



1 DAY ITF UMPIRE COURSE

With Accredited ITF Instructor

Information Sheet

Thank you for your interest in hosting a 1 day ITF Umpire Course. The following information is intended to provide a guide as to the minimum usual requirements for such events.

Authority

- In the first instance, apply to ITF Administration requesting authority to conduct an ITF Umpire Course (secgen@itf-administration.com).
- Upon receipt of confirmation, the applying INO/MO will request a course instructor from the ITF Tournament and Umpire Committee Chairman (info@taa-itf.com).

Participants

- No less than 25 participants must be registered.
- All practitioners for A and B Class Umpires must be ranked 1st Kup or above, 18yrs minimum. All practitioners for C Class Umpires must be ranked 1st Kup, 16yrs and over. All Degree practitioners must be in possession of an ITF status card.
- All attendees must complete an Umpire Certificate application form and submit this, with the fees as identified by the host INO/MO, prior to any course participation.

Fees

- The Accredited ITF Course Instructor will have both airfare and hotel expenses paid in advance of travel. These costs can be added to the course cost as calculated by the host, ie certificate fee plus venue, instructor, travel and all other associated costs.
- Prior to the commencement of the course, all applications and fees must be paid to the Accredited ITF Course Instructor.

- These applications must also include participants who have failed the course, as the certificate fee will be credited to the next course attended, recognising that host costs will again be applied.

Accommodation

- The standard of accommodation provided for the Accredited ITF Course Instructor should be 3* equivalent.
- The organising committee should cover meals and local transportation.

Other helpful hints

- There should be a head table at the front of the training area where the Umpire Course will be given.
- Bottled water should be placed under the head table.
- The host should be present to greet the Accredited ITF Course Instructor on arrival.
- A proper sound system should be provided in order to ensure all participants can hear. Headsets are not suitable, portable microphones that clip onto the lapel are ideal.