



October 2011

Dear Prospective Cadet,

Thank you for expressing an interest in joining the Bergen County Umpires Association. Each year, the BCUA runs a **cadet training program** for individuals, **18 years of age or older** wishing to become members of our organization and registered NJSIAA interscholastic baseball and/or softball umpires.

In order to accomplish this, we have designed a program to train individuals with a comprehensive knowledge of the rules, in order to prepare our cadets for the **Final State Certification Examination(s)**, as well as the proper **mechanics of umpiring**. Once our cadets have successfully completed our program and received a passing grade on the certification examination(s) they will be entitled to membership in our organization and will be certified to officiate varsity level baseball and/or softball games within the State of New Jersey. **PLEASE NOTE THAT PASSING THE STATE EXAMINATIONS DOES NOT GUARANTEE THAT YOU WILL OFFICIATE ANY VARSITY LEVEL GAMES. OUR ASSOCIATION DOES NOT ASSIGN GAMES.**

The requirements for enrolling in and successfully completing our cadet program are detailed in this letter. Please make sure that you read this information carefully. Should you have any questions, please feel free to call or email **BCUA Cadet Supervisor, Peter Zubiaurre, H:201-664-5166; C:201-906-5127; pzubi@optonline.net**

Our 2012 Cadet Program will consist of **fifteen classroom instruction sessions**, each approximately two hours in length. The first session, an **Orientation meeting**, will serve as a general introduction to the program. **All rule books and materials will be distributed at that meeting.** Seven sessions will deal with baseball rules, seven sessions will deal with softball rules. There will be **ONE Gym/Classroom session for each sport** devoted to **Umpiring Mechanics**. There will also be a **rules differences class** for dual members, just prior to the tests. You may participate in either or both certification programs (baseball and softball); however there is **only one application fee (\$200)**.

During the program, it is mandatory that you **ATTEND ALL RULES SESSIONS** for each sport in which you are registered. If any of the **RULES SESSIONS IS MISSED**, it is your responsibility to provide a written explanation for your absence. It will then be reviewed by the Cadet Committee. If your explanation is not valid, you will be dropped from that sports program and will not be eligible to take the State certifying examination(s) in that sport. It is also **MANDATORY** that you attend one (1) **classroom/gym Mechanics session** for each sport, in which you are registered, in addition to one (1) **"on the field" Mechanics Session**.

All cadet classes will begin promptly! Starting times may differ from night to night. On the following pages is a listing of the dates, locations and starting times. **Please check the website for scheduling updates.** Classes are usually held twice a week (one for each sport), beginning in early March and continuing through the end of April. The State Certifying Examinations are given at the end of April. **There will ONLY BE ONE TEST DATE FOR EACH SPORT and the cadet MUST BE PRESENT ON THAT DATE to take the certification examination. IF YOU ARE UNABLE TO TAKE THE EXAM ON THOSE DATES, DO NOT APPLY!!**

In addition to your classroom instruction, you will also be **required to participate in our MENTORING PROGRAM for each sport you are registered.** You will be expected to attend mentoring sessions during the season. You will be assigned a "mentor" in each sport and will be **required** to observe this official umpiring. **CADETS WHO DO**

NOT FULFILL THEIR MENTORING REQUIREMENT WILL REMAIN AS A CADET FOR THE ENTIRE FOLLOWING YEAR.

There will be one (1) post-exam Mechanics Sessions for each sport. Each Cadet is required to attend the session. Again, if any of the **MECHANICS SESSIONS** (pre & post exam) **IS MISSED**, it is your responsibility to provide a written explanation for your absence. It will then be reviewed by the Cadet Committee. If your explanation is not valid, you will **REMAIN AS A CADET FOR THE ENTIRE FOLLOWING YEAR.**

All of our cadets are expected to be **properly uniformed** when umpiring interscholastic games at any level. You are responsible for purchasing all equipment and items necessary for the upcoming season. Many sporting goods stores carry the equipment you will need to get started; however, if you wish to wait until our cadet program begins, we will have a vendor at the **orientation meeting** to offer these items for sale.

As much information as possible will be transmitted via our website, www.bcu.info or through e-mail communication. It is required that you provide an e-mail address to receive such communications. In addition, as per the NJSIAA, the cadet **"must provide at least two letters of reference attesting to his/her character."**

Please complete and submit the **Cadet Application Form, Letters of Reference and a letter from your physician (on letterhead stationary) attesting that you are in good health** to Peter Zubiaurre with your **enrollment fee of \$200**. [which includes the fee for the state certifying exam(s)]. Please make your check or money order payable to **BCUA, INC**. Again, applicants must be at least eighteen (18) years of age prior to **FEBRUARY 1, 2012** in order to participate in the cadet program.

PLEASE NOTE THAT ALL APPLICATION MATERIALS, INCLUDING THE PHYSICIANS LETTER, TWO LETTERS OF REFERENCE AND APPLICATION FEE MUST BE RECEIVED BY FEBRUARY 1, 2012 OR YOUR APPLICATION WILL NOT BE ACCEPTED AND YOU MAY NOT PARTICPATE IN THE PROGRAM.

ALL APPLICATION MATERIALS AND PAYMENTS SHOULD BE SENT DIRECTLY TO:

**PETER ZUBIAURRE
BCUA CADET SUPERVISOR
607 BEECH STREET
WASHINGTON TWSP, NJ 07676**

LATE APPLICATIONS WILL BE RETURNED. THE SIZE OF THE CADET CLASS MAY BE LIMITED.

IF YOU CANCEL, PRIOR TO THE 1st MEETING, YOUR REGISTRATION FEE WILL BE RETURNED TO YOU MINUS THE COSTS OF MATERIALS THAT HAVE BEEN ORDERED. No Refunds will be given after classes have started!

PLEASE NOTE NJSIAA POLICY

Registration will not be issued for anyone convicted or adjudicated with a finding of fault, guilt or violation, in regard to an offense against a minor or any sexual offense unless/until such offense has been reversed by proper authority with jurisdiction over the matter; or convicted, or adjudicated with a finding of fault, guilt or violation, in regard to an offense involving any illegal/illicit drug or controlled substance as prescribed by federal or state law or regulation, prior to five (5) years following the completion of any sentence/parole/probation period imposed for the offense.

**BERGEN COUNTY UMPIRES ASSOCIATION, INC.
2012 CADET APPLICATION**

(PLEASE TYPE OR PRINT LEGIBLY)

NAME: (LAST, FIRST): _____

ADDRESS: _____ APT. # _____

CITY: _____ STATE: _____ ZIP _____

HOME PHONE: _____ CELL PHONE: _____

BUSINESS PHONE: _____ EXT: _____

EMAIL: (REQUIRED) _____

EMPLOYER: _____

EMPLOYER'S ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

**AS PER NJSIAA REQUIREMENTS, PLEASE INCLUDE 2 LETTERS OF
REFERENCE THAT ATTEST TO YOUR CHARACTER.**

INSTRUCTION PREFERENCE: BASEBALL ONLY: _____ SOFTBALL ONLY: _____ BOTH: _____

I have read the enclosed cover letter/cadet information web page regarding the Bergen County Umpires Association's Cadet Program. I understand and agree to abide by the rules of this program. I further understand that membership in this association does not guarantee any varsity level assignments.

SIGNATURE: _____ DATE: _____

DO NOT WRITE BELOW THIS LINE: FOR B.C.U.A. USE ONLY

AMOUNT RECEIVED: \$ _____ DATE RECEIVED: _____

CHECK #: _____

