

# Collegiate Judges Assigning System Guide 2021 Season

The JAS is the Judges Assigning System for NCAA competitions. This system is administered by the NAWGJ with the supervision of the Women's Collegiate Gymnastics Association (WCGA).



## **Important Note:**

The exam for the 2021 season will be posted on November 15, 2020. You will have until December 15, 2020 to pass the exam. The exam is pass/fail with a score of 80% required for passing. The exam may be taken more than once if necessary. Failure to pass the exam will result in forfeiture of assigned meets.

**Lois C. Colburn**, JAS National Assigner

# Collegiate Judges Assigning System Guide

## 2021 Season

***Please read this document thoroughly. It is your responsibility to understand and agree to uphold the policies and procedures of the JAS should you chose to be assigned to an NCAA regular season competition.***

NCAA has adopted the JAS (Judges Assigning System) administered by NAWGJ as mandatory for the 2021 season for any team wishing to use their scores for qualification to the NCAA National Championship. This measure has been approved by and applies to all divisions.

The following guide will help you enter your information in the JAS should you desire to be selected for collegiate assignments. It has been proposed and supported by the WCGA with the following rationale:

- To eliminate bias
- To eliminate the intimidation factor
- To develop consistency in officiating across the country
- To control costs
- To discontinue selection of judges by coaches
- To discontinue choosing of meet sites and events by judges
- To create a system for impartial assignments for meets and events
- To lay the groundwork for future development of an educational component

Please refer to the following guidelines when accessing the site to enter your information. If you forget your password, you may reset it by using the “forgot password” function on the sign-in page in JAS.

### **Collegiate Assigning Timeline –**

Aug. 25, 2020      First day to begin entering information and availability. This year, judges will NOT be required to take the open book exam before entering their availability.

Sept. 25, 2020      Officials should have availability entered by this date.

Oct. 1, 2020      Assigning of Invitationals begins.

Oct. 16, 2020      Assigning begins. **This is a date change for the 2021 season only.** You should receive an email alert when an assignment has been entered in the system for you. You have **five** days to respond. Detailed information on judge’s fees and payment information will be available on the JAS site once you receive an assignment.

Once an assignment is accepted, it is considered a verbal contract until the contract requesting a signature arrives from the school. Once an assignment is accepted, it cannot be declined except for extreme circumstances. Your Regional Assigner will need to be contacted along with the school. If you can NOT logistically get to meet on a weekend when you have another meet scheduled – do NOT decline. Call the Assigner. (If you decline a meet – you will be removed from any other meet you have accepted on that weekend.)

Nov. 15, 2020      Institutions are notified by Regional Assigner when the assigning of officials is completed. Institutions should begin sending out contracts. Travel should be arranged by the institutions. **Read the contracts before you sign them.** You may not request additional expenses which have not been specified in the contract. Compensation follows the NCAA Compensations Guidelines 2021 for expenses. **That guide is available at NAWGJ.org under NCAA and in the “Help” section of this JAS site.** Individual schools/conferences set the fee schedule for each institution.

Dec. 6, 2020      Contracts should have been returned to institutions.

Dec. 15, 2020      Judges must pass the open book exam by December 15, to retain their assigned meets.

### **Updating your availability:**

Please enter any change in your availability as soon as possible. If you chose to accept an age group meet or your availability changes for any other reason, remove the available dates from the JAS for that date. Also, during the competitive season if

any changes occur in your availability please note in the JAS. Last minute emergencies occur, sometimes within 24 hours of a meet. You may receive an assignment to judge a competition at the last minute – this can only happen if you update your availability. You will need to do this on an individual day basis.

### **Declining a meet after acceptance:**

The JAS does NOT allow a judge to accept a meet and then go back into the system and decline that meet. If you accept a meet in the JAS, it is considered a verbal contract until the institution sends you an official contract. Should an emergency arise, you will need to contact the Assigner.

To find Assigner information:

- Click on “Dashboards/ Assignments” page at top left of JAS main page
- Click blue “View Assignments” button on the right
- Click green “Payment Information” button
- Scroll down to the bottom for the Regional Assigner Information.

The Regional Assigner, in conjunction with the National Assigner, will evaluate the reason for **refusal after acceptance** on a case by case basis. If it is determined the reason is unprofessional in nature, you will not be assigned to a conference meet and there will be a reduction in future assignments.

## **Entering your availability on the JAS – Begins 8/25/2020.**

**All the Road to Nationals/JAS information below is new.**

Visit the website <https://RoadToNationals.com/jas> The entire site can be accessed on any device (iPhone, Android, tablet, computer, etc.)

**SET UP A NEW ACCOUNT:** To enter the JAS system initially, you must request an account at <https://roadtonationals.com/jas>. Login information and a temporary password will be sent to the email provided within 24 hours. Once accepted, follow the link until you see the three steps that take you to locations to enter your information. Set up your account only once.

## Sample: Initial Account Setup

2021 Judging Account Setup

In order to receive judging assignments, please first complete the following steps:

Percent Complete **0%**

Number of steps to complete 3

1. Contact Info  
[Complete Now](#)
2. General Availability  
[Complete Now](#)
3. Dates of Availability  
[Complete Now](#)

**JUDGES PROFILE PAGE:** The link to your Profile page is in the upper right corner. It is important that you only enter your **full and proper name as it would appear on the government ID you will use as identification if you are flying to a meet**. Enter your information as requested. Please capitalize only the first letter of your first name and first letter of your last name.

- **PASSWORD:** You can change your password on the “Judges Profile page.” When you select your password keep it simple and use lower case letters and/or numbers. You **MUST** enter your password exactly the same way each time you enter the system. The system is case sensitive. Assigners do **NOT** have access to your password.

There is a “Forgot Password” link on the sign-in page. Just fill out your email and if it is in the system, you will receive a link to reset your password.

- **PHOTO:** A judge can add a picture in the Avatar section of the Profile page by clicking on the blank photo in the upper right corner of the screen. Go to the Change Avatar box, click on “edit avatar” and browse for the photo you want to upload.

**JUDGE CONTACT INFORMATION:** Click on Step 1. That will take you to the “Judge Contact Info” page. Enter personal information

- Enter the basic information requested. There are pull down menus. You may choose “No Preference” for an event assignment. Complete all fields. Do not use all capitals.

- **Airports** – You may enter more than one airport. Please use the correct 3-digit capital Airport Code, for example BOS for Boston Logan Airport. If entering more than one airport, please list your airports from first to last in order of preference and use a comma between.
- **Work phone** – if you do not have a work phone or do not wish to be called at work, leave it blank.
- **Event Preferences:** You may list your event preferences, but there is no guarantee you will be assigned this event. Assigners will attempt to assign you to all events during the season. If you receive a conference meet or NCAA post season meet you will not be able to select an event.
- **Meets Desired Per Weekend:** The weekend is considered Friday, Saturday, and Sunday. You will be able to enter more specific times on a later page.

**Sample:**

The screenshot shows a web interface for 'Judge Contact Info'. On the left is a dark sidebar with 'JAS Judges' and a dropdown menu containing 'Judge Contact Info', 'General Availability', 'Dates of Availability', and 'Collegiate Practice Exam'. Below this is 'OFFICIAL' and a 'Help' link. The main content area is titled 'Judge Contact Info' and contains the following fields:

- First Name: Input field with 'First' placeholder
- Middle Name: Input field with 'Middle' placeholder
- Last Name: Input field with 'Last' placeholder
- Select Gender: Dropdown menu with 'Select Gender' placeholder
- Address: Input field with 'Address' placeholder
- Address 2: Input field with 'Address 2' placeholder
- City: Input field with 'City' placeholder
- State: Dropdown menu with 'Select State' placeholder
- Zip Code: Input field with 'Zip Code' placeholder
- Email: Input field with 'test@test.com' placeholder
- Nearest Airport: Input field with 'JFK etc.' placeholder

- **Affiliation:** The NCAA and the WCGA have an affiliation policy for judges. Please read the policy below and indicate if you meet any of the affiliation measures. If so, indicate the college or university with which you are affiliated and how you are affiliated.

## NCAA/WCGA Affiliation Policy:

You would be considered affiliated if:

- You are affiliated if you were a part of an NCAA team in the last five years
- You are affiliated if your son or daughter is a part of an NCAA gymnastics program or has been in the last five years
- You are affiliated if you have coached an NCAA team in the last five years
- You are affiliated if you receive any financial remuneration from a college or university for work or business other than officiating
- You are affiliated if you are an NCAA athletics-related booster club member
- You are affiliated if you coach or work for a club gymnastics program that is under the auspices of a university or college program

You are not considered affiliated in the following situations:

- You are NOT affiliated to a school you attended or graduated from, unless you were a member of the gymnastics program in the last five years
- You are NOT affiliated if your son or daughter is a student – and not a part of the gymnastics program - at an NCAA institution

You are not eligible to serve as a judge if you are:

- You are not eligible to serve as a judge if you are currently a part of any NCAA gymnastics program (athlete, coach, volunteer coach, manager, trainer etc.)
- You are not eligible to serve as a judge if you are an individual with a current financial interest in a coach or team

\*Per NCAA guidelines any judge that is considered affiliated will not be assigned to a National Championship; however, a judge may be assigned to a Regional competition, where he or she is not affiliated.

Click “SAVE” at the bottom of the screen to continue.

**GENERAL AVAILABILITY:** After you click SAVE, you will automatically be returned to the Dashboard. In Box 2, click on “Complete Now” to enter your “General Availability.”

- **Set Off Button:** Sets entire day of the week as unavailable to judge.
- Start with the information for Friday (weekends are Friday, Saturday, Sunday): Complete all the information for the Friday column.
- **Copy Friday Button:** Copies all data from Friday to another day. Use this button if your information for Saturday and Sunday are the same as for Friday. Alternatively, you can copy Friday to any other day and then edit it to make specific changes.

- **Local Weekday Meets:** If you are available to judge Monday through Thursday, repeat the process with the Copy Friday button or enter the information for each day.
- **Travel Weekday Meets:** Check either yes or no if you can travel out of your local area for meets Monday through Thursday.
- **Time Schedule:** Enter the parameters of your personal schedule. For instance, you may be able to leave your house at 7:00 AM on Saturday, but because you work during the week you cannot leave until 4:00 PM. You may enter different times on various days.
- **Travel Limits:** Enter how far you are willing to drive one-way. Carpools are not required. If you have no limitations on flying distance, enter “3000” miles.
- **Comments:** You may add a brief comment for the Assigner at the bottom of the General Availability section. Enter information. Then click on SUBMIT.
- **Completion of General Availability:** You must complete this page before moving to the next section. You must click SAVE at the bottom of the page to save your information. To change information, edit it and then click on SAVE. You may do this any time you need to update your information. To edit, click on the General Availability link on the left column, enter your changes, and click on SAVE.



## Sample:

General Availability

Set Off Button: Sets entire day as unavailable to judge.  
Copy Friday Button: Copies all data from Friday to this day.

Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday
Set Off	Set Off	Set Off	Set Off	Set Off	Set Off	Set Off
Copy Friday	Copy Friday	Copy Friday	Copy Friday	Copy Friday	Copy Friday	Copy Friday
Drive	Drive	Drive	Drive	Drive	Drive	Drive
No	No	No	No	No	No	No
Max Drive (Miles)	Max Drive (Miles)	Max Drive (Miles)	Max Drive (Miles)	Max Drive (Miles)	Max Drive (Miles)	Max Drive (Miles)
Fly	Fly	Fly	Fly	Fly	Fly	Fly
No	No	No	No	No	No	No
Max Fly (Miles)	Max Fly (Miles)	Max Fly (Miles)	Max Fly (Miles)	Max Fly (Miles)	Max Fly (Miles)	Max Fly (Miles)
Miles	Miles	Miles	Miles	Miles	Miles	Miles
Earliest depart time	Earliest depart time	Earliest depart time	Earliest depart time	Earliest depart time	Earliest depart time	Earliest depart time
Select	Select	Select	Select	Select	Select	Select
Latest return time	Latest return time	Latest return time	Latest return time	Latest return time	Latest return time	Latest return time
Select	Select	Select	Select	Select	Select	Select

**DATES OF AVAILABILITY:** After you click SAVE, you will automatically be returned to the Dashboard. Click on the “Complete Now” button in Box 3 to enter your specific dates of availability.

### Enter/Edit Specific Dates of Availability

- **Calendars:** The January calendar will appear. Enter your January availability by clicking on each day you are available to judge, if any. Then click on the February button on the top right and enter your availability. Repeat for March. You may return to a previous month by clicking on the white “Previous Month” button at the top left of the calendar.
- **Notes on Specific Dates:**
  - Conference Competitions:** Many meets will be held on March 20, 2021. As many states hold their JO Level 9/10 State Meets that day, please decide if you are willing/able to judge this day. Judges will not be assigned to the same conference meet they judged the previous year. (Exception – the Meet Referee may be the same for two years in a row.)
  - NCAA Regionals are April 1-3, 2021. Regional meets are not assigned through the JAS.** There is no need to enter any dates in April.

## Sample:

The screenshot displays a web application interface for managing availability. On the left is a dark sidebar with navigation links: 'Dashboard/Assignments', 'JAS', 'JAS Judges', 'Judge Contact Info', 'General Availability', 'Dates of Availability', 'Collegiate Practice Exam', 'OFFICIAL', and 'Help'. The main content area has a breadcrumb trail: 'Dates Available' > 'Dates Available' > 'See Dates Available Detail'. Below this is a navigation bar with '1. January', '2. February', and '3. March' (repeated). The main section is titled 'Click days available in January' and features a calendar grid for January. The grid has columns for Sun, Mon, Tue, Wed, Thu, Fri, and Sat. Days 1-31 are shown, with a blue 'NEXT MONTH' button on the right. The calendar shows a mix of available and unavailable days, with some days highlighted in black.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- **Dates of Availability:** To see the dates of availability you have entered, click on green “See Dates of Availability” button at the top of the page. If you want a record of your availability, print out what you entered.
- **To Change Details of a Specific Date:** If at some later time you need to adjust your availability (fly, drive etc.), go to the “See Dates of Availability” link and edit a date by clicking the blue button on the right.

## Sample to Edit a specific date:

The screenshot shows the 'Judges Assigning System' interface. The sidebar on the left contains navigation options: 'Dashboard/Assignments', 'JAS Judges' (with sub-options: 'Judge Contact Info', 'General Availability', 'Dates of Availability', 'Collegiate Practice Exam'), 'JAS Management', and 'Help'. The main content area is titled 'Dates Available' and contains a table with the following columns: Date, Available, Time, TZ, Team, Opponents, and a 'View/Edit Availability' button for each row. The table lists dates from Friday, Jan 01, 2021, to Thursday, Jan 07, 2021.

Date	Available	Time	TZ	Team	Opponents	
Friday, Jan 01, 2021						View/Edit Availability
Saturday, Jan 02, 2021						View/Edit Availability
Sunday, Jan 03, 2021						View/Edit Availability
Monday, Jan 04, 2021						View/Edit Availability
Tuesday, Jan 05, 2021						View/Edit Availability
Wednesday, Jan 06, 2021						View/Edit Availability
Thursday, Jan 07, 2021						View/Edit Availability

- **Dashboard/Assignments:** This will be blank. As the Assigners complete the assigning process, your assignments will appear on this page. You will be notified by email that you have an assignment in the JAS. Once you click on **“accept”** in the system, it is considered a contracted meet and you will be expected to honor that commitment. You have **5 days** to accept.

Check your email for assignments frequently and/or check your assignments within JAS frequently.

To accept an assignment, go to Dashboard/ Assignments, click on blue “View Assignments” button. Go to hot pink box at the top and click on “accept” or “decline” on the dropdown menu. Then click on “Save Selection.”

## Samples:

The screenshot shows the 'Judges Assigning System' dashboard. The left sidebar contains navigation options: 'Dashboard/Assignments', 'JAS Judges', 'JAS Management', and 'Help'. The main content area is titled '2021 Assignments' and features a table with the following data:

ID	Status	Date	Time	TZ	Team	Opponents	Events	View	Self Reflection
65	ASSIGNED	Friday, Jan 15, 2021	7:00 PM	ET	Towson	Cornell, West Chester, William & Mary		<a href="#">View Assignment</a>	<a href="#">Self Reflection</a>

At the bottom of the page, it says '2020 © RoadToNationals'.

The screenshot shows the 'Judges Assigning System' 'Meet' page. The left sidebar is the same as in the previous screenshot. The main content area is titled 'Meet' and contains a form for 'Accept or Decline Meet'. The form has a dropdown menu labeled 'Accept or decline assignment' with 'Select' as the current selection, and a 'Save Selection' button. Below the form is a 'Meet Info' section with an 'Assign Meet' button. The 'Meet Info' section contains a table with the following data:

Meet #	Date	Time	TZ	Team	City	State	Opponents	# Judges	Fee	Airport	Payment Info
65	Friday, Jan 15, 2021	7:00 PM	ET	Towson	Towson	MD	Cornell, West Chester, William & Mary	9	200	BWI	<a href="#">Payment Info</a>

Below the table is a section for 'Meet Judges'.

- **Declining a Meet:** Once you have been assigned a meet, if you need to decline it, you will NOT be assigned another college meet for that weekend. If you have previously been assigned to another meet that weekend, you will be replaced. Exception: – if travel arrangements make it impossible for you to make the second meet assigned, contact the Assigner to describe the problem.
- **Contracts:** The schools are responsible for sending your contracts in a timely manner. Do not judge without a contract. It is your protection. If you do not

hear from an institution in a timely manner you can contact the school by clicking on the Dashboard. This information can be found at the end of the “Payment Information” page. Go to “Dashboard/Assignments” page, click blue “View Assignments” button on the right. On next page, click green Payment Information button and scroll down for the School information. You will find the pertinent information, the person to contact, phone numbers, and email addresses.

- **For the 2021 season, due to the impact of COVID on college athletic budgets, there will be more “Local” meet assignments and fewer “Out of Area” assignments.** Your assignments will, in large part, depend on the requests of the colleges and universities in your area and on your geographic location.
- **5 Meet Limit: For the 2021 season only, you may judge a Division I school three times at home** and twice away during the regular season. It is your responsibility to double check the number of assignments you receive at each institution. If you notice that you are judging a school more than the allowable number of times, please notify the Assigner. (Assignment as a Walk-around Meet Referee does NOT factor into your count for purposes of this rule.)
- **6 Meet Limit: For the 2021 season only, you may judge DII and DIII schools three times at home** and three times away. This does not count conference meets – only regular season meets.
- **An attempt should be made by the Assigner to limit the number of times a judge sees a team to 4 or fewer times whenever possible financially.**
- **Fee:** The colleges all have different pay scales. The minimum fee is \$100, which is in line with the highest hourly fee paid to a National judge for 3 hours in the USAG system. NCAA meets are typically less than 3 hours. Per diem is mandatory.
- **Travel by Air:** Some schools can fly judges to their sites while others cannot. When flying to a school, it is recommended that you identify flights that work best for your schedule (taking into consideration cost) so you can suggest flight options when you are contacted by the host school. Do not take the last flight into a city before the competition. Because there may be weather delays, flight cancellations, mechanical problems, or other situations that you cannot control,

you should allow additional time for travel. Schools may wish to have all judges arrive at approximately the same time so that judges can rent a car or be transported together.

- **Mileage:** The current IRS Mileage is paid to the driver for the full round trip. However, some universities have a different mileage rate than the IRS. This rate is listed under their payment information.
- **Per Diem:** See NCAA Compensation Guidelines document on NAWGJ.org., or in the “Help” section of the JAS site. Judges may be expected to share a room if overnight accommodations are required. The type of hotel accommodations provided by each institution is located in the School Information section of JAS. This is similar to the USA Gymnastics Rules and Policies.
- **Uniform:** Collegiate judges are expected to wear the NAWGJ navy uniform and a white blouse or shirt. Men must wear a tie. Women may wear either pants or a skirt.
- **Safety Guidelines** for judges may be found on the NAWGJ web site by searching for “NAWGJ Safety Kit” at <https://nawgi.org/judging-aids/administrative-forms/>.

This list was prepared for use at age-group meets rather than collegiate meets but many of the suggestions will be applicable to collegiate settings. Judges may want to ask the institution where they are assigned if there are specific guidelines for their institution/community/airport.

**IMPORTANT INFORMATION - Check each institution’s information BEFORE accepting a meet. Go to Payment Information. This will tell you when/how you will be paid, if you will need to drive a rental car, if you will have single/double room occupancy, etc. When you accept a meet, you are agreeing to the terms of the school’s contract.** To find Payment Information:

- Click on “Dashboards/ Assignments” page at top left of JAS main page
- Click blue “View Assignments” button on the right

- Click green “Payment Information” button

**This section also lists the name of the Assigner for the meet.**

**Sample:**

The screenshot shows a web application interface with a dark sidebar on the left containing navigation links: JAS, JAS Judges, JAS Management, OFFICIAL, and Help. The main content area is titled 'Meet Info' and contains several sections:

- Payment**: A table with the following rows:
 

Direct deposit?	Yes
Check on site?	No
Check by mail?	No
Length of time for check arrival post-event?	1 Week
Pay special referee pay?	No
Reimbursement of expenses post-event?	Yes
One check?	Yes
Multiple checks?	No
Pay tolls separately?	Yes
Mileage rate different from NCAA Compensation Package?	No
If so, mileage offered at institution?	
W-9 required?	Yes
- Hotel**: A table with the following rows:
 

Single Occupancy?	Yes
Double Occupancy?	No
- Rental Car**: A table with the following rows:
 

Required of 'fly-in' judges?	No
'Fly-in' judges picked up at/returned to airport by institutions?	Yes
- Additional Requirements of Institution**: A table with the following row:
 

Judge required to fly in one day early?	no
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## Important NCAA Reminders for 2021

The USA Gymnastics (USAG) Level 10 rules are written for a developmental purpose. The collegiate program has different goals and needs than the USAG Level 10 age group program. The NCAA Rules Modifications are needed to address those differences. The NCAA Rules and Championships Committee has embraced the following philosophies:

1. Women’s Gymnastics Rules Modification Document and Meet Procedures must be applied consistently during both regular and post season competition.
2. The rules and collegiate modifications must be appropriate for DI, DII & DIII.
3. Significant modifications to the USAG Level 10 rules need to be based on a well-

understood and consistent philosophy and/or set of goals for the collegiate program. There are no significant rule modifications on any event for this coming 2021 season.

**Expectations of Judges and Assigners:** The Judges Assigning Committee of the WCGA requests that judges and Assigners adhere to the following:

1. Apply the NCAA rules and modifications consistently throughout the season.
2. Judges should not discuss scores or their impressions of competitors with other judges.
3. Ensure judges are assigned to all events during the season
4. Do not allow judges to request which events they are assigned.
5. Flash scores and Start Values simultaneously according to open scoring.
6. Judges are not to review “unwritten rules” with each other prior to meets.
7. Prohibit judges from having preferences on where they judge or with whom. They are only permitted to give available dates and distance willing to travel.
8. Remind judges to apply JO rules with NCAA collegiate modifications.
9. All meets should be judged the same way from the first meet, senior night, to NCAA Championships.
10. Judges are to judge what they see and not who the person is or how they have performed in past meets.
11. Reinforce that there is a yellow card system for judges to use. Judges shall provide their own yellow cards.
12. Routine Summary Forms – up to six per team per meet may be submitted. Judges will **individually** complete each form prior to leaving the site and **after** signing the official score sheet. The individual responsible for obtaining the signatures on the score sheet shall collect the routine summary forms and return a copy to the appropriate coach or meet official. Coaches will still receive the desired feedback without face-to-face discussions between coaches and judges.
13. **New for 2021 season: Judges are not allowed to leave the location of the competition until all head coaches have signed the official score sheet and judges are released by the Meet Referee.**



***BY ENTERING YOUR NAME IN THE JAS SYSTEM, YOU ARE AGREEING THAT YOU WILL CONSCIENTIOUSLY FOLLOW THE INTENT AND PHILOSOPHY OF THE NCAA RULES MODIFICATIONS AS CONSISTENTLY AS POSSIBLE.***

### **Self-Evaluation/Meet Referee Evaluations**

Following every JAS assignment, judges are asked to complete a Self-Evaluation of their performance on the JAS. Meet Referees are also asked to complete an evaluation on all officials. Questions can be answered with YES/NO/NA. Go to the Dashboard/Assignments. Click on green “Self-Reflection” button on the right to complete the Self-Evaluation form. When you are done, click on SAVE.

The Self-Reflection survey can also be accessed on your mobile phone when you are traveling.

Coaches will be asked to complete a different form. **A copy of the blank coaches’ evaluation form is available under the “Help” section of the JAS site.** Weekly the NAWGJ President, WCGA Executive Director, and the JAS National Assigner will review this information. PATTERNS are being looked for rather than isolated incidences. (Coaches are required to denote whether they won or lost the meet, and this is taken into consideration when reviewing the comments.)

## Sample:

**Self Reflection**

Meet #	First	Last	Date	Home Team	Events
77	Tester	Tester	Saturday, Jan 16, 2021	Centenary College	vt1, fx2

Did you review all NCAA Rules Newsletters prior to the meet?

Did you practice judge with collegiate routines prior to the meet?

Did you wear the official NAWGJ uniform?

Were you on time (in uniform) for the meet referee's meeting?

Did you act in a professional manner?

a) In appearance?

b) Judge with confidence?

c) Complete and return contracts & travel arrangements in a timely manner?

Did you follow meet protocol for open scoring (flash start values and score simultaneously)?

Did you complete submitted inquiries in a timely manner and correctly (in long hand/fully)?

Did you complete submitted routine summaries correctly (in long hand/fully)?

**Good luck and have a productive and enjoyable college judging season!**