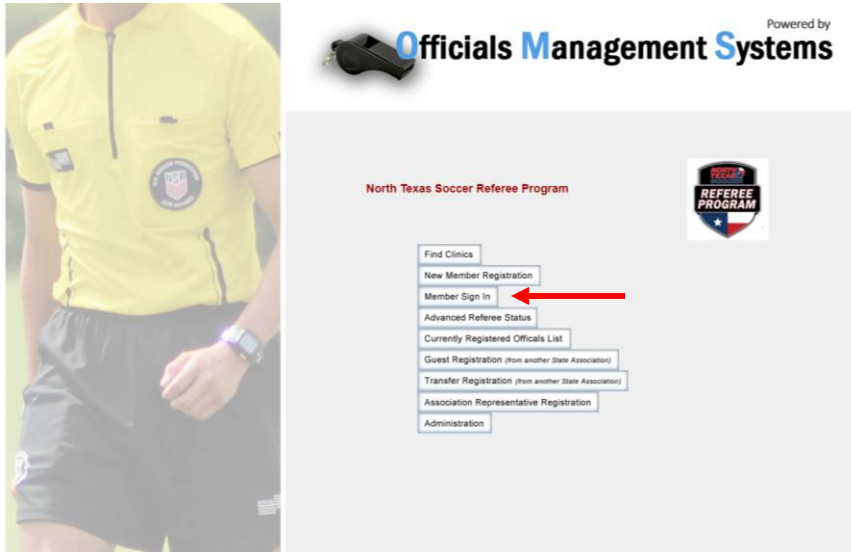




REQUESTING AN ASSESSMENT

Step 1: Log in at <https://ntxreferees.omgtsys.com> by clicking on **Member Sign In**.

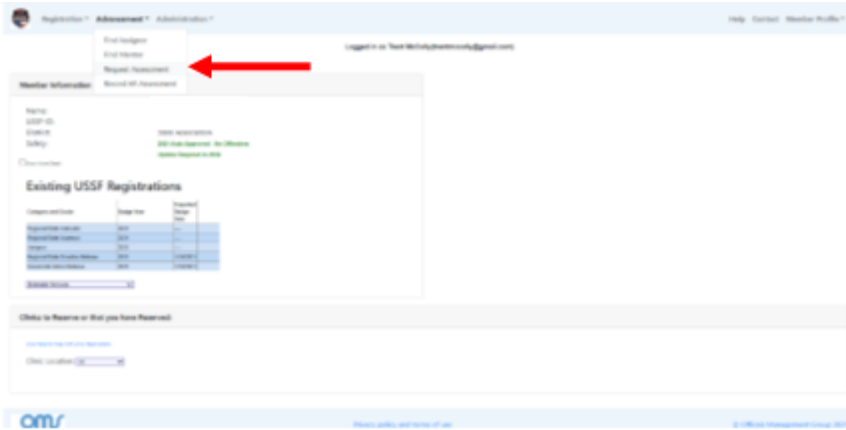


Step 2: Log in using your primary email as your username and your password* and click **Login** button.



*First time log in password is LAST NAME (all caps). You will be prompted to create a new password.

Step 3: On the **Home** page, click on **Advancement** from top menu and choose the third option—**Request Assessment**.





REQUESTING AN ASSESSMENT

Step 4: Complete all the information in the **Request / Register Assessment** page. Once all information has been completed, select **Submit**.

Request / Register Assessment

If you are requesting an assessment, you **MUST** already have an assessable game assigned by an Assessor. Assessor/Trainer expenses may be charged to you for the assessment.

Assessment Type: Upgrade
 Referee Level that Assessment is for: Regional/State Referee
 Registration Year assessment is to be used for: 2021 2022

Position Being Assessed: Referee
 Game Type: Adult
 Your District Director of Assessments: State Association - DDA: Bryan Roulund

Game Date: mm/dd/yyyy: 2/15/20
 Game Start Time: ex: 1:00pm: 1:00pm

Field Location: City: ABC Field, Anywhere
 Game State: Alaska

Buttons: Cancel, Submit

If the game is within 10 days of the request, you will receive a warning and need to click **Submit** again to proceed.

WARNING: This assessment request is less than 10 working days from the match! There may not be time to get an assessor. Press Submit again if you wish to request the assessment anyway.

Buttons: Cancel, Submit

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Step 5: Once the Assessment Request is submitted, the **Assessment Fee** will appear in **green** on your **Home Page**. Select the **Click here to Complete Requests and Pay Fees** button to pay your assessment fee.

Registration - Advancement - Administration - Help - Contact - Member Profile -

Logged in as: Trent McColly (trentmccolly@gmail.com)

Member information

Name: Trent McColly
 USSF ID: 0010-2281-2514-0650
 District: State Association
 Safety: 2017 Auto Agreement, No Offenders
 Update Required in 2022

Existing USSF Registrations

Category and Grade	Badge Year	Expiration Date
Registration Instructor	2021	---
Referee	2021	---
Assessor	2021	---
Registration Director Referee	2021	1/16/2022
Registration Referee	2021	1/16/2022

Completing your Request and Paying Fees:

Your Requests and Associated Fees:

Total Fees: \$68.00

You must pay BOTH the Registration fees and Clinic fee to reserve a seat in the clinic. You will only be charged for items in Green. Put your mouse on any items in Red to view why they are not available for payment.

Note: You must complete checkout for any Green item even if FREE to complete the order.

Buttons: Click here to Complete Requests and Pay Fees

Step 6: On the **Pay Fees** page, you must select Credit Card or Check/Money Order. NOTE: North Texas Soccer requires payment by credit card only, so the Check/Money Order option will be grayed out and not available. Once you make this selection, press the **Click Here to Pay** button.

Pay fees

Fee Items

You have pending fees for the following items. Please fill out billing information below and submit payment to complete your order:

Upgrade Assessment #78 Originally scheduled 2/15/2021

Total Fees: \$78.00

Registration Fee refers to USSF registration.
 Clinic Fee refers to a clinic enrollment fee.

If this list of items is incomplete, or needs to be changed, please [click here](#) to return to your Home page to adjust your order.

Click here to view the OMSB Refund Policy.
 Click here to email OMSB about your registration or payment.
 Phone Help: Call 832-577-7191 for assistance.

Billing Information

Payment Type
 Credit Card Check/Money Order

Buttons: Click Here to Pay



REQUESTING AN ASSESSMENT

Step 7: Enter your credit card information. Complete this information and select the Pay button.

A screenshot of a mobile application's payment modal. The modal is titled "Officials Management Sys..." and "Payment of Fees". It shows a card payment form with fields for "Card number", "MM / YY", and "CVC". There is a "Remember me" checkbox and a prominent blue button labeled "Pay \$70.00". The background of the app is dimmed, showing "Pay fees" and "Fee Items" sections.

Step 8: After payment has been submitted, the Assessment Request will be forwarded to your SDA. **You will receive an email once an assessor has been assigned to your game.**