



NCAS RE-ACCREDITATION AND UPDATING REQUIREMENTS

WHAT IS RE-ACCREDITATION AND UPDATING?

When a coach is first accredited, they will receive from the Australian Sports Commission a confirmation letter and National Coaching Accreditation Scheme (NCAS) ID Card indicating expiry date for accreditation. Within the confirmation letter each coach will be given a username and temporary password which will allow them to log onto the Sports Accreditation On-Line Website. This website will give each coach the ability to check their individual details, print out their coaching certificate and download "Activity Sheets" which have now replaced the Log Books. Coaches are expected to keep records of their coaching practice and education on these "Activity Sheets", as after four years coaches are required to re-accredit. To be able to re-accredit coaches need to complete updating activities as listed on the re-accreditation requirements during the 4 year accreditation period.

Updating ensures coaches keep in contact with up-to-date techniques and coaching methods, and that all registered coaches are "active" in the field.

HOW DO I RE-ACCREDIT?

1. Complete National Coaching Accreditation Scheme (NCAS) Activity Sheets – available from the Sports Accreditation On-Line Website. Ensure you have completed the required hours and points listed.
2. Send Activity Sheets and a \$22.00 cheque made out to "Table Tennis Australia" to your State Association for approval.
3. Included with your Activity Sheets and cheque should be a completed:
 - Personal Details Form (required for the NCAS database)
 - Signed Code of Behaviour form
 - Current Blue Card Details
 - Current Photo
4. Once these forms and Activity Sheets have been received by Table Tennis Queensland and approved by our State Coaching Director, TTQ will then pass these forms on to Table Tennis Australia who will then upload your information onto the NCAS database.

RE-ENTRY FOR INACTIVE COACHES

Coaches whose accreditation has expired more than 12 months ago, must re-apply for accreditation. Coaches must have completed a minimum of the points required at their level of accreditation, and may be required to re-do certain aspects of the course. A letter detailing support for the coach's re-accreditation must be provided by the State Director of Coaching to the TTA office. TTA would consider special circumstances upon application in writing to the National Director of Coaching.

