



CREATE A MATCH OFFICIAL PROFILE

I ALREADY HAVE A SCRUMS ACCOUNT

If you already have a **SCRUMS** account, you can login to your existing **SCRUMS** account to create your Match Official profile.

If you don't have a **SCRUMS** account, before creating your Match Official Profile, you will first need to register on **SCRUMS**. Separate guidance for this process can be found [here](#).

STEP 1

To navigate to the **SCRUMS** login / registration page, please follow the link below;
<https://scrums.scottishrugby.org/login>

To Login, enter your email address and password. Then, click the '**Login**' button.

PLEASE NOTE: If you have an existing **SCRUMS** account you **DO NOT** need to register a new **SCRUMS** account to create a Match Official Profile.

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STEP 2

From the **SCRUMS Dashboard** navigate to 'My Profiles'. This is available from the sidebar and **SCRUMS** dashboard tiles, as highlighted.



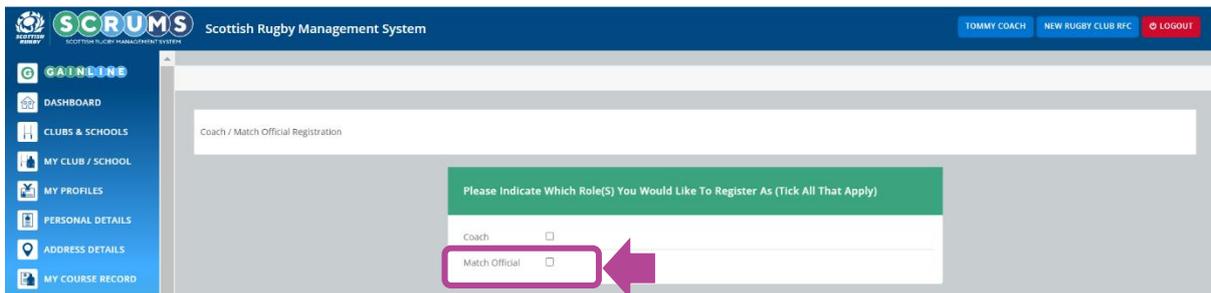
From the 'My Profiles' page select the 'Create Coach/Match Official Profile' tab at the top of the screen.



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STEP 6

Please select 'Match Official' from the options available.



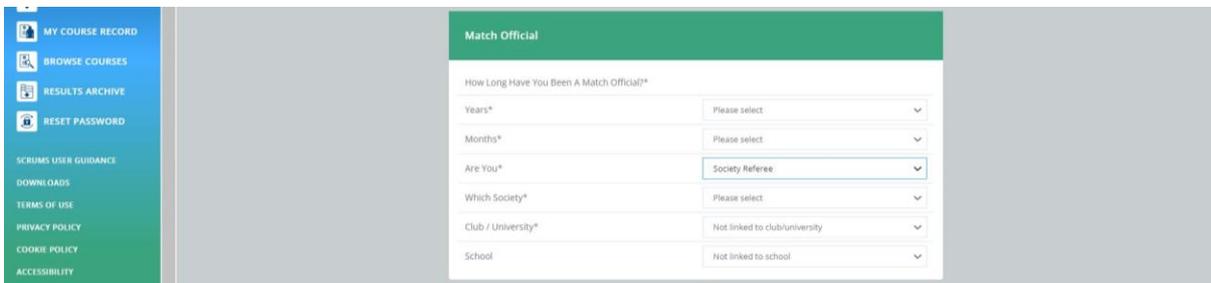
Coach / Match Official Registration

Please Indicate Which Role(S) You Would Like To Register As (Tick All That Apply)

Coach	<input type="checkbox"/>
Match Official	<input checked="" type="checkbox"/>

You will then be asked to answer questions about the nature of your role. Please indicate if you are a **Society Referee** or a **Community Referee** (club, school, university).

If you are a **Society Referee**, please first select your **Society** and then select your affiliated **Club / University** and/or **School**.

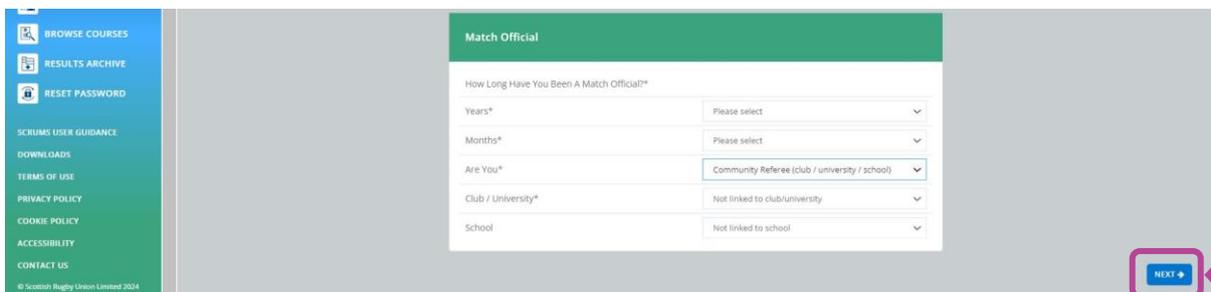


Match Official

How Long Have You Been A Match Official?*

Years*	Please select
Months*	Please select
Are You*	Society Referee
Which Society*	Please select
Club / University*	Not linked to club/university
School	Not linked to school

If you are a **Community Referee**, please select your affiliated **Club / University** and/or **School**.



Match Official

How Long Have You Been A Match Official?*

Years*	Please select
Months*	Please select
Are You*	Community Referee (club / university / school)
Club / University*	Not linked to club/university
School	Not linked to school

NEXT →

PLEASE NOTE: If you are not affiliated to any clubs please leave the selections as 'Not linked to club/university' and 'Not Linked to School'. Then, click 'Next' to continue to the next section.



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STEP 7

If you indicated that you are not affiliated to a **Club / University** or a **School** you will now be asked to select a **'Local Authority of Residence'**.

Please select your local authority from the dropdown list and click **'Next'**.

PLEASE NOTE: If you selected a **Club / University** or a **School** you will not be asked this question.

Match Official Registration - Local Authority

Local authority of residence*
Please select.

← BACK NEXT →

STEP 8

You will be asked to provide detail on the qualifications you hold. All qualifications are relevant.

The information you provide in this section will be checked against Scottish Rugby's records to ensure that we hold the most accurate information on your qualification history.

The information you provide in this section will be checked against Scottish Rugby's records to ensure that we hold the most accurate information on your qualification history.

Please tick the box next to each qualification you have achieved since 2005 (select all that apply). If known, please also indicate the date and venue of the course. All qualifications will be verified by Scottish Rugby before they appear on your SCRUMS record.

If you have completed a qualification with any other sporting governing body or organisation you can indicate this at the bottom of the form but you will need to provide proof of completion before your SCRUMS record is updated.

Coaching	
UKCC - Level 1	<input type="checkbox"/>
UKCC - Level 2	<input type="checkbox"/>
UKCC - Level 3	<input type="checkbox"/>
UKCC - Level 4	<input type="checkbox"/>
World Rugby Sevens - Level 1	<input type="checkbox"/>

Please tick the box next to each qualification you have achieved since 2005. If known, please also indicate the date and venue of the course.

Coaching

UKCC - Level 1

Venue Date of completion: Enter Month Enter Year



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STEP 9

If you have completed any other relevant rugby qualifications with another sporting governing body or organisation, you can provide those in the 'Other' section.

Click 'Add another qualification' if you need to add more than one. Then, click 'Next' when complete, to continue to the next section of the form.

PLEASE NOTE: All qualifications will be verified by Scottish Rugby before they appear on your SCRUMS record.

STEP 10

On this final page you can review the information you have provided. You will see separate sections for 'Match Official Profile' and 'Qualifications'.



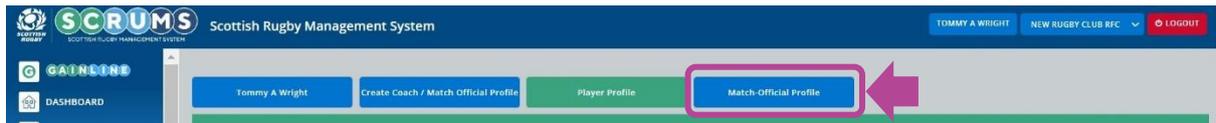
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STEP 11

Once you are happy with the information you have provided click **'Submit'** to create your Match Official Profile.



You have now successfully created your Match Official Profile, which you can access from the **'My Profiles'** section on **SCRUMS**.



LOGIN TO SCRUMS

You can login to your account at any time from the **SCRUMS** main login page, here:

<https://scrums.scottishrugby.org/login>

Forgot your Password? Don't worry you can reset it from the **SCRUMS** main login page, here:

<https://scrums.scottishrugby.org/password/reset>

