



## Berlin Youth Hockey Association, Inc.

PO Box 571  
Berlin NH 03570

### COACH CHECKLIST:

COACH'S NAME: \_\_\_\_\_

#### USA HOCKEY COACH REGISTRATION:

Submit the USA Hockey Number to Registrar

- Completed
- Needs to complete

#### BACKGROUND SCREENING:

- Completed
  - Expiration Date: \_\_\_\_\_
- Needs to complete

#### SAFESPORT CERTIFICATION:

- Completed
  - Expiration Date: \_\_\_\_\_
- Needs to complete

#### AGE-SPECIFIC MODELS:

*If completing for the first time, must complete Foundations Module first.*

Coach needs the following AGE-SPECIFIC MODULE(S):

- 8U
- 10U/12U
- 13+

COACH'S CURRENT CLINIC LEVEL: \_\_\_\_\_

Coach needs the following clinic by 12/31

- 6U/8U
- Level 1
- Level 2
- Level 3
- Level 4
- No Clinic this year



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### COACH REQUIREMENTS:

USA Hockey prohibits anyone other than players, coaches, and officials from being on the ice or the bench. Anyone wishing to coach or assist on the ice or bench must fulfill the USA Hockey Coaching Requirements before participating

NEW as of 2025-26 Season, all information can be found at the new **USA Hockey Learning Center:**

<https://lms.usahockeylearningcenter.com>

1. **Register With USA Hockey** - Must be done yearly. <https://membership.usahockey.com/>
  - This number needs to be submitted to the registrar - [Coach Registration](#).
2. Complete a **NCSI Background Screening**- the NCSI screening is valid for two years. It can take up to 3+ weeks to process, please plan ahead. You cannot be placed on a roster or coach until it is complete. USA Hockey has already entered the self-registration ID number, you do not need to change this number.
3. Complete **USA Hockey SafeSport Training** - This is an online course that is valid for 365 days. If this is your first year, you must complete the Core Module training (approx. 90-120 minutes). A refresher course is required every year (approx. 30 minutes).
4. Complete the appropriate **USA Hockey Age-Specific Module(s)** 8U, 10U/12U, or 13+: USA Hockey requires that coaches take an online course specific for the age of players you will be during the season. You only have to take each age module once. Must complete the Foundations Module, prior to taking an age-specific module for the first time. There will be an approx. 10-minute delay after taking the Foundations Module before you can take an Age Specific Module.
5. **Find, register, and attend (virtually or in-person) the required certification clinic.** You can only attend one clinic per season. LTS/LTP/8U coaches start at the 6U/8U Clinic. 10U+ start at Level 1. New clinics become available on Sept 1, Oct 1, Nov 1 and Dec 1. **Coaches must complete the clinic by 12/31 of that season.**

Once coaching an age class of 10U or above, a CEP clinic must be taken every season until Level 4. Coaches at Level 4 are valid for 3 seasons, Level 5 is valid for 4 seasons. Both levels need 5 CE Credits to be recertified at the same level.

If incomplete after Jan 1st you will be ineligible to coach for the remainder of the season and any future seasons until a clinic is taken. This includes being on the ice or bench during any USA Sanctioned events, practices, and/or games.



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### NEW 6U/8U CEP LEVEL FOR NEW LTS/6U/8U COACHES.

- Good for 5 years as long as not coaching a higher age classification. Refresher will be needed after 5 years
- No need to progress unless coaching something other than 6U/8U/LTS

**\*FIRST YEAR LEARN TO SKATE/PLAY OR 8U COACHES:** With USA Hockey's "Try Coaching for Free" Program you will still have to complete the USA Hockey Coaching Registration, Age Specific Module, SafeSport, & Background Screening, but do not have to attend the 6U/8U Coaching Clinic. If you decide to continue coaching the following year you must follow the Coaching Education Program and complete the appropriate clinic. You must inform the Registrar at the beginning of the season if you do not plan to take the 6U/8U Coaching Clinic.

### COACHING CREDITS:

Coaching Credits for 8U-18U coaches can be applied to your player's tuition invoice. It is the coach's responsibility to provide a copy of the receipts – USA Hockey Registration, Age Specific Modules, Background Screening, and Coaching Clinic to the BYH Treasurer at the beginning of the season.

BYH Treasurer's Email: [byhtreasurer@gmail.com](mailto:byhtreasurer@gmail.com)



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Coaches are responsible for making sure their certification is up to date. Those who are missing any of the requirements will be automatically red-lined by USA Hockey and cannot participate until USA Hockey removes the red-line from the roster.

