



NYSED/NYPSHSAA Coaching Requirements

Before anyone can apply to become a paid or volunteer SCCS Coach, the following requirements must be met:

- Fill out an applications:
https://docs.google.com/forms/d/e/1FAIpQLScwgjediyLRJ2DIY6u3RBfLFat_eOOcKjUQTO9AC8XFE6bs9A/viewform
- Attach the following certifications:
 - First Aid
 - CPR
 - Child Abuse Workshop www.nysmandatedreporter.org
 - Violence Prevention workshop www.violenceworkshop.com
 - Concussion Management www.cdc.gov
 - DASA Workshop Certification www.cayboces.org/dasa
 - Fingerprinting
- You must apply for a coaching license on TEACH (NYSED Database System)
 - Contact: Audrey Ryerson at the Cayuga Onondaga BOCES with any questions
 - aryerson@cayboces.org
 - 315-253-0361 ext.5819

HOW TO APPLY FOR A COACHING LICENSE ON TEACH (NYSED'S DATABASE/SYSTEM)

1. APPLICATION: You apply online per instructions below-there is no paper application. (If you do not have any college coursework or degree information to add to the education section of the application, please contact me while on/in TEACH. Go to www.nysed.gov/tcert/homepage.htm

a. If a first-time user, click on Self-Register to Access TEACH and the STEP 1: Self-Register, create a Login Account.

b. If you already have a TEACH account, click on STEP 2: LOGIN to TEACH system.

Apply for Certificate (On TEACH):

USERID

PASSWORD

Click on "Apply for a Certificate."

Select your certificate as follows:

- Select an Area of interest Other School Service
- Select a Subject Area Coaching
- Select a Grade Level Adolescent-Grades 7-12 - Select a Title

Select a Sport - Select a Type of Certificate Select Type from Dropdown

If you need to apply for more than one sport, you will be prompted to select an additional certificate. Your application MUST BE reviewed by the BOCES Regional Certification Office. Choose your local BOCES or select school district option. Then, pay for certificate. Print payment confirmation for your records. Mail all required documents to Patrick Shanahan. Be sure your AD or district enters the required superintendent statement on your TEACH account (to prove they've hired you as the coach for this sport).

2. FEE: Application fee is paid online (TEACH) by credit card. \$50 for EACH application (one sport per application). Print payment confirmation for your records, if desired.

3. DOCUMENTATION: Please mail valid First Aid and CPR certificates, 3 workshop certificates, and coaching course certifications to Patrick Shanahan. You or the AD must forward all materials to Patrick Shanahan before an evaluation/review of credentials will be done. (All items must be complete or no certificate will be issued. NYSED will not back-date certificates).

Please provide Patrick Shanahan the actual, signed Child Abuse, S.A.V.E. and DASA workshop certificates. The free online Child Abuse workshop is at www.nysmandatedreporter.org. The \$25 online S.A.V.E. workshop is @ www.caybores.org As of 1/1/14, NYSED added another workshop, DASA, www.caybores.org/dasa \$70, 3 hours in person then 3 hours online. Retain copies of all workshops & first aid/CPR certificates for your records.

4. FINGERPRINTING: Fingerprint clearance for certification is required. Go to

www.highered.nysed.gov/tcert/ospra/home to apply and pay the application fee (\$90.25 on TEACH). If you are employed by a school district that purchases the CAYUGA/ONONDAGA BOCES fingerprinting service, you will be referred to the BOCES' Livescan contact by your district.

5.

SCHOOL STATEMENT: Please notify your Athletic Director when you apply for a specific Temporary Coaching License (know the level & sport ie: 2nd temp.-basketball). The Athletic Director will have the TEACH Superintendent Statement completed (your license cannot be processed until the Superintendent Statement has been completed on TEACH).

PLEASE SEND ALL COACHING LICENSE SUPPORTING DOCUMENTATION TO: Patrick Shanahan, Cayuga Onondaga BOCES, 1879 W. Genesee St. Rd., Auburn, N.Y. 13021 Phone 315-253-0361; ex, 7382 fax 315-252-6361 (sans preferred) pshanahan@caybores.org

NFHS Coaching Course New York State (NYS) Specific Second Pathway Guidelines

Note

Effective **July 1, 2015**, coaches in New York State (NYS) will be able to pursue a second alternative pathway to complete the 3 NYS required coaching courses (Principles, Philosophy and organization of Athletics in Education, Health Sciences Applied to Coaching, and Theory & Techniques of Coaching (Sport Specific) by utilizing the NFHS online coaching courses (AIC-Level 1 and AIC-Level 2) and completion of an internship in accordance with guidelines.

See link: https://nfhslearn.com/home/coaching_requirement

The NFHS NYS Specific Second Pathway Process is outlined below:

- I. First Temporary Coaching License – No Change
 - a. SED Approved First Aid course
 - b. SED Approved CPR/AED course
 - c. Child Abuse recognition course
 - d. School Violence Prevention Course,
 - e. DASA training
 - f. FingerprintingNot required for certification, however required by District to coach: Concussion Course (Every 2 years)

- II. Second Temporary Coaching License (First Renewal) – No Change
 - a. SED Approved First Aid course
 - b. SED Approved CPR/AED course
 - c. Child Abuse recognition course
 - d. School Violence Prevention Course,
 - e. DASA training
 - f. FingerprintingNot required for certification, however required by District to coach: Concussion Course (Every 2 years)

- III. Third, Fourth and Fifth Temporary Coaching License (2nd – 4th Renewal) – Two Options

Option I (Current Requirements)	Option II NFHS
SED Approved First Aid course	SED Approved First Aid course
SED Approved CPR/AED course	SED Approved CPR/AED course
Completion of Principles, Philosophy and Organization of Athletics in Education	NFHS Accredited Interscholastic Coach Certificate (AIC-Level 1)*

Child Abuse recognition course	Child Abuse recognition course
School Violence Prevention Course,	School Violence Prevention Course,
DASA training	DASA training
Fingerprinting	Fingerprinting
Not required for certification, however required by District to coach: Concussion Course (Every 2 years)(Kept at local level)	

***NFHS Accredited Interscholastic Coach Certificate (AIC-Level 1) includes:**

- i. Fundamentals of Coaching (NYS Specific)
- ii. First Aid, Health and Safety For Coaches
- iii. Concussion in Sports
- iv. One Sport Specific course of your choice. All courses can be found at <http://www.nfhslearn.org>

IV. Professional Coaching Certificate (by year 5)

Option I (Current Requirements): Must be followed if the coach was issued the third temporary using this option	Option II (NFHS) Must be followed if the coach was issued the third temporary using this option
SED Approved First Aid course	SED Approved First Aid course
SED Approved CPR/AED course	SED Approved CPR/AED course
Completion of Principles, Philosophy and Organization of Athletics in Education	NFHS Accredited Interscholastic Coach Certificate (AIC-Level 1)
Health Sciences Applied to Coaching	NFHS Accredited Interscholastic Coach Certificate (AIC-Level 2)**
Theory & Techniques of Coaching (sport specific)	Internship – 30 hours***
Verification of three years of coaching	Verification of three years of coaching
Child Abuse recognition course	Child Abuse recognition course
School Violence Prevention Course,	School Violence Prevention Course,
Fingerprinting	Fingerprinting
Not required for certification, however required by District to coach: Concussion Course (Every 2 years) (Kept at local level)	

**** Completion of the following *Certified Interscholastic Coach (AIC-Level 2)* Course Requirements:**

- i. Fundamentals of Coaching (NYS Specific) (Included in AIC)
- ii. First Aid, Health and Safety For Coaches (included in AIC)
- iii. Concussion in Sports (Included in AIC)
- iv. One sport-specific course of your choice (included in AIC)
- v. Creating a Safe and Respectful Environment
- vi. Strength and Conditioning
- vii. Teaching and Modeling Behavior
- viii. Engaging Effectively with Parents
- ix. Sports Nutrition
- x. Heat Illness Prevention

***Internship: 30 hour minimum. Includes; Internship Evaluation Form completed (Kept at local level) and Coaching Internship Attestation (Sent to SED).

Note: 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.