



How to enter and verify referees on the online database:

1. Log into the online system: <http://pimsports.com.au/AVSC%20Entries/Login.a5w> (ensure you click on the drop down arrow under 'event' and select National).
2. To view your schools' qualified referees click on 'View Qualified Referees'. This will show all the referees that have been verified previously by Volleyball Australia that have been assigned to your school. Please note that a lot of previous data has been removed. Some referees who have been approved previously will not be visible, in this instance please enter them as a new referee for approval (Refer to step 4).
3. To update the accreditation grading and or expiry fill in the fields labelled "new grading" or "new expiry" and then click "submit".
Only use the following grading levels in the 'new grading section':
Level 1 - Foundation
Level 2 - Talent Development
Level 3 - Elite
Level 4 - Master
4. To add a new person, go to the home page and click 'Submit New Referees for Verification'. Enter in the referee's first name, family name, date of birth, grading, date of course and instructor's name. However, if the course was completed online please enter the word 'online' under the instructors name and click 'SUBMIT'. Please enter all dates in the following format, dd-mm-yyyy.
5. Once you have completed these steps, Volleyball Australia will verify the changes you have made to your school referees. Once they have been verified the details will appear in the 'Verified Grading' and 'Expiry Date' columns next to their name, on the 'View Qualified Referees' page.

For any questions please email Chloe Edwards chloe.edwards@avf.org.au or call (02) 6214 3570.