



2025 FALL

OFFICIALS BULLETIN

JULY 2025

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Officials' Meeting Requirements & Information

Meeting Requirements for Officials

To keep your registration active, you must:

- Stay up to date with fees and clearances.
- Attend the required number of meetings.

Required Meetings

- **Rules Interpretation Meeting:** Each chapter hosts at least one before the sport season starts. Some chapters may hold a rule meeting the same date as a regular chapter meeting.
- **Chapter Meetings:** You must attend a minimum of **four** chapter meetings (in person or virtual). You must attend one rules meeting in addition to the four chapter meetings.
 - If you attend a meeting at a different chapter, sign in as a **guest** to get credit.
 - **Fall sport officials** must attend at least **one meeting in October**.

Preseason Credit Option

You can earn credit for a preseason meeting by scoring **80% or higher** on the Preseason Exam, available from **July 25 to August 22, 2025**.

How to Find Meeting Schedules

1. Go to www.piaa.org/resources/rules/default.aspx
2. Select your sport
3. Choose your district
4. Uncheck "Rules Meetings Only"
5. Click **Search**

Online Rules Meeting Option

If you can't attend any in-person rules meetings, you may view one online for **\$50** between **August 25 and September 25**:

1. Go to www.piaa.org
2. Sign in using your access code
3. In the **Account Center**, click "**Makeup Online Rules Interpretation Meeting**"

Checking Your Meeting Credits

You should review your meeting credits during and at the end of each season:

1. Go to www.piaa.org
2. Sign in using your access code
(*first 4 letters of your last name + last 4 digits of your SSN*)
3. In the **Account Center** under **Account Tools**, click:
"Find Chapter/Rules Meetings & Attendance Recorded"
4. Click **View** next to a meeting number to see its date and location.

You'll see your meeting credits for each sport for the current school year.

Important: If you attend a meeting outside your home chapter, contact that chapter's secretary to make sure your attendance is recorded correctly.

ACT 114- Fingerprint Clearance

When getting your FBI fingerprint clearance, use **service code 1KG6XN** when scheduling or visiting **Identogo**. This code makes sure your results meet the requirements for **PIAA approval** in Pennsylvania.

For more info on how to get your clearances, visit:

www.piaa.org/officials/become/clearances.aspx

PIAA Registration Fee Information

Invoices for the **2026–27 school year** are emailed on October 10 2025, with reminders sent around:

- **December 16, 2025**
- **February 1, 2026**
- **March 1, 2026**
- **April 1, 2026**

Important: Make sure your email address is up to date on www.piaa.org.

Invoices are not sent by mail.

How to Pay

1. Go to www.piaa.org
2. Sign in with your access code
3. In the Account Center, click "**View or Pay Officials Registration Fees**"

Fee Schedule (Per Sport)

- **Until Jan 15:** \$50 (early discount)

- **Jan 16 – Feb 28:** \$55 (regular fee)
- **March 1 – 31:** \$55 + \$25 late fee = \$80
- **After March 31:** \$55 + \$75 reinstatement fee = \$130

Fees increase by **\$5 every 5 years**.

The next increase starts with the **2027–28 school year**.

Chapter Meeting Insurance

Most meeting venues require a Certificate of Insurance. PIAA provides this coverage for chapter meetings. The request form can be found here:

[Certificate of Insurance](#)

For more information, contact Laura Lex at llex@paaa.org.

PIAA Official ID Cards

Your **2025–26 ID Card** is available online.

- Log in at www.paaa.org to download your card.
- You can **print a copy** or **show it on your phone** at events.
- The ID Card shows the **expiration dates of your clearances**.
- When you update your clearances, just log in again to get an updated card.

Applying to Become a PIAA Official

You can now **apply online and pay by credit card**, or **print the form and mail it with payment**.

- **Fee:** \$40 per sport
- The fee includes **2 chances to pass the test** (you need at least 70% to pass).

After registering, you'll get a **rule book and practice exam by mail** to help you prepare.

About the Exam

- The test is taken **online**
- **50 questions** – you have **120 minutes**
- Must be done **in one sitting**
 - If you exit the exam, it counts as one attempt

For more info or to apply, [click here](#).

PIAA Sportsmanship Message

****This message shall be read to the head coach and captains prior to each contest officiated by a registered PIAA official. This message shall be enforced by contest officials and its enforcement shall include a strict and swift enforcement when unsportsmanlike actions involve demeaning remarks or actions that may be related to the racial or ethnic background of any party.****

PIAA requires all registered sports' officials to enforce the sportsmanship rules for coaches and contestants. Actions meant to demean opposing contestants, teams, spectators, and officials are not in the highest ideals of interscholastic education and will not be tolerated. Let today's contest reflect mutual respect. Coaches please certify to the contest official (s) that your contestants are legally equipped and uniformed according to NFHS rules and PIAA adoptions. Good luck in today's contest.

The proper procedure is head coaches and captains MUST attend the pregame reading of the sportsmanship message. Coaches must certify to the contest officials their team is legally equipped and in compliance with NFHS Rules. The reading of this message will have the coaches verbally confirm aloud their teams' adherence to compliance with equipment and safety rules. This confirmation is not only the adherence to contest rules, but also assists in alleviating the legal liability concerns for the officials if the teams subsequently violate the proper equipment provisions of the contest rules.

Not Able to Officiate This Year? Go Inactive

Not able to officiate this season? Go inactive. Inactive status removes meeting attendance requirements for officials. Inactive officials are not permitted to officiate contests involving PIAA member schools. In order to go inactive, registration fees and clearances must be current. Find the inactive form on the PIAA website: [Inactive Form](#)

New PIAA Policy Adoption

Any coach and/or adult Team Personnel removed, ejected or disqualified from a Contest who refuses to leave the competition area (out of sight and sound) as directed by the Contest Official will result in a forfeiture of the Contest.

This policy has been adopted by the PIAA Board of Directors in an effort to address poor acting adults who refuse to abide by the applicable rules book and to show support of PIAA officials.

Officials who encounter situations that involve this policy should complete the contest and report the occurrence to the PIAA Officials Department the next business day.

2025 Fall Officials Appreciation Week



Chapter Secretary Information Reminders

Here are key responsibilities and reminders for chapter secretaries:

Meeting Requirements

- **Chapters must hold at least 6 meetings per year**
(*PIAA Officials Manual, Article IX, p. 15*)
- Meeting windows by season:
 - **Fall sports:** July 1 – November 30
 - **Winter sports:** October 1 – March 31
 - **Spring sports:** February 1 – June 30
- **One meeting must be held in:**
 - **October** (fall)
 - **January** (winter)
 - **April** (spring)
- **Rules Interpretation and a regular chapter meeting** can be held on the same day.

Attendance & Credit

- Enter attendance **online within one week** of the meeting.
- Officials who score **80% or higher** on the **Preseason Exam** (Feb 14 – Mar 14) automatically get **1 meeting credit**.
- Attendance for all meetings, including the Rules Interpretation, must be submitted **electronically**.

End of Year Report

- Go to www.piaa.org and log in.
- Click "**Manage Meetings**"

- Click “**Download End of Year Chapter Summary**”, print, complete, and send to PIAA.

Voting

- Voting for **Officials Representatives is only done online**.
No paper ballots are accepted (*PIAA Officials Manual, Article XIII, p. 18*).
- Remind officials to **update their email and contact info** on the PIAA website.

Recording Attendance For Rules Meeting

Make sure to **give meeting credit to head coaches and visiting officials**.

- If you're not sure how to do this, check the **Chapter Secretary Instructions** on the officials homepage at www.piaa.org or contact our office.

When a head coach misses a required rules meeting:

- The **school is fined \$100**
- The **official is suspended at the end of the season**

This often happens when officials **attend a meeting but aren't marked present**. To avoid this, please:

- **Double-check attendance entries**
- **Remind members to check their meeting attendance** in their PIAA account so any issues can be fixed early

Keep Your Information Updated

Keeping your information updated with PIAA is vital for communication. Be sure to login to the PIAA website to update your information today!

- Go to www.piaa.org
- Click the LOGIN button in the upper right corner
- In the dropdown box, click OFFICIALS, SCHOOLS, AND MEDIA
- Sign in with your access code (the first 4 letters of your last name in CAPS followed by the last 4 digits of your social security number, ex. HUNT1234)
- In the Account Center under Account Tools, click on: UPDATE PROFILE INFORMATION

Note: Bulletins, election ballots, and registration fee notices are all sent via email.



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