

COACHING COURSE APPLICATION

PLEASE PRINT

TO: DISTRICT COACHING ADMINISTRATOR

DATE: _____

APPLICANT: _____ YOUTH SOCCER LEAGUE, DISTRICT #: _____ LEAGUE #: _____

- ☐ "Pre F" COACHING COURSE - \$150 MINIMUM FEE (+ \$10 PER COACH OVER 15)
- ☐ "F" COACHING COURSE - \$600 MINIMUM FEE (+ \$30 PER COACH OVER 20)
- ☐ "E" COACHING COURSE - \$750 MINIMUM FEE (+ \$45 PER COACH OVER 16)
- ☐ "GOALKEEPER" COURSE - \$600 MINIMUM FEE (+ \$30 PER COACH OVER 20)
- ☐ "E/D" COACHING COURSE - \$1625 MINIMUM FEE (District Hosted Course Only)

THESE MINIMUM FEES ARE NON-REFUNDABLE

DATE: (1ST CHOICE) _____ DATE: (Alternate) _____

(Must have Alternate date)

LOCATION OF COURSE (include name and address of location):

NAME OF LEAGUE CONTACT: _____ (This person will receive course materials).

ADDRESS: _____ CITY: _____ ZIP: _____
(No PO Box numbers)

PHONE: () _____ EMAIL: _____

LEAGUE CONTACT SIGNATURE: _____ PHONE: () _____

THE FEE AND APPLICATION **MUST** BE RECEIVED BY YOUR DISTRICT ADMINISTRATOR AT LEAST 30 WORKING DAYS PRIOR TO THE COURSE DATE.

EACH COURSE **MUST** HAVE ITS OWN APPLICATION FORM COMPLETED AND A SEPARATE LEAGUE CHECK ATTACHED. E/D COURSE **MUST** BE A DISTRICT CHECK.

THERE **MUST** BE A REPRESENTATIVE FROM THE HOST LEAGUE IN ATTENDANCE AT ALL TIMES.

HOSTING LEAGUE MUST PROVIDE HOUSING FOR THE INSTRUCTOR. (Except E/D Course)

INSTRUCTOR DESIRED (IF AVAILABLE) _____

VERIFIED – DISTRICT COACHING ADMINISTRATOR

CHECK NUMBER \$ _____ AMOUNT DATE RECEIVED INITIAL

FOR CYSA OFFICE USE ONLY

CHECK NUMBER \$ _____ AMOUNT DATE RECEIVED INITIAL

COURSE CONFIRMED FOR: (Date) _____ **COURSE NUMBER:** _____

CYSA Coaching Course Procedure

A. Coaching Course Application

- a. Obtain Course Application from your District Coaching Coordinator (DCC) Note: Only CYSA affiliated leagues may host a CYSA coaching Course.
- b. Fill out application (Please use a physical address, as we can not ship to P.O. Boxes) and send with course fee back to your DCC a minimum of 30 working days before the date you wish your coaching course to take place.
- c. Your DCC immediately sends the application on to CYSA for the course to be processed. (No later than 15 working days before the course date.)
- d. Your Course will be posted on the CYSA website www.cysanorth.org (under the coaching section).
- e. You will receive a copy of your course application as confirmation from CYSA along with the course materials.
- f. You and your DCC will be notified by the State Coaching Director when an Instructor has been assigned to your course.

B. Getting Ready for your Coaching Course

- a. Publicize your course to coaches and get them signed up for your course.
- b. If you are holding an E or ED course, you will need to verify if the coach has the prerequisites (F license for the E, E license for the ED). If the coach doesn't have the prerequisites, then he/she needs to obtain a duplicate copy or they may not participate in the course.
- c. Communicate with the Instructor.
- d. Be at the location of the course to meet instructor/open rooms and deliver course materials.

C. After the Coaching Course

- a. The instructor turns in the Blue/Green sheets to the CYSA office.
- b. CYSA bills the league for overages.
- c. CYSA enters Blue/Green Sheets into the Coaches Database.