

Changing to a different course

1. Log into Officials Management System. Scroll down on your home page to find the box indicating “Clinics to Reserve or that you have Reserved:”
2. Locate the course that you want to change and click on “Transfer/Cancel Reservation.”

Clinics to Reserve or that you have Reserved:

[Click Here for help with Clinic Reservations](#)

Clinic Location:

Referee Registration Type :
 2020 Regional/State Emeritus Referee Recertification [Check Status](#)

Available Clinics

	Class Date/Times	Address	Location		
Referee - Advanced Recert Rochester-03-1219-RAD	Thu 11/7/2019 5:45 PM - 9:00 PM	25 High School Dr.	Penfield, NY	Reserved	Transfer/Cancel Reservation

Instructor Registration Type :
 2020 Regional/State Instructor Recertification [Check Status](#)

Available Clinics

	Class Date/Times	Address	Location		
Instructor Recert SA-01-1219-INSTRCT	Tue 12/3/2019 9 AM - 12 PM	880 Elm Grove Rd.	Rochester, NY	Reserved	Transfer/Cancel Reservation

3. In the window that opens, you’ll see a list of courses that you are able to transfer into. Click on “TransferHere” next to the course you want to attend.

Currently Registered for

Type	Clinic #	Scheduled	Action
Referee - Advanced Recert	Rochester-03-1219-RAD	Thu 11/7/2019 5:45 PM - 9:00 PM	<input type="button" value="Cancel Current Clinic Reservation without Transfer"/>

Transfer to:
 If transferring between an in-person clinic to an online or hybrid clinic, you must change the clinic type. ---->

Clinic Type:

Type	Number	Location	Start Date	
Referee - Advanced Recert	Buffalo-01-1219-RAD	Amherst , NY	Wed 12/4/2019 5:45 PM - 9:00 PM	<input type="button" value="TransferHere"/>
Referee - Advanced Recert	Buffalo-02-0120-RAD	Amherst , NY	Sat 1/4/2020 8:45 AM - 12:00 PM	<input type="button" value="TransferHere"/>
Referee - Advanced Recert	Rochester-10-0120-RAD	Batavia , NY	Sat 1/25/2020 8:45 AM - 12:00 PM	<input type="button" value="TransferHere"/>
Referee - Advanced Recert	Rochester-09-0120-RAD	Mt. Morris , NY	Sat 1/18/2020 8:45 AM - 12:00 PM	<input type="button" value="TransferHere"/>
Referee - Advanced Recert	Ithaca-01-0120-RAD	Owego , NY	Wed 1/29/2020 6:15 PM - 9:30 PM	<input type="button" value="TransferHere"/>
Referee - Advanced Recert	Rochester-06-1219-RAD	Penfield , NY	Sat 12/14/2019 8:45 AM - 12:00 PM	<input type="button" value="TransferHere"/>
Referee - Advanced Recert	Rochester-07-0220-RAD	Penfield , NY	Sat 2/22/2020 8:45 AM - 12:00 PM	<input type="button" value="TransferHere"/>
Referee - Advanced Recert	Rochester-08-0320-RAD	Penfield , NY	Sat 3/14/2020 8:45 AM - 12:00 PM	<input type="button" value="TransferHere"/>
Referee - Advanced Recert	Syracuse-01-0220-RAD	Syracuse , NY	Mon 2/24/2020 5:45 PM - 9:00 PM	<input type="button" value="TransferHere"/>

4. You’ll receive a receipt indicating that you have been changed to that course. The payment will transfer and no additional charge will be made.