

MAT Assigning

2020 Welcome & Availability

Referees:

It is with pleasure that we welcome you to our referee staff for the 2020 season. The purpose of this document is to provide a resource for you to explain the process for being assigned games, and other frequently asked questions.

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It is our intent that this document is all-encompassing relative to the many questions that are likely to arise; however, do not hesitate to reach out to us in case of additional questions and a member of our staff will get back to you.

Important: E-mail is the preferred method of communication, and every effort is made to respond within 24 hours. During the season, we receive in excess of 200 emails per day, so please be patient.

Contact info: tyler@matassigning.com

For Lakeville Soccer Club-specific questions: troycohrs@gmail.com

For Edina Soccer Club-specific questions: wgarner18@comcast.net

1. [State Referee System](#)

Please register for the MAT Assigning Group in the MN State Referee Committee Site at www.minnesotasrc.com. This is done only to verify certification status.

- 1) Once logged into the SRC system, click on Assignment on the left column. Near the bottom of the screen under the Select Specific Competitions
- 2) Under “Select Specific Competitions” and “Select League” select “MAT Assigning Group”.

You do need to be certified and if an adult, background checked (See Section 5 – “Background Check” – for more info).

You can verify your 2019 certification status in the column on the right hand side of the screen.

Fees must be paid, USSF Test complete, course status complete, and if 18+, background check complete.

If these items are not green, you are not yet approved and CANNOT BE ASSIGNED.



2. [GameOfficials.net](http://www.gameofficials.net) – NEW REFEREES

This section is for new referees only, whom have never had a GameOfficials account.

GameOfficials.net is the primary tool by which we assign games. It is your responsibility to ensure that the below steps are followed.

For those referees who are NOT registered in another group, follow the below instructions.

1. Navigate to www.gameofficials.net. Click on “New Official?”



2. Enter Group Number (1066) and Access Code (SSM) and click “Continue.”

Group Number and Access Code	
Group Number	<input type="text" value="1066"/>
Access Code	<input type="text" value="SSM"/>
<input type="button" value="Continue"/>	
<small>Button Not Working? (Click Here)</small>	

3. Fill out the required information within the User Maintenance page: Name, Address, E-mail (this will be where all communication is generated), phone number(s) (you can see up to have game assignment automatically sent to your phone) and general information.

It is very important that the contact information is accurate as this is how we will communicate with you.

Login Information For MAT Assigning	Cancel and return to Login page
New Official's Name	
First <input type="text"/>	Middle <input type="text"/> Last <input type="text"/>
Display Name (Ex. "Chuck Smith" instead of "Charles Smith")	
First <input type="text"/>	Last <input type="text"/>
Date Of Birth <input type="text"/> (M/D/YYYY) Why do I have to enter my Date of Birth?	
Email Address	<input type="text"/>
Confirm Email	<input type="text"/>
Username <input type="text" value="mtiano"/> (4 - 50 characters)	
Password <input type="password" value="*****"/> Confirm Pwd <input type="password"/>	(4 - 15 characters)

- Once you are successfully logged in, you will be asked to answer a few questions. Answer them at this time.

General Information		Custom System Information
Field	Value	Requirements
Years Of Experience As Of Summer 2020	21	• Max of 50 characters • Valid number without decimals
2020 Certification	<input checked="" type="radio"/> Yes <input type="radio"/> No <small>I am currently "APPROVED" on the Minnesota State Referee Committee website.</small>	
Referee Payment - Terms	<input checked="" type="radio"/> Yes <input type="radio"/> No <small>I have read and understand the "IMPORTANT - REFEREE PAYMENT TERMS" posting on the MAT Assigning group home page, also located here: http://media-3.gameofficials.net/Referee_Communication_Referee_Fees.pdf</small>	
2020 Referee Preferences	<input type="text" value="Any level"/> <small>Indicate your comfort level for being a center referee.</small>	
2020 Assistant Referee Preferences	<input type="text" value="Any level"/> <small>Indicate your comfort level for being a center referee.</small>	
Assistant Referee (AR) Only	<input type="radio"/> Yes <input checked="" type="radio"/> No <small>Do you only want to be assigned assistant referee (AR) positions?</small>	

- Once logged in, navigate to "My Info" and enter your Social Security Number (SSN). The environment is encrypted and secure. You must enter your SSN in order to be paid for your work.

User Information

Full Name MATTHEW AARON TIANO (If Full Name is not correct, **contact an admin** for assistance)

Display First MATT **Last** TIANO

Date Of Birth 1/18/1987 (Contact your Group Admin if incorrect)
(Why is Date of Birth required?)

Gender Male Female Organization, Team, etc.

* **SSN/Fed ID** xxxxxxxx

* Bonzi Technology, Inc does not require your Social Security Number but your association may require the information for payment purposes

Personal Photo

(Hint: Move your cursor over the photo on the right to view full size)

- Proceed to section 3 – "Entering Availability & Preferences."

3. [GameOfficials.net – EXISTING REFEREES](#)

This section is for existing referees who are not yet registered in the MAT Assigning group.

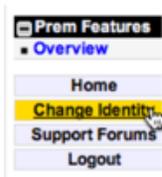
1. When logged in to GameOfficials, click on “My Assignors” under “Personal Info.”



2. Click “Show” under “Join New Group” and enter Group Number (1066) and Access Code (SSM). Click “Join Group.”



3. You are now a member of the MAT Assigning group. Switch to the MAT identity by going to “Change Identity.”



4. Once you are successfully logged in, you will be asked to answer the following questions. Answer them at this time.

Field	Value
Years of Experience as of Summer 2016	<input type="text"/> How many years have you been a certified referee as of Summer 2016?
2016 Background Check	<input type="radio"/> Yes <input type="radio"/> No Have you completed the MYSA-mandated background check for the 2016 soccer year and submitted payment to MYSA?
2016 Concussion Training	<input type="radio"/> Yes <input type="radio"/> No Have you completed concussion training for the 2016 season? You must complete this every 3 years.
2016 Referee Fees - Terms	<input type="radio"/> Yes <input type="radio"/> No I have read and understand the "IMPORTANT - REFEREE PAYMENT TERMS" posting on the MAT Assigning group home page.
2016 Referee / Assistant Referee Preferences	<input type="radio"/> Yes <input type="radio"/> No I prefer to be an Assistant Referee (AR) only.

4. Entering Availability & Preferences

This section is for:

- *New referees who have already created a GameOfficials account ('1' above)*
- *Existing referees who have successfully linked to the MAT Assigning GameOfficials account ('2' above)*
- *Referees who have previously worked MAT Assigning games and already have an account.*

1. Verify the info is correct under “My Info”. It is important that the following is accurate:

- SSN/Fed ID
- All contact information
- Emergency contact information
- Cell / Email Notices (settings will determine how you receive communications)

User Information Name, DOB, SSN

Name MATTHEW AARON TIANO (If Full Name is not correct, [contact an admin](#) for assistance)

Display First MATT **Last** TIANO

Date of Birth 1/15/1987 (Contact your Group Admin if incorrect)
(Why is Date of Birth required?)

Gender Male Female Organization, Team, etc.

SSN/Fed ID xxxxxxx

* Bortol Technology, Inc does not require your Social Security Number but your association may require the information for payment purposes

Personal Photo

[Update Photo](#)

(Hint: Move your cursor over the photo on the right to view full size)



Contact Information Address, Phone, Email

Address 1 2840 BRYANT AVE S **Private *** (All Address Info)

Address 2 UNIT 108

City MINNEAPOLIS

State MN **Zip** 55408

Phone 1 (952) 250-4950 **Cell *** **Private ***

Phone 2 **- Select - *** **Private ***

Phone 3 **- Select - *** **Private ***

Phone 4 **- Select - *** **Private ***

Email 1 matt@matassigning.com **Auto emails **** **Private ***

Email 2 matt.tiano@gmail.com **Auto emails **** **Private ***

Email 3 **Auto emails **** **Private ***

Home Association MN (If Applicable)

USSF ID Num 0010-2281-9565-4310 (16-digit USSF ID Number)

USSF Grade(s) Referee: 06 Assessor: 05 Assignor: 08
(If the USSF information above is not correct, [contact an admin](#) for assistance)

RefPay.com Username **RefPay.com Acct Num**

* Private: Only Assignors and System Administrators will see this info
** Auto emails: Always send notices to this email address

Emergency Contact Information Name, Phone

Name

Relationship

Phone **- Select - ***

Cell / Email Notices Device, Carrier, Types

New Game Emails **One Per Game** - One email will be sent for each new game assignment.
 One Per Batch - One email will be sent for each new batch of assignments
(* In order Accept / Decline games via email or text message, this must be set to "Per Game")

Report the Carrier (Carrier, T-Mobile, Sprint, AT&T etc) of your mobile device from the list below. If there are multiple entries and you're not sure which is correct, you can enter your information and click the "Test" link below to send a text message. NOTE: Your Carrier may change for each mobile

2. In order to indicate which leagues/events you'd like to work, navigate to My Preferences in the My Info section of the left-hand navigation.



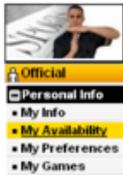
3. Under League/Tournament preferences, indicate which leagues/events you'd like to work and click "SAVE" when complete.

League / Tournament Preferences		Leagues / Tournament To Officiate	
Check the box next to Leagues / Tournaments below to be added to the list of potential officials			
League	Dates	Description	
<input type="checkbox"/> BLAINE SOCCER CLUB - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> BLOOMINGTON UNITED MEGA CUP - 2019	5/31/19 to 6/2/19		
<input type="checkbox"/> BLOOMINGTON YOUTH SOCCER CLUB - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> ECLIPSE SOCCER CLUB - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> ECLIPSE SOCCER CLUB - SHOWCASE	1/28/19 to 1/27/19		
<input type="checkbox"/> EDEN PRAIRIE SOCCER CLUB - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> EDEN PRAIRIE SOCCER CLUB - SHOWCASE	1/19/19 to 1/19/19		
<input type="checkbox"/> EDEN PRAIRIE SOCCER CLUB PRAIRIE CUP - 2019	6/21/19 to 6/23/19		
<input type="checkbox"/> EDEN PRAIRIE SOCCER CLUB SPRING KICKOFF - 2019	5/18/19 to 5/19/19		
<input type="checkbox"/> ELITE CLUBS NATIONAL LEAGUE - 2018-2019	9/29/18 to 5/30/19		
<input type="checkbox"/> KELIIX INTRA SOCCER CLUB - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> LAKEVILLE SOCCER CLUB - IN-HOUSE - 2019 - SUMMER	5/1/19 to 7/15/19		
<input type="checkbox"/> LAKEVILLE SOCCER CLUB - TRAVEL - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> LAKEVILLE SOCCER CLUB FATHER'S DAY CUP - 2019	6/14/19 to 6/16/19		
<input type="checkbox"/> MINNEAPOLIS UNITED - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> MINNESOTA CUP (US CLUB SOCCER STATE CUP) - 2019	5/23/19 to 5/27/19		
<input type="checkbox"/> MINNESOTA GIRLS NATIONAL PREMIER LEAGUES (NPL) - 2018-2019	11/30/18 to 5/21/19		
<input type="checkbox"/> MINNESOTA THUNDER ACADEMY - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> MINNESOTA THUNDER ACADEMY - 2019 - WINTER SCRIMMAGES	1/1/19 to 3/15/19		
<input type="checkbox"/> MINNESOTA THUNDER ACADEMY - WINTER SHOWCASE - 2019	1/27/19 to 1/26/19		
<input type="checkbox"/> NORTH SUBURBAN SOCCER ASSOCIATION - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> PARK VALLEY SOCCER CLUB - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> SHATTUCK-ST. MARY'S SOCCER ACADEMY - ACADEMY/UNAFFILIATED - 2018-2019	9/1/18 to 5/30/19		
<input type="checkbox"/> SOUTHEAST SOCCER CLUB - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> SPORTING ST. CROIX - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> ST. CROIX CUP - 2019	5/31/19 to 6/2/19		
<input type="checkbox"/> ST. PAUL BLACKHAWKS - 2019 - SUMMER	4/15/19 to 7/15/19		
<input type="checkbox"/> TCSL SUMMER CUP - 2019	7/21/19 to 7/27/19		
<input type="checkbox"/> TCSL WINTER LEAGUE - 18/19	11/9/19 to 3/30/19		
<input type="checkbox"/> TWIN CITIES FIRE - 2019 - SUMMER	4/15/19 to 7/15/19		

We assign for a variety of clubs across the metro. Your choices here will help guide us in the assigning process. However, we often will assign you a game close to where you live, even if you did not check off that particular club.

- Blaine Soccer Club
- Bloomington Youth Soccer Club (+ 1 tournament)
- Eden Prairie Soccer Club (+2 tournaments)
- Edina Soccer Club
- Elite Clubs National League (ECNL)
- Keliix Intra Soccer Club
- Lakeville Soccer Club (+1 tournament)
- Minneapolis United Soccer Club
- Minnesota Cup (US Club Soccer State Cup)
- Minnesota Thunder Academy
- Minnesota Girls NPL (National Premier League)
- North Suburban Soccer Association
- Park Valley Soccer Club
- Shattuck-St. Mary's Soccer Academy
- Southeast Soccer Club
- St. Croix Soccer Club (+1 tournament)
- St. Paul Blackhawks
- Twin Cities Fire Soccer Club
- Twin Cities Soccer Leagues (TCSL) Events (Summer & Autumn Cup)
- Twin Cities Soccer Leagues (TCSL) Winter League
- White Bear Soccer Club

4. Enter availability by going to My Availability under Personal Info.



5. You must enter dates you ARE AVAILABLE to work. To do that, you must make an entry green by clicking on the date and indicating the time on that day that you are available. Under Entry Type, check the "Available" radio button. Check MAT Assigning under "Applies To." You may set up a recurring entry if you'd like where it says "Occurs"; e.g., every Thursday to be available 6:30pm onwards. In order to show up to be assigned, you must not only be certified for the event you which to work (see #4) as well as available for that date (must show green on the calendar).

In this example, this referee would show as available on Thursday, 6/2 from 6:30pm-11:59pm.

A screenshot of the 'New Availability Entry - Official' form. It includes fields for Date Entry (Start and End), Time Entry (Start and End), Entry Type (Available/Not Available), Applies To (EPSC, MASL, MISOA, RefereeAssignor.com, JAH SCHEDULING, MAT Assigning, MRL, SMSRA), Occurs (Once), For (N/A), Weeks, and Notes. There are 'SAVE (Add Entry)' and 'Cancel' buttons at the bottom.

August 2012						
Su	Mo	Tu	We	Th	Fr	Sa
29	30	31	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	1

Delete ALL Entries For Aug 2012

5. [MYSA/TCSL Background Check & Safesport](#)

The Minnesota Youth Soccer Association & Twin Cities Soccer Leagues require that all adult referees complete an annual background check. U.S. Soccer also requires that all adult referees complete SafeSport training. This may be completed on the SRC website. All referees who are at least 18 years old must meet the background check requirements before they can officiate in any MYSA matches. As of October 2016, background checks are initiated through the Affinity Sports Registration platform, though they are still processed by the McDowell Agency. This process will allow returning participants to easily renew their background checks, and will allow new participants to complete a background check and create an account in the registration platform at the same time.

Click on the link below to begin your background check. Technical questions regarding the process or account information may be directed to the Affinity Sports helpline at 855-703-2578.

<http://mn-ussf.sportsaffinity.com/reg/index.asp>

6. [Key Dates – 2020 Season](#)

League play may begin on May 2, 2020.

We also will be assigning tournaments on the following dates:

Eden Prairie Spring Kickoff (U9-U12) – May 16-17, 2020

White Bear Tournament (U9-U12) – May 16-17, 2020

Minnesota Cup (U11-U19) (Eden Prairie, MN & Richfield, MN) – June 4-7, 2020 ****US Club State Cup****

Bloomington Mega Cup (U9-U10) – May 29-May 31, 2020

St. Croix Cup (U13-U19) – May 29-May 31, 2020

Lakeville Soccer Club Father's Day Cup (U9-U19) – June 19-21, 2020

Eden Prairie Prairie Cup (U13-U19) – June 26-28, 2020

Twin Cities Soccer Leagues Summer Cup (U9-U10) (Cottage Grove, MN) – June 26-28, 2020

Twin Cities Soccer Leagues Summer Cup (U11-U12) (Lakeville, MN) – July 19-25, 2020

7. [How to be assigned games](#)

There are 3 ways to be assigned games.

1. Complete preferences and availability as outlined in Section 3. We will assign you games based on your availability and preferences. You are expected to accept games within 24 hours of receiving them.
2. Self-assign games up to U12. To do this, visit the "Self-Assign" link on the left-hand side and filter for games that you would like to assign yourself to. You must have preferences updated and show as available for the date/time you wish to assign.
3. You may also see all available games by visiting the "Open Games" link on the left-hand side. Send us an email with the game number(s) and position requested. When you do this, we will automatically accept the games for you.

8. [MYSA vs. TCSL League Rules](#)

It is your responsibility to know whether you are refereeing an MYSA or TCSL game. GameOfficials will display this information. For your convenience, here are the main differences:

MYSA	TCSL
Check-in & Game Reporting Affinity Sports Digital Check-In Affinity Sports Game Reporting	Check-in & Game Reporting Paper passes and roster* GotSoccer Game Reporting *written-in players allowed. All players must have US Club-issued age-eligible player cards.
Red Cards Report red card on Affinity Sports	Red Cards Do not return pass to team/coach. Confiscate/cut pass when you get home.
Number of Players U9-10 – 7v7, 12 players dressed U11-12 – 9v9, 14 players dressed U13+ – 11v11, 18 players dressed	Number of Players U9-10 – 7v7, 14 players dressed U11-12 – 9v9, 16 players dressed U13+ – 11v11, 18 players dressed
Length of Game U10 – 25 per half U11 and U12 – 30 per half U13 and U14 – 35 per half U15 and U16 – 40 per half U17—45 per half	
Size of Ball U10, U11 and U12 – Size 4 U13+ - Size 5	
Build Out Lines U9-U10 <ul style="list-style-type: none"> ● Opponent must drop behind build out line on goal kick or GK possession to facilitate playing out of the back ● Build out lines equidistant between top of penalty are and halfway line U11 <ul style="list-style-type: none"> ● Opponent must drop to edge of center circle on goal kick or GK possession to facilitate playing out of the back 	Build Out Lines U9-U10 <ul style="list-style-type: none"> ● Opponent must drop behind build out line on goal kick or GK possession to facilitate playing out of the back ● Build out lines equidistant between top of penalty are and halfway line U11 <ul style="list-style-type: none"> ● There is no build out line.
Punting U9-U11 – No punting	Punting U9-U10 – No punting U11 – Punting allowed
Offside Offside IS in effect for U10-U12	

<p style="text-align: center;">Substitution U9-U12 – Any stoppage U13+:</p> <ul style="list-style-type: none">● Prior to a throw in, by the team in possession of the ball. If the team in possession is substituting, both teams may substitute as long as the opposing team's players are ready.● Prior to a goal kick, by either team.● After a goal, by either team.● After an injury, by either team, when the referee stops play—substitution is unlimited.● At half-time.
<p style="text-align: center;">Heading U9-U11 – No heading (restart is IFK)</p>

9. [Payment procedures](#)

All referee payment is distributed via GameOfficials, through its payment tool GOPay. Information for how to get set up is located here:
<https://www.youtube.com/watch?v=00cAY9hXndY>

Referee payment is processed approximately every two weeks during the summer season and once at season end at the conclusion of the Fall season. Please ensure you read and understand the “Referee Payment Terms” on the MAT Assigning group homepage.

Additional information is posted on GameOfficials and you are responsible for understanding payment terms and conditions.

10. Inclement Weather Policy

It is the responsible for each referee working MAT Assigning assigned matches to strictly adhere to the MYSA and TCSL weather policies, which can be accessed here:

<https://www.mnyouthsoccer.org/weather-policy>

<https://www.tcslsoccer.com/weather-policy/>

MAT Assigning - policy for payment during weather-related incidents:

- If a referee arrives at match, and the match is canceled because of weather before the match, the referee will be paid in full for that match.
- If a referee is assigned a doubleheader, and the first match is canceled because of weather, the referee will be paid in full for that match. It is the responsibility for the referee to stay at the playing field to see if the next match will happen as scheduled, unless the referee is communicated otherwise by club personnel or MAT Assigning staff. If the second match is canceled before the start, the referee is paid for the first match only.
- If a referee is assigned a doubleheader, and the first match is canceled because of weather, the referee will be paid in full for that match. It is the responsibility for the referee to stay at the playing field to see if the next match will happen as scheduled, unless the referee is communicated otherwise by club personnel or MAT Assigning staff. If the second match starts and is later postponed, the referee is paid for the second match as well.

UNDER NO CIRCUMSTANCE SHOULD PAYMENT OUTCOMES BE AN ENCOURAGING FACTOR TO PLAY A MATCH IN UNSAFE CONDITIONS.

11. Frequently Asked Questions

Q. How are assignments made?

A. All assignments are made via GameOfficials.net. Each referee is responsible for keeping preferences and availability up-to-date at all times.

Q. Can I self-assign myself to matches?

A. Yes! You may self-assign U9-U12 matches. To self-assign, click on the link "Self-Assign" link and view the games that are available. You will only see games for leagues you are certified for (My Preferences : League/Tournament Preferences) and games on days/times you are available for (My Availability).

Q. May I request games that are open that are U13-U19?

A. Yes! To do so, visit the Open Games link in GameOfficials. Email us the corresponding game number(s) and preferred position(s).

Q. How often are assignments published?

A. Assignments are made in real-time, so it is important to have availability entered for as many future dates/times as possible.

Q. What happens after I receive an assignment?

A. When you are assigned a game, you will receive an email and, depending on if you set up your preferences to allow it, a text message. When you receive this communication, it is up to you to accept the assignment. To do so, you may reply to the email/text message with "accept" in the body of the email/text message. You have 48 hours to accept the assignment (less if the assignment is within 48 hours), although it is appreciated and strongly encouraged to accept your assignments within 24 hours.

Q. What happens if I accept a game but then have a conflict?

A. Life happens. We are generally understanding when conflicts arise, but every effort should be made to keep and honor assignments. Under no circumstance is it acceptable to decline an assignment for one assignor only to take a different game from a different assignor.

Q. How and how often are payments issued to officials?

A. All payments are issued via GameOfficials' GOPay service. Be sure to have a pay method on file for this service. For more info and instructions for setting this up, visit:

<https://www.youtube.com/watch?v=00cAY9hXndY>

During the summer season, every effort is made to issue payment bi-weekly to referees.

Q. Will I receive a 1099?

A. Maybe. Each individual club issues compensation to referees; MAT does not. If you earn more than \$600 with any individual club, you will receive a 1099 from that club?

Q. What if I show up to a game and there are no teams?

A. You will be paid. Be sure to notify MAT Assigning staff if this happens.

Q. What if I only want to be an assistant referee?

A. That is ok! We take experience and comfort level into account when making assignments.