



FINA ARTISTIC SWIMMING COACHES CERTIFICATION PROGRAMME

CERTIFICATION PATHWAY

FINA DEVELOPMENT PROGRAMME | 2018-2021



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1. Introduction

The purpose of this document is to explain the process that all coaches affiliated to a FINA National Member Federation must follow to become certified.

A key element in this process is the FINA Artistic Swimming Coaches Certification Programme (ASCCP), which offers to all the coaches around the world the opportunity to progress and to be acknowledged as FINA certified coaches.

The main goal of this programme is to promote sports' growth by offering a continuous learning pathway for coaches, providing and setting the necessary competencies to complete the certification.

A range of FINA Certification Courses will be offered through the FINA Development Programme, with the objective of establishing a universal and standardized coaches training and certification system:

- FINA AS Coaches Certification Course – Beginner Coach Level (L1)
- FINA AS Coaches Certification Course – National Coach Level (L2)
- FINA AS Coaches Certification Course – International Coach Level (L3)

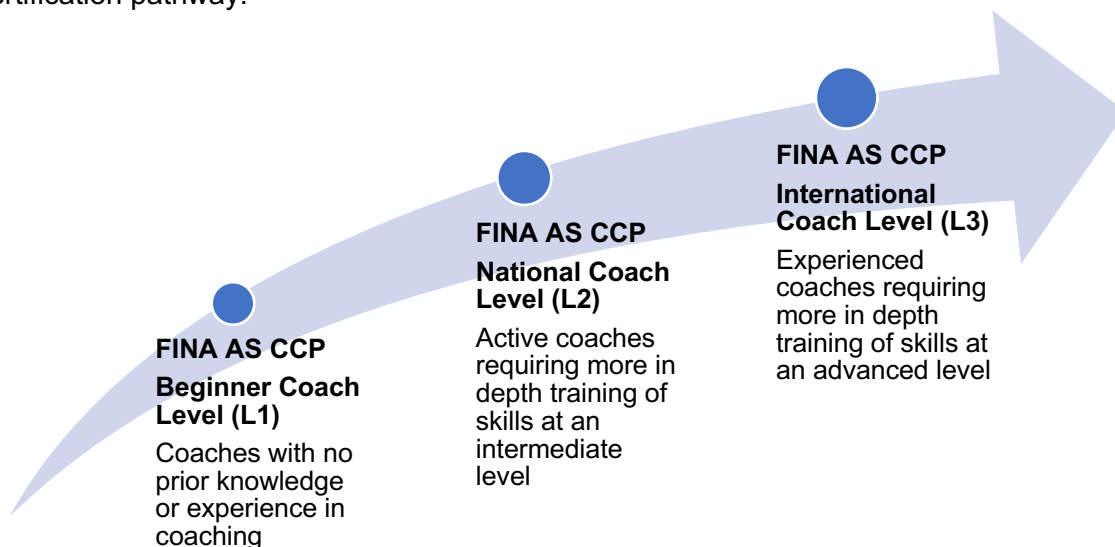
Through this programme all the participants will have access to up-to-date coaching information and best practices, increasing the number of certified coaches and enhancing the quality of the existing ones.

Note: National Coach Level (L2) and International Coach Level (L3) will be available soon.

1.1 FINA Coaches Certification Pathway

The FINA AS Coaches Certification Programme allows a participant to make progress through different steps to become a recognised coach.

There are a variety of entry points for coaches, depending on their existing knowledge, experience, proven ability and qualifications. The below flowchart illustrates how a coach may progress along the certification pathway:



1.2 Ways of progressing along the pathway and becoming certified

There are a variety of entry points for coaches, depending on their existing knowledge, experience, proven ability and qualifications:

A. Undertake a FINA AS Coaches Certification Course

- The FINA AS Coaches Certification Programme is available at three different levels: Beginner Coach (L1), National Coach (L2) and International Coach (L3).
- They are based on a blended learning system, which allows the participant to complete the online theory through the [FINA Learning Platform](#) prior to the Face to Face sessions.
- A number of tests must be passed at the end of each level in order to become certified.

B. Certification equivalence

- FINA recognizes Coaching Courses offered by other National Member Federations.
- National Member Federations wishing to get their Coaches Certification Courses recognized need to submit their Curriculum in English to the FINA Office.
- The National Federation's Curriculum has to be equivalent to the FINA Coaches Certification.

C. High-level coaches' recognition

- Any FINA National Member Federation may apply to certify a high-level coach with relevant experience.
- The application will be assessed and validated by FINA and their respective Continental Association.
- National Federations wishing to nominate a candidate for consideration must submit their requests using the Recognition Form available upon request.

2. The FINA AS Coaches Certification Programme – Course format

The FINA AS Coaches Certification Programme is open to any coach affiliated to a FINA National Member Federation and available at three different levels: Beginner Coach (L1), National Coach (L2) and International Coach (L3).

Each level of the FINA AS Coaches Certification Programme consists of two parts: an online course available through the [FINA Learning Platform](#) followed by a Face to Face Course which takes place in the location chosen by the Host Federation.

- It is highly recommended that the candidates finish the Online Course and its assessments before attending the Face to Face sessions, which will be conducted by a tutor appointed by FINA
- Both parts are mandatory and end with a final assessment, which the participants must pass in order to become certified

There is **no fee** for the participants attending a FINA AS Coaches Certification Course.

3. Overview by level

3.1 FINA AS CCP – Beginner Coach Level (L1)

FINA offers to all coaches affiliated to a FINA National Member Federation the possibility to undertake the FINA Coaches Certification Course – Beginner Coach Level (L1):

- It is designed to meet the needs of those National Federations who have requested coaches' instruction at a beginner level and do not have any certifiable programme to train coaches in their country and/or a programme equivalent to those offered by FINA.
- The course caters to those coaches with no prior knowledge or coaching experience and prepares them for coaching duties in artistic swimming.

Certification duration: 51 hours

- Online Learning: 30 hours
- Face to Face Course: 21 hours over 3.5 days
- Course language: English
- Certification validity: 48 months

3.2 FINA AS CCP – National Coach Level (L2) – *Below details are to be confirmed*

FINA offers to all coaches affiliated to a FINA National Member Federation the possibility to undertake the FINA Coaches Certification Course – National Coach Level (L2):

- It is designed to meet the needs of those National Federations who have active coaches requiring more in-depth training at an intermediate level.
- The course prepares the participant for coaching duties in swimming.

Certification duration: 51 hours

- Online Learning: 30 hours
- Face to Face Course: 21 hours over 3.5 days
- Course language: English
- Certification validity: 48 months

3.3 FINA AS CCP – International Coach Level (L3)- *Below details are to be confirmed*

FINA offers to all coaches affiliated to a FINA National Member Federation the possibility to undertake the FINA AS Coaches Certification Course – International Coach Level (L3):

- It is designed to meet the needs of those National Federations who have active coaches requiring more in-depth training at an advanced level.
- The course prepares the participant to coach at a competitive level of swimming.

Certification duration: 75 hours

- Online Learning: 20-25 hours
- Face to Face Course: 35 hours over 3.5 days
- Post Course: 20-25 hours
- Course language: English
- Certification validity: 48 months

Artistic Swimming Coaches Certification Programme Details			
	Beginner Coach Level (L1)	National Coach Level (L2)	International Coach Level (L3)
Number of participants	Minimum 10 participants - Maximum 30	Minimum 10 participants - Maximum 30	Minimum 10 participants - Maximum 20
Eligibility	Minimum 18 years old		
Cost of course	None		
Course language	English	English	English
Course delivery and length	51 hours <ul style="list-style-type: none"> 30 hours Online Course 21 hours Face to Face Sessions 	51 hours <ul style="list-style-type: none"> 30 hours Online Course 21 hours Face to Face Sessions 	75 hours <ul style="list-style-type: none"> 20-25 hours Online Course 35 hours Face to Face Sessions 20-25 hours Post Course
Pre-requisite	No previous experience necessary	It is recommended that the participants complete the FINA Coaches Certification Course – Beginner Coach Level (L1) or an equivalent coaching course recognized by FINA before attending the FINA Coaches Certification Course – National Coach Level (L2)	<ul style="list-style-type: none"> Participants must have completed the FINA Coaches Certification Course – National Coach Level (L2) Or an equivalent coaching course recognized by FINA
Certification validity	48 months		
Content of Online Course and Face to Face Sessions	<ul style="list-style-type: none"> Legal aspects, roles and responsibilities The long Term Athlete Development Support Pathway (LTAD) Fundamental movement skills and core aquatics skills The pillars of coaching FINA rules & FINA Handbook Component parts of the four strokes Fina Figures age groups Teaching methods for basics and free routines The principles of training Planning 	<ul style="list-style-type: none"> Coaching behaviours and philosophy Coach's roles and responsibilities Duty of care Risk management Anti-doping Basics of Acrobatics Teaching methods of Technical and Free routines LTAD Scientific principles and training requirement Lifestyle management Planning and periodisation 	<ul style="list-style-type: none"> Coaching behaviours and philosophy Coach's roles and responsibilities Holistic swimmer development Pillars of coaching Physiology applied in AS Principles of training Training intensity classifications Injuries prevention plans Medical Aspects Anti-doping policies and procedures Annual plans

4. How to participate in a FINA AS Coaches Certification Course



4.1 Eligibility

The FINA ASCCP is open to all the National Federations interested in training their coaches.

All participants attending a FINA AS Coaches Certification Course shall ensure that they comply with the following requirements:

- Registration: all participants must be nominated by their National Federations through the FINA GMS by the registration deadline as described in point 4.2.
- Age requirement: learners must be at least 18 years of age at the point of registration.
- Experience:
 - FINA AS CCP – Beginner Coach Level (L1): participants are not required to have any prior coaching experience.
 - FINA AS CCP – National Coach Level (L2): participants are advised to complete the FINA Coaches Certification Course – Beginner Coach Level (L1) or an equivalent coaching course recognized by FINA.
 - FINA AS CCP – International Coach Level (L3): participants must have completed the FINA Coaches Certification Course – National Coach Level (L2) or an equivalent coaching course recognized by FINA.
- Language: All participants must demonstrate a minimum level of spoken and written skills in English, depending on the course they are attending.
- All participants must fully participate in the course and complete all required assessments.
- By participating in the FINA AS CCP the candidates agree to abide by the [FINA Code of Ethics](#).
- It is strongly recommended that candidates have appropriate insurance cover before undertaking any independent coaching practice.

4.2 Registration

All participants attending a FINA AS Coaches Certification Course must be nominated by their National Federations through the [FINA GMS](#) by the registration deadline:

- In order to submit each nomination, the participant's profile must include the following information: personal data, passport copy or national ID, photo and the candidate's personal email address.
- Only submitted registrations will be considered for approval. The application will be rejected if all the above mentioned information is not in the GMS.
- The approvals will be done on a first come first served basis.
- The registration will be closed once the maximum number of participants has been reached (up to 30 candidates for L1 and L2, up to 20 candidates for L3).

4.3 Approval

FINA will proceed with the participants' approval once the minimum required number of participants (10) has been reached:

- The approvals will be done on a first come first served basis.
- Each approved participant will receive his/her login details and instructions in order to start the Online Course through the [FINA Learning Platform](#). The login information will be sent to the candidate's email address as submitted in the registration.
- The candidate's National Federation will be notified once an approval has been done. National Federations will be requested to send the participant's flight itinerary and their accommodation request to the Host Federation for the Face to Face Course.

Please note that only approved participants will be provided with the login details to access the FINA Learning Platform.

4.4 Blended learning schedule

Each FINA AS Coaches Certification Course consists of an Online Course available through the [FINA Learning Platform](#) followed by a Face to Face Course:

- The Online Course will start at least thirty (30) days prior to the Face to Face Course.
- It is highly recommended that the candidates finish the Online Course and the assessments before attending the Face to Face sessions*
- The Online Course needs to be completed by the end of the Face to Face sessions*
- The Face to Face sessions will take place at the location chosen by the Host Federation.
- Only approved participants may undertake the Online Course and the Face to Face sessions.

5. How to host a FINA Coaches Certification Course

National Federations wishing to host a FINA Coaches Certification Course may apply during the bidding period following the FINA procedures. The document *FINA CCP – Guidelines for Host Federations* is available upon request.

6. Assessment

In order to pass a FINA AS Coaches Certification Course and become certified a participant must:

- Pass the Online Course and the assessments available on the [FINA Learning Platform](#) before the end of the Face to Face Course*
- Attend the Face to Face Course and pass all the assessments*

***IMPORTANT NOTE:** The structure for the Coaches Certification Course – International Coach Level (L3) differs from Level 1 and 2. For any further information, please refer to the FINA AS CCP – [International Coach Curriculum](#) (L3).

The candidates' results will be available on the [FINA Learning Platform](#) once the tutor has corrected all the learners required assessments.

7. Validity of the certification

Participants who pass the Online Course and the Face to Face assessments will be certified:

- Participants who have passed the L1 or L2 Online Courses must download the online certificate through the FINA Learning Platform and bring a copy to the Face to Face Course.
- The tutor will stamp the certificates of those candidates who have passed the Face to Face Course and all the required assessments. Only certificates including the stamp will be valid.
- Those candidates having attended and passed a Coaches Certification Course – International Coach Level (L3), will receive their certificate once the Online Course, Face to Face sessions and Post Course assessments have been validated by the tutor.
- Certified candidates may undertake the next level of the FINA Coaches Certification Programme.
- The certificate is valid two years between levels.
- Expiration date: 4 years after passing the course.

8. How to update the certification

Participants may update their certification by meeting the following requirements:

- Participation at the FINA Coaches Golden Clinic.
- Take a FINA Coaches Certification Course again.
- Pass a Coaching Course recognized by FINA, equivalent to the certification levels as described in point 9.

9. Certification equivalence

FINA recognizes Coaching Courses offered by other National Member Federations provided that their Curriculum is equivalent to the FINA Coaches Certification Courses.

Further information concerning this matter is available on the FINA Learning Platform:

- FINA AS CCP – [Beginner Coach Specification Certificate](#) (L1)
- FINA AS CCP – [National Coach Specification Certificate](#) (L2)
- FINA AS CCP – [International Coach Specification Certificate](#) (L3)

National Federations wishing to have their Coaching Courses recognized by FINA must submit their Curriculum in English to the FINA Office the equivalence form with concerning request and documents.

10. High-level coaches' recognition

FINA recognizes high-level coaches with relevant experience. The coaches have to be recognized by their National Federation and respective Continental Association.

National Federations wishing to apply to certify such profiles must submit the *Recognition Form* to the FINA Office (available upon request).

The application will be assessed and validated by FINA and the coach's respective Continental Association.



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