

**From:** Steven Jones [mailto:steven@stevenjonesgroup.com]

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**Subject:** CPYHA Coaching

## **CPYHA Coaches:**

I would like to take this opportunity to thank all of our CPYHA volunteer coaches for their time and dedication to our kids. As you know the Hockey season is fast approaching and you are required to update your Coaching Credentials. Please review the following and take the necessary steps to make sure you are ready for the season. In addition to the USA Hockey requirements, CPYHA will be hosting a couple of mandatory Coaches' meetings. These meetings will be designed for educational purposes and to provide continuity.

USA Hockey has implemented changes to the CEP (Coaching Education Program). To be eligible, your coaching Certification needs to be current, the correct level, and you now be required to complete an Age-Specific Module on an annual basis. The modules and the CEP courses will require course completion prior to the December 31, 2011. You are responsible to submit your course completion certificates to your team managers.

All coaches must enter USA Hockey's CEP at level 1, and must continue their education each year until they achieve Level 3. Each coach may only attend one certification clinic annually. This doesn't include the annual Age-Specific required Modules.

New this year, A coach whose Level 3 is due to expire must take the online Level 3 Recertification Track 1 curriculum or they may move up to Level 4. Level 3 Track 1 Recertification is valid for two (2) seasons. A coach whose Track 1 Level 3 recertification is due to expire must take the online Level 3 Recertification Track 2 curriculum or move up to Level 4. Level 3 Track 2 Recertification is valid for two (2) seasons. Coaches whose Track 2 Level 3 Recertification is due to expire must attend a Level 4 clinic prior to the expiration of their Level 3 Recertification.

Most of the current Level 3 Card holders will be able to Re-certify online for Track 2, but after two years they will be required to achieve their Level 4 CEP. Your Level 3 Cards are now only good for a period of two years, Not three years like in the past.

How do I find my Coach's Certification Status? You will need your CEP number and open the link below.

<http://www.usahockey.com/CoachingClinicCertSearch.aspx>

Where do I find classes? The link provided from USA Hockey's website will direct you to many options for courses available in Minnesota.

<http://www.usahockey.com/ViewAllClinics.aspx?Level=0&District=0&City=&State=MN&Zip=&ClinicDate=>

Where do I find Age-Specific Modules? The below link will direct you to register for the Age-Specific Modules. You will be required to register as a Coach first with USA Hockey. In order to register for the Age-Specific Modules, you will need your USA Hockey Registration confirmation number.

[http://www.usahockey.com//Template\\_Usahockey.aspx?NAV=CO\\_02\\_05&ID=306262](http://www.usahockey.com//Template_Usahockey.aspx?NAV=CO_02_05&ID=306262)

**Please create a plan for yourself** to complete the Age-Specific Module and if you need to update your CEP certification. These do take time and in some cases space is limited for CEP courses. Enroll early so you are eligible to coach your child's team. If you have further questions you may contact me or all of this information is available on USA Hockey's Website. The below link forward you directly to the CEP updates.

[http://www.usahockey.com//Template\\_Usahockey.aspx?NAV=CO\\_02&ID=19532](http://www.usahockey.com//Template_Usahockey.aspx?NAV=CO_02&ID=19532)

<b>YEARS OF COACHING</b>	<b>CERTIFICATION REQUIREMENTS</b>
Year 1 (ex: 2011-12)	Level 1 clinic + age-specific component
Year 2 (ex: 2012-13)	Level 2 clinic + age-specific component if not previously taken for current age level
Year 3 (ex: 2013-14)	Level 3 clinic (expires Dec. 31, 2015) + age-specific component if not previously taken for current age level
Year 4 (ex: 2014-15)	No Level certification required but can attend a Level 4 clinic + age-specific component if not previously taken for current age level
Year 5 (ex: 2015-16)	Complete the online Level 3 Recertification Track 1 (expires Dec. 31, 2017), or attend a Level 4 clinic + age-specific component if not previously taken for current age level
Year 6 (ex: 2016-17)	No Level certification required but can attend a Level 4 clinic + age-specific component if not previously taken for current age level
Year 7 (ex: 2017-18)	Complete the online Level 3 Recertification Track 2 (expires Dec. 31, 2019), or attend a Level 4 clinic + age-specific component if not previously taken for current age level
Year 8 (ex: 2018-19)	No Level certification required but can attend a Level 4 clinic + age-specific component if not previously taken for current age level

Year 9 (ex: 2019-20)	Must attend a Level 4 clinic + age-specific component if not previously taken for current age level
Year 10 and beyond	No Level recertification required but must complete age specific component if not previously taken for current age level. Coaches are highly encouraged to attend a continuing education course every two years.

Respectfully,

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