

Frequently Asked Questions about Coaching Licenses

Who needs a coaching license?

Only non-teacher coaches and volunteers (not NYS certified teachers and Pupil Personnel Staff) must have either a NYS Temporary Coaching License (TCL) or NYS Professional Coaching License (PCL) for the sport they coach.

NOTE: NYS Certified Teachers do not have to apply for a coaching license – Effective July 1, 2010, this will include Pupil Personnel Staff (school counselors, social workers, psychiatrists) and School Administrators.

Where can I find information on coaching regulations?

The Physical Education webpage has a document called the “Guidelines for the Coaching Requirements.” It can be accessed at this link:

http://www.emsc.nysed.gov/ciai/pe/toolkitdocs/coachingguidelines_07_09.pdf

How do I find out what First Aid and CPR/AED certificates are accepted to meet the coaching requirement?

The “Guidelines for the Coaching Requirements” document has a list on page 19 of all the accepted First Aid and CPR/AED certificates. The list is updated regularly so check the online list often.

A coach has submitted all TCL paperwork, paid the fee, and completed the fingerprinting, child abuse workshop and violence prevention workshop. When may they start coaching?

They may only begin coaching when their coaching license is listed as “ISSUED” on the TEACH site and not before.

An applicant for a TCL is coaching a non-strenuous sport (bowling, golf, archery, rifle, table tennis). What coaching courses do they need to complete and when do they have to be completed?

Coaches of non-strenuous sports must only complete the Philosophy, Principles and Organization of Athletics in Education course within two years of their initial appointment as a coach. (NOTE: By the 2nd TCL renewal, the course must be completed, or they must provide you with an extension approval letter from the SED physical education associate).

Can any of the coaching courses be substituted with another course?

Yes. If a coach sends a Coaching Equivalent form (located in the Guideline appendix) along with a copy of their transcript and course description to the SED associate for physical education, their coursework will be reviewed and a letter of approval or disapproval will be sent to them. A copy should then be given to the RCO to verify approvals.

When can a TCL holder apply for a PCL?

To receive a PCL, the coach must have completed all the coaching courses required (only the Philosophy course if they are a non-strenuous sport coach), all the workshops (child abuse and violence prevention), has fingerprint clearance, and valid FA/CPR/AED certificates and has held three TCL's in that sport.

Does a first time PCL applicant have to provide three years of evaluations along with everything else?

No. Regulation only requires the three years of evaluations for a PCL renewal.

An applicant submits a transcript with coaching courses they have taken. Can we accept that as meeting the requirement?

No. They must submit a Coaching Equivalent form to the SED physical education associate for review. A letter of approval or disapproval will be sent to the applicant after review.

A coach did not complete the coaching courses within the time line in regulation. Can they continue to coach?

No. Not until they are approved for an extension. They must submit a Coaching Course Extension request to the SED physical education associate. A letter of approval or disapproval will be sent to the applicant after review.

Where can I find a list of approved child abuse prevention workshops and violence prevention workshops?

On the following Teaching Initiatives Websites:

Child abuse: <http://www.op.nysed.gov/training/caproviders.htm>

Violence Prevention:
http://www.emsc.nysed.gov/ssae/schoolsafety/save/SVPIWP_location.html