



JCPRD Sports Officials Mandatory HAT Training Class **(Online instructions)**

Step 1 – go to www.kcusssasports.org

Step 2 – select the “Officials” tab

Step 3 – print the “Online Acknowledgement of the HAT Training form”

Step 4 – watch the video, click on “HAT Training Class”

Step 5 – After viewing the video, complete the test and sign the online acknowledgement form

Step 6 – Print the JCPRD Oracle time sheet

Step 7 – Put down 1 hr (HAT Training code) and sign the time sheet

Step 8 – return your completed documents to:

Tom Prendergast
Supervisor of Officials
20000 Johnson Drive
Shawnee, KS 66218

tom.prendergast@jocogov.org

or fax it to: (913) 826-2929