

**REGISTERED VOLUNTEERS PROGRAM**  
**Checklist for Eligibility to Coach**

**Exceptions:** In the sports of football, basketball and track, only certified teachers with a coaching endorsement may assume coaching responsibilities during interscholastic events. A coach must be certified to teach **and** employed by the school for a minimum of three periods a day or the equivalent amount of time.

**A Registered Volunteer may not coach interscholastically in football, basketball or track.**

For a Registered Volunteer to coach interscholastically in other sports the following requirements must be met prior to engaging in such coaching:

- \_\_\_\_\_ 1. The Registered Volunteer cannot be paid.
- \_\_\_\_\_ 2. Must present to the school a current health certificate (tb skin test).
- \_\_\_\_\_ 3. Must present to the school results of a criminal background check (fingerprinting).
- \_\_\_\_\_ 4. Must successfully complete the NFHS *Fundamentals of Coaching* course.
- \_\_\_\_\_ 5. Must successfully complete the NFHS *First Aid for Coaches* course.
- \_\_\_\_\_ 6. Obtain a score of 80% or better on the AAA State Rules Test.
- \_\_\_\_\_ 7. Upon completion of the above requirements, obtain a letter from the school administration authorizing the volunteer to represent the school in the named sport(s) for the current (name year) school year *ONLY*.
- \_\_\_\_\_ 8. Complete and send to the AAA office a *Registered Volunteers Enrollment Form*. This must be submitted again each year that the individual serves in this volunteer capacity. (Printable form on web page)
- \_\_\_\_\_ 9. Ask the school to submit the name and assignment of the individuals serving as a Registered Volunteer to the AAA on the *Declaration of Participation in the Registered Volunteers Program* form. (Printable form on web page) This must be done each year also.

**All above requirements must be met before coaching interscholastically.**

Questions? Contact Kathy Tadlock at the AAA office, 501-955-2500 or [kathy@ahsaa.k12.ar.us](mailto:kathy@ahsaa.k12.ar.us).