



## **Special Permission to Coach the STARSkate Program 2008-2009**

Special permission to coach will be granted for the current membership season (September 1, 2008 to August 31, 2009) only and will only be granted based on the condition that the individual continue with their NCCP Instruction-Beginner training (Phases 2, 3, and 4). Permission will be granted from the Skate Canada Coaching Department with a copy of the letter sent to the Section.

To be granted special permission to coach, the individual must:

- Complete NCCP Instruction-Beginner Phase 1 CanSkate course
- CanSkate Assignment
- Purchased the NCCP Instruction-Beginner Phase 2 - Home Study Guide
- Must have passed the Jr. Bronze Free Skate, Dance, and Skating Skills Tests
- Have a valid First Aid Certificate
- Become a Skate Canada Professional Coaching Member

Applications must be submitted by the club on behalf of the individual requesting special permission to coach at that club. A cover letter from the club requesting special permission for the individual to coach at their club must be included with the application.

Applications for special permission to coach should be directed to the Section who will then forward the applications to the Coaching Department at Skate Canada for approval. The Section should ensure all necessary documentation and support is included with the request before forwarding to the Skate Canada Coaching Department. Incomplete requests received by the Skate Canada Coaching Department will be returned to the Section who will then be responsible for ensuring all of the information is supplied.



## Application for Special Permission to Coach the STARSkate Program at a Skate Canada Member Club

*Only for coaches who have not completed the full Instruction-Beginner  
(Phases 2 & 3) component:*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ SECTION: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ CC NUMBER: \_\_\_\_\_

SKATE CANADA NUMBER: \_\_\_\_\_

**INSTRUCTIONS:** The following documentation **MUST** be included with this application:  
**Please note that a letter from each club requesting Special Permission is required with the application**

Proof of completion of NCCP Instruction-Beginner Phase 1 - CanSkate Assignment

Have purchased the NCCP Instruction-Beginner Phase 2 - Home Study Guide

Must have passed the Jr. Bronze Free Skate, Dance, and Skating Skills Tests

Copy of a valid First Aid Certificate

Become a Skate Canada Professional Coaching Member

Letter of request from Club included club address

(Name: \_\_\_\_\_ Club #: \_\_\_\_\_)

Attach completed 2008-09 Coaching Membership form with payment OR proof of Coaching Membership as a CanSkate Professional Coach

**PLEASE SEND COMPLETED FORM AND ALL DOCUMENTATION TO  
YOUR SECTION OFFICE / SECTION COURSE ADMINISTRATOR**

### **SECTION OFFICE USE ONLY**

Qualifications Verified:    yes            no            Application Supported:    yes            no

SCA Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **SKATE CANADA OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Qualifications Verified:    yes            no

Application Approved    yes            no            Approved by: \_\_\_\_\_



**Skate Canada Professional Coach Registration Form  
Valid from September 1, 2008 through August 31, 2009**

**Professional Coaching Membership fee for the 2008-2009 membership year is as follows:**

	New Coaching Members	Renewing Coaching Members
Total amount due from <b>Ontario coaches</b> (including \$5.25 Ontario Insurance Sales Tax)	<input type="checkbox"/> \$ 170.90	<input type="checkbox"/> \$ 136.90
Total amount due from <b>Quebec coaches</b> (including \$5.91 Quebec Insurance Sales Tax)	<input type="checkbox"/> \$ 171.56	<input type="checkbox"/> \$ 137.56
Total amount due from coaches <b>outside Ontario and Quebec</b>	<input type="checkbox"/> \$ 165.65	<input type="checkbox"/> \$ 131.65
Foreign coaches	<input type="checkbox"/> \$ 185.65	<input type="checkbox"/> \$ 185.65

Surname \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Maiden name \_\_\_\_\_ Skate Canada Registration Number \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone (business) ( ) \_\_\_\_\_ - \_\_\_\_\_ (home) ( ) \_\_\_\_\_ - \_\_\_\_\_

Fax ( ) \_\_\_\_\_ - \_\_\_\_\_ E-mail \_\_\_\_\_

Section \_\_\_\_\_ Birth date (mm/dd/yyyy) \_\_\_\_\_ Date became a Skate Canada Coach \_\_\_\_\_

Gender Female  Male  Language: English  French

Number of hours per week you coach: < 15  15-24  25-34  35 plus  CAC number: \_\_\_\_\_

If paying by MasterCard or Visa: Credit Card # \_\_\_\_\_ Expiry Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Please indicate the Skate Canada Organization(s) that is requesting you coaching services under Special Permission**

Organization \_\_\_\_\_ Organization Number \_\_\_\_\_

Organization \_\_\_\_\_ Organization Number \_\_\_\_\_

Organization \_\_\_\_\_ Organization Number \_\_\_\_\_

Organization \_\_\_\_\_ Organization Number \_\_\_\_\_

**Coach Declaration:**

I hereby apply for membership in Skate Canada. I attest that I meet all qualifications required as per Skate Canada Rule 2400. I also attest that I hold a valid first Aid Certificate with the expiry date being \_\_\_\_\_ (copy attached). If accepted, I further hereby confirm that I have read fully the terms of the Code of Ethics and agree to accept the terms and be bound by this Coaches Code of Ethics.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Note: NEW Coaches **must** attach copy of their NCCP Coaching Qualifications and First Aid Certificate.

**Return to: Skate Canada National Office, Member Services Dept.  
865 Shefford Road Ottawa, Ontario K1J 1H9  
Phone: 1.888.747.2372 Ext. 2519 Fax: 1.877.211.2372**