



# USA HOCKEY COACHING EDUCATION PROGRAM PETITION FOR WAIVER

OFFICE USE ONLY	
Received: _____	Reviewed: _____
Action: _____	
Waived To: _____	
Comments: _____	

The highest level a person will be waived into is Level 3.

Please submit \$50 along with your Petition For Waiver Form. Your waiver will not be considered until payment is received.

## PERSONAL INFORMATION

Name: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Last First MI Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## COACHING/HOCKEY BACKGROUND

Current District: \_\_\_\_\_ Current Association: \_\_\_\_\_

Age level you are currently coaching: \_\_\_\_\_ Number of years you have coached: \_\_\_\_\_

USA Hockey Membership Number: \_\_\_\_\_ CEP Number: \_\_\_\_\_

Current Certification Level:  Level 1  Level 2  Level 3  Level 4  Level 5 Year Attained: \_\_\_\_\_

List hockey coaching clinic(s) attended other than USA Hockey programs *(give date, location, course description and copy of certification)*:  
 \_\_\_\_\_  
 \_\_\_\_\_

List other non-hockey coaching education seminars you have attended: \_\_\_\_\_  
 \_\_\_\_\_

Have you taken any education courses?  No  Yes

If yes, please describe: \_\_\_\_\_

Do you have a state high school coaching license?  No  Yes (If yes, please provide a copy of the license)

Please provide a brief history of your hockey coaching experiences: \_\_\_\_\_  
 \_\_\_\_\_

Please provide a brief history of your hockey playing background: \_\_\_\_\_  
 \_\_\_\_\_

## EDUCATION BACKGROUND

College/University Attended: \_\_\_\_\_

Highest Degree: \_\_\_\_\_ Date Received: \_\_\_\_\_

High School Attended: \_\_\_\_\_ Date Graduated: \_\_\_\_\_

### PLEASE ATTACH YOUR PERSONAL RESUME ALONG WITH THREE REFERENCES AND SUBMIT TO:

USA Hockey Coaching Education Program • 1775 Bob Johnson Drive • Colorado Springs, CO 80906  
 Phone: (719) 576-USAH • Fax: (719) 538-1160

Allow a minimum of one month to process.  
 Submission of Petition For Waiver Form and payment **does not** guarantee automatic approval.

## COACHING EDUCATION REQUIRED LEVELS

USA Hockey requires that the following set of coaching education levels must be the **minimum criteria** for districts and/or affiliates.

It must be clearly understood that coaching education requirements must be monitored and enforced by the districts or affiliates.

All coaches (head and assistant) must have the USA Hockey Coaching Education Program card by December 31 of the calendar year.

## EDUCATION & YEARS OF COACHING PREREQUISITE

Education and years of coaching prerequisite requirements are noted in the Coaching Education Chart. These requirements must be strictly adhered to.

## EVIDENCE OF LEVEL

Proof of coaching education level will be evidenced by a USA Hockey Coaching Education Card with appropriate dated verification sticker. This card must be carried by all coaches for all USA Hockey games.

Before the start of each game and in the presence of the referee, each coach must present their card to one another for verification of coaching education level.

If a coach cannot produce their current and up to date USA Hockey Coaching Education Card prior to the start of the first period, it must be noted on the official game score sheet and signed by the opposing coach.

Beginning January 1 of the current season, prior to the start of the game, all coaches (Head and Assistant) present, from each team, are required to sign the designated area of the scoresheet in order to verify the accuracy of the playing roster, as it appears on the scoresheet, for that game. In addition, all coaches (Head and Assistant) must include their USA Hockey Coaching Education Program (CEP) card number, their CEP level (1 - Initiation, 2 - Associate, 3 - Intermediate, 4 - Advanced, or 5 - Master) and the year their CEP level was attained. The CEP card number, level and year attained shall be printed legibly and next to the signature of the coach.

## CONTINUING EDUCATION REQUIREMENT

All coaches below Level 4 shall progress through the Coaching Education Program, attending a coaching clinic at least once every three years through Level 3 (Intermediate). After a coach has completed Level 3 (Intermediate), the coach shall do one of the following: attend another Level 3 (Intermediate) clinic within three years, take a USA Hockey Continuing Education Course within three years or attend a Level 4 (Advanced) clinic as per the Coaching Education Program Requirement chart. Once Level 4 (Advanced) is achieved, there is no further requirement for recertification.

If a coaches accreditation was received more than 3 years from the current calendar year, the card is rendered invalid/expired below Level 4 (Advanced) and a refresher course at the same level or attending a clinic at the next level is necessary for the accreditation to remain current.

## PENALTY AND ENFORCEMENT

Beginning January 1 of the current season, it will be the responsibility of the district/affiliate to determine if there should be any penalties imposed on an individual coach who fails to produce a current, up-to-date coaching education card with appropriate verification of level. It will also be the responsibility of the local association registering the team to enforce any penalties.

## COACHING ETHICS CODE

All USA Hockey ice hockey coaches (head, assistant and instructors) must abide by the USA Hockey Coaching Ethics Code, and understand that violations may result in full or partial forfeiture of coaching privileges in programs, at sites or events under USA Hockey's governance. The Ethics Code Agreement states that the coach and/or instructor has read and will abide by USA Hockey's Coaching Ethics Code.

Ice hockey coaches and instructors need only have to sign this commitment each hockey season. All coaches have an obligation to be familiar with USA Hockey's Coaching Ethics Code, or as it may be amended from time to time. Lack of awareness or misunderstanding of an ethical standard is not itself a defense to a charge of unethical conduct (See USA Hockey Coaching Ethics Code Booklet).

All registered USA Hockey ice hockey coaches (head and assistant) and instructors of USA Hockey programs must sign the Coaching Ethics Code Agreement in order to be eligible to coach or instruct in any regular season activities (practices, clinics, games, tournaments, tryouts, etc.), State, District, Regional, Playoff, National Championships or in the USA Hockey Player Development Program.

LEVEL OF PLAY	CEP LEVEL
Mites <i>(all 8-and-Under programs)</i>	Level 1
Squirts	Level 2 <i>(prerequisite Level 1)</i>
Pee Wees	Level 3 <i>(prerequisite Levels 1 &amp; 2)</i>
Bantams	Level 3 <i>(prerequisite Levels 1 &amp; 2)</i>
Midgets	Level 3 <i>(prerequisite Levels 1 &amp; 2)</i>
Midgets <i>(Tiers I &amp; II - National Tournament Bound)</i>	Level 4 <i>(prerequisite Levels 1, 2 &amp; 3)</i>
High School	Level 3 <i>(prerequisite Levels 1 &amp; 2)</i>
Junior C	Level 3 <i>(prerequisite Levels 1 &amp; 2)</i>
Junior A & B	Level 4 <i>(per individual league guidelines)</i>
Girls/Women 10-and-Under	Level 1
Girls/Women 12-and-Under	Level 2 <i>(prerequisite Level 1)</i>
Girls/Women 15-and-Under	Level 3 <i>(prerequisite Levels 1 &amp; 2)</i>
Girls/Women 19-and-Under	Level 3 <i>(prerequisite Levels 1 &amp; 2)</i>

**LEVEL 1: INITIATION**  
**LEVEL 2: ASSOCIATE**  
**LEVEL 3: INTERMEDIATE**  
**LEVEL 4: ADVANCE**  
**LEVEL 5: MASTER**