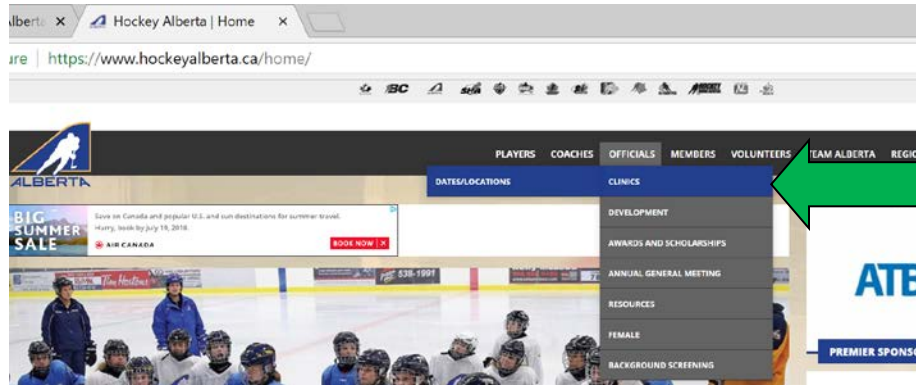




OFFICIALS CLINIC REGISTRATION

How to Register for a clinic

1. Click on the **Officials** tab on the [Hockey Alberta website](https://www.hockeyalberta.ca/). Click on **Clinics**, and then select **Dates/Locations** from the dropdown menu.



2. The eHockey page will load to search for a clinic (shown below). Use the dropdown menus to sort the clinic data and find the clinic you are interested in taking.

You are searching for clinics within the hockey organization identified here and its associations.

You can refine your results by:

- searching for a specific term within the Location, Address, and City of the clinic, and/or
- selecting the type of clinic you are looking for, and/or
- specifying the dates of the clinic

Search clinics

Search

in Location/Address/City

Type

Start Date - -

End Date - -

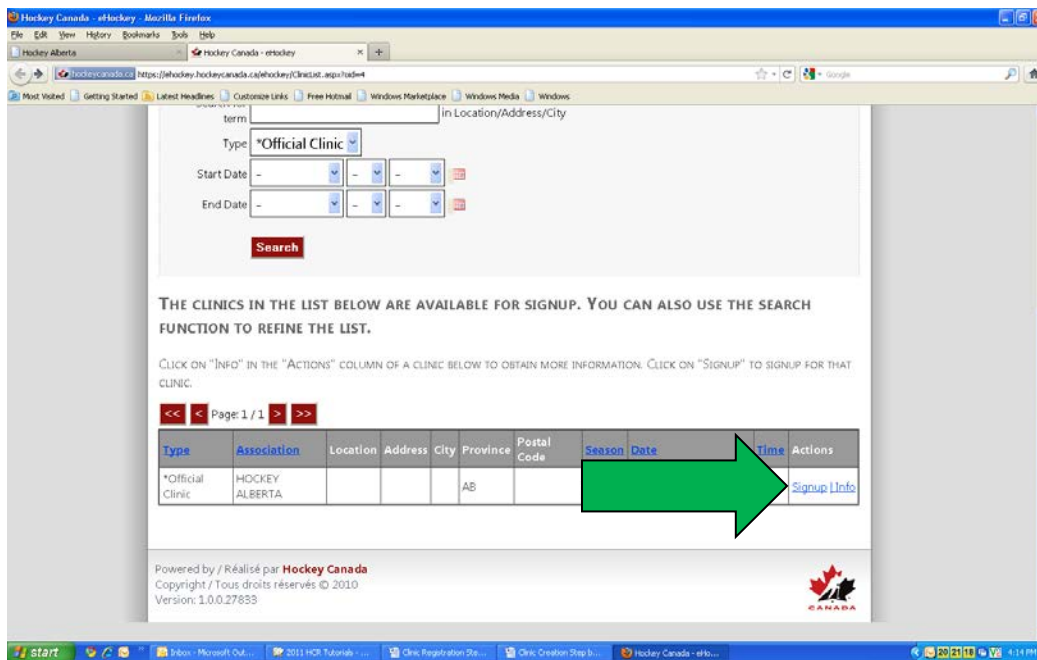
HOCKEY ALBERTA
100 College Blvd - Rm 2606 Box 5005
Red Deer, AB, T4R 0J4
-
-



OFFICIALS CLINIC REGISTRATION

How to Register for a clinic

3. Search by the following:
 - a. **By SEARCH:** To find a clinic in a specific location or city, use this search line. This will narrow down the search to your respective location and zone.
 - b. **By TYPE:** An eHockey clinic search will include Officials and Coach clinics. To see a list of all Officials clinics, use this search line and select *Official Clinic to see all available clinics in Alberta.
 - c. **By START DATE and END DATE:** If you have specific dates you wish to attend a clinic, and location is not a factor, use this search line.
4. Once you have entered the information select “Search” to find all the available clinics.
5. The search will pull up the following screen, showing the available clinics. Select the one that you are interested in taking by selecting “Signup”.



Hockey Alberta offers seven different levels of clinics based on the experience and ages of the participants. Please ensure you are selecting a clinic that is appropriate for your experience and age (all ages cited below are as of December 31, 2018). Please note that for all officials 19 years of age and older, you are required to have a clean Criminal Record Check submitted to Hockey Alberta through the Sterling Talent Solutions platform to be able to register for a clinic. The CRC request is submitted online, with results in 1-2 business days. But it may take up to a week for the results to be entered in HCR. Failure to have a CRC on file means an official (19 years and older) cannot register for a clinic.



OFFICIALS CLINIC REGISTRATION

How to Register for a clinic

TYPES OF CLINICS

Beginner:

- Officiating Experience: 0-2 years
- Who: Level 1 Officials (Ages 13-15) and Level 2 Officials (Ages 16-18)
- Divisions Officiated: Novice, Atom, Peewee
- Ice Session: Yes
- Prerequisite: HU

Adult Beginner:

- Officiating Experience: 0 years
- Who: Officials 19 years and older
- Divisions Officiated: Novice, Atom, Peewee
- Ice Session: Yes
- Prerequisite: HU & CRC

Junior:

- Officiating Experience: 2+ years
- Who: Officials 16-18 (Level 2)
- Divisions Officiated: Peewee, Bantam, Midget
- Ice Session: No
- Prerequisite: HU

Junior Adult:

- Officiating Experience: 1-5 years
- Who: Officials 19 and older (Level 2, 3, 4, 4L or 5)

- Divisions Officiated: Peewee, Bantam, Midget, Junior, Senior
- Ice Session: No
- Prerequisite: HU & CRC

Adult - All levels:

- Officiating Experience: 0 to many years
- Who: Officials 19 and older (Level 2, 3, 4, 4L or 5)
- Divisions officiated: Novice - Midget
- Ice Session: Yes
- Prerequisite: HU & CRC

Senior:

- Officiating Experience: 3+ years
- Who: Officials 19 and older (Level 2, 3, 4, 4L or 5, 6)
- Divisions Officiated: Bantam, Midget, Junior, Senior
- Ice: No
- Prerequisite: HU & CRC

Elite:

- Officiating Experience: 5+ years
- Who: Officials 19 and older (Level 2, 3, 4, 4L or 5, 6)
- Divisions Officiated: Bantam, Midget, Junior, Senior
- Ice Session: No
- Prerequisite: HU & CRC

OFFICIALS LEVELS

(Note: all ages listed are as of December 31, 2018)

Level 1:

- New officials (13-15 years) or returning officials younger than 16 years

Level 2:

- New and returning officials 16 years or older

Level 3:

- Fully certified Level 2 official
- Minimum two years of Level 2 officiating experience
- Upgrade process completed during previous season

Level 4:

- Fully certified Level 3 official, including fitness tests
- Minimum two years of Level 3 officiating experience
- Upgrade process completed during previous season
- Successful completion of Level 4/5 camp

Level 5:

- Fully certified Level 4 official, including fitness tests
- Minimum two years of Level 4 officiating experience
- Upgrade process completed during previous season
- Successful completion of Level 4/5 camp

Level 6:

- Fully certified Level 5 official, including fitness tests
- Minimum two years of Level 5 officiating experience
- Upgrade process completed during previous season



OFFICIALS CLINIC REGISTRATION

How to Register for a clinic

6. Selecting “Sign Up” brings up a screen displaying the clinic details. Scroll to the bottom of the page and fill out the following information using the drop-down boxes.

- a. “Please Select the Applicable Hockey Division”: **select NA.**
- b. “Please Select the Officials Level That This Member Will Be Officiating This Season”: **select from the available levels, based on the descriptions provided in the previous listing.**

Fee	Amount	Tax	Total
<input type="checkbox"/> Insurance (Select if not registered with a team)	\$23.80	\$0.00	\$23.80
<input type="checkbox"/> Official - Level 2	\$69.00	\$3.45	\$72.45
<input type="checkbox"/> Official - Level 3	\$85.00	\$4.25	\$89.25
<input type="checkbox"/> Official - Level 4	\$111.00	\$5.55	\$116.55
<input type="checkbox"/> Official - Level 5	\$122.00	\$6.10	\$128.10
<input type="checkbox"/> Official - Level 6	\$138.00	\$6.90	\$144.90
<input type="checkbox"/> Official - Level 4L	\$111.00	\$5.55	\$116.55

- c. It is **MANDATORY** for all officials to have insurance coverage through Hockey Canada. **Should you not be registered with a team during the same season, “Insurance” must be selected and paid for at checkout.**
- d. Under the “Fees” section, **NEW THIS SEASON**, the “Official – Level” fee must be selected and paid for at checkout. Selection of the level and payment of the fee **IS MANDATORY**
- e. Once all the required information is entered and fees are selected, click “Next”.

7. Next this page will load. Select one of the following options:

- a. “I Have An Existing Account And Would Like to Login” if you already have an eHockey account,

OR

- b. “I Would Like to Create A New Account” if you don’t have an existing account. If you need to create a new account, please see the “Create a new Account” document.



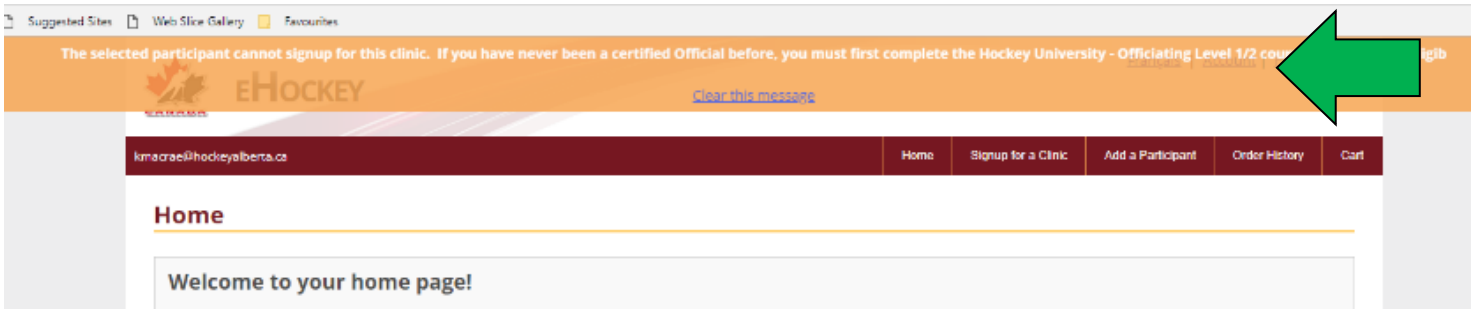
OFFICIALS CLINIC REGISTRATION

How to Register for a clinic

NEW OFFICIALS – Requirements to Register for a Clinic

Hockey University

For all new officials, you will need to take Hockey University prior to being able to register for a clinic. If you attempt to register for a clinic and get the following error, you first need to take the Hockey University.



To sign up for Hockey University:

1. Go back to the clinic schedule in eHockey and sign up for the HU clinic as shown below.

Results

Click on "Info" in the "Actions" column of a clinic to obtain more information. Click on "Signup" to sign up for that clinic. Click on an underlined header to sort on this column.

Type	Level	Association	Location	Address	City	Province	Postal Code	Season	Date	Time	Actions
*HU - ONLINE Safety	-	HOCKEY ALBERTA	ONLINE		ONLINE	AB		2018	06/03/2018-06/01/2019	00:00	Signup Info
*HU - ONLINE Officiating 1/2	-	HOCKEY ALBERTA	ONLINE COURSE			AB		2018	06/14/2018-12/31/2018	00:00	Signup Info
*HU - ONLINE Coach 1/2	-	HOCKEY ALBERTA	ONLINE		ONLINE	AB		2018	06/28/2018-06/30/2019	00:00	Signup Info
*HU - ONLINE Checking	-	HOCKEY ALBERTA	ONLINE		ONLINE	AB		2018	06/29/2018-06/30/2019	00:00	Signup Info
*COACH - DEVELOPMENT 1	-	HOCKEY ALBERTA	Pason Centennial Arena	204 Community Way	Okotoks	AB	T1S 2N3	2018	08/18/2018-08/19/2018	09:00	Signup Info

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2. If you are 18 years of age, or younger, once you complete the HU course you will then be able to sign up for a clinic.



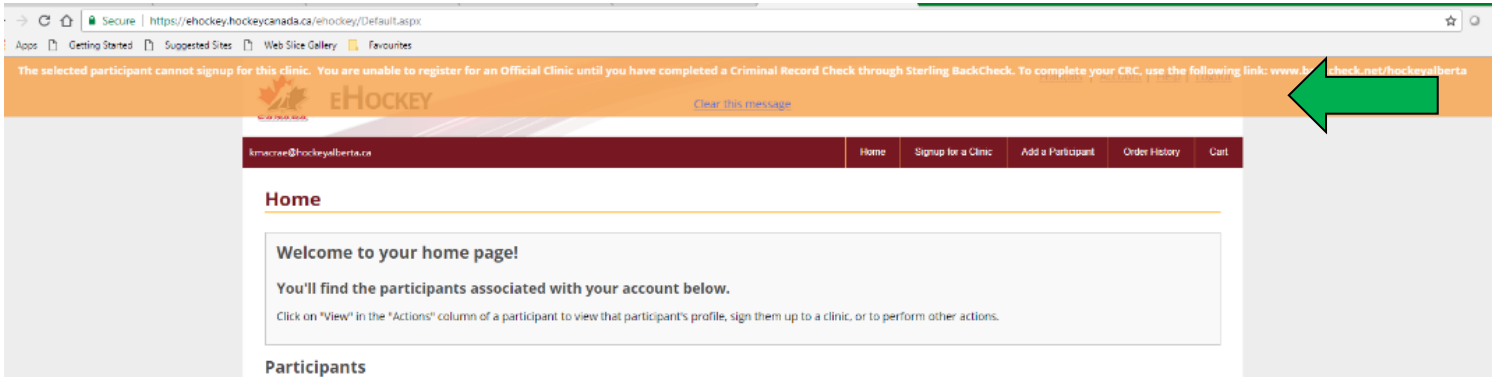
OFFICIALS CLINIC REGISTRATION

How to Register for a clinic

Criminal Record Check

If you are 19 years of age or older, you must complete a Criminal Record Check, prior to being allowed to register for a clinic. As per the policy of Hockey Alberta's Board of Director, a CRC is required every three years for adults in a position of trust with Hockey Alberta. This includes Hockey Alberta's officials.

If you attempt to register for a clinic and get the following error, you first need to complete a Criminal Record Check.



Full details regarding the Criminal Record Check process, including a list of Frequently Asked Questions, can be found on the [Hockey Alberta website](http://www.hockeyalberta.ca).

To obtain your Criminal Record Check, the process must be completed online through the Sterling Talent Solutions platform:

1. Go to the following website: www.backcheck.net/hockeyalberta. The following screen will appear.
2. Under role select **Official**
3. Under location selection your Officials Region.
4. It will then take you through the process. Upon successful completion of the Criminal Record Check you will be able to register for a clinic.
5. You will need to activate your Criminal Record Check account and you will receive an email to verify your account. On occasion the verify email does go to your spam folder.

