

Step by Step – An Individual’s Guide to Printing Their Own Registration Card & History

1. Go to U.S. Soccer Registration Site - <http://ussoccer.force.com/referee/>



If you are returning to this website and you already have a User Name and Password, you can click on the orange login in the top right hand corner and then skip to step 3. If you have forgotten your password, click “Forgot Password” on the login screen.

If you have never been to this website and have not yet created a login, please continue to step 2 for instructions on how to sign in to the site and create a login. Even if you have been a referee before, you need to create a login with a new password the first time you are at this site.

2. Click on Sign Up Now button
 - i. Enter the information requested on the screen and click Next

Get Started

Existing Referee

If you have a valid USSFID number, you can:

1. Check the status of your current registration
2. Print a copy of your registration card and referee history

Enter the first two letters of your last name

Enter your USSF ID with no dashes Example: 2013532343242987 [Forgot USSF ID?](#)

Next

ii. User Information

- i. Your e-mail address will pre-populate. Please update it if it is not current or your main email as this will be your Username when you return. Each referee must have their own email address. If you share an email address with one or more family member(s), you will only be able to use that email for one account.
- ii. Nickname will pre-populate. It is a required field and there is no need to change as you will not use this in your login.
- iii. Create a password. Password does not have to be the same as you previously had on another site. It must be at least 8 characters and be a combination of letters and numbers. Enter again into the Confirm password box

Your email address will also be your username for the portal login.

NOTE: Each email can only be used once.

| | |
|------------------|--------------------------|
| Email | <input type="text"/> |
| Nickname | <input type="text"/> |
| Password | <input type="password"/> |
| Confirm Password | <input type="password"/> |

3. After you click submit, you are brought to your Account Overview page. If you are just logging in, you will automatically go to this page. This is your home page. You can edit your personal information and login information here as well as see your pending, current, and past registrations. You may or may not be using the blue Register Now! button depending on your state association's registration process.

The screenshot shows the 'Account Overview' page for a user named Joe National Official. At the top left is the USA Soccer Federation logo. The top right navigation bar includes links for Home, Profile, Register, and Logout. The main content area features a profile card for 'KDE' with a placeholder photo and a 'Profile' section containing links for 'Edit Profile', 'Change Password', and 'Change Email'. To the right of the profile card is a message: 'Referees must register with the U.S. Soccer Federation every year to be eligible to work affiliated competitions in the United States.' Below this message is a prominent blue 'Register Now!' button. At the bottom of the page, there are three tabs: 'Pending Registrations' (selected), 'Current Registrations', and 'Registration History'. Below the tabs, it states 'No pending registrations at this time.'

- To print out a copy of your registration card, go to the Current Registrations tab at the bottom of your home page. It will show any approved registrations you have for the current calendar year. To the right of each will be a blue print button that you can click. It will pop up a screen and then you can print or download it.

| Type | Year | State | Grade | Valid From | Valid To | |
|---------|------|-------------------|-------|------------|------------|-----------------------|
| Referee | 2016 | Pennsylvania West | 8 | 1/1/2016 | 12/31/2016 | Print |

- To print out your registration history, go to the Registration History tab at the bottom of your home page. It will show your entire registration history in the U.S. Soccer Federation Referee Program. In the top right hand corner of that tab, there will be a pdf link titled Print Registration History. You can click this to download and print a history of your records.

| Type | Year | State | Grade | Valid From | Valid To | |
|------|------|-------|-------|------------|----------|--|
|------|------|-------|-------|------------|----------|--|

[Print Registration History](#)

- Anytime you return to ussoccer.force.com/referee moving forward, you will now go to the orange login button and enter your email and password to get to your account overview page.

If you have any questions, please email referee@ussoccer.org.