

Collegiate Judges Assigning System

Judges Manual

Assigning 2026 Season



The Women's Collegiate Gymnastics Association (WCGA) has adopted the Judges Assigning System (JAS) for regular season competitions. The JAS is administered by NAWGJ through the National Assigner and is mandatory for the 2026 season for any team wishing to use their scores for qualification to post season competition. This has been approved by and applies to all divisions.

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Please read this document thoroughly.

By entering your availability in the JAS, you understand and agree to follow and be bound by the NAWGJ Rules and NAWGJ Disciplinary Procedures, and all applicable NCAA and WCGA Rules, Policies, and Procedures.

The JAS is web-based system where each judge enters their own availability. Meet hosts enter their meets, and including the number of judges needed for each home meet, conference meet or invitational. Eleven Regional Assigners then assign judges according to the Assigning Rules and Assigning Best Practices, including based on availability, distance and experience. The National Assigner assigns collegiate meets held in conjunction with age group invitationals and/or not run or hosted by an institution, the Women's Collegiate National Invitational Championship, Division III Regionals and National Championships, and Conference Championships.

This Manual will help you enter your information in the JAS should you desire to be given the opportunity to be selected for collegiate assignments.

The WCGA worked with NAWGJ to create the JAS. The principles of the JAS are:

- 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

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Collegiate Assigning Timeline:

Aug. 29, 2025	<p>First day for judges to begin entering information and availability.</p> <p>First day for meet hosts (institutions, conferences and invitationals) to begin to enter competition data.</p>
Sept. 12, 2025	Practical exam will be made available for judges required to take it.
Sept. 26, 2025	<p>Cut-off date for judges to enter their availability.</p> <p>Institution Waiver Requests Due.</p>
Oct. 1, 2025	Assigning begins. Judges should receive an email alert when they are assigned to a competition.
Nov. 1, 2025	Assigners notify meet hosts that assigning for all entered competitions is complete. Meet hosts should begin sending out contracts. Judges are encouraged to read all contracts before signing them.
Nov. 15, 2025	<p>Online multiple choice exam will be made available.</p> <p>Deadline for contracts to be sent to assigned judges. If a meet host sends a contract later, judges have 10 days to respond from the date it was received.</p>
Nov. 25, 2025	<p>Contracts should have been returned to meet hosts by this date.</p> <p>Meet hosts may notify the applicable Assigner if a judge has not returned a contract within 10 days of receiving it.</p>
Dec. 15, 2025	<p>Deadline for judges to pass the online multiple choice exam to retain their assigned meets.</p> <p>Cut-off for earning a Level 10, National or Brevet rating in order to retain assigned meets.</p>
Dec. 29, 2025	All Contracts must be returned to meet hosts or judges risk losing their assignments.

Using the JAS:

Visit the website <https://roadtonationals.com/jas>

Notice that there is no “www” for the website’s address.

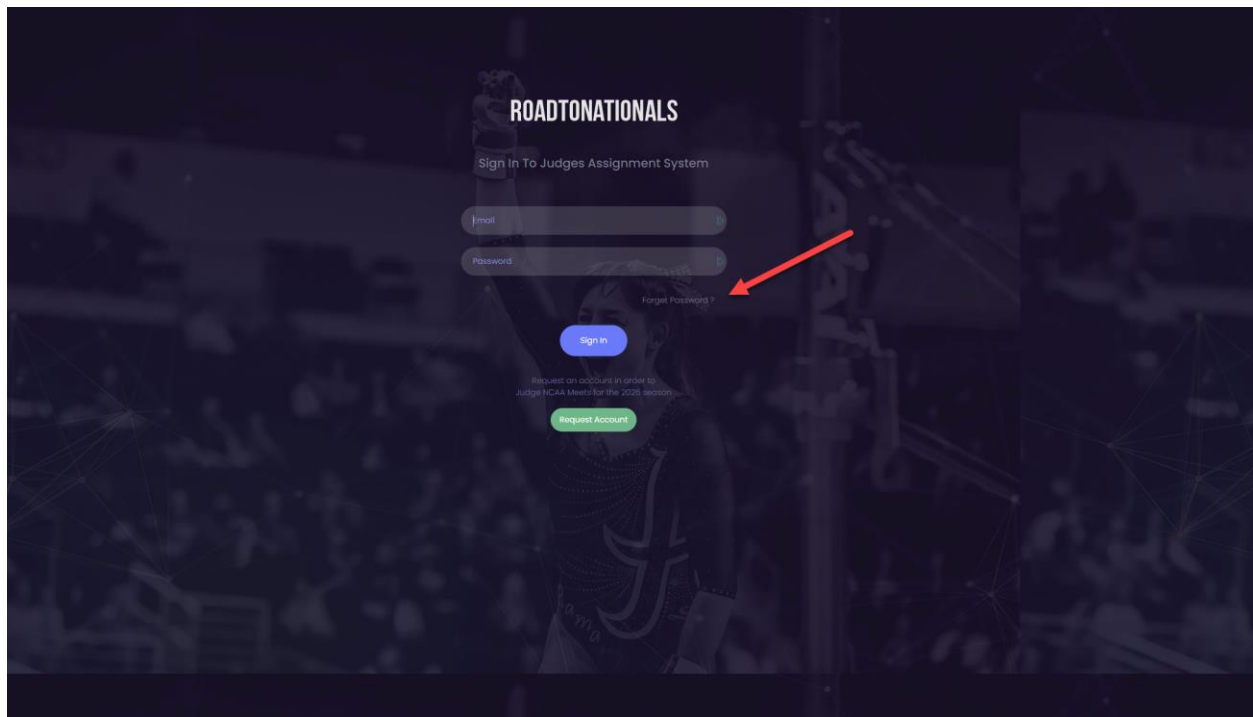
The entire site can be accessed on any device (iPhone, Android, tablet, computer, etc.).

If you have previously used the JAS, you should use the same email and password you used last season (or in prior seasons, if earlier).

****Please set up only one account. Judges are **not allowed** to have more than one account. Duplicate accounts will be removed and assignments may be lost or removed/declined.**

Forgotten Password:

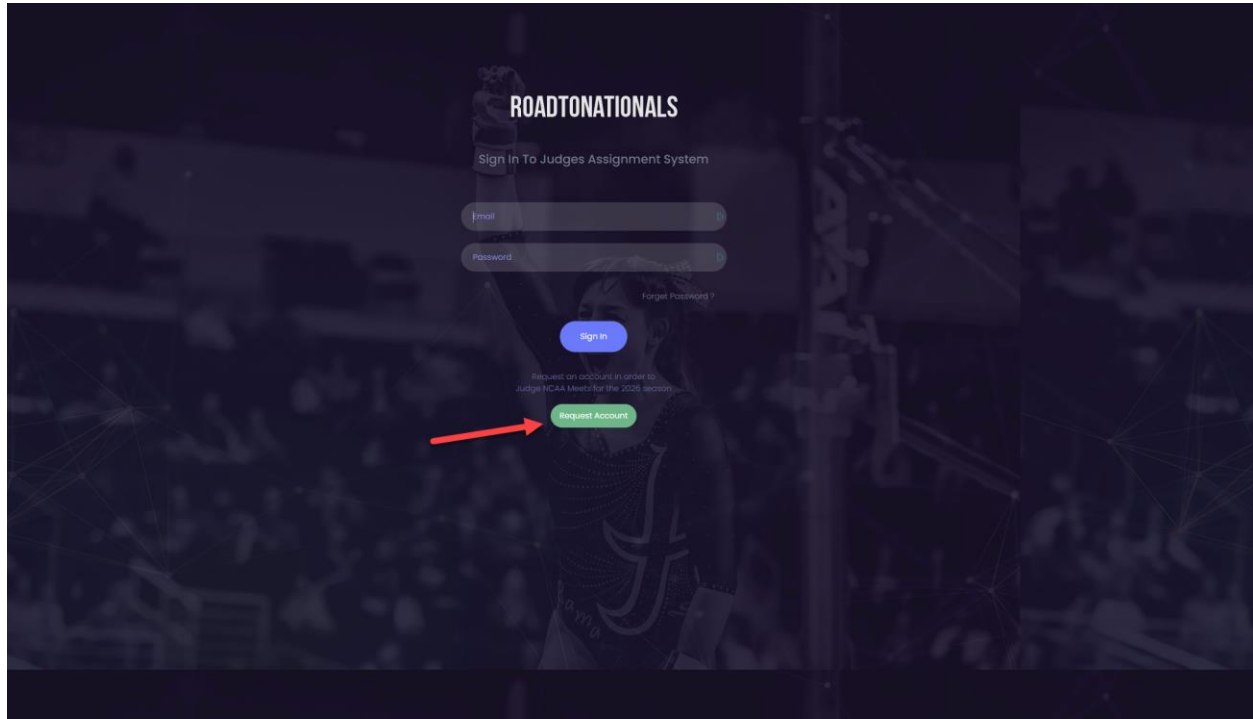
If you have forgotten your password, please use the forgot password function on the login page. Enter your email and, if it is in the system, you will receive a link to reset your password.



If you do not receive an email, you are either not in the system, or you have used a different email than the one entered into the forgot password form. Please contact the website administrator for assistance at contact@roadtonationals.com.

Setting up a new account:

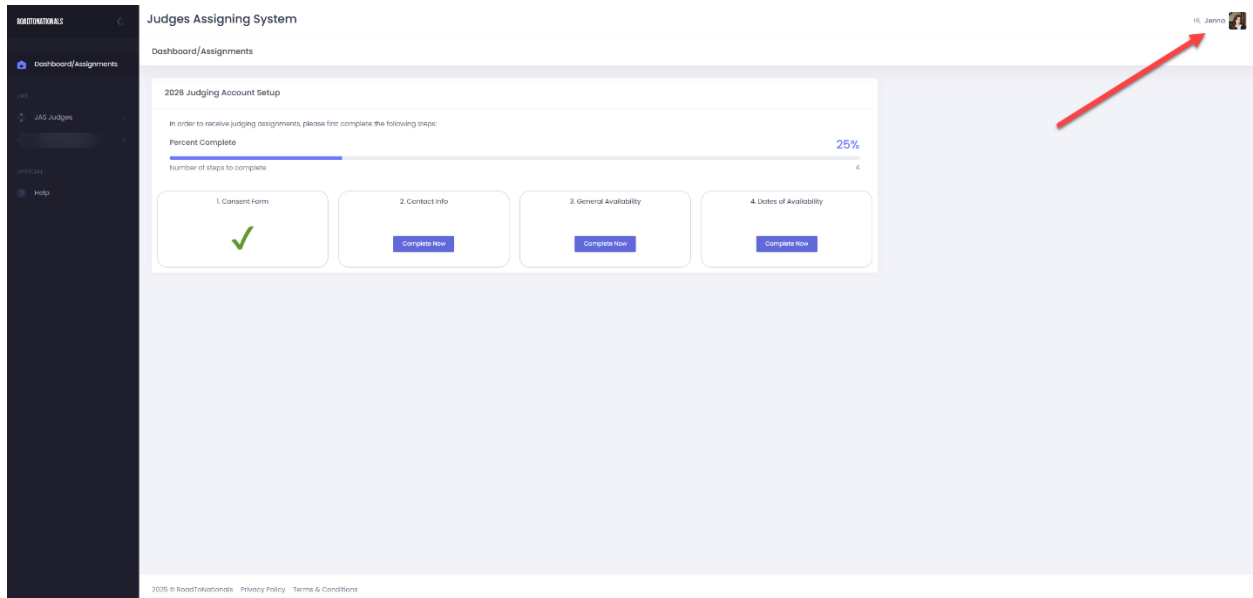
If you have never used the JAS, you must REQUEST an account at <https://roadtonationals.com/jas>.



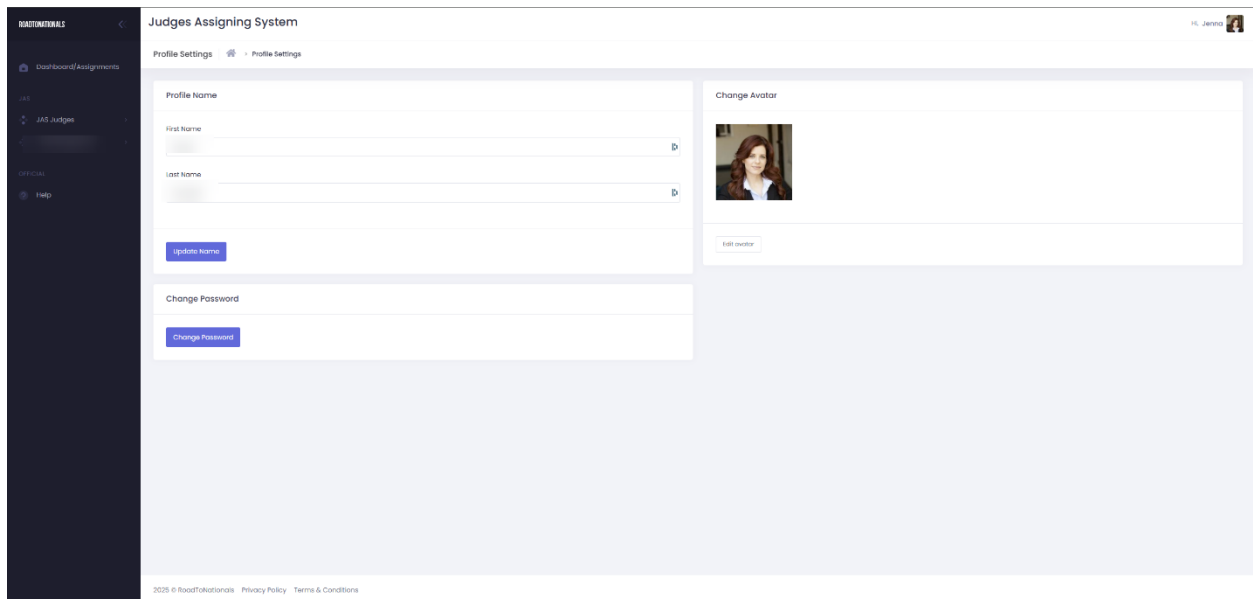
Login information and a temporary password should be sent by the website administrator to the email provided (on the request form) within 24 hours. Please contact the National Assigner if you have not received a response to your account request.

Judges Profile page:

The link to your Profile page is in the upper right corner of the screen.



Click on the link and then click on My Profile to go to your profile and you will have the ability to change your name, change your password, and add a photograph. You will also see the option to sign out of the JAS.



- **NAME:** It is important that you only enter your **full and proper name as it appears on the government ID you will use as identification if you are flying to a meet.**
- **PASSWORD:** You can change your password on this page. When you select your password, we recommend that you use a strong password, such as a long phrase or a 10+ character password that uses both lower- and upper-case letters, numbers, and/or symbols. 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.
- **PHOTO:** You may 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 file you want to upload. Select the photo file and upload it. Please be sure to check that you uploaded the correct photo. Photos should be solely of yourself, with no other person(s) (or anyone else, such as pets) in them. Please only add a photo – **DO NOT** add a caricature or any other non-photo.
- **No falsifying information.** You should not enter a name that is not your name, nor should you upload a photo that is not of yourself. Entering any deliberately false information may be grounds for removal from the JAS and/or from any assignment meets and/or post season assignments.

Entering Your Data for the 2026 Season

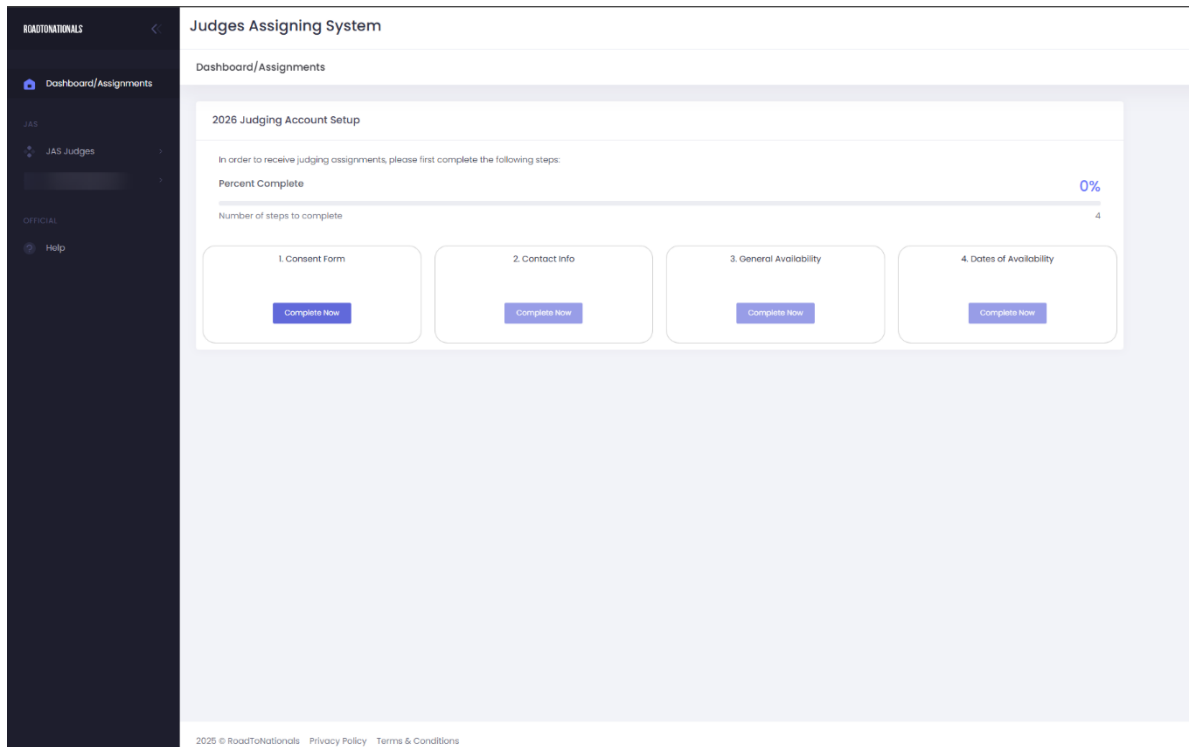
The JAS has been purged of all data from last season, so you will need to enter your data again.

There are four steps for entering your data for the 2026 season:

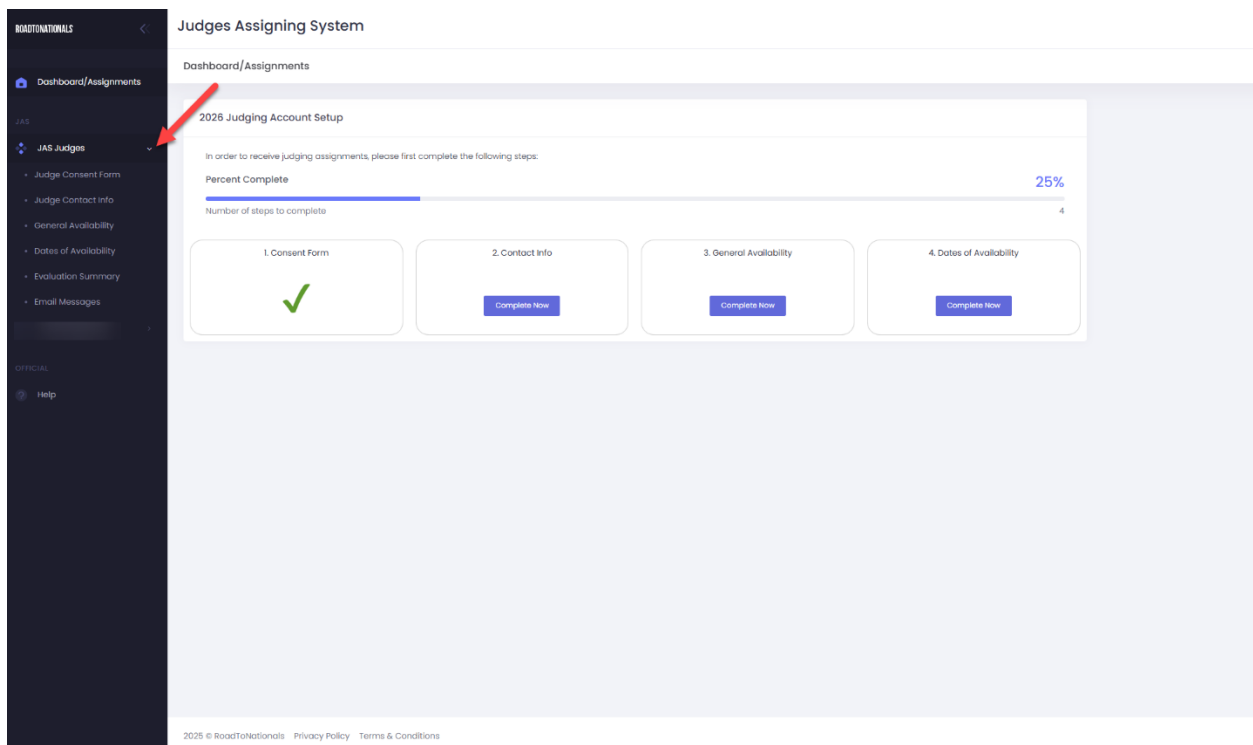
1. S.C.O.R.E. Board Consent Form
2. Contact Information
3. General Availability
4. Dates of Availability

Judges Dashboard

When you first login, you will be brought to your Dashboard. There, you can see the four steps for entering your data.



You can also access this information at any time by clicking on the down arrow to the right of JAS Judges.



Click on any of the blue “**Complete Now**” buttons to enter data. They can be completed in any order. You do not have to do each Step in a row, however, it is **STRONGLY** recommended that you do so – especially completing Step 3 (General Availability) before Step 4 (Dates of Availability).

S.C.O.R.E. Board Consent Form

Go to Step 1 – Consent Form and click the blue “**Complete Now**” button. **NEW for 2026** – The S.C.O.R.E. Board has a consent form for you to review and fill out. Sharing your data, participation in the evaluations, and allowing your video to be used for the evaluations are all optional. Please read the consent form and enter your choices. You may change them at any time.

The screenshot displays the 'Judges Assigning System' (JAS) interface. On the left is a dark sidebar with navigation links: 'ROADTONATIONALS', 'Dashboard/Assignments', 'JAS', 'JAS Judges' (with a dropdown arrow), 'Judge Consent Form' (selected), 'Evaluation Summary', 'Email Messages', 'OFFICIAL', and 'Help'. The main content area is titled 'Judges Assigning System' and includes a breadcrumb trail 'Contact Info > Consent Form'. The form itself is titled 'WCGA SCORE Board Pilot Program - Consent Form' and contains the following sections:

- Welcome to WCGA Pilot Evaluation Program – 2026 Season**
Please review the details below before submitting your consent.
- Important Notes:**
 - This program is **optional**, and judges who do not consent to any, or all, of the below may still participate in the judging pool for the season.
 - Responses will be tracked individually and updated prior to any assignments.
 - Depending on your consent, you may not receive feedback.
 - You may change your selections at any time before the season begins.
- Review First: Score Board Manual**
Before completing the consent form, make sure to read the [Score Board Manual](#), which covers:
 - Evaluation criteria and procedures
 - Reviewer roles and responsibilities
 - Storage and communication of evaluations
 - Grievance procedures and oversight measures
- Section 1: Personal Information Sharing – Data and Communication**
All evaluation data will be:
 - Stored securely within the GotScored platform; please read their privacy policy & consent to the data being moved to this system
 - Only accessible to Supervisor of Officials and the judge being reviewed
 - Communicated via secure dashboard or email notification within 2 weeks of event

Do you consent to share your name, email, and judging assignments with:

 - Supervisor of Officials
 - SCORE Board
 - GotScored

A dropdown menu labeled 'Select' is provided for selection.

Note: If you select "No," your data will not be entered into GotScored and routines judged by you will not be evaluated.
- Section 2: Evaluation Consent**
Do you consent to be evaluated through video and SCORE Board review?

A dropdown menu labeled 'Select' is provided for selection.

Note: If you select "No," no assessments will be linked to your name or stored in your profile.

The above screenshot is for reference only, it is not the full form. Please scroll down to see all portions of the form and submit your responses.

Judge Contact Information:

Go to Step 2 – Contact Info and click the blue “**Complete Now**” button. That will take you to the “Judge Contact Info” page.

TIPS:

You must fill out the ENTIRE form.

- There are pull down menus.
- DO NOT USE ALL CAPITALS, except for airport codes.
- **Work phone** – if you do not have a work phone or do not wish to be called at work, leave it blank.
- **No falsifying information.** You should not enter any information that is not true.

Address

Please use the address that you will reside in at the beginning of the season (January 1, 2026). This must be an address where you reside. Do NOT use another address. If you have multiple addresses throughout the season, then place the additional addresses (with the applicable date ranges) in the Comments section on the General Availability Form – there is nowhere to add such information on the Contact Info form.

Airports

You may enter more than one airport. **Please use the correct 3-letter 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 each of them.

NAWGJ and USA Gymnastics Memberships:

The WCGA requires that all judges be current NAWGJ and USA Gymnastics members.

Meet Referee:

This is only a preference. You may still be selected as a Meet Referee even if you select “No.” The Meet Referee training will be released prior to the start of the 2026 season. You should change your response to this question once you have taken the training.

Emergency Contact

NEW for 2026 – Emergency Contact. Please enter the contact information for your **emergency contact**. This information may be used if there is a health, safety, or urgent situation where we are unable to reach you directly or if you are incapacitated.

ROADNATIONALS

Dashboard/Assignments

JAS

JAS Judges

- Judge Consent Form
- Judge Contact Info**
- General Availability
- Dates of Availability
- Evaluation Summary
- Email Messages

OFFICIAL

Help

Judges Assigning System

Contact Info > Contact Info

Judge Contact Info

First Name

First

Middle Name

Middle

Last Name

Last

Address

Address

Address 2

P.O. Box, Appt #, etc.

City

City

State

Select State

Zip Code

Zip Code

Email

test@test.com

Nearest Airport

JFK etc.

Home Phone

000-000-0000

Cell Phone

000-000-0000

Work Phone

000-000-0000

Are you of Hispanic, Latino, or Spanish Origin?

Select

What is your race?

Select

Select Gender

Select Gender

Emergency Contact

Emergency Contact

Relationship

Relationship

Contact Email

Contact Email

Contact Phone

000-000-0000

Affiliation:

The NCAA and the WCGA have an Affiliation Policy for judges which is included as Appendix IV of the NCAA Rules Modifications. For ease of reference, we have included a link to the Affiliation Policy in this form.

Please read the Policy and indicate if you meet any of the affiliation scenarios.

If you are affiliated, you must indicate:

1. Which institution(s) and
2. The specifics of how you are affiliated.

Judges Assigning System

Contact Info > Contact Info

Team Affiliation - [Read Affiliation Policy Here](#)

Affiliation: Conference meet assigned last year:

For example: UCLA (volunteer coach), LSU (employee)...

Event Preference 1: Event Preference 2: Event Preference 3: Event Preference 4:

Local Weekday Meets: Travel Weekday Meets: Meets Desired per weekend:

Highest level of NCAA competition judged in the past 5 years:

May the assigner/school personnel share your cell phone number and email address with other judges on the meet?

Have you read the 2026 JAS Manual?

I am interested in being a Meet Referee. I meet the requirements and I will complete the online training prior to my Meet Referee assignment.

I have completed the on-line Meet Referee Training for the 2026 Season.

Have you ever judged a podium meet?

[Confirm for 2026](#)

**** For all Affiliation Questions –** please submit an email to the National Assigner so that it can be directed to the WCGA Officiating Committee for review and determination.

Event Preferences:

Please list your event preferences as they are helpful to the Assigners. Please note the following:

- There is no guarantee you will be assigned to any particular event.
- Assigners will attempt to assign you to all events during the season.
- You may choose “No Preference” for an event assignment. But, it is more helpful to the Assigners if you rate your events in order of preference.
- If you receive a conference meet or NCAA post season meet, your preferences may be reviewed and taken into consideration by the Meet Referee.

Weekday Meets:

Select whether or not you can judge meets during the week (Monday through Thursday), either in your local area or meets that you would need to travel to (usually requiring a flight).

Meets Desired Per Weekend:

The weekend is considered Friday, Saturday and Sunday. You will be able to enter more specific dates and times on the General Availability and Dates of Availability pages.

Once you have filled out the entire form, click the blue “[Confirm for 2026](#)” button at the bottom of the screen. This will save your data and you can move on to the next step.

You can access and change your data at any time by clicking on the “Judge Contact Info” selection in the Left Menu. This can be accessed by clicking on the arrow to the left of JAS Judges.

General Availability:

For Step 2, click on the blue [“Complete Now”](#) button to enter your “General Availability.”

General Availability is an overall setting for each day of the week. You can make specific changes to specific dates in the Dates of Availability form (Step 3). If you do NOT make changes to any specific dates, then your General Availability will be used for all available dates.

Friday is the first day of the week listed on the form. This is because the form lets you copy the information you input for Friday across all other days so that you do not need to separately fill them out, unless you have different responses for one or more of the other days of the week.

Fill out your information for Friday.

Travel Restrictions:

Driving:

- Enter how far you are willing to drive ONE WAY. ****DO NOT PUT “DRIVING IS ROUNDTrip”** in the Comments box. The mileage is for one way – please DO NOT CONFUSE THE ASSIGNERS by trying to change this in the Comments.
- If you indicated “No” to driving, enter “0” miles for Max Drive (miles).
- Carpools are not required.

Flying:

- If you indicated “No” to flying, enter “0” miles for Max Fly (miles).
- If you have no limitations on flying distance, enter a large number – for example, “4000” miles.
- Do NOT put NO for both flying and driving as you will NOT be assigned for the entire season – instead, remove that date from your availability under Dates of Availability.

Time Schedule: Enter the parameters of your time travel restrictions.

- You may enter different times on various days.
- For example, 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 on Friday.

- **** The Latest Return Time is NOT generally for evening meets that you have to fly in to judge. Such meets almost always require an overnight stay. For example, it is almost impossible to find a flight anywhere after the end of a 7:00 pm (projected end after 9:30 pm) meet on a Friday or Saturday evening. Please take this into consideration when filling out your time restrictions. IF YOU CANNOT STAY OVERNIGHT, YOU SHOULD NOT ACCEPT A FLY IN IN MEET THAT IS AN EVENING MEET.**

Comments:

You may add a brief comment for the Assigner at the bottom of the General Availability section.

- This is the place to enter your additional residences with applicable dates, if any.
- This can also be general notes such as: rental cars preferred, I do not have snow tires, etc.
- DO NOT put notes about specific dates here, unless it is with respect to additional residences. All notes about specific dates MUST be entered in the applicable date in your Dates of Availability (Step 4).
- **** IT IS AGAINST THE RULES TO REQUEST ANY MEET IN THE COMMENTS. DO NOT put that you are judging at a certain Dev meet or invitational or that you will be near a certain institution. You MAY put dates that you will be in certain areas (such as a city or state), but **not why**.**

If you started with Friday, you can now move to the next day of the week, Saturday.

Other Days: Continue filling out your information for each day of the week. You **MUST** complete the information for each day. If you do not do so, the Assigners will not have your information for that day of the week, so you may not be assigned any meets that occur on that day.

****PLEASE NOTE** - There are very few meets on weekdays. So, if you only provide weekday availability, your opportunity to be assigned will be severely restriction.

Copy Friday Button:

This button Copies all data from Friday to another day. Use this button if your information for another day is the same as for Friday.

If you started with another day, you will not be able to use the Copy Friday button until you complete your data entry for Friday.

You can also use this button to copy your Friday information to any other day and then edit it to make specific changes.

The screenshot shows the 'Judges Assigning System' interface. On the left is a dark sidebar with navigation links like 'Dashboard/Assignments', 'JAS Judges', and 'General Availability'. The main area is titled 'General Availability' and contains a grid for inputting availability for each day of the week. The days are Friday, Saturday, Sunday, Monday, Tuesday, Wednesday, and Thursday. Each day's column has a 'Set Off' button and a 'Copy Friday' button. A red arrow points to the 'Copy Friday' button in the Saturday column. Below the grid is a text area for comments and a 'Confirm for 2026' button.

Set Off Button:

This button should be used when you want to completely block that day for the ENTIRE season. By clicking the Set Off button, the JAS will mark that day of the week as unavailable the entire season.

Completion of General Availability: You must complete this page before moving to the next section. You must click the blue “**Confirm for 2026**” button at the bottom of the page to save your information.

- You may change your General Availability information at any time.
- To edit, click on the General Availability link on the left menu, under JAS Judges.
- However, you **MUST** click the Confirm for 2026 button to save any such changes. If you do not do so, your changes will not be saved.

Dates of Availability:

After you complete Step 3, you will automatically be returned to the Dashboard.

Got to Step 4 – Dates of Availability, and click on the blue “**Complete Now**” button to enter your specific dates of availability.

Calendar Day Selection:

The January calendar will appear on the first screen. Enter your January availability by clicking on each day you are available to judge, if any. Once you click on a day, that day will turn **blue**.

Once you have selected the days in January that you are available, click the blue “**Next Month**” button on the right above the calendar to go to February. You can also click the name of the month above the calendar (all four months are listed and clickable).

Select all of the days in February that you are available and then move to March and April and do the same. Be sure to select all of your available days for all four months. Once you get to April, there is a green “**Submit**” button. Use this to submit all of the days you have selected for all four months. You will then see a pop-up window confirming that your days of availability have been submitted. If you do not click the Submit or Save (see below) buttons, then your selections **WILL NOT** be saved.

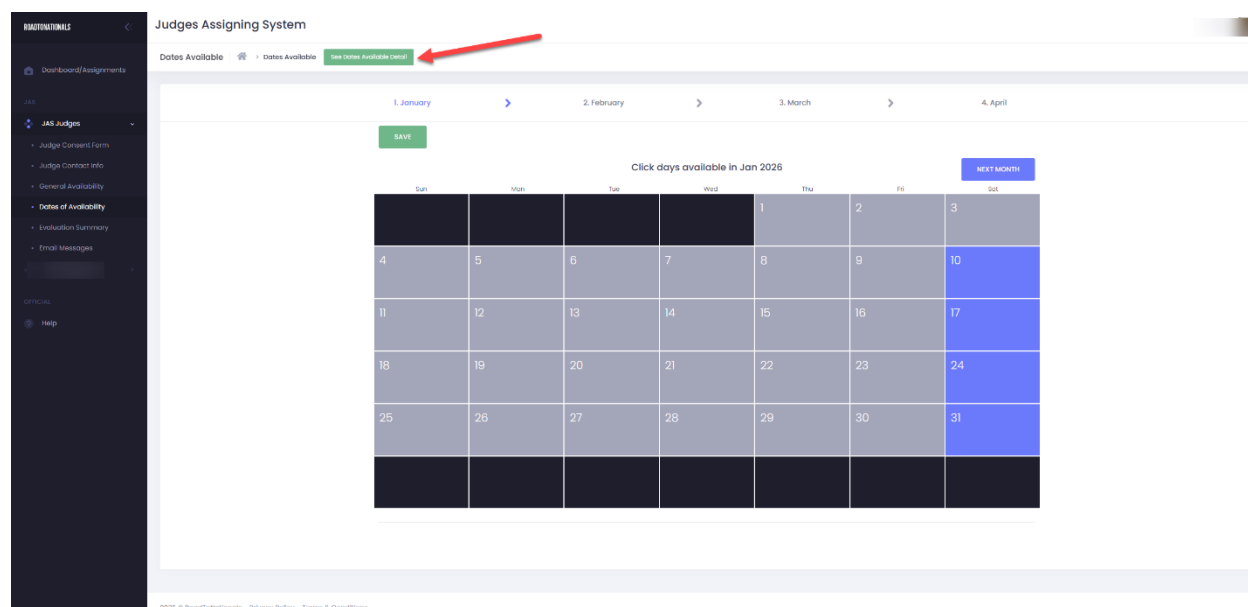
You can also save your days of availability at **ANY TIME** by clicking on the green “**Save**” button on the left side above the calendar. This will also submit your days of availability, however, you will need to do it for **EACH month separately**.

You may return to a previous month by clicking on the “Previous Month” button on the left side above the calendar, just below the Save button. You can also move to a previous month by clicking on the name of the month above the calendar.

**** PLEASE KEEP YOUR CALENDAR UP TO DATE.** Please respect your Assigners by keeping your availability up to date. The Assigners RELY ON the information you have entered. When it is incorrect, it creates more work for everyone.

Viewing/Commenting on Specific Days:

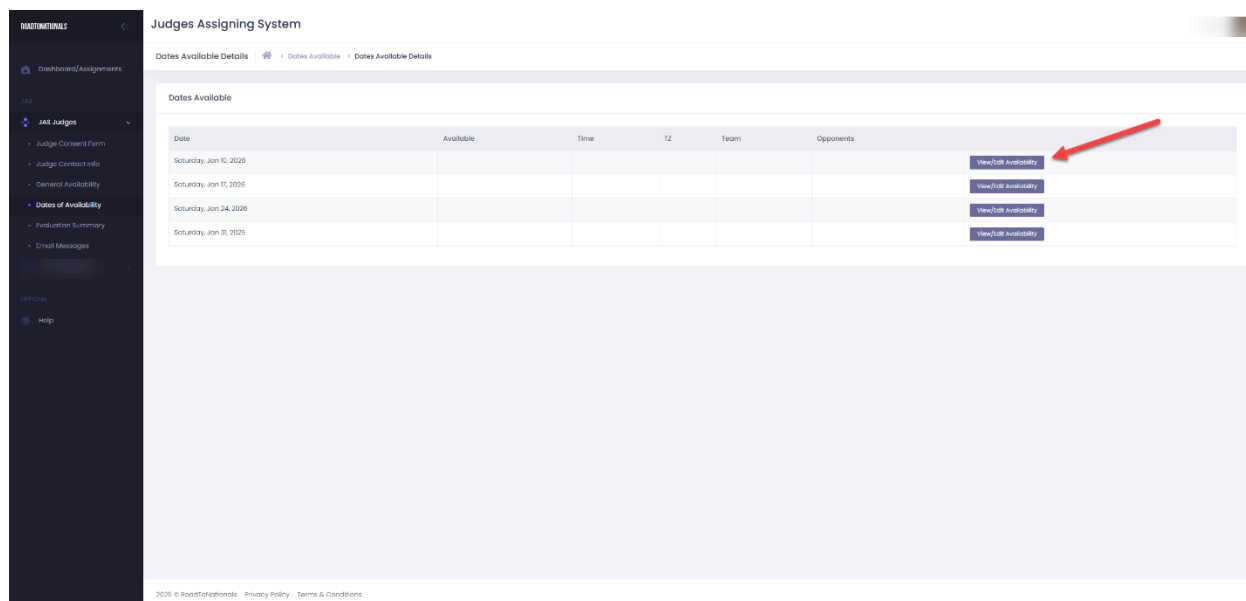
You can view the days you have selected in one long list by clicking on the green button “**See Dates of Available Detail**” button at the top of the page (above the names of the months).



Once you click on the button, the JAS will bring up a listing of each of the days you have saved/submitted as available.

If you want a record of the days you selected as available, you **can** print your calendar, or you can print the listing brought up when you click the See Dates of Availability Detail.

Once you have clicked the See Dates of Availability Detail, you then need to click on the darker blue “**View/Edit Availability**” button. This will bring up information specific for that day ONLY.



Clicking on the “View/Edit Availability” button brings up the following page:

The screenshot shows the 'Edit Availability' page for Saturday, Jan 10, 2026. The page is divided into two main sections. The left section is titled 'Edit Availability for This Day(Saturday, Jan 10, 2026)' and contains a form with the following fields: Drive (No), Max Drive (Miles), Fly (No), Max Fly (Miles), Earliest depart time (1000am), Latest return time (1000am), and a comments section. The right section is titled 'General Availability (Saturday)' and is currently empty. A 'Save' button is located at the bottom of the left section.

Now you can enter any specific **Travel Restrictions** and Comments for this particular day, ONLY. Do NOT put this information in your General Availability comments, unless it applies to that day of the week for every single week of every single month.

****PLEASE NOTE** – If you do not enter any changes or comments with respect to specific days, then your General Availability information will be used by default.

Notes on Specific Dates:

- **Conference Championships:** Most Conference meets will be held on March 21, 2026. As some states hold their 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, except for local judges who may be assigned to the same conference if the meet location is in a similar area. (Exception – the Meet Referee may be the same for two years in a row.)
- **NCAA Regionals:** (Now called Rounds 1, 2, and 3) are April 1-5, 2026. The meet hosts are Louisiana State University, Oregon State University, University of Kentucky, and Arizona State University.
- **NCAA Nationals:** are April 16 and April 18, 2026, in Fort Worth, Texas.
- **NCAA Regional and National meets are NOT assigned through the JAS.**

Updating your availability:

Please enter any change in your availability as soon as possible. If you chose to accept another non-college meet or your availability changes for any other reason, **remove those dates as available from the JAS.**

If your availability changes during the competitive season, **please update your availability in the JAS.**

Because emergencies occur, sometimes within 24 hours of a meet, you may receive an assignment to judge a competition at the last minute – you can only be considered if your availability is updated. Conversely, if your availability has not been updated, it can cause havoc for Assigners needing to make replacements.

Repeated failures to update your availability may be cause for REMOVAL from existing or future assignments.

Assignments Dashboard:

Your Assignments Dashboard will initially 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.

Responding to an assignment:

You have **5 days** to accept or decline. If you fail to accept or decline after **7 days**, your response will be changed to a decline for that assignment. If you have already been assigned to and accepted one or more other meets for that same weekend (Friday through Sunday), you will be removed from the previously assigned meet(s) for that same weekend.

Please reach out to the National Assigner if you will be unavailable for a period of more than 5 days during assigning which could cause you to miss the 5 day response deadline.

Please check your email and the JAS system frequently during the assigning period for your assignments. If you are not receiving emails from the JAS, but you see that you have assignments, please reach out to the JAS webmaster for his assistance – contact@roadtonationals.com.

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

Check each meet host’s information **BEFORE** accepting a meet.

Meet Host Payment and Other Information:

Detailed information on judging fees and other payment information is available on the JAS site once an assignment has been made.

Click on the green “**Payment Info**” button on the right to view specifics regarding payment and travel information for that particular assignment. This will tell you when/how you will be paid, if a meet host withholds taxes, if you will need to drive a rental car, if you will have single/double room occupancy, etc.

This page also lists the Assigner as well as contact information for the meet host. Meet hosts also indicate whether the meet is a special meet on this page (such as a pride or pink meet).

It is recommended that you do NOT accept a meet without viewing this page. When you accept a meet, you are agreeing to the terms of the meet as set forth in the JAS.

Acceptance = Contract:

Once you click on “**accept**” to an assignment in the JAS, you will be expected to honor that commitment. Acceptance creates an interim **agreement** until the contract document arrives from the meet host (or access has been provided for usage of a supplier, vendor or institution-based system which includes a contract).

As noted above, you should review all pertinent meet information **before** accepting a meet. For example, you cannot come off of an accepted meet because you do not want to be paid via Arbiter, as such payment information was available on Meet Payment Info page prior to your acceptance of the meet. This would instead count as a decline if you still wanted to come off of the meet.

Impossible Travel:

If you cannot logistically get to meet on a weekend when you have another meet scheduled or the travel is outside your JAS stated parameters – DO NOT DECLINE. **Call** the Assigner before marking any decision in the JAS. Please do not decline and then call the Assigner after the fact. If you decline a meet – you will be removed from any other meet you have accepted on that weekend and will be marked unavailable for any other meets on that same weekend.

Assigner Information:

To find Assigner information for a particular competition:

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

Contracts:

Written contracts are required for all meets. Do not judge without a contract. The meet hosts are responsible for sending contracts in a timely manner.

If you do not hear from a meet host in a timely manner you can contact them by clicking on the Dashboard and locating their contact information at the end of the “Meet Payment Info” page. Go to “Dashboard/Assignments” and click the blue “**View Assignments**”

button on the right. On the next page, click the green “**Payment Info**” button and scroll down for the meet host’s contact information. It lists the person to contact, phone numbers, and email addresses. You can also see the name of the Assigner for that meet host. You should also contact the Assigner and/or copy them on all such communications.

Please contact your Assigner if you have not received a contract by November 25, 2025.

****You risk removal** from a meet if you fail to return the contract by the deadline set forth on the calendar on page 5.

After an assignment is accepted in the JAS, it cannot be declined except for extreme circumstances. Judges must contact the Assigner who may assist by contacting the appropriate meet host in such situations.

Contracts are between the judge and the meet host. However, contracts generally include a provision that if you violate any NAWGJ, NCAA and/or WCGA Rules you may be removed from the meet and/or the contract may be terminated.

Contracts should include the following information (from the JAS Meet Host Manual):

- Name and information on who is responsible at the **meet host** for travel.
- Directions to the competition site, where to park, where and how to enter the competition site.
- Indication of the required arrival time for the judge to arrive at the meet venue (usually one hour before the start of the competition).
- An emergency contact for the day of the competition in case of delayed or canceled travel.
- Travel information, such as hotel or flight requirements.
- **Meet hosts** will contact out of area judges to make travel arrangements.
- If the **judge’s** payment will include contact with a university business office, **such** contact information should be included.

Expenses:

Judges may not request additional expenses which have not been specified in the contract. The compensation rules are set forth in the 2026 Collegiate Compensation Rules and must be adhered to by all meet hosts and judges.

The 2026 Collegiate Compensation Rules are available at NAWGJ.org under NCAA, Rules

& Clarifications, Administration – Collegiate Judges, and also in the “Help” section of the JAS website. It has also been provided to all meet hosts as part of the Meet Host Manual.

Judging Fees:

Meet hosts set the judging fees for each competition; however, the WCGA has instituted new minimums and maximums for institutions. The 2026 Regular Season Acceptable Judging Fee Payment Ranges, per meet session (except as set forth in the Collegiate Compensation Rules) are as follows:

- Division I FBS & Invitationals: \$250-\$375
- Division I FCS, Ivy League, Division II & Independent: \$175-\$225
- Division III: \$150-\$200

Invitationals use the Division I FBS Judging Fee Payment Ranges, unless the Division of the host is different, in which case the host’s Payment Range shall dictate the allowable fee range. An “invitational” meet is defined as follows: (a) any meet held in conjunction with an age group meet and/or (b) any meet not hosted or run by an institution.

Conference Championships are not subject to the Judging Fee Payment Range caps, but must meet the applicable minimums.

Division III Nationals and the **WCGNIC** Judging Fee Payment amounts are set forth in their respective manuals and available in meet information and Meet Payment Info page in the JAS.

Travel:

Travel should be arranged by the meet host. Judges are NEVER required to book their own travel. This is the responsibility of the meet host. Please see the contact information section of the Meet Payment Info page which contains the contact information for the travel person/department.

Judges must respond to the initial travel request from a meet host **within 7 business days**. No response or extremely delayed responses may lead to REMOVAL and DECLINE of the assignment and any other meets on that same weekend.

Notify the Assigner if the travel required is not consistent with your limitations set forth in your JAS profile. This situation does not count as a decline.

Meet hosts should NOT book any travel for you without your prior written approval.

Judges may be expected to share a room if overnight accommodations are required. The type of hotel accommodations provided by each meet host is located in the meet host's Meet Payment Info page for the meet.

Travel by Air:

Some meet host can fly judges to their sites while others cannot. The meet host's JAS page will indicate whether they fly in judges. When flying to a meet, 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 meet host.

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 to ensure you arrive on time.

Meet hosts may wish to have all judges arrive at approximately the same time so that judges can rent a car or be transported together.

Meet hosts are REQUIRED to book your air travel. If you choose to do so, you are at your own risk such as regarding any cancellations, non-refundable tickets, etc.

Mileage:

The current IRS Mileage is paid to the driver for the full round trip. However, some institutions have a different mileage rate than the IRS. This rate is listed on the Meet Payment Info page for the meet. This is the only part of judges' compensation that is allowed to vary, and such variance is noted in the 2026 Collegiate Compensation Rules.

Per Diem:

Per diem is MANDATORY. The 2026 Collegiate Compensation Rules set forth the applicable per diem and allowable expenses. It is available on the NAWGJ website **under NCAA, Rules & Clarifications, Administration – Collegiate Judges, and also in the “Help” section of the JAS website.** It is also part of the Meet Host Manual.

Declining a Meet:

Declining a Meet At Assignment:

If you have been assigned to a meet and decline it, you will NOT be assigned another college meet for that ENTIRE weekend. If you have previously been assigned to another meet on that weekend (Friday through Sunday), you will be removed and replaced.

Exception: – if travel arrangements make it **impossible** for you to make the second meet assigned, contact the Assigner to describe the problem. Similarly, if the assignment did not conform with your General Availability or specific day parameters (entered in your Dates Available availability), contact the Assigner.

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 same meet. If you accept a meet in the JAS, it is considered an interim until the meet host sends you an official contract. Once you have signed a contract with the meet host, you may not decline the assignment absent exigent circumstances.

Should an emergency arise, depending on how close it is to the meet in question, you will need to contact the Assigner, the Meet Host, and/or the Meet Referee.

Do not notify the Meet Referee unless it is less than five (5) days from the meet at issue.

The National Assigner, in conjunction with the applicable Regional Assigner, will evaluate the reason for **refusal after acceptance** on a case-by-case basis. If it is determined the reason violates a NAWGJ Rule and/or is unprofessional or unethical in nature, it may result in suspension or removal from regular season assignments, loss of assignment to conference championships or post-season events, and/or reduction in future assignments. Additionally, the WCGA, the NCAA, any applicable meet hosts, and/or any other governing bodies may be notified which may result in the suspension or removal from other meets.

2026 - JAS ASSIGNMENT PARAMETERS

Mileage by Divisions:

Institutions are divided into categories based on NCAA divisional and/or football classifications. Local judges will be assigned using these parameters.

Division I FBS = 200 miles one way

Division I FCS = 100 miles one way

Division II = 50 miles one way

Division III = Exempt from mileage

***NEW FOR 2026 - Mileage should be the main focus when assigning. Institutions are not required to fly in a judges. If a judge must fly in for a meet, unless otherwise requested by the meet host, the flight distance should be as close to the meet host's applicable local mileage as possible.**

Meet Count Restrictions:

****All requests to deviate from the Meet Count Restrictions must be approved in writing by the National Assigner.** Assigners should attempt to limit the number of times a judge sees a team to 4 or fewer times whenever possible.

DI & DII- You may be assigned to a host institution up to 2 times at home and 2 times away during the regular season. One assignment as a Walk-around Meet Referee does NOT count for purposes of the 2 home and 2 away limitation rule.

DIII – You may be assigned to a host institution no more than 3 times at home and 3 times away during regular season. The same Walk-around Meet Referee rules apply.

FOR ALL DIVISIONS, the meet count restriction does NOT count post season competitions – only regular season meets. Conference championships are considered regular season for post season qualification scores, but are NOT included for purposes of meet count restrictions.

DI FBS Meets – You should be assigned to no more than seven regular season DI FBS meets, not including Conference Championships. All invitationals are considered DI FBS meets, with each separate session counting as a separate meet for the purposes of counting the number of DI FBS meets per judge.

Meet Assigning Schedule:

- Round 1a: Assign all Division III meets. Assigning for the meets assigned by the National Assigner begins.
- Round 1: Assign 25% of local judges, with economical proximity taken into consideration.
- Round 2: Assign 25% of local judges, with economical proximity taken into consideration. Assign all Division II and HBCU meets.
- Round 3 & 4: Assign 25% of non-local judges in each round
- Last Round: Meet Referees assigned and/or designated and judge replacements for all categories.

Meet Referees will be designated after all judges have been assigned for the competition.

COLLEGIATE EXAMS

Judges are required to pass one or more exams covering proficiency in collegiate judging and the NCAA Rules Modifications and applicable Level 10 Rules.

Judges required to take the full practical exam will not be allowed to be assigned to any meets until having passed the practical exam with a minimum score of 80%. The practical exam may be taken up to two times, if necessary. Failure to pass the practical exam will result in a judge not being eligible to judge collegiate competitions for the 2026 season.

All other judges will take an online multiple choice exam between November and December. The deadline for judges to pass the online multiple choice exam with a minimum of 80% to retain their assigned meets is December 15, 2025. The exam may be taken up to three times, if necessary. Failure to pass the exam will result in forfeiture of all assigned meets and the judge will become ineligible to judge collegiate competition for the 2026 season.

Important Notes

1. All **new level 10 judges** and those **new to collegiate judging** (which includes those judges who have not judged collegiate gymnastics within the past 5 years) must attend a “New to College” judging clinic developed and facilitated by NAWGJ prior to the beginning of the 2026 season. Failure to attend (either in person or via documented attendance for the entire recording) will render the judge ineligible to judge and all assignments, if any, will be removed and re-assigned.
2. Judges are not to review “unwritten rules” with each other prior to meets. Level 10 Rules, as modified by the NCAA Rules Modifications, are the sole rules that are applied. No other rules can be used.
3. All meets should be judged the same way from the first meet to the last meet of the season, including all championships.
4. Judges are to judge what they see and not judge based on the team, the division, who the person is, or how they have performed in past meets.
5. Coaches, staff and athletes must behave appropriately at competitions. There is a yellow card system for judges to use should anyone’s behavior violate those standards. Judges are to provide their own yellow cards.
6. A Judge should never be contacted directly by a coach/coaching staff to find out if the judge is willing to judge a meet.
7. Only judges assigned through JAS are allowed to judge collegiate competitions.

Assigners' Duties (From the Assigners Manual):

****EXCEPTIONS must be approved in writing by the National Assigner. Violations should be reported to the National Assigner, in writing.**

1. Assigning Rules

- Assign the number of judges requested by the meet host.
 - Work with the National Assigner if there are not sufficient judges available to assign to meet the meet host's request.
- Assign without bias or favoritism.
- Assign using the criteria set forth by the meet host's request, these Assigning Rules, and judges' availability and travel restrictions.
 - Meet hosts will indicate in the JAS whether or not they fly in judges.
- Assign based on the Division mileage categories set forth on page 29.
 - **NEW FOR 2026 - Institutions are not required to fly in a judge. If a judge must fly in for a meet, unless otherwise requested by the meet host, the flight distance should be as close to the meet host's local applicable mileage as possible.**
- Follow Division meet count restrictions set forth on page 29.
- Follow the Affiliation Policy when assigning.
- Follow the Assigning Schedule set forth on page 30.
- Judges assigned who must fly to a particular meet host must be assigned only ONCE per season to such meet host's meets.
- Assign a separate, walking Meet Referee when requested by a meet host. Otherwise, designate a judging Meet Referee, who will both judge and act as the Meet Referee.
 - The Meet Referee should be a local judge, if possible. The Meet Referee assignment should be a highly experienced judge who has completed the required Meet Referee training. Meet Referees will be designated by the Assigners after all judges have been assigned and accepted.
- Event assignments for the judging panels in dual meets will be switched after two events whenever possible, with switching judging panels taking priority over any other assigning considerations.
 - This means that the same two judges may not judge more than one event together.

- Judges from the same state should NOT be assigned to same events together whenever possible, but switching panels is the priority.
- Judges may not be assigned to any meet that occurs during the same weekend where a judge declines or has already declined a meet.
 - This means that if a judge has already accepted a meet, and then declines another meet that weekend, the judge would be removed from the already accepted meet.
- Never assign a judge who requests a particular meet.
 - Judges are prohibited from requesting assignments, including preferences for where they judge.
 - Judges are only permitted to give available dates and travel time and distance restrictions.
- Assign event panels based on these Assigning Rules.
 - Judges are prohibited from having preferences on who they judge with.
- Once assigning is complete or by November 1, 2025, whichever is earlier, send notifications to the meet hosts, reminding them to send contracts to the assigned judges.
 - NOTE: Meet hosts are responsible for handling all contracts, payments, and travel arrangements.
- Secure replacements when necessary, following these Assigning Rules and, if possible, the Assigning Best Practices. Notify the meet host when this occurs.
 - NOTE: If an emergency occurs, a meet host should work with their Assigner (including the National Assigner) to obtain possible replacement(s).

2. Assigning Best Practices

- Whenever possible, assignments should be as random as possible, but the Assigning Rules control.
 - Assigning the same two judges who an Assigner knows wish to carpool together does not indicate randomness but may be necessary to comply with an Assigning Rule.
- Assign judges to each of the four events during the season, unless an exception applies.
- Take into consideration a judge's order of preference when assigning events. However, the Assigners will select the events which may not always match the judges' preferences.
 - Judges are not permitted to request which events they are assigned, only to provide their order of preference in their JAS profile.
 - **Exception – Judges who are within their first 2 years of judging collegiate competitions or receive assignments for 3 or less meets in any given year,

may request to be assigned to only certain events by indicating those two events in the preferences section of their JAS profile.

- As selections are being made, Assigners should take into consideration the budgetary constraints (if provided) of the institutions, and the need to coordinate multiple competitions if a judge is assigned to more than one meet on the same weekend.
- Try to provide the most impartial and diverse panels as possible within the specific mileage (and other) guidelines.
 - Coaches may not request judges from any particular geographic area, unless there is an approved Waiver in place.
 - Coaches are NEVER allowed to request specific judges.
- Where possible, try to assign judges to meets in different Divisions, Conferences, and rankings (based on the prior season's rankings).
- Make an effort to rotate judges through various pay scales (differing institutions and Divisions).
- For fly-in meets, use every effort to bring in different judges than were flown in for a particular meet host in the previous season.
- Make an effort to give judges of equal ratings and experiences various meets from year to year.
- Use discretion when assigning inexperienced judges, i.e., assign them to quad meets so they can focus on only one event, and/or pair them with an experienced judge.
- Encourage judges with less collegiate judging experience to gain experience by serving as a timer or line judge and/or practice judging* before any judging assignments.

** NOTE: Any practice judging at a competition must be pre-approved by the meet host. Judges are encouraged to reach out to the Assigner and/or Meet Referee to request such approval from the meet host.

Self-Reflection/Peer Evaluation/ Meet Referee Evaluations

Following every JAS assignment, judges are asked to complete a Self-Reflection of their performance and the performance of the applicable panel judge(s) and Meet Referee, and enter such information into the JAS.

Meet Referees are also asked to complete an evaluation for all judges of the meet.

Most questions can be answered with YES/NO/N/A. However, a few require a written response. The written responses are very important because they explain the reason for the evaluation. Please note, the Peer and Meet Referee evaluations are taken into consideration when determining judges for the post season selection list.

There are new questions for 2026, so please review each question, even if you are previously familiar with the page.

How to Enter Evaluations:

Go to Dashboard/Assignments. Click on the green “**Self-Evaluation**” button on the right of the applicable competition to complete the Self-Evaluation and Peer Evaluation. This will take you to the Self-Evaluation form for that meet. The Self Evaluation form contains both Self and Peer Evaluations.

You must answer all of the questions. When you are done, click on SAVE, which submits your responses.

Meet Referees must evaluate each judge at the competition, as well as themselves.

Once SAVE has been clicked, the evaluation(s) are submitted and may no longer be changed.

Evaluations of your panel judge(s) and/or the Meet Referee can be entered in the Peer Evaluation section. You will be able to evaluate each judge that you judged with during the meet, as well as the Meet Referee.

The Self-Evaluation form can be accessed on any device, including your phone. It is recommended that you fill it out as soon as possible after the competition, while the information is still fresh in your memory.

Coaches complete a different evaluation form. A copy of the blank coaches’ evaluation form will be on the NAWGJ web site once it has been made available.

The National Assigner will review the Peer, Meet Referee and Coach Evaluations and any other NAWGJ complaints throughout the season.

S.C.O.R.E. Board Evaluations:

Judges may opt-in to be evaluated by the WCGA S.C.O.R.E. Board, which is in its second year as a **pilot program**. The evaluations being collected by the S.C.O.R.E. Board program will **not** be used in determining the 2026 or 2027 post season selection lists.

Please read the S.C.O.R.E. Board program manual for information on the program. You can find the Manual on the JAS website on the Help page, or via the following link:
https://docs.google.com/document/d/1IJ8W_ZVBlz_HZCB-BpxToO9yARGkbbkMi9pBfddcLYf0/edit?usp=sharing

It is anticipated that for the 2026 season, the Supervisor of Officials will also meet with the National Assigner and the NAWGJ President to review the data from the S.C.O.R.E. Board program. Among other things, the evaluation data may be used to identify trends, opportunities for education, or NAWGJ Rules violations.

Post Season Selection List:

Consistent with the NCAA's requirements, the National Assigner will review all evaluation information when presenting the list of judges to the NCAA Women's Gymnastics Committee for potential post season selection. The post season selection procedures are set forth in the NCAA Pre-Championships manual, which should be available on the NCAA's Championships page for Women's Gymnastics before the start of the 2026 season:

<https://www.ncaa.org/sports/2013/11/6/national-collegiate-women-s-gymnastics.aspx>.

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