** = REQUIRED TO BE ONE THE ICE AND ON A ROSTER

- 1. **Register as a member of USA Hockey Use the same name you have used in previous years (ex. Robert vs. Bob, Joseph vs. Joe). If you use a different name, it will create a new profile and your past certifications will not display.
 - a. https://membership.usahockey.com/
- 2. **Register here with SAHA as a Coach This is different than the intent to coach application.
 - a. Click Here to start registration
- 3. **Complete the USA Hockey Safe Sport Training. Required every year. Required prior to stepping on the ice. The system will not let you be added to a roster until this is completed.
 - a. https://www.usahockey.com/safesportprogram
- 4. **Complete the background screening. If needed based on the info in your coaching profile. Required prior to stepping on the ice, NO EXCEPTIONS! The system will not let you be added to a roster until this is completed.
 - a. http://www.usahockey.com/backgroundscreen
- 5. **Complete the NEW online age-specific module(s) for the age level of play you are coaching. Required prior to stepping on the ice. The system will not let you be added to a roster until this is completed.
 - a. https://www.usahockey.com/agespecificmodules
- 6. Coaching Education Program (CEP) Certification Clinic Requirements <u>Must be completed by Dec. 31 each season</u> Find, register and attend the required certification clinic. The Cost is \$55. You can only attend one clinic per season and all coaches start at Level 1. You can take clinics from April 1-Dec. 31 each season.
 - a. https://www.usahockey.com/coachingclinics