How to Add Supplemental Training

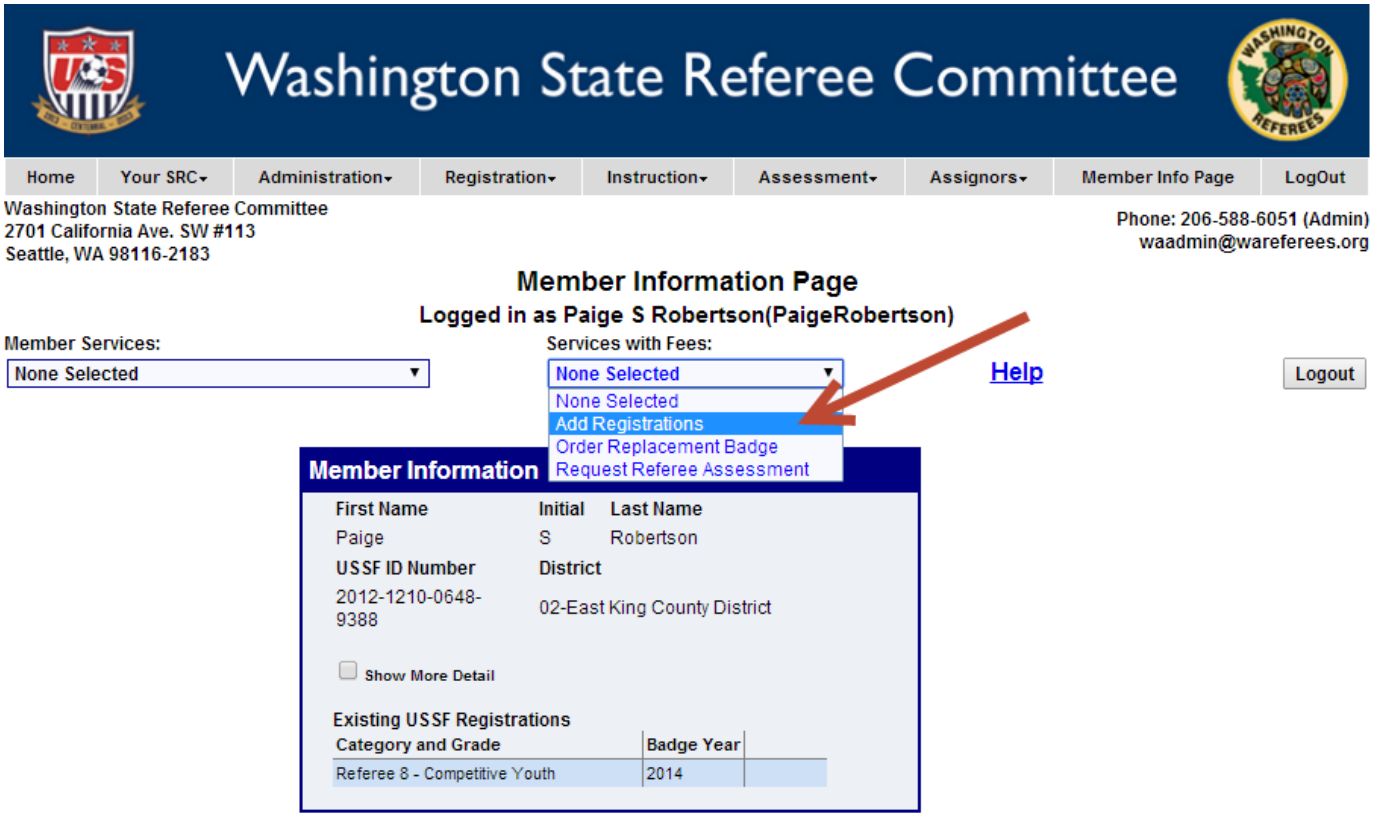
If clinics that you expect to be available aren't listed in your Clinic Reservation area, then most likely you need to "Add Registrations" to your profile. Registrations get removed from your active profile when you remove them from your "Fee Items" area. People do this without realizing the consequences.

The most common clinic not available to referees who are already certified for the current year is Recertification Clinics (also sometimes known as Chapter Meetings). This document will explain how to get these clinics available to you.

To Use Add Registrations

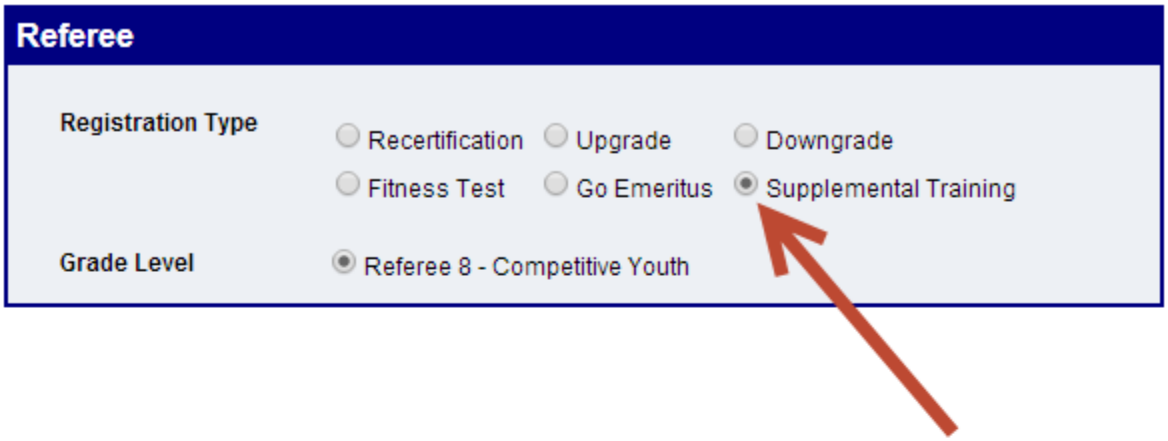
Log onto the www.WAReferees.org website.

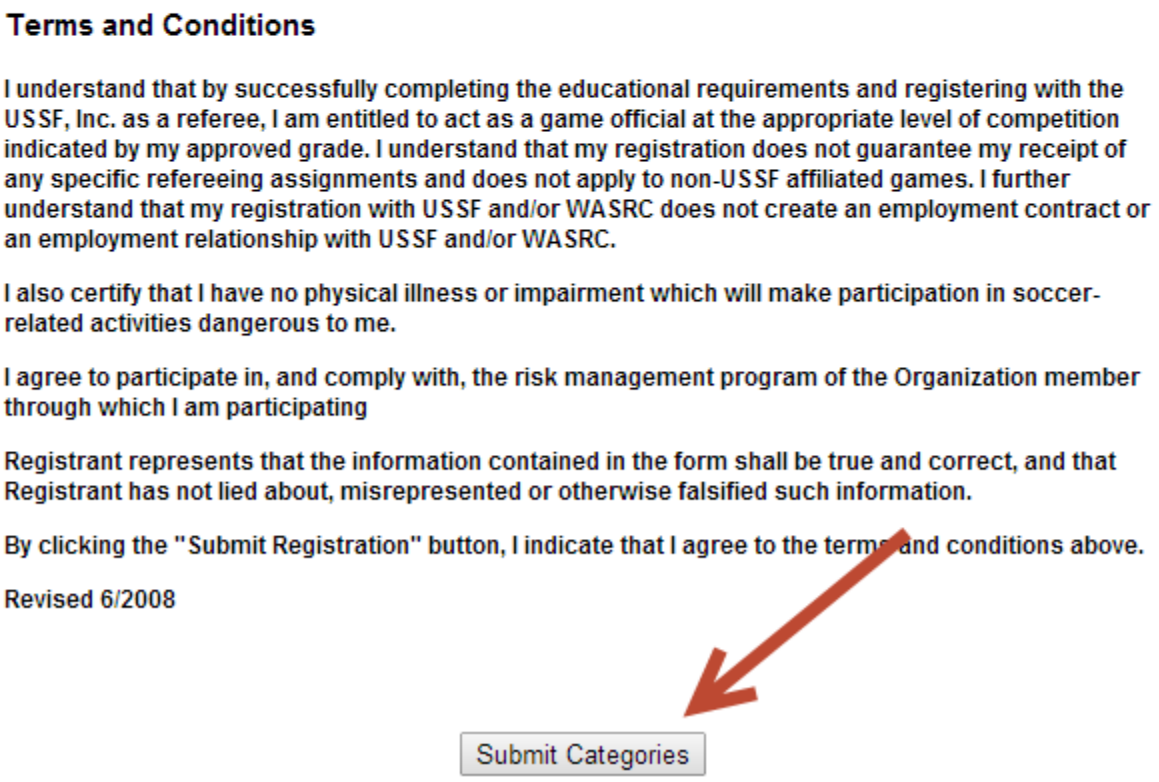
In the dropdown labeled "Services with Fees" select "Add Registrations".



Answer the Convictions question and leave the “Select Registrations Categories” alone. You use this to add new registrations (e.g. Instructor).

For each registration, set the “Registration Type” to “Supplemental Training”. Then click the “Submit Categories” button.





This will take you back to the Member Information page. The clinics should now be available in the Clinic Reservation section. If want clinics outside your District, change the “Clinic Location” to show clinics which are being held elsewhere.