



**The Worldwide Governing Authority
for Sport Cheering and Dance**

2012

Registration and Information Pack

IASF/USASF Cheerleading Coach Credentialing



In Proud Partnership with AASCF

INTRODUCTION

The IASF Coach Credentialing series has proven to be a great educational asset to the cheer and dance community around the world! The testing covers three “core” areas: tumbling, stunts, and basket tosses. Each core area has 6 levels that stand alone, so you can credential to different levels in each of the three core areas.

Each of the core areas (all levels) consist of a written exam and a hands-on exam in which coaches must demonstrate ability to teach (not perform) specific skills in the curriculum. In other words, the written exams are intended for you to study, learn, and internalize the components of proper progressions, training techniques, and safety. Knowing these things empowers coaches to a whole new level of freedom and comfort in their coaching abilities and makes for a safer, stronger cheer community. In addition to the written and hands-on exams, the IASF has an “experience” component that requires coaches to have a set number of coaching hours in various levels to sit exams at levels 3 and upwards.

IMPORTANT:

Please read all the information in this packet before you register! Once you have read this packet and are prepared to register for exams, use the guidelines listed in this packet to make the process as smooth as possible.

THE USASF/IASF COACH'S CREDENTIALING PROCESS HAS THREE COMPONENTS:

1. Written Tests
2. Hands-on Tests
3. Experience Validation Forms

In this packet you will find information on all of the components included in the credentialing process as well as the pricing structure.

1. WRITTEN TEST

The written tests, answer sheets and corresponding reference materials are available on line.

For each skill, by level you will need to:

- A. Download the test or Check with your RD Rosemary Sims for written testing options, email Rosemary at rosemary@ascf.com.au
- B. Review the reference materials
- C. Answer questions on test
- D. Bring the answer sheets with you to hands-on testing OR mail answer sheet to: PO Box 7012, Upper Ferntree Gully, Victoria. Australia 3156

Processing of your credentialing will be timelier if you submit your written tests to your credentialing instructor at the time of your hands-on test.

2. HANDS-ON TEST

During the Hands-On portion of credentialing process, the cheer coach will demonstrate they understand how to teach certain skills within each level. Coaches will neither have to perform these skills nor will they be working with athletes during the testing. Coaches will, however, have to explain to an instructor how to perform each skill just as if they were coaching a team. The instructor will have a list of key points that a coach must cover in order to pass that skill and or level. Coaches do not have to cover the key points word for word as listed on the instructors' paper. The instructors job is to validate that the coach, in their own words hit the key points of each skill in order to teach proper technique and ensure that they know what they are talking about in order to keep the athletes safe.

Coaches must score a 70% or higher to become credentialed at that level and qualify to move on to the next level.

Contact the credentialing instructor for a particular session to pre-register and attend the session at the site you select to take the hands-on portion of credentialing.

To register for a HANDS-ON CREDENTIALING SESSION:

- A. Complete the HANDS-ON CREDENTIALING REGISTRATION FORM.
- B. Mail, fax or e-mail your form to the instructor listed on the registration form or website.
- C. Pre-registration and pre-payment is required to attend a credentialing session.

Checklist of items to bring to HAND-ON CREDENTIALING SESSION:

- A. Written Test
- B. Membership Application (if applicable)
- C. Signed Experience Validation Form (from gym owner)
- D. Credit Card information or Cash for credentialing fees (and membership fees, if applicable)

3. EXPERIENCE VALIDATION FORMS (EVF)

This form needs to be signed by the gym owner for a coach to be credentialed beyond level 2 in any skill area.

Explanation of Forms:

Levels 1 and 2

No form required. This is the entry levels for All Star Cheerleading.

Levels 3 and 4 EVF

The gym owner must sign off on Level 3 and 4 EVF section(s) for a coach to get credentialed for these levels. Coaches need each separate section on the EVF form signed for each category they are requesting credentials: Stunts, Tosses or Tumbling.

The Level 3 and 4 EVF sections state that a coach has a minimum of 100 hours coaching experience at level 1 and or 2 in the category for which they are requesting credentialing.

Level 5 EVF

The gym owner will need to sign off on the Level 5 EVF section(s) for a coach to get credentialed for this level. Coaches need each separate section on the EVF form signed for each category for which they are requesting credentials: Stunts, Tosses or Tumbling.

The Level 5 EVF sections state that a coach has a minimum of 150 hours coaching experience at level 3 and or 4 in the category for which they are requesting credentialing.

This is an additional 150 coaching hours to the 100 hours at 1 and or 2, not just an additional 50 hours. So the total number of coaching hours is 250 with a minimum of 150 hours spent at levels 3 and 4.

IASF COACH CREDENTIALING SYSTEM FOR 2011

1. All coaches must pay annual membership to the IASF (either as an individual or as a "gym" which covers every coach in a given program) to be eligible to sit the exams. Members receive membership cards that can be used as proof of IASF membership.
2. At this time, credentialing exams are valid for 3 years. Because training and technique changes so rapidly, coaches will need to undergo refresher courses when the 3 years expires.

3. The IASF exam system consists of THREE components.
 - a. Written exams
 - b. Hands-on components
 - c. Experience components:
 1. Coaches must have specified hours of coaching experience in each category they are credentialing in. The hours required depend on the level a coach is wishing to qualify within (see below).
 2. **To sit exams in level 1 and 2:** The AASCF still highly recommends that coaches have at least a base knowledge of vocabulary and basic skill understanding prior to attending a credentialing session! Preliminary clinics can be arranged to prepare you. You may be 16 years of age to sit level 1 and 18 years and over for level 2 upwards.
 3. **To sit exams in levels 3 and 4:** Coaches must have at least 100 hours coaching experience at levels 1 and/or 2 of the area in which they wish to qualify (tumbling, stunts, and/or tosses.)
 4. **To sit exams in level 5:** Coaches must have experience listed above PLUS at least 150 hours coaching experience in levels 3 and/or 4 of the area in which they wish to qualify. This means a TOTAL of 250 hours of coaching experience with ATLEAST 150 hours dedicated to coaching levels 3/4.
 5. Program directors/head coaches must sign **Experience Validation Forms (EVFs)** for each core area and for all coaches within their coaching staff (or for themselves if applicable) and provide written documentation on how the experience was accomplished. Please note that AASCF has the right (and ethical obligation) to make further inquiry about coach experience hours and levels to confirm eligibility for exams if deemed necessary.

4. Testing levels and areas now offered are:
 1. Tumbling levels 1-5.
 2. Stunts levels 1-5.
 3. Tosses levels 2-5. (Level 1 tosses exam does not exist because tosses of any kind are not allowed at level 1.)

USASF/AASCF STRUCTURE AND PRICES FOR 2012

AASCF is proud to work closely with IASF to develop the best options for an inclusive and acceptable credentialing system that works world-wide. One of the specific issues at hand is that pricing for the exam portions of the credentialing process needs to be the same world-wide. Allowing for currency exchange fluctuations, AASCF pricing for the exam portion is (and has been) in compliance with this structure.

However, another issue at hand is that the American credentialing system is run very differently than in other parts of the world. In America, there are training opportunities and gym facilities in plentiful supply, so anyone wanting to credential can get experience and/or a job locally and learn proper progressions and coaching technique under the guidance of other more experienced coaches. Then they can usually take hands-on exams with no classroom or USASF based instruction. For that reason, the USASF hands-on testing in America is simply done in local gyms (free venues) where people come in, take the hands-on exams, and go home.

Of course, this is not the case in Australia. In fact—that is not the case in most of the world outside of America where experience and proper instructional environments are much more difficult to obtain on a regular basis. Non-American coaches universally tend to need specific hands-on training and instructional staff to facilitate the learning process and most effectively understand/participate in the IASF Credentialing System. This different system creates an entirely different aspect of the credentialing system that is not even offered in America. And it also creates entirely different logistical issues for credentialing in Australia and around the world.

In light of this, AASCF has worked with the IASF to provide the best option for a sustainable system that works world-wide. The credentialing system is therefore broken into two specific segments, each with its own fees:

1. Required Instructional Component the first half of the day (AU\$80.00 per person); and
2. Required Testing Components the second half of the day (AU\$25.00 per exam taken) + membership.

Schedules for credentialing sessions will be approximately run in the following structure depending on the number of delegates attending a given day:

1. 10:00am—Registration
2. 10:30am—Overview of the exam process including written and hands-on components. Coaches can watch how to conduct a hands-on exam, practice with other coaches, and ask questions that apply to them. PLEASE NOTE: It is not realistic to learn EVERYTHING stunt, tumble, and toss in this one instructional session. While our staff will answer any and all inquiries you may have throughout the day, this is more of a “clarification” session and a “build on what you know” session than a “teach from scratch” session. All coaches are advised to take responsibility for their initial learning curve and come into the testing day with as much base knowledge as possible.
3. 12:30pm—lunch/study break
4. 1:00pm—hands-on exams begin and study, practice, and instruction continues. Candidates can practice and ask staff for clarification on written and/or hands-on components in waiting periods between their hands-on exams.
5. 4:30pm—turn in all exams and paperwork.

USASF/IASF & AASCF ANNUAL MEMBERSHIP: PRICES BELOW:

IASF Membership is required to be eligible to take USASF exams. If you are an existing member choose one of the applicable options:

- **AU\$200 (IASF gym membership—** grants IASF membership to all coaches within the program.) **or -**
- **AU\$ 60 (IASF individual membership—**grants individual IASF membership to an individual person rather than a whole program.)
- **AU\$ 20 (optional AASCF Annual Gym/Studio/School membership)-** puts you on the AASCF listing for ongoing referrals as Internationally recognised qualified cheerleading coaches, and you will receive first hand information about events, clinics & camps, international guests, our newsletter etc.

Exam Prices: AU\$25.00 each (included written and hands-on exam)					
Skill Set	Level 1	Level 2	Level 3	Level 4	Level 5
Tumbling	AU\$25	AU\$25	AU\$25	AU\$25	AU\$25
Stunts	AU\$25	AU\$25	AU\$25	AU\$25	AU\$25
Tosses	N/A	AU\$25	AU\$25	AU\$25	AU\$25

SUMMARY OF PRICING:
<p>AU\$200.00 IASF Gym Membership (Annual)</p> <p>OR</p> <p>AU\$ 60.00 IASF Individual Membership (Annual)</p> <p>PLUS...</p> <p>AU\$80.00 Instructional Component per each level & AU\$25.00 Per Exam taken (written and hands-on exams together count as one exam.)</p> <p>OPTIONAL...</p> <p>AU \$20 AASCF Annual Gym/Studio/School Membership</p>

BEFORE YOU REGISTER

Take a moment to consider your experience level, what you already know, what you need to know, and what you want to know. These factors will help you determine which exams to take. You can even download the actual exams from www.usasf.net to decide which levels and areas you wish to take. In most cases, we recommend you do not take more than two levels (6 exams) in any one exam day. There are some exceptions in rare cases. You can always come back another time and add to your exams.

TIMES: Registration starts at 9:30am. Classes start at 10:00 and end approximately 4:30pm depending on the number of credentialing candidates. Please see the schedule within this packet for further details.

MEALS: AASCF does not provide food or beverage during the course, but there are specific break times to allow for snacks. It is the responsibility of all participants to bring or purchase their own food and/or drinks.

DEADLINES: *Deadlines are 2 weeks* prior to the date of the course and payment is due in full to hold your place in the course. This gives us time to post/email your exam sheets to you and you have time to study. It also gives us time to arrange for travel and staff as needed, which is based on attendance. **Space is limited and many courses will fill, so it is best to register as early as possible.**

- Payments can be made by cheque, credit or debit card. Cheques payable to: *Australian All Star Cheerleading Federation.*

- **Receipts & confirmation of a place in the course will be sent to the e-mail address listed on this form.**

RESTRICTIONS: At this time, all participants must be at least 18 years of age on testing day. We will accept 16 year olds for level one.

BEFORE THE EXAM

When you register for the exam levels you wish to take, you'll need to obtain your testing materials to begin your work and study. Please ensure that you download the written exams and glossary of terms ahead of time which allows you all the time you need to read over the content in a relaxed environment, get familiar with it, learn terminology from the glossary, and note all of the questions that you may have.

We fully recognize that every coach will enter the credentialing process with experience ranging from virtually nothing to strong expertise, so allowing the written material to be addressed in your own time allows for variances.

No matter what you already do or do not know about the exam content, you will be asked to read and study the material at your own pace ahead of the course day. You will also be asked to complete as much of the written exams as possible before you arrive, making note of any queries you have so that we can address them with you and teach the specific skills that matter to your specific situation.

If during your preparation time you need any support at all, you can contact AASCF at the contact details listed below. If you would like specific consultation, please contact AASCF instructor Rosemary Sims for assistance. Rosemary is the Australian contact point for IASF Credentialing and will be more than happy to talk you through concepts and issues before and on the day of the exams, so please feel free to call her and take advantage of that service. It's just part of what we do to make the learning process suitable to everyone's pace and the wide range of experience levels.

ON EXAM DAY

Please bring ALL of your credentialing paperwork with you on the day of the exam, as you will refer to it during the course discussions and/or you will be turning in exam answer sheets for scoring. Breaks will be scheduled by the instructors on an as-needed basis. As you take your hands-on section of the course with your examiner, you will get your score immediately. If you do not pass a particular component, you will not be able to move forward to the next level that day, but you will be eligible to try again at the next credentialing session. If you are in this situation, the staff will do everything possible to help you understand where to go next and how to improve your skills. We're there to help!

Once all of your exams are complete, you will check-out with a designated staff member. They will ensure you have all of your exams sorted and confirm all of your details for sending certificates.

AFTER EXAM DAY

Once all the exams are handed in, they are submitted to the IASF office in America by us (AASCF) to be scored, estimated delivery of results will be about 8 weeks. The AASCF will process these in Australia and then forward them to you via the address you provide.

If you do not pass all of your exams, you will not receive a certificate for that level or anything above it. We do believe in appropriate after-care, so if you find yourself needing to re-take an exam, we will contact you individually to arrange for this opportunity free-of-charge.

Your credentials are good for three years, at which time the USASF will introduce a “refresher” course to keep all coaches up to date on the fast-changing world of stunt, toss, and tumbling technique.

Insurance and IASF Credentialing

Sportcover Australia P/L via Dansurance officially recognizes the IASF / USASF credentialing system and rules set as acceptable prerequisite for insurance cover for coaches working under IASF Rules. If you need to arrange for insurance cover via your IASF Credentials, please contact the AASCF for more information.

Questions?

We will be pleased to assist you with any queries you may have as you prepare for the IASF Credentialing Sessions. Please feel free to contact us.

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