



Requirements for the Standard Athletic Coach 7-12 Certificate

Certificate Information:

This Certificate authorizes the holder to perform coaching duties in interscholastic and extracurricular athletic activities. It is not required for teachers who hold a valid elementary, middle school, secondary, or special education certificate.

The certificate is valid for 12 years and is renewable.

Administrative Requirement Checklist:

In order for our office to complete a Substantive review the following Administrative requirements must be submitted as described, if not, the processing of your application could be delayed. Application fees are non-refundable.

- Application & Fee:** Complete the [Application for Certification](#) and submit the appropriate fee.
- IVP Fingerprint Card:** Submit a photocopy of your valid [Arizona Department of Public Safety](#) Identity Verified Prints (IVP) fingerprint card, (not the paper copy of your prints), with your application.

Substantive Requirement Review - Coursework

Option A or B

Option A: First Aid/CPR, Coursework, and Experience (Requirements A-1 through A-3 must be met):

A-1. Valid certification in first aid and Coronary and Pulmonary Resuscitation (CPR).

A-2. Completion of courses, seminars, or modules of study which include the following:

- Methods of coaching
- Anatomy and Physiology
- Sports psychology
- Adolescent psychology
- Prevention and treatment of athletic injuries
- Signs of physical abuse, emotional abuse, sexual abuse, neglect, bullying, hazing, and cyberbullying.

A-3. Two hundred fifty (250) hours of verified coaching experience in the sport to be coached. Coaching experience may include experience as a head coach or assistant coach in a school program or an organized athletic league. Submit a letter on official letterhead to verify clock hours of coaching experience.

Option B: Out-of-State Certification: The applicant holds a valid, comparable Athletic Coaching certificate from another state and is in good standing with that other state. Submit a photocopy of your valid, comparable Athletic Coaching certificate.

Pursuant to section 41-1093.01, Arizona Revised Statutes, an agency shall limit all occupational regulations to regulations that are demonstrated to be necessary to specifically fulfill a public health, safety, or welfare concern. Pursuant to sections 41-1093.02 and 41-1093.03, Arizona Revised Statutes, you have the right to petition this agency to repeal or modify the occupational regulation or bring an action in a court of general jurisdiction to challenge the occupational regulation and to ensure compliance with section 41-1093.01, Arizona Revised Statutes