

NYS Coaching Certification Process

Certified Physical Education Teacher - Current

- May coach any sport in any school
- Must meet First Aid/CPR requirement - Verification must be kept on file in Athletic Office
- Does not need to apply for Coaching License
- If Teaching Certification is expired – you must apply for Coaching License

Other Certified Teachers

- Must meet First Aid/CPR requirement Verification kept on file in Athletic Office
- Complete Coaching Courses – New Pathway Opportunity – thru NFHS (see below)
 - Course I- Within 2 Years of Initial Appointment
 - Course II & III- Within 5 years of Initial Appointment
- Verification must be kept on file in Athletic Office
- Does not need to apply for Coaching License

Non-Teacher Coach

- A person who does not hold a valid NYS Teaching/PPS Certification
- May be appointed as a Temporary Coach when no certified teachers are available with experience
- Must obtain a Temporary Coaching License prior to the start of the season whether paid or volunteer

Levels of Coaching License

- Temporary License
- Temporary 1st Renewal
- Temporary 2nd Renewal
- Temporary 3rd Renewal
- Temporary 4th Renewal
- Professional
- Professional Renewal

Requirements of Coaching License

Temporary License

- Valid First Aid
- Valid CPR
- Fingerprint Clearance
- Completion of Child Abuse Course
- Completion of School Violence Course
- Completion of DASA (Dignity for All Students)
- School District Recommendation

Temporary 1st Renewal

- Valid First Aid
- Valid CPR
- DASA (if not completed)
- School District Recommendation

Temporary 2nd Renewal

- Valid First Aid
- Valid CPR
- DASA (if not completed)
- Course I: Philosophy, Principles, and Organizations of Athletics OR NFHS Accredited Interscholastic Coach Certificate (AIC-Level 1)
- School District Recommendation

Temporary 3rd Renewal

- Valid First Aid
- Valid CPR
- DASA (if not completed)
- Course II: Health Sciences Applied to Coaching OR NFHS Accredited Interscholastic Coach Certificate (AIC-Level 1)
- School District Recommendation

Temporary 4th Renewal

- Valid First Aid
- Valid CPR
- DASA (if not completed)
- Course III: Theory and Techniques of Coaching specific to the sport being coached OR NFHS Accredited Interscholastic Coach Certificate (AIC-Level 1)
- School District Recommendation

Professional

- Valid First Aid
- Valid CPR
- DASA (if not completed)
- All 3 Coaching Courses:
 - Course I: Philosophy, Principles, and Organization of Athletics
 - Course II: Health Sciences Applied to Coaching
 - Course III: Theory and Techniques of Coaching (specific to the sport being coached)
 - OR in lieu of Course I, II, III: NFHS Accredited Interscholastic Coach Certificate (AIC-Level 1), NFHS Certified Interscholastic Coach Certificate (CIC-Level 2) & Internship
- 3 years of experience as a NY licensed coach in the same sport (Must submit verification in TEACH or from school district.)

Professional Renewal

- Valid First Aid
- Valid CPR
- DASA (if not completed)
- Last 3 years of positive evaluations from school district

Child Abuse Recognition and Reporting, School Violence Prevention & DASA

- All workshops required for anyone seeking certification through the NYS Education Department
- Child Abuse and SAVE can be completed on-line in 2 hours each at www.childabuseworkshop.com
- Child Abuse is \$39.95; SAVE is \$50- complete both for \$74.95
- DASA training is a new requirement. Cost will vary by provider. See <http://www.highered.nysed.gov/tcert/certificate/dasa-applicant.html> for a list of approved providers.
- Will receive Certificate of Completion that will be signed and submitted to NYSED
- Once workshops are entered in TEACH they remain valid

School District Recommendation

- Superintendent of schools shall submit a statement to the NYSED via TEACH
- Statement must match license application title
- Statement must have current hire date
- Work with Athletic Director to ensure statement is entered

Coaching Courses

- Work with School District Athletic Director to take coursework
 - **Course One** - Philosophy, Principles and Organization of Athletics
 - **Course Two**- Health Sciences Applied to Coaching
 - **Course Three**- Theory and Techniques of Coaching
 - All three courses are now also available online from SUNY Cortland.
 - For more information contact Debra Whitney in the Center for Education Exchange, SUNY Cortland at whitneyd@cortland.edu Or (607) 753-4214.

NFHS On-line Coaching Courses

Work with School District Athletic Director to take coursework

- **NFHS Accredited Interscholastic Coach Certificate (AIC-Level 1) includes:**
 - Fundamentals of Coaching (NYS Specific): \$35
 - First Aid, Health and Safety for Coaches: \$45
 - Concussion in Sports: Free
 - One Sport Specific course of your choice. Range \$35-\$75
 - All courses can be found at <http://www.nfhslearn.org>
- **NFHS Certified Interscholastic Coach Certificate (CIC-Level 2) includes:**
 - Fundamentals of Coaching (NYS Specific) (Included in AIC)
 - First Aid, Health and Safety for Coaches (included in AIC)
 - Concussion in Sports (Included in AIC)
 - One sport-specific course of your choice (included in AIC)
 - Creating a Safe and Respectful Environment: Free
 - Strength and Conditioning: \$50
 - Teaching and Modeling Behavior: \$20
 - Engaging Effectively with Parents: Free
 - Sportsmanship: Free
 - Sports Nutrition: Free
 - Heat Illness Prevention: Free
 - All courses can be found at <http://www.nfhslearn.org>
- **Internship: 30-hour minimum.**
 - Includes; Internship Evaluation Form completed (Kept at local level) and Coaching Internship Attestation (Sent to SED).

Fingerprint Clearance

- Apply Online for Fingerprint Clearance & Appointment at www.IdentoGo.com Make Payment through account-\$ 102 fee. Use ORI Number- TEACH or schedule appointment thru HR Office (recommended for Saratoga Springs City School District)
- Schedule Appointment at nearest location
- In some cases, hiring school district will pay for associated fees. Process is slightly different from school to school.
- Once Fingerprints are cleared through the FBI and DCJS- clearance will be listed in TEACH
- Clearance remains valid

Important Notes

- Temporary License valid for 1 year
- Professional License valid for 3 years
- Can skip Temporary 3rd & 4th Renewal when requirements of Professional can be met
- Licenses are no longer printed
- Grandfather Clause: Employed as a coach in a New York State school on or before September 1, 1974 and have not broken service may continue to coach any sport
- Non-Strenuous/Non-Contact Sport- (Bowling, Golf - need only Course I for Professional
- Competitive Cheerleading (includes pyramid building and/or toss; partner stunts; lifts; jumps and tumbling) has been added to coaching license requirements.
- If using Option II -NFHS certification for additional specific sport certificates, the evaluator must submit directly to the Office of Teaching Initiatives, the Coaching Internship Attestation form for the sport and the NFHS Sport Specific course completed.

Application Process

- All Coaching License applications are completed through the NYS TEACH system www.highered.nysed.gov/tcert
- Applications can be assigned to either the NYSED office or to a BOCES Regional Certification Officer
- Applications processed by BOCES Regional Certification Office are generally expedited in a timelier fashion.
- Any questions related to the application process can be directed to the TEACH help desk @ 518-486-6041.