



Beginning in the 2018-19 school year, all IHSA officials who are assigned to postseason contests will be paid through ArbiterPay. Volleyball line judges will be paid by the host school.

Officials can select one of the following options to receive their postseason game fees.

- **Free option:** Manually transfer money from ArbiterPay to a bank account.
  - Officials will log in to ArbiterPay and manually click the appropriate links to transfer money to their bank account.
- **\$1.50 option:** Automatically transfer (EFT) money from ArbiterPay to a bank account.
  - Officials can choose to automatically transfer funds on a specific day of every month.
  - Officials can choose to automatically transfer funds when they accumulate a specific dollar amount in ArbiterPay.
- **\$4.50 option:** Officials can purchase an ArbiterPay debit card for a one-time fee of \$4.50.
  - Game fees will automatically transfer to the debit card for free.
- **\$8.50 option:** Officials can request a traditional paper check from ArbiterPay.
  - ArbiterPay will mail a check to the official but will deduct a fee of \$8.50 from the check.

Transfers from ArbiterPay to an official's bank account take 2-3 business days.

### How do I get started?

- Register on the ArbiterPay website. [www.arbiterpay.com](http://www.arbiterpay.com)

### What do I do if I want to receive my full game fee and avoid being charged a convenience fee from ArbiterPay?

- When you enter your bank account information, you'll see this option near the bottom of the screen.
  - Select 'No'.

Preferences	
Would you like to have your funds automatically transferred to your bank account when they become available?	<input type="radio"/> Yes <input checked="" type="radio"/> No

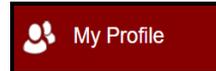
### What do I do if I'm interested in the ArbiterPay debit card option?

- When you enter your bank account information, you'll see this option near the bottom of the screen.
  - Select 'Yes'.

Would you like to order a ArbiterPay debit card? *	<input checked="" type="radio"/> Yes <input type="radio"/> No
--	---

## What do I do if I already registered, and I want to change from the automatic transfer (EFT) option to the free option?

- Log in to your ArbiterPay account.
- Click the 'My Profile' link on the left side of the screen.
- Next, click the "My Preferences" link in the upper right-hand corner of the screen.
- Next, click the 'Modify' link in the bottom right-hand corner of the screen.
- In this area of the screen, click the drop-down arrow and select the blank option so the cell for Payment Method has no words or letters in it.
- In this area of the screen, click the drop-down arrow and select 'Opt-Out'.



On Date:	<input type="text"/>
Payment Method:	<input type="text"/>

ArbiterPay Direct Payments <span>?</span>	
Payment Method:	<input type="text" value="Opt-Out"/>

When you are completely registered with ArbiterPay, you need to provide the IHSA with your ArbiterPay username and account number.

This helps the IHSA determine the correct official to pay, especially when we have two officials with the same name.

- Log in to your ArbiterPay account.
- Click the 'Accounts' link on the left side of the screen.
- Near the top of the screen, you'll see your ArbiterPay account number.
- Log in to the IHSA Officials Center.
- Under the PERSONAL DATA section, click the blue 'Personal Information' link.
- On the next screen, enter your ArbiterPay username and account number.



ArbiterPay username
ArbiterPay account number

ArbiterSports has an app for smartphone users. Officials can view their regular season schedules and manage their officiating fees through the ArbiterSports app.

Please contact the IHSA Officials Department or ArbiterPay with questions.

<b>IHSA:</b>	<b>officials@ihsa.org</b>	<b>309-663-6377</b>
<b>ArbiterPay:</b>	<b>support@arbitersports.com</b>	<b>801-576-9436</b>