

# COURSE CATALOG

Expand Your Skills with AYSO Courses



AMERICAN YOUTH  
SOCCER ORGANIZATION



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### Training and Certification Matrix

Volunteer Position	Safe Haven Training	Job Training By Position, Age Division, Level	Suggestions for Continuing Education
Coaches	AYSO's Safe Haven CDC Concussion Awareness Sudden Cardiac Arrest (As Required by State) SafeSport Training	Age-Appropriate Coach Course: Playground/Schoolyard Leader Coach 6U Coach 8U Coach 10U Coach 12U Intermediate Coach (14U) Advanced Coach (16U-19U) National Coach	Annual Coach Update Any Coach CEU
Referees	AYSO's Safe Haven CDC Concussion Awareness Sudden Cardiac Arrest (As Required by State) SafeSport Training	Game Appropriate Referee Course: Regional Referee Intermediate Referee Advanced Referee National Referee	Annual Referee Update Any Referee CEU
Team Parents	Same	Team Parent Orientation	
Board & Staff Members	Same	Regional Board Member Training	RC & Board Orientation (Regional) Any Applicable Management Training
Treasurer	Same	Treasurer	RC & Board Orientation Budgeting for the Board
Regional Registrar	Same	Registrar	RC & Board Orientation Any Applicable Management Training
Safety Director	Same	Safety Director	RC & Board Orientation Any Applicable Management Training
Child and Volunteer Protection Advocate (CVPA)	Same	Child and Volunteer Protection Advocate (CVPA)	Safe Haven Annual Update RC & Board Orientation Any Applicable Management Training
Regional Coach Administrator	Same	Coach Administrator	RC & Board Orientation Dispute Resolution/Due Process Any Coach/ Management Training
Regional Referee Administrator	Same	Referee Administrator	RC & Board Orientation Dispute Resolution/Due Process Any Referee/ Management Training
Division Coordinators	Same	Division Coordinator	RC & Board Orientation Dispute Resolution/Due Process Any Applicable Management Training
Assistant Regional Commissioner	Same	Regional Board Member Training	RC & Board Orientation Dispute Resolution/Due Process Any Applicable Management Training
Auditors	Same	Auditor	Treasurer RC & Board Orientation Any Applicable Management Training
Instructors	Same	Introduction to Instruction Discipline Specific Instructor Course	Any Discipline-Related training/updates or Referee Administrator, Instructor & Assessor Annual Update
Regional Commissioner	Same	Regional Commissioner Training	RC & Board Orientation Dispute Resolution/Due Process Any Applicable Management Training
Area Director	Same	Area Director Training	Dispute Resolution/Due Process Any Applicable Management Training
Section Director	Same	Section Director Training	Dispute Resolution/Due Process Any Applicable Management Training

Safe Haven Training Matrix					
Course	Description	Format/Length	Attendee Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
AYSO's Safe Haven	Required online - course for all volunteers on AYSO's child & volunteer protection guidelines and the key components necessary to create a safe haven.	Online (<1 hour)	Must be an Adult or with minor 12 years and older with Parent or Guardian approval.	Course must be taken online.	Course cannot be instructed.
Safe Haven Addendum	The addendum provides additional Safe Haven protocols to address key challenges. Recommended for Region, Area and Section staff.	1.25 hours	Must be an Adult.	National Safe Haven Instructor	Authorization from Programs & Education Mgr.
CDC Concussion Awareness	This training provides concussion awareness training for all volunteers.	Online (1 hour)	None	Course must be taken online.	Course cannot be instructed.
Simon's Heart Sudden Cardiac Arrest	Provided by Simon's Heart Foundation and used by NFHS for recognizing signs of Sudden Cardiac Arrest and the intervention steps to save lives.	Online (30 mins)	None	Course must be taken online.	Course cannot be instructed.
SafeSport Training	The SafeSport Act of 2017 requires this training for all volunteers with regular contact with children.	Online (2 hours)	Must be an Adult.	Course is only available online through AYSOU, US Soccer and the National SafeSport Center.	Course cannot be instructed.
AYSO's Stewards of the Game	Continuing Education for Coaches, Referees and all Volunteers. Online and In-Person	1.25 hours	None	Coach, Referee, Management Instructor	

Coach Training Matrix					
Course	Description	Length	Attendee Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
6U Coaching	Information, skills, methodology and age characteristics relevant to the (4v4) 6U age group.	Online (1 hr.) Or In-person class (2 hrs.)	Must be an Adult to be certified.	Coach Instructor	Regional Coach Administrator
8U Coaching	Information, skills, methodology and age characteristics relevant to the (4v4) 8U age group. Introduces training sessions.	Online (~75 mins.) Or In-person class (2 hrs.)	Completion of 6U Coaching Course is recommended. Must be an Adult to be certified.	Coach Instructor	Regional Coach Administrator
10U Coaching	Information, skills, methodology and age characteristics relevant to the (7v7) 10U age group. Introduces offside, goalkeepers and build-out line.	Online (90 mins.) and In-Person field session (90 mins) Or In-person class/field (3 hrs.)	Completion of 8U Coaching Course is recommended. Must be an Adult to be certified.	Coach Instructor	Regional Coach Administrator
12U Coaching	Information, skills, methodology and age characteristics relevant to the (9v9) 12U age group.	Pre-course Online module (1 hr.) In-person class/field (5 hrs.)	Completion of 10U Coaching Course is recommended. Online 12U Coaching Pre-Course required. Must be an Adult to be certified.	Coach Instructor	Regional Coach Administrator
Intermediate Coaching 14U	Tactical progression related to 11v11 game model and reading the game via the principles of play. Builds upon the 12U course.	Online Pre-course (2 hrs.) Training Plan Design (2 hrs.) Training Plan Design are <b>required</b> . In-person class/field (9 hrs.)	Completion of 12U Coaching Course, AYSO's Safe Haven, CDC Concussion Course, Intermediate 14U Coach Online Pre-Course, Online Summary of the Laws of the Game Must be an Adult to be certified.	Intermediate Coach Instructor	Area Coach Administrator
Advanced Coaching 16U-19U	Observation and evaluation methodology, correction techniques and efficient feedback. This course builds upon the Intermediate Coaching Course.	Pre-course online module (2 hrs.) Match Review and Plan (2 hrs.) In-person class/field (9 hrs.) Self-Reflection (1 hr.)	Completion of the Intermediate 14U Coaching Course is <b>required</b> . Advanced Coaching 16U-19U Online Pre-Course AYSO's Safe Haven, CDC Concussion Course, AYSO's Online Summary of the Laws of the Game. Must be an Adult to be certified.	Advanced Coach Instructor	Section Coach Administrator

Coach Training Matrix					
Course	Description	Length	Attendee Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
National Coach	Advanced coaching methodology, instruction/teaching techniques and mentoring models.	Pre-Course online module, assignments. (~50 hours)	Completion of the Advanced Coaching 16U-19U Course is <b>required</b> . Must be an Adult.	AYSO National Coach Instructor or special appointment (by office or Section)	Director of Sport and Player Programs.
Coach Administrator Training	The duties and responsibilities of Coach Administrators with tips to enhance performance and enjoyment.	1.25 hours	Must be an Adult.	Advanced Coach Instructor	Area Coach Administrator
Annual Coach Update	Continuing education, program updates and requirements are reviewed in this training session.	1.25 hour	None	Coach Instructor or special appointment (by office or Area)	Regional Coach Administrator
Coach Mentor	Ongoing coaching education mentoring and leadership	Ongoing	Must be an Adult to be certified.	Appointment by Section.	SCA in conjunction with ACA.
EXPO Workshops and CEUs	Ongoing coaching education workshops and clinics.	1 hour	None.	Coach Instructor or appointment (by office or Section)	Regional Coach Administrator
Coach Instructor	Designed to teach Instructor candidates how to conduct training courses at the 6U, 8U, 10U & 12U levels using AYSO education philosophy and teaching methods.	Pre-course online work (~4 hrs.) In-person class (4 hrs.) Shadow local instructor (~2 hrs.)	Must be an Adult. Introduction to Instruction AYSO's Safe Haven 12U Coach Course	Advanced Coach Instructor	Area or Section Coach Administrator
Intermediate Coach Instructor	Designed to prepare Intermediate Coach Instructors to teach the Intermediate Coach Course using AYSO education philosophy and teaching methods.	Pre-course online work (~4 hrs.) In-person class (4 hrs.) Shadow local instructor (~2 hrs.)	Must be an Adult. Coach Instructor Intermediate Coach	Advanced Coach Instructor	Area or Section Coach Administrator
Advanced Coach Instructor	Designed to prepare Advanced Coach Instructors to teach the Advanced Coach Courses using AYSO education philosophy and teaching methods.	Pre-course online work (~4 hrs.) In-person class (4 hrs.) Shadow local instructor (~2 hrs.)	Must be an Adult. Coach Instructor Intermediate Coach Instructor Advanced Coach	Advanced Coach Instructor	Section Coach Administrator
National Coach Instructor	This training (not a course) is accomplished through ongoing mentoring.	Variable	National Coach, Advanced Coach Instructor. Assist as instructor at National Coaching Course. Have contributed to National Coaching Program..	AYSO National Coach Instructor	Director of Sport & Player Development

<b>Management Training Matrix</b>					
<b>Course</b>	<b>Description</b>	<b>Length</b>	<b>Prerequisites</b>	<b>Minimum Lead Instructor Requirements</b>	<b>Minimum Authorization Required</b>
Registrar	Designed to provide Regional Registrars with information about the job responsibilities and duties, and requirements to register.	Online- (1 hour) Or In-Person (1.25 hours)	Must be an Adult.	Management Instructor with Registration experience.	Regional Commissioner
Safety Director	Provides Safety Directors with information about the job duties, and responsibilities including components of Region Safety Plans and Insurance programs.	Online- (1 hour) Or In-Person (1.25 hours)	Must be an Adult.	Management Instructor with Safety Director experience	Regional Commissioner
Treasurer	Provides Treasurers with information about the job duties and responsibilities, treasury management guidelines.	Online- (1 hour) Or In-Person (1.25 hours)	Must be an Adult.	Advanced Management Instructor Treasurer/financial experience.	Section Director or Section Management Administrator
Child and Volunteer Protection Advocate (CVPA)	Designed to create an understanding of the responsibilities and duties, volunteer screening protocols, AYSO's Criminal Background Check Policy, and mandated reporting of suspected abuse.	Online- (1.5 hours) Or In-Person 2.5 hours	Must be an Adult.  AYSO's Safe Haven	National Safe Haven Instructor;  current Safe Haven Addendum	Section Director, or AYSO Programs & Education Manager
Regional Board Member	This training provides general Regional management and operational policies for all board members.	Online- (1 hour) Or In-Person (1.25 hours)	Must be an Adult.	Management Instructor	Regional Commissioner
Division Coordinator	Covers roles, responsibilities, and the importance of functioning as an intermediary between the RC, RCA, RRA, coaches, referees and parents	Online- (1 hour) Or In-Person (1.25 hours)	Must be an Adult.	Management Instructor	Regional Commissioner
Auditor	Reviews the duties and responsibilities of the Auditor and required forms and procedures	1.25 hours	Must be an Adult.  Treasurer Training	Advanced Management Instructor with Treasurer, Auditor, Financial experience.	Section Director or Section Management Administrator

<b>Management Training Matrix</b>					
<b>Course</b>	<b>Description</b>	<b>Length</b>	<b>Prerequisites</b>	<b>Minimum Lead Instructor Requirements</b>	<b>Minimum Authorization Required</b>
Regional Commissioner	Designed for RCs, this course provides RCs with information on Regional operations and options for delivering the AYSO Experience to their communities.	Online (2 hours) and In-person (4.5 hrs) and AD De-brief	Must be an Adult. Appointed Regional Commissioners;	Instructors are selected by the AYSO Programs Administrator Manager.	AYSO Programs & Education Manager
Area Director	Designed to provide Area Directors with need to know information on duties and responsibilities for supporting the Regions with the Area.	Online (2hours) and In-Person (4.5 hrs)	Must be an Adult. Appointed Area Directors and selected personnel by invitation.	Instructors are selected by the AYSO National Management Programs Manager	AYSO Programs & Education Manager
Section Director	Designed to provide Section Directors with need to know information on duties and responsibilities for supporting the Areas, Regions within the Section and national programs.	In-Person	Must be an Adult. Appointed Section Directors, by NBOD.	Instructors are NBOD members.	
Dispute Resolution	Designed for Region, Area Board Members on recommended approaches for dealing with difficult people and issues.	Online (1 Hour) Or In-Person 1.25 hours	Must be an Adult.	Advanced Management Instructor	Area Director or Area Management Administrator
Due Process	Designed for Region, Area Board Members on steps for providing due process whenever someone's participation must be limited, suspended or terminated with AYSO. .	Online (1 Hour) Or In-Person 1.25 hours	Must be an Adult.	Advanced Management Instructor	Area Director or Area Management Administrator
EXPO Workshops and CEUs	Ongoing administration education workshops and clinics.	1.25 hours	None.	Advanced Management Instructor or special appointment (by Office or Section)	Section Director or Section Management Administrator

Management Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Management Instructor	This training is designed to teach instructor candidates how to use AYSO directed teaching plans to teach Regional Board Member, Registrar, Safety Director, Division Coordinator.	6 hours	<p>Must be an Adult.</p> <p>Introduction to Instruction</p> <p>AYSO's Safe Haven</p> <p>Must have taken: Registrar, Safety Director, Division Coordinator, Regional Board Member Training.</p>	Advanced Management Instructor	<p>Area or Section Director</p> <p>Area or Section Management Administrator</p>
Advanced Management Instructor	This training is designed to prepare management instructors to use AYSO directed teaching plans to teach all management workshops including Dispute Resolution, Due Process, CVPA, Treasurer and Auditor courses. Instructors learn advanced presentation skills and techniques to address the needs of all class sizes and longer sessions.	6 hours	<p>Must be an Adult.</p> <p>Current Management Instructor</p> <p>Dispute Resolution,</p> <p>Due Process, Registrar,</p> <p>Safety Director, Treasurer, CVPA.</p> <p>Must have been lead Management Instructor in 3 certification - Registrar, Safety Director, Treasurer, Division Coordinator or Regional Board Member Training.</p>	Advanced Management Instructor	<p>Section Director</p> <p>Section Management Administrator</p>

Referee Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Verification of Lead Instructor Requirement
8U Official	This in-person course trains volunteers to officiate in 8U matches.	3 hours	None	Regional Referee Instructor	Regional Referee Administrator
8U Official – Online	This online course trains volunteers to officiate in 8U matches.	3 hours	None	None	None
Regional Referee Online Training and Regional Referee Online Companion	This two-part training consists of an online, self-paced training course located in AYSOU and a separate class with a live instructor. Together provide training equivalent to that of the Regional Referee Course.	Online: 1.5 hours Class: 3 hours	Online training must be completed before attending the Companion course.	Regional Referee Instructor (for Companion course)	Regional Referee Administrator
Regional Referee	This course trains referees in the basic aspects of refereeing needed to do AYSO matches under IFAB <i>Laws of the Game</i> and AYSO National Rules & Regulations.	6 hours	None	Regional Referee Instructor	Regional Referee Administrator
Intermediate Referee	This course trains referees to do more physically demanding and challenging matches under IFAB <i>Laws of the Game</i> and AYSO National Rules & Regulations.	6 hours	Regional Referee Course and Pass Regional Referee Exam	Intermediate Referee Instructor	Area Referee Administrator or Director of Referee Instruction
Advanced Referee	This course trains referees to do most matches under IFAB <i>Laws of the Game</i> and AYSO National Rules & Regulations.	8 hours	Intermediate Referee Must be minimum age of 16 years to be certified.	Advanced Referee Instructor	Area Referee Administrator or Director of Referee Instruction
National Referee	This course trains referees to referee all AYSO matches under IFAB <i>Laws of the Game</i> and AYSO National Rules & Regulations.	15 hours	Advanced Referee with 12 months experience. Must be an adult to be certified.	National Referee Instructor	Section Referee Administrator or Director of Referee instruction
Regional Referee Administrator Training	This training teaches Regional Referee Administrators the essential activities needed to manage a referee program.	2.5 hours	Must be an Adult.	Advanced Referee Instructor	Area Referee Administrator or Area Director of Referee Instruction

Referee Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Verification of Lead Instructor Requirement
Area Referee Administrator	This training teaches Area Referee Administrators the essential activities to manage an Area Referee Program.	1.25 hours	Regional Referee Administrator Training. Must be an Adult.	Advanced Referee Instructor	Section Referee Administrator or Director of Referee Instruction
Referee Mentor	This course trains already – certified referees to be certified mentors for less-experienced referees, youth referees, and referees seeking upgrades.	1.5 hours	Regional Referee	Intermediate Referee Instructor	Area Referee Administrator or Director of Referee Instruction.
Referee Assessor	This course trains assessors to assess officiating skills at the Advanced level.	4.5 hours	Advanced Referee. Must be an Adult.	Advanced Referee Instructor and either a Referee Assessor or National Referee Assessor	Section Referee Administrator or Director of Referee Assessment
National Referee Assessor	This course trains Assessors to assess refereeing skills at the National level.	5 hours	Referee Assessor (with 12 months experience). Must be an Adult.	National Referee Instructor and National Referee Assessor	Section Referee Administrator or Director of Referee Assessment
EXPO Workshops and CEUs	Ongoing referee education workshops and clinics.	1.25 hours	None.	Advanced Referee Instructor or special appointment (by office or Section)	Section Referee Administrator
Regional Referee Instructor  Intermediate Referee Instructor	This entry-level training teaches Instructor candidates how to conduct Regional and Intermediate Referee training courses using AYSO teaching plans.	11 hours	Introduction to Instruction  Intermediate Referee  Must be an Adult.	Advanced Referee Instructor	Area Referee Administrator or Director of Referee Instruction
Advanced Referee Instructor	This training teaches Intermediate Referee Instructors how to conduct advanced referee training courses using AYSO teaching plans.	10.8 hours	Intermediate Referee Certification.	Advanced Referee Instructor	Section Referee Administrator or Director of Referee Instruction

Referee Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Verification of Lead Instructor Requirement
National Referee Instructor	This certification (not a course) is accomplished through mentoring while assisting with National Referee Courses.	Variable	Must be an Adult. Advanced Referee Instructor National Referee Referee Instructor Evaluator. Referee Assessor	SRA or SDRI assigns mentor	Section Referee Administrator or Director of Referee Instruction
Referee Instructor Evaluator	This training teaches Advanced Referee Instructors (or higher) to evaluate other instructors and to provide constructive feedback.	5.5 hours	Must be an Adult. Advanced Referee Instructor	Advanced Referee Instructor	Section Referee Administrator or Director of Referee Instruction

Instructor Training Matrix					
Course	Description	Format/Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Introduction to Instruction	Foundation course to all AYSO Instruction. Focus is on effective adult teaching techniques to engage and stimulate learning.	Pre-course online module (1 hr.) In-person class (4 hrs.)	Must be an Adult.	Advanced Instructor in any discipline (preferred instructor from <i>each</i> discipline)	Area or Section staff in any discipline

EPIC Training Matrix					
Course	Description	Length	Prerequisites	Minimum Instructor Requirements	Lead Minimum Authorization Required
EPIC Program Administration	This training prepares volunteers to work with individuals with disabilities and covers the steps for starting a program	2.5 hours	Must be an Adult.	EPIC Instructor or Coach, Referee or Management Instructor with EPIC Volunteer Training.	Regional Commissioner, Area Director, Area Coach, Referee or Management Administrator
EPIC Volunteer	This training prepares volunteers to work with individuals with disabilities.  Note: This training is the same in all disciplines	2.5 hours		EPIC Instructor or Coach, Referee or Management Instructor with EPIC Volunteer Training.	Regional Commissioner, Area Director, Area Coach, Referee or Management Administrator
EPIC Buddy	This training prepares buddies to work with individuals with disabilities. Buddies may also take EPIC Volunteer Training	1 hour	None	EPIC, Coach, Referee or Management Instructor  EPIC Volunteer Training.	Regional Commissioner, Area Director, Area Coach, Referee or Management Administrator
EPIC Instructor	This training prepares volunteers to fulfill the EPIC Instructor needs at the Section level, to train EPIC Instructors at the Area level and to teach the EPIC Volunteer Training at all levels using AYSO directed teaching plans.	3 hours	Must be an Adult.  Introduction to Instruction or  Current Coach, Referee or Management Instructor  AYSO's Safe Haven  EPIC Volunteer Training	EPIC Instructor or Advanced Coach, Referee or Management Instructor with EPIC Volunteer Training.	Area Director, National EPIC Coordinator or National Director of Sport and Player Development.