIES OF STATE LEVEL STANDING COMMITTEES

1. **Supervisory Committee**
This committee has jurisdiction to review decisions made by the local supervisory committees and the Commissioner of Officials regarding offenses by members of this Association, subject to final appeal to the Executive Board. This committee makes recommendations through the Executive Director or Commissioner of Officials to the New Mexico Activities Association, upon hearing of justifiable complaints by member officials against member schools, officials, or followers. Complaints must be stated in writing. Electronic communication is acceptable.

Any official may appeal a decision of the local Supervisory Committee or the Commissioner of Officials to the State Supervisory Committee.

Decisions of the State Supervisory Committee may be appealed to the NMOA Executive Board. In both cases the appeal must be made by a letter (or email) from the official. This letter must be sent to the New Mexico Activities Association office within five (5) days after notification of determination is received from that committee. Failure to appeal within the time specified is a waiver of any right to appeal.

The Supervisory Committee shall also act as the Nominating Committee for election purposes.

2. **Sports Committees**
A standing committee for each individual sport is responsible for selecting one of its membership to represent that sport on the Executive Board. This committee is responsible for achieving input from the membership sport represented.
3. **Special Committees**
The President may appoint from time to time committees that have specifically identified responsibilities and time-frames, to study and make recommendations to the officers and Board. These may be for constitutional, and other issues such as recruitment, etc.

D. DUTIES OF MEMBERS

1. Active members shall not officiate unless registered with the NMAA and assigned via The Arbiter through an NMAA-approved local assignor prior to the contest as specified by each sport's contract practices.
2. Members violating any of the provisions of the constitution and by-laws, engaging in unfair practices, or conducting themselves in a manner unbecoming of an official are subject to expulsion or to such punishment or penalty as specified by the Executive Director, the NMAA Commissioner of Officials or the Local Supervisory Committee after due hearing subject to appeal to and review by the State Supervisory Committee and the Executive Board. The State Supervisory Committee may hear appeals, as may be applicable, of decisions made by the Executive Director concerning interpretations of this constitution, sanctions imposed, etc.

3. Active members shall meet or exceed the minimum requirements for their respective sport(s) to be able to officiate that sport in the upcoming year or to advance in the official rating process.
4. The assignor may not assign nor can an official accept any contract games prior to being assigned a valid card indicating all requirements are met. Individuals who violate this requirement are subject to sanction by the Commissioner of Officials and/or State Supervisory Committee.
5. Each member is responsible for submitting the number and type of contests he/she officiated during that year and the number of post-season assignments he/she officiated during that year to his/her group leader at the end of the season as specified by each individual's sport's requirements.

E. DUTIES OF GROUP LEADERS/LOCAL GROUP PRESIDENT

1. Group leaders, selected through the processes established in local group by-laws, are responsible for conducting local meetings during the season, maintaining a meeting attendance list and reporting the following information within thirty (30) days following the final state championship game in that sport to the NMOA. The information may vary depending on the requirements of each individual sport.
 - a. Meeting attendance for each member of the local association.
 - b. Number and type of games worked for each member of the local association.
 - c. Number of post-season assignments worked by each member of the local association.
 - d. Number and results of each official's evaluation (obtained from the regional commissioner or assignor).
 - e. Number of evaluations performed (obtained from the regional commissioner or assignor).
2. The process for the selection of group leaders and local assignors, inclusive of the method of selection and terms of office, is to be determined by each local association and should be contained within the local association's by-laws. If no local association by-laws exist, the NMAA office will appoint someone to fill the position.

F. NMOA MENTOR PROGRAM

1. The NMOA Mentor Program, designed to improve training and retention of new officials, operates under the following guidelines.
 - a. The group leader assigns each new official to a veteran official. The senior partner is responsible to assist the new official in whatever capacity required in learning the officiating system. His/her responsibilities include but are not confined to the following:
 - 1) Taking the new official to as many of his/her contract contests as possible.
 - 2) Introducing the new official to the practical aspect of the Handbook, Constitution and Local by-laws as may be applicable. This also involves sitting with that person during meetings and explaining various items as may be necessary.
 - 3) Making every effort to make this person familiar with the official's role and responsibilities.
 - 4) Assisting in regularly evaluating the new official's performance with a view toward improvement.
 - 5) Scheduling time for various activities.
 - b. Each new official is assigned to a veteran partner for one year.
 - c. Senior officials selected for this program must be responsible and positive role models.

G. ETHICS/BEHAVIOR

Officials shall conduct themselves in an ethical manner consistent with a humane approach to his fellow officials, coaches, players and spectators. This shall include but is not limited to refraining from making public and/or private comments about officials or game situations except as requested by supervisory committee. The official will honor and abide by the "Officials Code of Ethics" as specified by the National Federation (NFHS).

H. SERIES OF FINES AND SANCTIONS

1. **Level I Fines/Sanctions –(\$30 or possible suspension) – These violations are under the auspices of the local association and fines/suspensions are levied by the local group leader and/or the local supervisory committee.**
 - a. Out of approved regulation uniform.
 - b. Late arrival for game or at game site without a valid excuse.
 - c. Failure to report incidents involving officials, spectators, teams and/or schools by the specified time.
 - d. Failure to reply to the State Commissioner or State Supervisory Committee when investigating an incident by the specified time.
 - e. Failure to submit examinations by the due date.

2. **Level II Fines/Sanctions (NFHS Online Course or possible suspension) - These violations are under the auspices of the NMOA and fines/suspensions are levied by the Commissioner of Officials or State Supervisory Committee**
 - a. The responsible official, commissioner or assignor will be subject to a fine for an individual working a varsity game or match who is not registered and in good standing with the NMAA.
 - b. Unprofessional conduct or unethical conduct and practices.
 - c. Failure to fulfill contracts except when given an approved release.
 - d. Soliciting games, sitting in on local and state meetings for the purpose of politicizing the assignment of games or officials unless so sanctioned by the school principal, and/or otherwise meddling in the affairs rightly the duty of the NMAA and/or school officials.
 - e. Dereliction of duty or falsification of reports or records. Dereliction of duty can include rules misapplications during contests.
 - f. Engaging in behavior contrary to the tenets of the NMAA's Compete with Class Initiative.

3. **Sanctions**
 - a. Reprimand
 - b. Probation
 - c. Temporary Suspension
 - d. Permanent Suspension/Expulsion

I. RIGHT OF APPEAL

1. Any decision of the NMOA Executive Board by which an official is aggrieved may be appealed through the New Mexico Activities Association process.

2. Appeals must be initiated by a letter from the petitioning official. The letter must request the decision be reviewed and must be sent to the Commissioner of Officials postmarked within ten (10) calendar days of the date of mailing of the Executive Board's decision. Failure to appeal within the time specified constitutes a waiver of any rights to appeal. Appeals can be sent electronically or via hard copy mail.

3. Evidence and testimony at meetings/hearings is informal but follow generally accepted rules and procedures for ensuring due process. New evidence is not allowed unless not in existence at the time of the decision of the Executive Board, or which although in existence at that time, was not discovered.

J. AMENDMENTS TO THE BY-LAWS

Amendments to the by-laws may be proposed by the Executive Board or upon written signed request of twenty-five percent of the membership and must be ratified by a simple majority of those voting. Voting on amendments shall be by mail or email ballot and returned ballots, if sent via hard copy, must be postmarked on or before fifteen (15) calendar days following the date issued. Emailed ballots must be date/time stamped by midnight on the due date, if sent through mail.

III. ADVANCEMENT AND CERTIFICATION

A. INTERPRETATIONS AND PROCEDURES FOR ALL SPORTS

1. **Promotional Criteria:** Promotional criteria for each sport fall into two categories. Criteria accumulated during one school year apply to the next school year in which an official registers to determine rating (status, classification) of an official. The only exception is for a first-year official wherein the test score applies to both the current year and the following school year.
 - a. **Attendance/Achievement:** This process assigns minimum requirements for tests, meetings, games worked and clinics for each level. When an official for a particular level meets minimum requirements, that official is placed in that level.
 - b. **Point Promotional:** This process awards points for various levels of achievement from a wide array of sources. These accumulated points are used to determine the officiating level of each member and his/her advancement to the top level.
2. **New Officials:** New officials without documented previous experience start at the lowest level and proceed to advance to the highest level. To reach the highest level an official must serve a minimum of one year at each intermediate level. Thus, an official may achieve the highest level, at a minimum of *four* years. If a new official becomes a member after it is impossible to attend the minimum meeting requirements, the next year in which the official registers in that sport will be considered his/her initial year. The initiation fee will be waived the second time around and the partial year's test score(s) will apply.
3. **Transfer Officials:** Officials transferring from other state high school associations to this association (NMOA) may be placed at a level comparable to the originating state. This decision is made by the NMAA. If the official is transferring from a state association that uses the National Federation tests, those scores can be used and the official can be issued a valid official's card at the appropriate level as per NMOA rules and regulations. Otherwise, the official must take the current year's test before receiving an official's card.
4. **Inactive Status:** An official can declare himself/herself inactive at anytime. If an official becomes inactive during a season because of injury, for example, the entire season will be nullified. Therefore, the next time the official registers, the inactive season will not be considered for classification and the promotional process.
5. **Interrupted Status:** If an official returns to officiate after a minimum of one year absent from that sport, the official can resume at the level he/she qualified for during his/her last two years of service. If an official did not complete some requirements during his/her last year, the official can resume his officiating at a level of at least one level below that of his/her last year. If the missing requirement is a test, the official must take the current year's test before receiving a card.

If an official returns to officiate after an absence of greater than three years, that official must successfully complete the required examination(s) before receiving his/her card. In addition, if an official did not complete requirements during their last year, he/she can resume his officiating at a level of at least one below his/her last level.

6. **Rules Examinations:** The minimum successful passing grade for any required examinations for all sports is 70 out of 100 questions. Examinations are open book. Each sport mandates a National Federation standardized rules exam (Part I) to be successfully completed by each registered member each year. Some sports may also require a mechanics exam.
 - a. **Deadlines**

Baseball	March 15
Softball	March 15
Football	September 15
Soccer	September 15
Volleyball	September 15
Basketball	December 15
Wrestling	December 15

There is a \$25 fine for each exam postmarked later than the deadline date or received in the office from a non-postal delivery after the deadline date. The fine also applies to exams not submitted online by the above-stated deadlines.

b. **Exam Process**

A mandatory rules examination (commonly called Part I) must be taken and turned in by the identified deadline.

A mechanics examination (when required) must be taken and turned in by the identified deadline.

The minimum standard in sports where “rules” and “mechanics” exams are available must be met in both.

To improve a grade for any exam, a second comparable exam can be taken. The final score is the average of the two exams (Part I and Part II for example) or the result of the first exam, whichever is higher.

If an official scores less than 70% on any first exam, he/she must take the second exam and the average of the two scores must be at least 70% in order to be eligible for the applicable year.

If an official fails to successfully pass the examination(s), that official has an opportunity to qualify again for the applicable year by taking the succeeding year’s test(s). However, the official will drop a level in rating. For first year officials, they will not be registered to officiate their initial year but may reapply again the following year.

7. **Meetings:** Active members must attend a minimum number of local group training meetings in their respective sport(s). The number of meetings that may be made up by performing extra credit work at the local or state level is one less than half the minimum required meetings (if 8 meetings are the minimum required then 3 could be credited; for 6 meetings minimum, it would be 2). If an official fails to meet the minimum number of local training meetings required and does not pursue any make-up work for this deficiency, that official can continue to officiate provided all of the following:
 - a. The official has attended 50% or more of the minimum required meetings.
 - b. The official will drop a level in the certification scale and will not be placed on the first round of official assignments. Exceptions are made for new officials, inactive officials and interrupted officials who sign up after the season has begun. If the official is a non-first or second year official, he/she will be dropped for a minimum of one year from the association’s active official list.
8. **Make-Up Procedure:** In certain cases, and with documented justification, an official may request in writing to the State Commissioner the opportunity to make up a deficiency. If approved, a written make-up assignment will be issued. Credit can be allowed upon timely successful completion of the complete assignment. State clinics cannot be made up.
9. **Game Points:** If an official fails to submit the number of games officiated to the group leader, that official will drop a level in the certification scale. The official has until before the time the certification cards have been distributed to rectify the deficiency. Recognized college conference assignments can be counted as a varsity game credit. To receive credit, the officials must turn a copy of the schedule worked into the official’s group leader.
10. **Requirements to be An Official in Good Standing:** Officials in good standing will have paid current annual dues, scored a minimum grade (see each individual sport) on the current written examination(s), met the requirements as specified in the by-laws for each individual sport, not have any outstanding disciplinary investigations pending and NOT owe any fines or late fees assessed by the association or the NMAA.
11. **Rating Levels:** NMOA members are rated annually by the state office. Each sport has various requirements for advancement. First year officials are Apprentices. The following sport-specific sections contain the details on advancement.

12. **Post-Season Assignments (All Sports):** The selection of officials for post-season contests is ultimately under the authority of the New Mexico Activities Association. Officials must be at the **State Eligible** or **Playoff Eligible** status to work post-season contests. Factors such as evaluations by NMAA approved evaluators, feedback from local group leaders and assignors, regional assignors and coaches' input may be considered in making the selection for post-season officiating staffs. The final decision for the selection of post-season officials falls under the authority of the NMAA Executive Director and NMAA Commissioner of Officials.
13. All outstanding fines, make-up work, or other deficiencies must be received in the NMAA office no later than June 30th of the current year.

B. BASEBALL

1. **Rating Levels:** There are five rating levels: **Apprentice**, **Registered**, **Playoff Eligible**, **State Eligible**, as well as the **Sub-Varsity** level.

Minimum Requirements for Each Level:

Classification	Test Score	Clinics	Local Meetings	Points	Minimum Years of Service
State Eligible	85	3 of 4 (2 yrs.)	8	100	5 (4 at the varsity level)
Playoff Eligible	80	3 of 4 (2 yrs.)	8	85	3 (2 at the varsity level)
Registered	75	1 each year	6	0	1-2 Years
Apprentice	70	N/A	6	0	N/A
Sub-Varsity	70	N/A	4	0	N/A

2. **Game Points:**
 Middle School: One (1) point per game
 C/JV/Varsity: Five (5) points per game
3. **Meeting Points:**
 No points are awarded for required meetings. Points are awarded for the number of meetings attended above the minimum number of required meetings. See following table:

Number of Meetings Above Minimum	Points Received for Excess Meetings
5 & above	15
4	12
3	9
2	6
1	3

4. **Bonus Points:**
 - a. State Tournament Selection (inclusive of 1st round): Five (5) points per game.
 - b. Group leaders and state officers received five (5) points each. One to five points may be awarded for meritorious service upon recommendation by the assignor or Commissioner of Officials. No official may receive more than ten (10) points per season from this category.
5. **Definitions and Conditions:**
 - a. Ratings will be kept internally at the NMAA office and will be disseminated to group leaders and/or assignors at the start of the year. Membership cards will note the official's name, sport and season only. Ratings will not be listed on membership cards.
 - b. Apprentice officials are those who have never held a Baseball officials card in the NMOA or who do not meet the requirements to advance to the Registered level after the first year.
 - c. Apprentice and Registered officials may not officiate post-season contests under any circumstance.
 - d. Only Playoff Eligible and State Eligible officials in good standing for the current year are eligible to officiate the first round of the State Tournament.
 - e. Only State Eligible Officials in good standing for the current year are eligible to officiate the State Tournament quarterfinals, semifinals and championships.

- f. **Post Season Assignments:** Any umpire wishing to be eligible for the NMAA State Baseball Championships (quarterfinals, semifinals and championships) must attend a three-person mechanics session once every two years, effective beginning in 2012.

C. BASKETBALL

1. **Rating Levels:** There are five rating levels *Apprentice, Registered, Playoff Eligible, State Eligible*, as well as the *Sub-Varsity* level.

Minimum Requirements for Each Level:

Classification	Test Score	Clinics	Local Meetings	Points	Minimum Years of Service
State Eligible	85	3 of 4 (2 yrs.)	10	100	5 (4 at the varsity level)
Playoff Eligible	80	3 of 4 (2 yrs.)	10	90	3 (2 at the varsity level)
Registered	75	1 each year	8	60	1-2 Years
Apprentice	70	0	8 (10 1 st yr.)	0	N/A
Sub-Varsity	70	0	6	0	N/A

Ratings will be kept internally at the NMAA office and will be disseminated to group leaders and/or assignors at the start of the year. Membership cards will note the official's name, sport and season only. Ratings will not be listed on membership cards.

2. **Examinations (Tests):** A mechanics exam is mandatory. The mechanics exam may be valid for more than a one-year period (usually mechanic procedures/manuals are issued every other year). If an official registers on the alternate year of issue and had not registered the previous year, that official must take the mechanics exam.

3. **Meeting points:** No points are awarded for required meetings. Points are awarded for the number of meetings attended above the minimum number of required meetings. See following table:

Number of Meetings Above Minimum	Points Received for Excess Meetings
5 & above	15
4	12
3	9
2	6
1	3

To receive any points for less than the required mandatory meetings, a member must have been excused from attendance at the required minimum by the state office (NMAA) and provide a valid reason to the Commissioner of Officials. Attendance at local meetings must be for a minimum of one hour per session.

Meeting attendance for members is maintained and provided to the NMAA by the local group leader or designee at the end of the season.

4. **Game points:** The maximum number of game points that can be used for determining the classification of officials is **ninety (90) points from varsity games and thirty (30) points for sub-varsity games for State Eligible officials. Playoff eligible officials may obtain seventy (70) points from varsity games and forty (40) points from sub-varsity games. For Registered officials, a maximum of thirty (30) points from varsity games and fifty (50) points from sub-varsity games may be used for classification purposes.**

Game Level	Points Per Game
Jr. High & 7 th /8 th	1
JV	2
Varsity	5

5. **Bonus Points:**
- District Tournament:** Two (2) points per game.
 - State Tournament Selection (inclusive of 1st Round):** Five (5) points per tournament.

- c. **Group Leaders and state officers** receive five (5) points each. One to five points may be awarded for meritorious service upon recommendation by the assignor or Commissioner of Officials. No official may receive more than ten (10) points in any one sport season from this category.
6. **Post-Season Eligibility:** Only Playoff Eligible and State Eligible officials in good standing for the current year are eligible for consideration to call district tournaments and the the 1st Round of State Basketball. Only State Eligible officials in good standing are eligible to call the NMAA State Basketball Championships (quarterfinals, semifinals and championships). In order to be eligible for the state tournament, an official must attend a three-person basketball camp once every three years, effective 2013. Officials are required to supply proof of attendance to the NMAA office for approval.
7. **Movement Between Rating Levels:** Upward movement is determined by the previously defined point promotional system. No official may move upward or downward by more than one level in any two year period. If an official does not qualify to maintain the classification from the previous year, that official will drop one level regardless of whether the official qualified for that lower level or not.

D. FOOTBALL

1. **Rating Levels:** There are five rating levels: **Apprentice, Registered, Playoff Eligible, State Eligible**, as well as the **Sub-Varsity** level.

Minimum Requirements for Each Level:

Classification	Test Score	Clinics	Local Meetings	Points	Minimum Years of Service
State Eligible	85	3 of 4 (2 yrs.)	10	100	5 (4 at the varsity level)
Playoff Eligible	80	3 of 4 (2 yrs.)	10	90	3 (2 at the varsity level)
Registered	75	1 each year	8	60	1-2 Years
Apprentice	70	0	8 (10 1 st yr.)	0	N/A
Sub-Varsity	70	0	6	0	N/A

Ratings will be kept internally at the NMAA office and will be disseminated to group leaders and/or assignors at the start of the year. Membership cards will note the official's name, sport and season only. Ratings will not be listed on membership cards.

2. **Examinations (Tests):** A mechanics exam is mandatory. The mechanics exam may be valid for more than a one year period (usually mechanic procedures/manuals are issued every other year). If an official registers on the alternate year of issue and had not registered the previous year, that official must take the mechanics exam.
3. **Meeting Points:** No points are awarded for required meetings. Points are awarded per the number of meetings attended above the number of required meetings per the table below:

Number of Meetings Above Minimum	Points Received for Excess Meetings
5 & above	15
4	12
3	9
2	6
1	3

To receive any points for less than the required mandatory meetings, a member must have been excused from attendance at the required minimum by the state office (NMAA) and provide a valid reason to the Commissioner of Officials. Attendance at local meetings must be for a minimum of one hour per session.

4. **Game points:** The maximum number of game points that can be used for determining the classification of officials is **ninety (90) points from varsity games and thirty (30) points for sub-varsity games for State Eligible officials. Playoff eligible officials may obtain seventy (70) points from varsity games and forty (40) points from sub-varsity games. For Registered officials, a maximum of thirty (30) points from varsity games and fifty (50) points from sub-varsity games may be used for classification purposes.**

Game Level	Points Per Game
Jr. High & YAFL	2
JV	4
Varsity	8

5. **Bonus Points:**
 - a. **Playoff:** Two (2) points per game.
 - b. **Championship:** Five (5) points per game.
 - c. **Group Leaders and State Officers** receive five (5) points each. One to five points may be awarded for meritorious service upon recommendation by the assignor or Commissioner of Officials. No official may receive more than ten (10) points in any one sport season from this category.
6. **Post-Season Eligibility:** Only Playoff Eligible and State Eligible officials in good standing for the current year are eligible to first round, quarterfinal and semifinal football games. Only State Eligible officials are eligible to call State Football Championship games.
7. **Movement Between Classifications:** Upward movement is determined by the previously defined point promotional system. No official may move upward or downward by more than one level in any two year period. If an official does not qualify to maintain the level from the previous year that official will drop one level regardless of whether the official qualifies for that lower level or not.

E. SOCCER

1. **Rating Levels:** There are four rating levels: **Apprentice, Registered, State Eligible**, as well as the **Sub-Varsity** level.

Minimum Requirements for Each Level:

Classification	Test Score	Clinics	Meetings	Minimum Varsity Games/Season
State Eligible	85	1 each year	6	10
Registered	75	1 each year	6	6
Apprentice	70	1 each year	6	0
Sub-Varsity	70	0	3	0

2. **Definitions and Conditions:**
 - a. Ratings will be kept internally at the NMAA office and will be disseminated to group leaders and/or assignors at the start of the year. Membership cards will note the official's name, sport and season only. Ratings will not be listed on membership cards.
 - b. Apprentice officials are those who have never held a Soccer officials card in the NMOA or who do not meet the requirements to advance to the Registered level after the first year.
 - c. Only State Eligible officials in good standing for the current year are eligible to officiate State Tournaments.

F. SOFTBALL

1. **Rating Levels:** There are four rating levels **Apprentice, Registered, State Eligible**, as well as the **Sub-Varsity** level.

Minimum Requirements for Each Level:

Classification	Test Score	Clinics	Meetings	Game Points	Minimum Years of Service
State Eligible	85	3 of 4 (2 years)	8	100	5 (4 at the varsity level)
Registered	80	1 each year	6		3 (2 at the varsity level)
Apprentice	70	1 each year	6	N/A	1-2 Years
Sub-Varsity	70	0	6		N/A

2. **Game Points:**
 - Middle School: One (1) point per game
 - C/JV/Varsity: Five (5) points per game

3. Meeting Points:
No points are awarded for required meetings. Points are awarded for the number of meetings attended above the minimum number of required meetings. See following table:

Number of Meetings Above Minimum	Points Received for Excess Meetings
5 & above	15
4	12
3	9
2	6
1	3

4. Bonus Points:
- c. State Tournament Selection (inclusive of 1st round): Five (5) points per game.
 - d. Group leaders and state officers received five (5) points each. One to five points may be awarded for meritorious service upon recommendation by the assignor or Commissioner of Officials. No official may receive more than ten (10) points per season from this category.

5. **Definitions and Conditions:**

- a. Ratings will be kept internally at the NMAA office and will be disseminated to group leaders and/or assignors at the start of the year. Membership cards will note the official's name, sport and season only. Ratings will not be listed on membership cards.
- b. Apprentice officials are those who have never held a Softball officials card in the NMOA or who do not meet the requirements to the Registered level after the first year.
- c. Only State Eligible officials in good standing for the current year are eligible to officiate the State Tournament. Any umpire wishing to be eligible for the NMAA State Softball Championships must attend a three-person mechanics session once every two years, effective beginning in 2012.

G. **SWIMMING**

1. All officials must attend annually a Clinic in their Region put on by that Region's assignor or other designated and qualified person. This clinic shall review NMAA/NMOA procedures and NFHS rules for swimming, and the current year's NFHS rule changes.
2. Those officials new to officiating (two years or less) at any level (HS, USA-Swimming or NCAA) shall be designated Stroke & Turn Judges.
3. Those officials who have officiated swimming for at least two years or more at any level (HS, USA-Swimming or NCAA) and are nominated by their regional assignor may be designated as Starters.
4. Those officials who have officiated swimming for at least three years and are nominated by their regional assignor may be designated as Referees.
5. Nominations for Starter and Referee shall be reviewed and approved by the Chairperson of NMOA's Swimming Committee. Any concerns shall be addressed to the Chairperson of the Swimming Committee who shall review with the committee members and with NMAA's Commissioner of Officials.
6. Only Approved Officials in good standing for the current year are eligible to officiate the State Championship meet. Selection will be based upon criteria published in advance by the Meet Referee and reviewed and approved by NMAA's Commissioner of Officials. Selection will include input and recommendations from the regional assignors and Referees, as required; shall to the greatest extent possible include officials from each Region; and have the overall goal to advance swimming in New Mexico by providing a qualified and complete officiating deck. Assigned Officials (chief judges, referees and starters) shall be designated as Starters or Referees, and have officiated (Timer, Marshall or Stroke & Turn Judge) at least one Championship Meet (Prelims/Finals).

H. VOLLEYBALL

1. **Rating Levels:** There are five rating levels: *Apprentice, Registered, Playoff Eligible, State Eligible*, as well as the *Sub-Varsity* level.

Minimum Requirements for Each Level:

Classification	Test Score	Clinics	Meetings	Varsity Matches	Minimum Years of Service
State Eligible	85	3 of 4 (2 yrs.)	8	12 matches	5 (4 at the varsity level)
Playoff Eligible	80	3 of 4 (2 yrs.)	8	10 matches	3 (2 at the varsity level)
Registered	75	1 each year	5	8 matches (4 V)	1-2 Years
Apprentice	70	0	5	6 matches (3 V/JV)	N/A
Sub-Varsity	70	0	5	0	N/A

2. **Definitions and Conditions:**

- Ratings will be kept internally at the NMAA office and will be disseminated to group leaders and/or assignors at the start of the year. Membership cards will note the official's name, sport and season only. Ratings will not be listed on membership cards.
- Apprentice officials are those who have never held a Volleyball officials card in the NMOA or who do not meet the requirements to the Registered level after the first year.
- Apprentice and Registered officials may not officiate District or State Tournaments.
- Only Playoff Eligible and State Eligible officials in good standing are eligible to call district volleyball tournaments. Only State Eligible officials in good standing for the current year are eligible to officiate the State Tournament (pool play, quarterfinals, semifinals and championships).

I. WRESTLING

1. **Rating Levels:** There are three classifications in wrestling: *Registered* and *State Eligible* as well as the *Sub-Varsity* level.

Minimum Requirements for Each Level:

Classification	Test Score	Clinics	Meetings	Varsity Matches
State Eligible	80	3 of 4 (2 yrs.)	6	10
Registered	70	1 each year	6	0
Sub-Varsity	70	0	3	0

2. **Definitions and Conditions:**

- Ratings will be kept internally at the NMAA office and will be disseminated to group leaders and/or assignors at the start of the year. Membership cards will note the official's name, sport and season only. Ratings will not be listed on membership cards.
- Only State Eligible officials in good standing for the current year are eligible to officiate State Tournaments.

J. AMENDMENTS TO THE ADVANCEMENT AND CERTIFICATION REQUIREMENTS

Amendments to the Advancement and Certification Requirements may be proposed by the Executive Board or upon written signed request of twenty-five percent of the membership and must be ratified by a simple majority of those voting in the specific sport affected. Voting on amendments shall be by mail or email ballot and returned ballots, if sent via hard copy, must be postmarked on or before fifteen (15) calendar days following the date issued. Emailed ballots must be date/time stamped by midnight on the due date.