Q: My certifications expired 6/30/20, and I was supposed to get an evaluation in March. I won’t have a chance for another evaluation until July. What can I do?

A: No worries! Per our National Re-Certification Requirements, you have 3 years in order to complete the re-certification requirements for that position. That means you have until 6/30/23 to complete any necessary recertification requirements.

NOTE: If your certifications expire, you cannot serve as an Evaluator until they have been brought current.
Q: I received an N3 initial evaluation in March 2017. I know I have 3 years in which to complete my N3 final. I was going to get my N3 final evaluation this month, but the meet was canceled. What can I do?

A: For those individuals whose N3 initial evaluations were completed from 3/12/17-5/31/17, we will extend the expiration window of those evaluations to 9/1/20.

NOTE: The initial evaluation window may be re-evaluated again depending on when meets are allowed to begin.
Q: Can I delete a meet from OTS? If so, how?

A: Absolutely! A few things need to happen before a meet can be deleted:

- Meet Referee removed
- No evaluators/administrators entered
- No officials entered
- No activities entered

NOTE: If a meet shows only ‘Edit’ in the ‘Action’ column, the meet is not yet able to be removed.

Login to OTS and find the meet you wish to delete, then select ‘Edit’
On the Meet Information tab, scroll down to Meet Referee and select ‘Clear Referee’ if needed.
On the Evaluators/Administrators tab, delete any officials in either section.
On the Officials tab, check any officials necessary, then click ‘Delete Selected Officials’

NOTE: Meet Referee and any Evaluators/Administrators are automatically added to the Officials tab when they are added to the Meet Information or Evaluators/Administrators tab.
On the Officials tab, click on 'Activities for this Meet' and delete any activities that may have been entered, then click 'Return to Meet Search'
If everything has been properly removed from the meet, then the meet should now have the option to ‘Delete’ under the ‘Action’ column.
Other considerations:

**OQM:**
- When we come back ‘live’ with meets, we know that there will likely be a flood of OQM applications to be processed quickly
  - We will be as accommodating as possible to ensure that all meets can be processed and officials can pursue evaluations
  - Please do all you can to get your OQM applications in as early as possible before your meet

**Certification:**
- We will make every effort to review and approve officials’ applications as close as possible to their normal processing cadence
  - However, due to the possibility that a higher-than-normal number of officials is evaluated this summer, there may be a slight delay during peak periods
  - Please do everything you can to ensure all requirements of your officials are met
    - May require you to do more reporting for evaluators prior to a meet
      - Knowing who wants an evaluation prior to the meet is a huge plus
    - Make sure your officials know where to go for information about the National Certification & Evaluation process, including any prerequisites needed prior to evaluation