

2. District Structure

a. Purpose – Districts are divided as per AAU Code. It is the aim of the AAU Taekwondo Program to have a District Taekwondo Sport Director in each District. It will be the responsibility of the AAU Taekwondo District Sport Director to disseminate information about AAU Taekwondo for the purpose of growing AAU Taekwondo in their respective Districts and to conduct annual District Qualifying events. This annual event will qualify competitors to compete in the AAU Taekwondo National Championship.

- vi. **Voting** – Persons eligible to vote shall be the National Sport Chair, elected or appointed officers, chairs of Committees as defined by the sports operating rules, the elected or appointed District Sport Director or a representative from each affiliated member that registers members in the sport, and any members-at-large. Only representatives from Districts which registered a minimum of .5% (a half percent) of the total number of athletes in that sport in the previous year shall be allowed to vote in the National Sport Committee Meeting.

B. Sport Committee Meetings

- i. **National Sport Committee Regular Meetings** – Regular Meetings of the National Sport Committee shall be in conjunction with the AAU Convention.
- ii. **Non-Regular Sport Committee Meetings** – National Sport Committees may hold a Non-Regular National Sport Committee meeting in odd years subject to the following provisions:
 1. The meeting is called by the Chair following approval of the National Office.
 2. The National Office has the right to coordinate the meeting and pick the site for the meeting.
- iii. **National Sport Committee Special Meetings** – Special meetings of a Committee are scheduled at the request of the Chair or upon written request of at least one half (1/2) of the Committee Members. The purpose of the Special meeting must be stated in the Notice for the meeting.
- iv. **National Sport Executive Committee Meetings** – The National Chair shall determine the date and location of the Executive Committee Meetings.
- v. **Agenda Additions** Sport Committee Meeting Order (Agendas) – The Regular National Sport Committee meetings, the Non-Regular National Sport Committee meetings, and National Sport Committee Special meetings shall follow meeting order (agenda format) as established by Code (Bylaw 9.5).

II. Officials Program Governance and Administration

A. Officials Program Administrator – The Officials Program Administrator will work directly with the National Executive Committee to administer all aspects of the Officials Program. The Officials Program Administrator will:

- i. Work directly with the Clinic Administrators from across the country to process information about those that have attended clinics. The Administrator will maintain a database of information about Officials that will be used in order to conduct local, regional and national competition.
- ii. Work with the Clinic Administrators (CAs) to insure that they are given the information and materials that are needed to train the most highly informed Officials in the country.
- iii. Update the Officials Database with information on attendance and upgrades of Officials at local, regional and national competition. Compile a list of those that are certified for use by those conducting sanctioned events.
- iv. Work with the National Executive Committee to make sure that the Officials Program is being run effectively.
- v. Prepare Official Badges and Coaches Passes with ID photos for those that register to participate in National Events.

B. Officials Program/Purpose and Function

- i. **How to Become (RE) Certified** – Judges, Referees, Technical Advisors, AND Coaches are required to first become (RE) certified through a recognized Clinic Administrator on a yearly basis. Officials must be (RE) certified EACH YEAR prior to District or Regional qualifying competition. Certified officials expecting to officiate are required to take ONE of the National Clinics, offered at the National Championships and AAU Junior Olympic Games, before they will be allowed to work either National event. Since the Nationals are NORMALLY held first, an official must attend the Nationals' clinic in order to work the Nationals and his/her certification will allow him/her to work Nationals and/or AAU Junior Olympic Games. Should an official only work the AAU Junior Olympic Games, they can attend the AAU Junior Olympic Games Clinic that will be offered at that event.
- ii. **Who is Authorized to Conduct Clinics** – Only certified Clinic Administrators can conduct clinics. Clinic Administrators are appointed by the Executive Committee. A complete list of clinic administrators is listed on the website at www.aautaekwondo.org. All questions regarding clinics and clinic administrators should be directed to the Officials Program Administrator.
- iii. **When are Clinics Allowed to be Conducted** – Clinics cannot be held until the current year's rules are finalized. This is NORMALLY accomplished by September 15. No Clinic may be held between June 1 and September 15 without special permission from the Officials Program Administrator.
- iv. **Clinic Administrator Timelines** – All Officials' clinic applications, digital photos on CD and appropriate fees, must be forwarded to the Officials Program Administrator no later than seven days after the clinic. A complete list of Coaches and Officials that have completed clinic will be posted at www.aautaekwondo.org
- v. **What if Classification isn't Kept Current** – All officials holding a classification of B or higher will be required to participate as an official in some capacity at a minimum of one national event within a 2 year period to maintain their current status. Not meeting this requirement will result in a downgrade in status of one level every 2 years, but not to be lowered past C level official.

vi. Upgrade Requirements – Upgrades in classification are not automatic, nor are they a “right”. An upgrade is based on satisfactory performance of an official during AAU sanctioned competition at the District, Regional and National level, as determined by the Tournament Chief Referee. In addition, an official MUST first meet the requirements listed later in this document to be considered eligible for an upgrade. ALL officials upon entering the program will be issued classification based on meeting the age requirements AND minimum rank requirement. “D” officials who meet rank and age requirements, as outlined, may be upgraded upon request to “C” classification after working 2 district or regional qualifiers or 1 National event. However, to become a “B” or higher the candidate must have successfully completed the annual local/regional course, have worked a qualifying event, and then requested to be evaluated at the AAU National Championships or J.O. Games. In order to be evaluated, an applicant must request to be reviewed for upgrade at the time of registering for an event. The applicant must attend the national seminar, pass a written test and be evaluated while officiating at the event, ALL WITHIN THE SAME COMPETITION YEAR.

vii. Officials’ Certification Requirements

1. **Class ‘E’ Official** - Refers to Court Officials (scorekeepers, computer operators, timekeepers, etc.) and Coaches at District, Regional and National levels.

a. Requirements

1. Basic understanding of official rules & procedures
2. Working knowledge of time keeping and score keeping.
3. Minimum age of 14.
4. Yearly attendance of a District/Regional Clinic Workshop

b. How Certified

1. Certification issued by Officials Program Administrator.

2. **Class ‘D’ Official** – Refers to Judges at District, Regional or National competition. Can also assume aforementioned position as authorized.

a. Requirements for Upgrade

1. Understanding of official rules and procedures.
2. Adequate proficiency as a Judge at District or Regional competition.
3. Adequate proficiency in charting.
4. Adequate proficiency in time keeping and score keeping.
5. Minimum age of 15.
6. Minimum rank of Red/Brown Belt.
7. Must attend a yearly District/Regional Clinic.

b. How Certified

1. Certification issued by Officials Program Administrator upon completion of first officials’ clinic.

3. **Class ‘C’ Official** – Refers to Referees at District or Regional competitions or Judges at National competitions. Can also assume any aforementioned position as authorized.

a. Requirements for Upgrade

1. Must meet all above requirements for class ‘E’ through ‘D’.
2. Adequate knowledge of Referee terms & methods of signaling.
3. Adequate proficiency as Referee at District or Regional competition.
4. Must have officiated as a corner judge as a D level official for a minimum of 2 local or regional AAU sanctioned events or 1 AAU sanctioned National event.
5. Minimum age of 16.
6. Minimum rank of 1st Dan Black Belt
7. Must attend a yearly District/Regional Clinic & Workshop.
8. Must request to be evaluated for an upgrade at either the local, regional or national level. Request for upgrade at the local level should be made to the tournament director who will supply a list of applicants to the tournament Head Referee.
 - i. A head Referee for a local event who evaluates an applicant for upgrade must be a Clinic Administrator and/or a AA official.

b. How Certified

1. Certification is issued by Official’s Program Administrator upon recommendation from the tournament’s head Referee recommendation is based on an evaluation of the candidate by the recommender from observing the candidate’s officiating skills at local, regional or national events.

4. **Class ‘B’ Official** – Refers to Referees at the National level. Can also assume any aforementioned position as authorized.

a. Requirements for Upgrade

1. Must meet all above requirements for class ‘E’ through ‘C’.
2. Must be able to demonstrate adequate proficiency as a judge and referee for forms and sparring competition.
3. Must have been a class ‘C’ official for a minimum two years.
4. Minimum age of 18.
5. Must attend a yearly District/Regional Clinic & workshop.
6. Must request to be evaluated at the AAU National Championships or AAU Junior Olympic Games when registering for the event.
7. Must pass written test by 80% and practical evaluation by 80%. Candidate will be evaluated on performance as a judge and referee for forms and sparring competition. To be eligible for evaluation, candidate must work a minimum of three full days during the Nationals Championship or the entire J.O. Games event.
8. Must work 2 AAU Sanctioned events per year (must be consecutive) in some official’s capacity, for the required time-in-grade for B upgrade.

b. How Certified

1. Certification issued by Officials Program Administrator upon successful completion of performance evaluation.

5. Class 'A' Official – Refers to Arbitrators and Referees at the District /Regional/National level. Can also assume any aforementioned position as authorized.

a. Requirements for Upgrade

1. Must meet all requirements for Class 'E' through 'B'.
2. Must be able to demonstrate a high degree of proficiency as a judge and referee for forms and sparring competition.
3. Must have been a class 'B' official for a minimum of 2 years.
4. Officiate at two National Championships as a Class 'B' official.
5. Must attend a District/Regional Clinic & workshop.
6. Must request to be evaluated at National Championships when registering for the event.
7. Must pass written test by 90% and practical evaluation by 90%.
Candidate will be evaluated on performance as judge and referee for forms and sparring competition. To be eligible for evaluation, candidate must work a minimum of four full days during the event.
8. Must work 5 AAU Sanctioned events per year (must be consecutive) in some official's capacity, for the required time-in-grade for A upgrade.

b. How Certified

1. Certification issued by Officials Program Administrator upon successful completion of performance evaluation.

6. Class 'AA' Official – Refers to Senior Referees at the National Level who have demonstrated the highest standards of professionalism and proficiency.

a. Requirements for Upgrade

1. Must meet all above requirements for Class 'E' through 'A'.
2. Must be able to demonstrate a high degree of proficiency as a judge and referee for forms competition and both styles of sparring competition.
3. Must have been a class 'A' official for a minimum of 3 years.
4. Officiate at a minimum of three Nationals Championships as a Class 'A' official.
5. Attend annual District/Regional Clinic & workshop.
6. Must request to be evaluated at the AAU National Championships when registering for the event.
7. Must pass written test by 95% and practical evaluation by 95%.
Candidate will be evaluated on performance as judge and referee for forms and both styles of sparring competition. To be eligible for evaluation, candidate must work the entire event.
8. Must work 8 AAU Sanctioned events per year (must be consecutive) in some official's capacity, for the required time-in-grade for AA upgrade.

b. How Certified

1. All results and recommendations from the performance evaluations will be forwarded to the Executive Committee for a final review. The National Executive Committee will be responsible for the approval of Officials to Class 'AA'.
2. Certification issued by Officials Program Administrator upon the approval of the Executive Committee.

viii. Disciplinary Actions

1. Officials are expected to maintain the highest standards of professionalism. An official whose conduct is determined to not measure up to these standards shall be subject to disciplinary action by the Executive Committee.

C. SPORT POLICIES AND PROCEDURES

1. Each year the AAU Taekwondo Program evaluates the rules of competition in order to determine if changes to the rules would create a better competition experience for the athletes. All four categories of competition: Olympic Style Sparring, Point Style Sparring, Forms and Team Forms are considered. Each year AAU clubs have the ability to suggest changes to the program at the local level. These changes are voted on at the annual meetings of the districts. Those changes agreed to at the District level are then submitted to the TRC (Technical Rules Committee) for their consideration. Changes that pass that body become part of the next year's rules of competition pending ratification by the entire National Sport Committee at their next meeting.
2. Additionally, it has always been the policy of the AAU Taekwondo Program to consider changes the WTF (World Taekwondo Federation) makes to their competition rules. Those WTF rules and competition requirements are mandated to the National Governing Bodies of Taekwondo when conducting WTF sanctioned events. The AAU has the luxury to consider whether to accept or reject WTF changes. Each WTF change is considered independently with consideration to the benefit for the athlete and the competition experience.