



Coach & Jr Coach Membership Requirement Checklist

Find the list of approved safety course options on the [USA Swimming Website/Coach Safety Requirements](#). Check this list prior to taking a course to be sure it can be accepted. **Coaches must maintain current certification at all times.** A Jr Coach must be 16 or 17 years of age and registered as a Jr Coach.

USA SWIMMING REGISTRATION – All USA Swimming Registrations are processed using Online Member Registration. [Contact your Team Administrator/Registrar to obtain your team-specific registration link.](#) If you wish to register as Unattached request the UN link on [neswim.com>Registrations page](#).

☐ **CPR/AED Certification** – Obtain USA Swimming-approved adult & pediatric CPR/AED certification. Send a copy of your completion Certificate to office@neswim.com Valid for 2 years

☐ **Safety Training for Swim Coaches** – See the list of acceptable options for Safety Training on the [USA Swimming Website](#). Valid 2 years. Send a copy of your completion Certificate to the NE Office at: office@neswim.com

☐ STSC In-Water Certificate (Lifeguard Certificate or In-Water Checklist) **AND**

☐ STSC Online Certificate [Safety Training Online Course for Coaches](#) (\$25)

☐ **Criminal Background Check** – [Not Required for Junior Coach Members.](#)

Log into your account and go to EDUCATION/Course Catalog to complete the background check.

You will need to select one of two options: ✓ New Member Background Check ✓ Renewal Background Check

If you do not renew your background check within 30 days of its expiration, you will need to complete the new member background check. Results will update automatically to your account when cleared. Valid for 2 years

☐ **Athlete Protection Training (APT) Course** – [Not required for Jr Coach Members](#)

To complete this course, log into your account and go to EDUCATION/Course Catalog to complete Athlete Protection. You must “finish” by completing the quiz and evaluation at the end. Results will update automatically to your account when cleared. Valid for 1 year.

☐ **Concussion Training (CPT)**: One class only and one time only. [Concussion Training \(NFHS\)](#) **or** [CDC Concussion Training](#) Send a copy of your completion Certificate to the NE Office at: office@neswim.com

☐ **USADA Coach's Advantage Tutorial (CAT)** – To complete this course, log into your account and go to EDUCATION/Course Catalog and select Coach Advantage Tutorial. Results will update automatically to your account when cleared. Valid for 1 year.

☐ **Coach Education Program (Replaces FOC 101 & 201)**

• **Existing Coaches** (have completed FOC 101 & 201 prior to registering):

☐ Must Complete Quality Coaching Framework (QCF) by end of first year [Free/40 minutes]

• **NEW Coach Members (have NOT completed FOC 101 & 201 prior to registering):**

[Prior to being on deck/certified as a coach member:](#)

☐ Must complete **Welcome to USA Swimming** [Free/20 minutes] **and**

☐ **Quality Coaching Framework (QCF)** [Free/40 minutes]

[Prior to the 2nd year of coach membership:](#)

☐ **Core Certification** [\$50] – consists of 5 modules 45 min-1 hr each. One distributed every 10 weeks over the course of a year. **and**

☐ **Rules & Regulations for Coaches** [free]. Log into your account. Go to EDUCATION/Course catalog. This will link automatically to your member record.

☐ **USA Swimming App** – Download the USA Swimming app for your phone or mobile device. You will use the SAME login for the USA Swimming app as you do to log into your account on the USA Swimming website. The USA Swimming app can be used to verify membership status and check the expiration dates of all their coach membership requirements. USA Swimming app also serves as an electronic membership card at meets.