

## **I completed the testing requirements for Provisional Certification, what do I do now?.....**

### **Complete each step before proceeding to the next step.**

1. **STUDY:** Study the rules! Know them backwards and forwards before you head to court for the first time.
2. **GET A MENTOR:** Contact Alex Botoman, the mentoring coordinator for North Carolina, to be assigned a mentor. Email: [botoam6@gmail.com](mailto:botoam6@gmail.com)
3. **SHADOW:** Work with your mentor to find opportunities to shadow with experienced officials approved by the mentor at events in your area (generally junior tournaments). All new officials are required to shadow with at least two different experienced officials, and mentors may require additional shadowing until the new official has demonstrated that he or she is ready to work without direct supervision.
4. **EVALUATION FORMS:** Bring a blank evaluation form with you when you shadow and ask the trainer to send the completed form to your assigned mentor within 48 hours. Forms can be printed from [nctennis.com](http://nctennis.com). Your mentor will notify Alex Botoman, mentoring coordinator, when you have completed the program and are able to be certified in North Carolina.
5. **NUCULA:** Once you have completed the mentoring program and **not before**, you should request a Nucula account at: <https://tumps.usta.com/nucula/>. USTA National will then notify the USTA NC Chair of Officials of your request. The chair will then authorize the account after verifying you have completed the mentoring program.
6. **SHIRT:** Order your first USTA Officials shirt ([http://www.usta.com/About-USTA/Officials/Reference-Materials/usta\\_officials\\_apparel\\_program/](http://www.usta.com/About-USTA/Officials/Reference-Materials/usta_officials_apparel_program/))
7. **REIMBURSEMENT:** Send the receipt from the purchase of your first shirt to Gwenda Priest at [gwenda@nctennis.com](mailto:gwenda@nctennis.com). USTA North Carolina is proud to reimburse the newest members of our officiating team for their first shirt!
8. **FIND WORK:** Look on the USTA website to find the referees for upcoming tournaments in your area and contact them about work opportunities. Some referees select their officials months in advance, so give as much notice as possible.
9. **ENJOY:** Enjoy your officiating career! Officiating is challenging, but also very rewarding. Stay in touch with your mentor and feel free to contact them with any questions that arise, both on and off the court. Also, please let us know if you have any specific interests or goals with officiating. We are here to help!