



Continuing Education Program (CEP) for Coaches

CEP Passport

NAME (PRINT): _____ LEVEL OF CERTIFICATION _____

DATE OF BIRTH (dd/mm/yy): _____ TELEPHONE: _____

HOME ADDRESS: _____

EMAIL ADDRESS: _____ HOME CENTRE: _____

LEARNING EXPERIENCE or PROGRAM FACILITATION							
ACTIVITY & LOCATION	DATE	ACTIVITY LEADER / SPONSOR (Print Name)	ACTIVITY LEADER (Signature)	DURATION (Days/Hrs.)	CREDITS CLAIMED	OFFICE USE ONLY	
1						<input type="checkbox"/>	
2						<input type="checkbox"/>	
3						<input type="checkbox"/>	
4						<input type="checkbox"/>	
5						<input type="checkbox"/>	
COACHING EXPERIENCE						CREDITS CLAIMED	OFFICE USE ONLY
TEAM or PROGRAM	SEASON	ASSOCIATION			CREDITS CLAIMED	OFFICE USE ONLY	
						<input type="checkbox"/>	
						<input type="checkbox"/>	
TOTAL CREDITS							

All fields for each activity must be completed and this statement must be signed and dated to be considered for credit

Initial: _____
Date: _____

NOTICE:
The OMHA reserves the right to verify all of the information in the statement forms. Providing false or misleading information in this document will be considered a violation of the OMHA Coaches' Code of Ethics, violation of OMHA rules and could result in denial or revocation of CEP status and/or the OMHA suspending, terminating or denying OMHA Coaching Certification.
I have read the above notice and hereby certify that the all of the information in this document is true and accurate.

Return to: Ontario Minor Hockey Association • 25 Brodie Drive, Unit 3 • Richmond Hill, ON • L4B 3K7 • Fax: 905-780-0344 with \$10.00 Renewal Fee

PAYMENT METHOD: CHEQUE MONEY ORDER CREDIT CARD (VISA / MASTERCARD)

CREDIT CARD NUMBER: _____ EXPIRY (mm/yy): _____

CARDHOLDER'S NAME: _____ 3-DIGIT SECURITY CODE: _____
(Code on back of card)

SIGNATURE: _____ DATE: _____

PLEASE MAKE A COPY OF THIS STATEMENT FORM AND KEEP IN YOUR RECORDS FOR VERIFICATION



Continuing Education Program (CEP) for Coaches

Menu of Qualifying Activities

LEARNING EXPERIENCE	CREDIT POINTS
OMHA COACH REFRESHER CLINICS <i>Coaches attending Coach Refresher Clinics are not required to submit CEP Passport</i>	<i>Automatic Renewal</i>
SANCTIONED SPECIALTY CONFERENCES: <ol style="list-style-type: none"> 1. OMHA Coaches Symposiums 2. Roger Neilsons' Coaches Clinic 3. International Coaches Conference (Hockey Canada) 	20 Credit points each
COACH CEP ONLINE COURSE NEW! <i>Online Course available through Know the Game</i>	10 Credit points per clinic
OMHA COACH SPECIALTY CLINICS <i>Skating, Puck Control, Small Area Games, Checking, Creating Offence, Developing Defencemen, Shooting & Scoring, Goaltending</i>	10 Credit points per clinic
OMHA SANCTIONED SPECIALTY CLINICS <i>These clinics would require sanctioning prior to the event by the OMHA</i>	10 Credit points per clinic
INTRO COACH (CHIP) CERTIFICATION <i>If taken after NCCP certification is attained</i>	10 Credit points
OMHA COACH SEMINAR SERIES & GAME DAY COACHING CLINICS	5 Credit points
OMHA COACHES CLINICS – POST-TASK ASSIGNMENT <i>Coach Stream or Development 1</i>	5 Credit points
ACTIVE COACHING <i>Coach active minimum one year in three year period</i>	5 Credit points (max. 5 pts.)
ACTIVE MINOR HOCKEY ASSOCIATION PROGRAM LEADER <i>Association Program Leader active minimum one year in three year period (Initiation Program, Technical Director, Coach Mentor, Skills Coach – recognized by the MHA)</i>	5 Credit points (max. 5 pts.)

REQUIRED CREDITS FOR RENEWAL

To renew certification, Coaches will be required to earn **20 Credits per 3 year-cycle***

**The three-year cycle begins from the date of the coaches training and ends at the start of the season 4 years subsequent to the training.*

PROCESS FOR CERTIFICATION RENEWAL

It is the responsibility of the Coach to track eligible activities in which they participate on their CEP Passport:

1. Each activity being claimed must be fully detailed in each row.
2. Any activity with an incomplete description or documentation (if applicable) will not be given credit.
3. Only activities listed on the OMHA Continuing Education Program (CEP) Menu of Qualifying Activities may be claimed and only the prescribed credits associated with those credits must be claimed.
4. Coach must submit certificates or proof of attendance with the completed CEP Passport. If you are unsure if a particular activity is eligible for credit, please go to the OMHA website at www.omha.net or contact the OMHA Office.
5. Return the completed CEP Passport to the OMHA Office with Renewal Fee.
6. Once the CEP Passport has been verified, the new CEP recognition will be recorded in the OMHA database and the Coach will receive an updated OMHA Coaching Certification card.