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INTRODUCTION

The Importance of a CAF Coaching Convention:

1. To ensure the future quality of football, which to a large percentage lies in the hands of the coaches of all levels:
 - a. To develop and supervise all forms of practice
 - b. To perfect and train young talents
 - c. To prepare teams for competition and performance
2. By establishing a convention for the education and licensing of coaches and tutors it is necessary to have unified minimum standards, to facilitate and guarantee the quality of the coaches' work;
 - a. By protecting players from exposure to coaches without the appropriate education who might have a negative effect on their physical, psychological and/or technical development
 - b. By raising the quality of coaches in Africa through professional training
 - c. By professionalizing the coaching profession to become a recognized and regulated profession
 - d. By allowing free circulation of qualified coaches, male and female, through a bilateral agreement for the mutual recognition of coaching diplomas between CAF Member Associations
3. The regulations set out the minimum criteria for coach education in Africa

The CAF Coaching Convention should guide the Member Associations:

- To set up a training program in accordance with the standards defined by CAF, while maintaining their identity and approach to the game
- To respect the rights and obligations set by the coaching Convention

GLOSSARY

CAF	Confédération Africaine de Football.
Candidate	Person who participates in a Member Association's diploma course which is recognized within the terms of the CAF Coaching Convention.
Coaching Convention	An agreement, a contract between CAF and its Member Associations.
Instructor	Experienced football coach who is capable of educating student coaches within the guidelines of the Convention, and leads refresher sessions. Also known as a tutor or coach educator.
Convention Member	A CAF Member Association that has signed the Convention
Diploma	A Certificate awarded to someone who has successfully completed a CAF diploma course.
Endorsement	Approval of a Member Association to organize a CAF course and its assessment.
Refresher course	Refers to additional courses for a qualified coach
License	A certificate that permits a CAF diploma holder to coach for a defined period at a specific level.
Member Association	A Football Association member of CAF
Minimum Criteria	The minimum convention requirements to register for a course
Mutual recognition	A diploma, of a certain level, is automatically recognized by a member who signed the convention
Rights and duties	Obligation of the MA who have signed the convention have to do and what they are obliged
Specialist	An instructor working in a specialized area, for example a goalkeeper coach, a fitness coach, etc.

SECTION 1: Essential Elements

1. Article 1: Objectives

The principle objectives of the convention are....

- 1.1. Assist Member Associations to implement coach education diploma courses at youth, amateur, professional levels
- 1.2. To provide education for specialized coaches (futsal, goalkeeping, fitness coach, beach soccer etc.)
- 1.3. To help the Member Associations raise their coach education standards
- 1.4. To assist with refresher courses for the instructors of the Member Associations.
- 1.5. To assist Member Associations and their coaches to comply with Club Licensing requirements.
- 1.6. To increase the number of qualified coaches on the continent both women and men.
- 1.7. To make refresher courses a requirement for all active coaches.
- 1.8. To promote greater exchange between CAF and the Member Associations in the field of coach education.
- 1.9. To ensure that football education is under CAF and its Member Associations.

2. Article 2: Scope of Application

The Convention:

- 2.1. Defines the rights and duties of CAF and Convention Members with regard to the following CAF diplomas:
- 2.2. CAF D Diploma – basic coaching diploma for grassroots from 6 to 12 years old
 - 2.2.1. CAF C Diploma – basic coaching diploma for youth from 12 to 15 years old
 - 2.2.2. CAF B Diploma – coaching diploma for youth and senior amateur
 - 2.2.3. CAF A Diploma- coaching diploma for elite youth/ amateur national level
 - 2.2.4. CAF Pro Diploma professional coaching diploma for a professional football or a national team
- 2.3. Sets minimum requirements for instructors, admission criteria, organization, duration, content, and issuance of diplomas/licenses for the following courses:
 - 2.3.1. CAF coaching diploma organized by convention members
 - 2.3.2. Specific courses organized by Convention Members for professional players.
 - 2.3.3. Refresher courses organized by Convention Members for coaches and instructors
- 2.4. Defines the validity of the CAF coaching diplomas and licenses issued by the convention as part of the convention criteria

3. Article 3: Status

- 3.1. Diplomas D, C, B, A and PRO of the signatories of the Convention are recognized according to their training programs after CAF approval.

- 3.2. Two member associations of the Convention may enter into a partnership if one of them is unable to provide such training, subject to CAF's approval.

SECTION 2: Rights and Duties

4. Article 4: CAF Rights

As a signatory of the Convention, CAF has the following rights:

- 4.1 Administer and monitor the implementation of the CAF Coaching Convention and to promote coaching education on the African continent;
- 4.2 To appoint a coach education panel to review a Convention Member's coach education program every three years or whenever the Convention Member's technical director and/or coach education instructor changes.
- 4.3 CAF reserve the right to designate another instructor to supervise, control and evaluate an ongoing coaching course at any time if it deems it fit.
- 4.4 To provide refresher courses for instructors in collaboration with Convention Members.
- 4.5 Evaluate and recognize a diploma of a non-convention member or from another confederation and allow the coach holding the diploma to work in a signatory association of the convention.
- 4.6 To take any decision deemed necessary to fulfill the objectives of this Convention and any measure deemed appropriate in the event of a breach of the convention by a Convention Member, such as, but not limited to:
 - 4.6.1 To amend/modify a Convention Member's coach education program
 - 4.6.2 To instruct a Convention Member to sanction a coach or an instructor if necessary
 - 4.6.3 To instruct a Convention Member that a CAF coaching diploma holder is required to attend all or part of a revised course
 - 4.6.4 To revoke a CAF diploma or license if necessary
 - 4.6.5 To suspend for a limited period of time a Convention Member from organizing coaching courses at one or more CAF coaching levels.
- 4.7 Suspend a particular Convention Member due to breach of the regulations and to inform the latter and all Convention Members

5. Article 5: CAF Obligations

As a signatory of the Convention, CAF has the following duties:

- 5.1 To organize refresher courses for instructors in accordance with the Convention;
- 5.2 To support the coaching education through international exchanges between different Convention Members
- 5.3 To continue further development of coaching education programs at national and continental level
- 5.4 To support all Convention Members in the proper application and implementation of the Convention
- 5.5 To provide standard templates containing detailed instructions with regard to delivery of

courses.

- 5.6 To communicate regularly with each Convention Member about coaching literature and developments
- 5.7 To respect its own obligations and the rights of each of the Convention Members as defined in this Convention

6. Article 6: Rights of Member Associations of the Convention

Each of the signatory member associations of the Convention has the following rights:

- 6.1. To organize its coach education courses within its territory at CAF's approved level and issue corresponding CAF endorsed diplomas/licenses to candidates who successfully completed such courses.
- 6.2. To charge a fee to cover organizational costs of CAF coaching diploma courses.
- 6.3. To request CAF, at any time and in accordance with its educational competence and needs, to assess its national coach education program for a higher coaching level offered by the Convention.
- 6.4. To apply to CAF for approval of any special courses for the benefit of professional players and/or international players.
- 6.5. To require the head coach and technical staff of the teams participating in its domestic competitions to hold appropriate valid CAF coaching license within the club licensing regulations
- 6.6. To require appropriate valid CAF coaching license for any other coaching activities exercised on its territory (e.g. head of academy/football school)
- 6.7. To terminate the agreement at any time by informing CAF in writing of the reason

7. Article 7: Obligations of Convention Members

The Convention is subject to CAF Statutes and Regulations:

- 7.1 To appoint appropriate instructors, administrative/technical support staff, Technical Director and a Coach Education instructor with the necessary qualifications and experience in coaching matters.
- 7.2 To provide CAF with a complete organization chart with the functions of all the persons involved in coaching matters. The technical director may serve as the Coach Education instructor.
- 7.3 To establish and monitor national coach education program at the different levels approved by CAF, and develop and improve these programs
- 7.4 To limit the number of coaching courses with emphasis on quality and not quantity.
- 7.5 To ensure further training of instructors in accordance with the convention.
- 7.6 To organize regular training courses at all levels, as well as refresher courses (seminars, workshops, symposiums, etc.) in accordance with the Convention and to evaluate all candidates.
- 7.7 To immediately inform CAF in writing of any problems encountered or any changes made

to the national coach training program and/or Technical staff (such as the appointment of a new technical director or Coach Education instructor) to enable CAF to take the appropriate measures where necessary.

- 7.8 To provide CAF with information about its coach education activity report at least once every 6 months using CAF template
- 7.9 To set up and regularly update a database that provides the following information on each of its registered CAF coaching diploma/license holders and coach education tutors: first name, family name, date and place of birth, place of permanent residence, nationality, languages spoken, diploma(s) achieved (with date of issuance), evaluation form from each course attended, license validity and date and place of refresher courses attended.
- 7.10 To settle all the internal questions concerning the organization of coaching education courses with National league and key stakeholders (leagues associations, authorities, etc ...) with the support of CAF if necessary.
- 7.11 After having organized the various CAF Pro/A/B/C and D diploma courses, provide CAF with all the details of the graduates and publish their names on the association's website.
- 7.12 To issue coaching diplomas in accordance with the Convention and any instructions issued by CAF in this respect.
- 7.13 To recognize any CAF licenses issued by any other member association in accordance with the terms of the Convention.
- 7.14 To contribute to the achievement of the objectives set out in this Convention.

SECTION 3: Regulations

8. Article 8: Skills

- 8.1. Each course or module aims to develop the skills of candidates for different CAF trainings (D, C, B, A and Pro). This includes the ability to analyze matches, develop and set up a training session, lead a team etc ...
- 8.2. The Convention Member's instructors are responsible for assessing each candidate's ability to carry out the coaching tasks in a competent manner. They must also ascertain qualities. Also, with certain qualities which cannot be judged in an educational context (e.g. mental strength, influencing change, dealing with difficult situations, etc.), furthermore the candidates need to demonstrate a full understanding/ appreciation of the topic and what is required.

9. Article 9: Learning

- 9.1. Each training module/course should reflect the reality of the coaching job. This can be done through club-based activity, practical assignments, work experience and simulating real situations (e.g. role playing, coaching in the game, etc.)

10. Article 10: Organization

10.1. It is up to each Member Association to assess the training needs, to organize the various levels of training within its means, to appoint competent instructors and define the requirements for instructors and candidates, both at the theoretical and practical levels, as well as setting mandatory evaluations for the proper conduct of the training by providing a detailed program of objectives with the main topics to be addressed.

11. Article 11: Attendance

11.1. A participant is required to attend 100% of a coaching course organized by a Convention Member in accordance with the Convention.

11.2. Upon written and well-founded request, a Convention Member may allow a participant to make up missing modules/sessions as long as his/her total absence does not exceed 10%. All missed units must be made up within 6 months of the completion of the course.

12. Article 12: Assessments

12.1. Convention members must organize and carry out assessment of each of the trainings as follows:

- 12.1.1. Practical tests adapted to the level of the coaching course, training sessions prepared and directed by the candidate;
- 12.1.2. Theory of football coaching and management
- 12.1.3. Laws of the Game
- 12.1.4. Match analysis: observation of a match and presentation of a report
- 12.1.5. Work on a subject related to a coaching or a match topic
- 12.1.6. Internship report on the observation made by the candidate during his internship on the work of a team and the coaches he/she followed (Mandatory for Pro License)
- 12.1.7. Logbook of the coaching activities (i.e. a diary of the experiences gathered) by a participant during the course

12.2. A candidate who fails an assessment may repeat it. However, no failed assessments may be repeated more than twice. The candidate has the liberty

13. Article 13: Course Completion

13.1. Convention Member organizing a coaching course under the Convention must:
Transmit to each candidate the results of their evaluations with the marks

obtained, the certificate of participation (criteria of the agreement) as well as the diploma for the candidates received, within 30 days following the end of the training.

14. Article 14: Instructors

- 14.1. CAF diploma courses must be taught by qualified instructors, who must have a qualification at least equal to the level of training they give. CAF may also authorize a competent qualified instructor in the specialty from other Confederations.
- 14.2. Any instructor on the CAF Instructor List should be able to conduct courses based on their level of qualification and experience.

15. Article 15: Frequency

- 15.1. Convention Members may organize a CAF Pro license with the approval of CAF upon fewer than 20 affiliated professional clubs (full-time or part-time, and approved by CAF) may not organize a CAF Pro diploma course more than once every two years; CAF may, however, grant exceptions to this limitation upon well-founded, written request.

16. Article 16: Admission Criteria for all CAF Coaching Diploma Courses

- 16.1. CAF coaching diploma courses can be organized by a Convention Member are available to anyone with permanent residency on the territory of that Convention Member or who is a national of that country.
- 16.2. It is also possible for candidates not residing on the territory of the Convention Member organizing a course to take part in the course, provided that:
 - 16.2.1. They speak the official language of the Convention Member organizing the course (sufficient written and oral skills)
 - 16.2.2. They have not been refused entry to an equivalent CAF coaching diploma course by another Convention Member within the last two years.
 - 16.2.3. They have valid reasons to participate in this training (lack of training in their member association)
 - 16.2.4. They have the approval of the respective convention members and CAF.
 - 16.2.5. Their number does not exceed 10% of the total number of participants.
- 16.3. A coach whose coaching license has been revoked is barred for at least two years from applying to attend a new CAF coaching course.
- 16.4. In order to be admitted to a CAF coaching diploma course, applicants must:
 - 16.4.1. Must satisfy the admission criteria for the specific course;
 - 16.4.2. Submit all admission documents requested by the Convention Member organizing the course.

16.4.3. Provide a medical certificate demonstrating he is physically and mentally fit to participate in the course.

16.4.4. Absolve, in writing, the Convention Member from any claims relating to their participation in the course

16.5. In certain cases, the Convention Member organizing the course may excuse participants who have health/fitness problems from physical involvement in the practical sessions of a CAF coaching diploma course if necessary. In this situation, the Convention Member organizing the course is entitled to request a medical supplementary certificate.

17. Article 17: Additional Admission Criteria for CAF C and D License Courses

17.1. To be admitted to the CAF C and D diploma course, candidates must be at least 18 years old and be able to read and write in one of the official languages of CAF and / or the member association

18. Article 18: Additional Admission Criteria for CAF B License Courses

18.1. In order to be admitted to the B CAF diploma course, candidates must:

- i. Hold the CAF C diploma and be an active coach.
- ii. Have practiced for a minimum of 1 full season since acquiring a CAF C diploma.
- iii. Be able to read and write in one of the official languages of CAF and / or the member association.

19. Article 19: Additional Admission Criteria for CAF A License Courses

19.1. In order to be admitted to the CAF A diploma course, candidates must:

- i. Hold a CAF B diploma and be an active coach
- ii. Have exercised as a coach for a minimum of 2 full seasons since acquiring a CAF B Diploma.
- iii. Pass a specific selection criteria set by the convention where applicable.
- iv. A diary of coaching experience and computer skills /knowledge.

20. Article 20: Additional Admission Criteria for CAF Pro License Courses

20.1. In order to be admitted to the CAF PRO diploma course, candidates must:

- i. Hold a CAF diploma for at least 3 years and be an active coach.
- ii. Have exercised as a coach for a minimum of 2 full seasons after acquiring a CAF A Diploma.
- iii. Be able to read and write one of the official languages of CAF
- iv. Pass a specific selection criteria set by the convention where applicable.
- v. A diary of coaching experience and computer skills /knowledge.

21. Article 21: Duration

The minimum duration of each CAF diploma course is as follows:

	D CAF	C CAF	B CAF	A CAF	PRO CAF
Minimum Hours	60	120	160	240	360
Theoretical Hours	20	60	60	100	140
Practical part (+ Internship)	40	60	80 (+20)	100 (+40)	140 (+80)
Minimum of hours of evaluation	-	3	4	6	9

22. Article 22: Specific Provisions for Professional and International Players (Fast Track)

To participate in the fast track a professional and / or international player must meet the following criteria:

- a. Participated in at least 20 official matches of the senior national team.
- b. Participated in the final phase of one of the major competitions: World Cup, CAN, CHAN or Olympic Games.
- c. Participated in a minimum of 30 official matches in international club competitions.
- d. Played at least 200 matches in professional clubs or in the top leagues (without being an international player)

22.1. A convention member may with CAF's prior approval, organize a specific course integrating the contents of CAF C and B diploma courses. This specific coaching course must include a minimum of 190 hours: (90 (+20) practical + 80 theoretical),

22.2. This specific course must involve at least 5 players.

22.3. The assessment must total a minimum of 4 hours and meet the CAF B license diploma criteria

22.4. The successful candidates can proceed directly to CAF A diploma course without delay.

22.5. The conditions for admission to the CAF Pro diploma remain unchanged.

SECTION 4: Refresher Courses for CAF Diploma Holders

23. Article 23: Aim

23.1. The courses are aimed at keeping coaches up-to-date and stimulating further development.

24. Article 24: Framework

24.1. The course may be delivered by a combination of coach education tutors, individuals with specific coaching knowhow and experts from other fields.

25. Article 25: Duration and Content

25.1. The courses involve at least 15 hours of training and may be broken down into different modules.

26. Article 26: Admission Criteria

26.1. The courses are open to holders of CAF coaching diplomas who wish to extend their knowledge and have their licenses renewed for a further three years.

26.2. It is also possible for holders of a CAF coaching diploma issued by a different Convention Member to take part in such courses, provided they have the capacity to take part and can justify inclusion (e.g. have a link with the particular Convention Member).

SECTION 5: Instructor's Refreshers Course organized by a convention member or CAF

27. Article 27: Aim

27.1. The courses are aimed at keeping coach education instructors up-to-date and providing coach education instructors with an opportunity to exchange best practice, and to discuss trends in football coaching and education.

27.2. The instructor must attend a refresher course at least once every 3 years

28. Article 28: Course delivery

28.1. The course may be delivered by a combination of coach education instructors, individuals with specific coaching qualifications and experts from other fields, all overseen by the Convention Member or CAF.

29. Article 29: Admission Criteria

29.1. Admission to the courses organized by Convention Members for coach education instructors is regulated by the Convention Members themselves.

29.2. The courses organized by CAF are open to selected Convention Members' coach education instructors and technical directors.

30. Article 30: Course Completion

30.1. A coach education instructor who successfully completes a refresher course can maintain his/her status as coach education instructor for a period of three years.

SECTION 6: DIPLOMAS AND LICENSES

31. Article 31: Issuance of a CAF Coaching Diploma

31.1. Whenever a CAF coaching diploma is issued, the Convention Member concerned updates its database of CAF coaching diploma holders accordingly.

31.2. Whenever a higher CAF coaching diploma is issued, the Convention Member concerned informs any other Convention Member that has issued a previous diploma to the coach in question so that they can update their database(s) accordingly.

32. Article 32: Validity of CAF Coaching Licenses

- 32.1. A CAF coaching license is valid for three years, after the year of issue or renewal.
- 32.2. An CAF coaching license is renewed for a further three years if its holder has completed a refresher course organized by a Convention Member.
- 32.3. A CAF coaching license gives its holder the right to coach a representative team of a CAF Member Association in accordance with the requirements set by the Convention.
- 32.4. The validity of a CAF coaching license is subject to the license holder undertaking to adhere to the statutes, regulations, directives and decisions of CAF and the Convention Member that issued the license in question.

SECTION 7: Legal Matters

33. Article 33: Applicable Law and Disputes

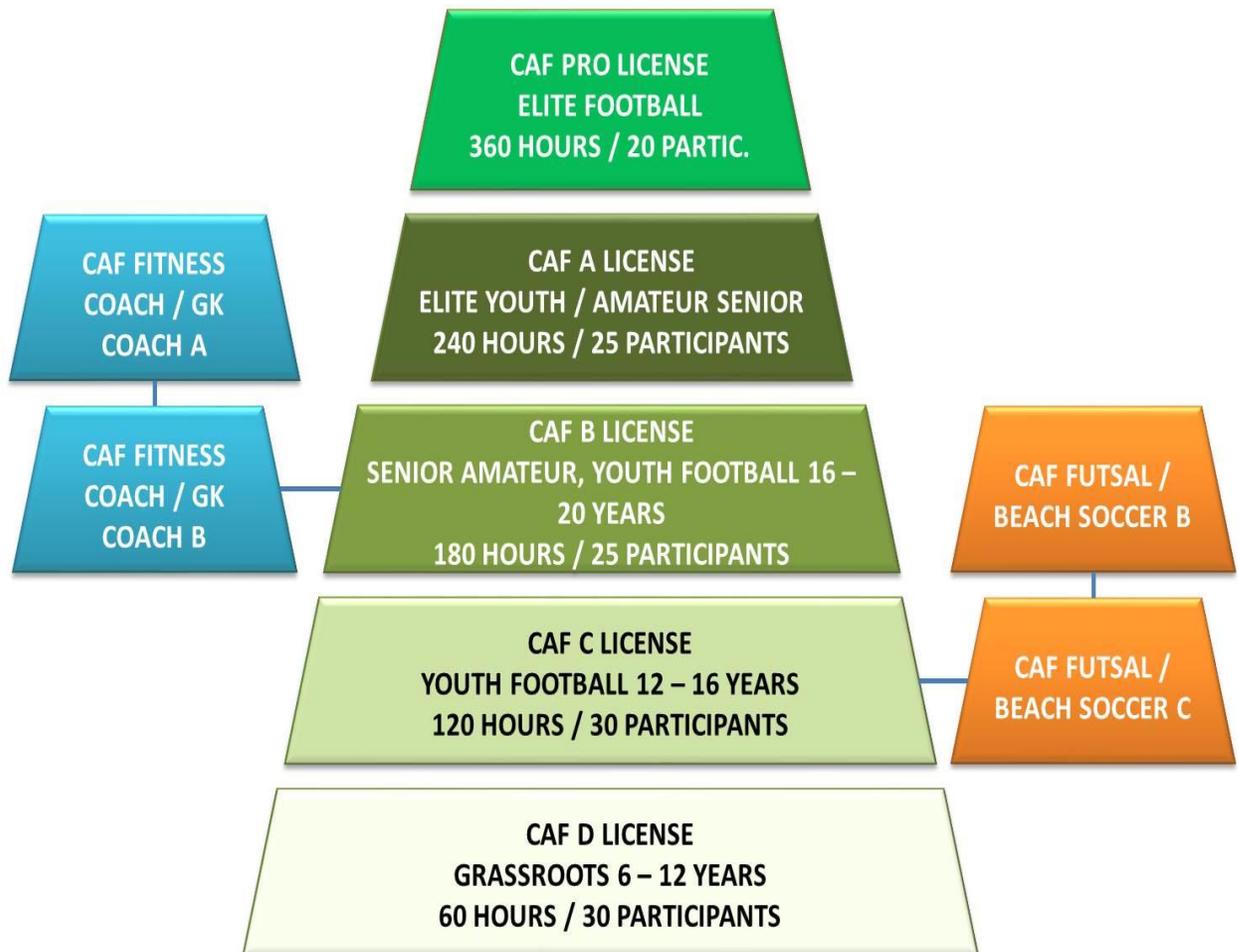
- 33.1. The Convention is subject to the laws of Egypt
- 33.2. The Convention Members agree that any dispute arising from the implementation of the convention which cannot be settled amicably shall be resolved in accordance with the relevant provisions of the CAF Statutes.
- 33.3. Disputes involving candidates should be resolved by the respective Convention Member. In exceptional cases, the matter may be addressed to CAF for arbitration.
- 33.4. The CAF Coaching Convention, regulations and supporting guidelines, comes into force upon signature of both parties.

34. Article 34: Languages

- 34.1. The Convention regulations are written in all CAF official languages.
- 34.2. In case of any differences in any interpretation, the French text shall prevail

CAF Coaching Convention Guidelines

Section A: Structure



Section B: Diploma Content

1. CAF D licence Content (Age Group : 6-12)

	Duration
1. THEORETICAL UNITS	Minimum 20 HRS
A. Child's knowledge	
<ul style="list-style-type: none"> ▪ The stages of child development ▪ Ages characteristics and specificities according to ages 	
B. Teaching	
<ul style="list-style-type: none"> ▪ Pedagogical implications: motor plan, technical learning and the game ▪ communication mode 	
1. PRACTICAL UNITS	Minimum 40 HRS
A. Sessions	
<ul style="list-style-type: none"> ▪ Practical means: relay races, circuit, school and discovery games (6-8 years) ▪ Technical and playing exercises (10-12 years), field occupancy concepts, partners and teams.... 	
B. Practical forms	

2. CAF C License Content

	Duration
1. THEORETICAL UNITS	Minimum 60 hrs
C. Football Knowledge	
<ul style="list-style-type: none"> ▪ Defining Basic Concepts of Football (Technical, Tactics, Physical Condition and Mental) ▪ Basic Application of Concepts in Small Sided Games (SSG) ▪ Technical Exercises to Develop Technique in Young Players ▪ Developmental Stages of a Player 	
D. Teaching Methodology	
<ul style="list-style-type: none"> ▪ The Development of Learning and Teaching ▪ Command/Demonstrate/Explain/Guide Discovery ▪ Principles of Teaching ▪ How Children Learn ▪ Do's and Don'ts of Coaching 	
E. Leadership	
<ul style="list-style-type: none"> ▪ The Coach ▪ Role / Functions-duties / Responsibilities/Qualities ▪ Planning (e.g. Training Sessions) ▪ Conducting Sessions ▪ Analyzing Sessions ▪ Use of Resources 	
F. Basic Sports Medicine	
<ul style="list-style-type: none"> ▪ First Aid ▪ Common Injuries in Football ▪ How to Prevent Injuries ▪ Sources of Energy and Importance of Fluids ▪ Exercise and Nutrition ▪ Doping – Use of Drugs to Enhance Performance ▪ Effects Of Doping 	
G. Laws of the Game	
<ul style="list-style-type: none"> ▪ The Role Of The Referee ▪ The Laws Of The Game 	

<ul style="list-style-type: none"> ▪ Fair Play 	
H. Communications	
<ul style="list-style-type: none"> ▪ Internal Communication: with club board, players, etc. ▪ External Communication: dealing with the media, broadcasters, etc. 	
2. PRACTICAL UNITS	Minimum 60 hrs
C. Technical/ Tactical	
<ul style="list-style-type: none"> ▪ Team Organization (Including SSG) ▪ Positional Training (e.g. Striker) ▪ Principles of Goalkeeping ▪ Individual Skills ▪ Group Tactics (e.g. Overlap) ▪ Basic Strategies 	
D. Football Fitness	
<ul style="list-style-type: none"> ▪ Football Physiology ▪ Warm-ups/Cool-downs ▪ Basic Endurance Training ▪ Basic Speed/Speed Endurance ▪ Flexibility ▪ Strength ▪ Coordination ▪ Recovery 	
E. Teaching Practice	
<ul style="list-style-type: none"> ▪ Coaching in the Game (Especially SSG) ▪ Basic Coaching Themes (e.g. Crossing and Finishing) ▪ Technical/Tactical Practices (e.g. 1v1) ▪ Drills (e.g. Shooting) 	
3. ASSESSMENTS/ EXAMINATIONS	Minimum 3 hrs per candidate
A. Practical Coaching Assignment	1 hr
<ul style="list-style-type: none"> ▪ Youth and Amateur Levels – Coaching in the Game ▪ Youth and Amateur Levels – Training Sessions (Including Demonstration Ability) 	
B. Theory of Coaching	1 hr
<ul style="list-style-type: none"> ▪ Football Knowledge ▪ Leadership ▪ Football Physiology/Football Science ▪ Teaching Methods 	
C. Laws of the Game	1 hr
D. Logbook of Coaching Activities	15 hrs
Total Hours	Min. 120 hrs

1. CAF B License content

	Duration
1. THEORETICAL UNITS	Minimum 60 hrs
A. Football Knowledge	
<ul style="list-style-type: none"> ▪ Philosophy (Different Approaches) (2) ▪ Formations/Playing systems ▪ Technical/Tactical Themes (e.g. Counterattack) ▪ Set Play ▪ Goalkeeper Training ▪ Types of Analysis (e.g. Scouting, Next Opponent, Own Team, Youth, Amateur, etc.) ▪ Team Strategies (e.g. Strategies) ▪ Positional Requirements ▪ Player Development (16+) ▪ History of the Game (e.g. Styles, Tactical Topics, Technical Trends) ▪ Recruiting Player Criteria 	
B. Leadership/ Management	
<ul style="list-style-type: none"> ▪ Presentation Skills (Demonstrations, Audio-visual Equipment, etc.) ▪ Communication (When to Apply What Method of Instruction, e.g. Committee Meeting Vs. Talking Players) ▪ Football Psychology (e.g. Skill Acquisition, Principles of Motivation, etc.) ▪ Periodization/Planning (e.g. Camp, Season, etc.) ▪ Management (e.g. Team-building Process, Team Talks, Staff Organization, etc.) ▪ Philosophy of Football ▪ Making Decisions ▪ Match Day Management (Talks, Substitutions, Feedback) 	
C. Basic Football Physiology, Football Science	

<ul style="list-style-type: none"> ▪ Basic treatment of Injuries ▪ Basic Injury Prevention ▪ Fitness Programs (e.g. Pre- Season) ▪ Aerobic/Anaerobic Muscle Training ▪ Food/Fluid Requirements for Football ▪ Physiological Demands of the Game ▪ Emotional Development ▪ Handling Stress and Pressure (Mentality) 	
D. Teaching Methods	
<ul style="list-style-type: none"> ▪ Teaching Games (e.g. Tactical Themes) ▪ Creative Teaching (e.g. Imaginative Technique) ▪ Coaching in the Game (SSG and 11v11) ▪ Problem-solving (Analyzing Mistakes) ▪ The Tools of Coaching (e.g. Use Of Equipment, Numbers, Space, etc.) ▪ Designing Training Sessions 	
E. Laws of the Game	
<ul style="list-style-type: none"> ▪ The Laws and the Coach (e.g. Offside) ▪ Coaching Implications (e.g. New Laws And Trends) ▪ Coaching Attitudes (e.g. Towards Referees, Players, etc.) ▪ Spirit of the Game 	
F. Media	
<ul style="list-style-type: none"> ▪ Media Relations ▪ Dealing with New Media 	
2. PRACTICAL UNITS	Minimum 80 hrs
F. Technical/ Tactical	
<ul style="list-style-type: none"> ▪ Team Strategies and Styles (e.g. Counters) ▪ Coaching Themes (e.g. Switch Of Play) ▪ Technical/Tactical Goalkeeper Training ▪ Combination Play (e.g. 1-2 Variations) ▪ Team Organization (Including Set Play) ▪ Group, Individual and Specialist Work 	
G. Football Fitness	
<ul style="list-style-type: none"> ▪ Warm-ups/Cool-downs ▪ Aerobic Training (e.g. Endurance) ▪ Anaerobic Training (e.g. Speed) ▪ Muscle training (e.g. Strength) ▪ Training Drills ▪ Recovery Regeneration Activities ▪ Game Related Training 	
H. Basic Football Physiology/Football Science	
<ul style="list-style-type: none"> ▪ Coaching the Game (11v11) ▪ Coaching Themes (e.g. Counter) ▪ Drills and Routines (e.g. Passing) ▪ Technical and Tactical Games (e.g. Pressing) 	
3. ASSESSMENTS/ EXAMINATIONS	Min. 4 hrs per candidate
E. Practical Coaching Assignment	2 hrs

<ul style="list-style-type: none"> ▪ Technical/Tactical Training and Coaching in the Game (Including Practical Demonstration Ability) 	
F. Theory of Coaching	2hrs
<ul style="list-style-type: none"> ▪ Football Knowledge ▪ Leadership ▪ Football Physiology/Football Science ▪ Teaching Methods 	
G. Match Analysis	
H. LOGBOOK OF COACHING ACTIVITIES	20 hrs
Total Hours	Min. 160 hrs

4. CAF A License Content

	Duration
1. THEORETICAL UNITS	Minimum 100 hrs
A. Football Knowledge	
<ul style="list-style-type: none"> ▪ Match And Data Analysis of Top Level Football ▪ Formation/System (Top Level Football) ▪ New Trends in Football (Technical, Tactical, Style, System....) 	
B. Leadership/ Management	
<ul style="list-style-type: none"> ▪ The Difference Between Leadership and Management ▪ Football Philosophy and Vision ▪ Team Building Process (Group Dynamics) ▪ Decision Making ▪ Communication Skills ▪ Handling Crisis/Stress ▪ Cooperation with Colleagues, Referees, Players ▪ Developing other Leaders (e.g. Players, Staff) 	
C. Team Management	
<ul style="list-style-type: none"> ▪ Management Style ▪ Periodization /Planning for the Season / for the Week / Individual ▪ Scouting ▪ Team Organization ▪ Feedback Technique (Questionnaires, Personal Profile) ▪ Disciplining and Motivating Pro Level Players ▪ Psychological Preparation and Inspiring Others ▪ Technology (e.g. IT Skills, Tracking System, etc.) ▪ Media Management 	
D. Football Physiology and Anatomy	

<ul style="list-style-type: none"> ▪ Physiological Requirements of Top Level Football ▪ Anatomical/ Physiological Change Through Training ▪ Training Volume and Recovery ▪ Fitness Program and Testing ▪ Individual Performance Data Analysis ▪ Stress and Pressure Management 	
E. Football Science and Nutrition	
<ul style="list-style-type: none"> ▪ Basic Treatment of Injuries and Rehabilitation ▪ Food/Fluid Requirements of High Level/Top Players ▪ Doping Control 	
F. Teaching	
<ul style="list-style-type: none"> ▪ Problem Solving ▪ Teaching Style ▪ Match Preparation ▪ Specialist Training ▪ Organization 	
G. The Laws of the Game	
<ul style="list-style-type: none"> ▪ The Laws and the Spirit of the Game ▪ New Trends and Proposals 	
2. PRACTICAL UNITS	Minimum 100 hrs
I. Technical/ Tactical	
<ul style="list-style-type: none"> ▪ Warm-ups ▪ Squad Training (Drills, Games, etc.) ▪ Set Play ▪ Technical/Tactical Themes (e.g. Counters, Pressing) ▪ Specialist Coaching (e.g. Specific Positioning Coaching) ▪ Global Training Methods 	
J. Football Fitness	
<ul style="list-style-type: none"> ▪ Conditioning Fitness Training for Top Level ▪ Fitness Testing for Top Level ▪ Recovery and Regeneration Training 	
K. Teaching Practice	
<ul style="list-style-type: none"> ▪ Training Sessions ▪ Tactical Problem Solving ▪ Squad Preparation (Including Set Plays) ▪ Coaching in The Game 	
3. ASSESSMENTS/ EXAMINATIONS	Min. 6 hrs per candidate
I. Practical Coaching Assignment	
<ul style="list-style-type: none"> ▪ Training, Team Talks, Coaching the Game 	
J. Football Fitness	
<ul style="list-style-type: none"> ▪ Football Knowledge ▪ Football Physiology and Anatomy ▪ Football Science and Nutrition ▪ Team Leadership and Management ▪ Teaching Method 	

K. Match/Training Analysis	
4. WORK EXPERIENCE	40 hrs
▪ Internship	
Total Hours	240 hrs

5. Pro-License Contents

1. THEORETICAL/PRACTICAL UNITS	Minimum 360 HRS
A. Objectives	
<ul style="list-style-type: none"> ▪ Game project ▪ forms of coaching: training ▪ Competition 	
B. Technical/ tactical aspects	
<ul style="list-style-type: none"> ▪ Trends and high level requirements ▪ Game at the post ▪ Tactical and game situations 	
C. Teaching	
<ul style="list-style-type: none"> ▪ Coaching in the game ▪ coaching of group and individually ▪ methods of coaching and feedback. 	
D. Sessions	
<ul style="list-style-type: none"> ▪ Organization ▪ optimization of different aspects of training: technical ; athletical and tactical: ▪ Transition phases ▪ Game problems and adaptation 	
E. Match management	
<ul style="list-style-type: none"> ▪ Reading of game ▪ replacements ▪ half time. Taks of pre and post match 	
F. Planning	
<ul style="list-style-type: none"> ▪ Season ▪ week 	

<ul style="list-style-type: none"> ▪ match cycles ▪ Individually 	
A. Follow-up of players	
<ul style="list-style-type: none"> ▪ Tests ▪ Data study ▪ Evaluation ▪ Exploitation 	
B. Match analysis	
<ul style="list-style-type: none"> ▪ Analyse opponent and own team ▪ data study ▪ It usage ▪ dvd ▪ New tools 	
C. Team building	
<ul style="list-style-type: none"> ▪ Process of team building ▪ Emotional intelligence 	
D. Football fitness ability	
<ul style="list-style-type: none"> ▪ Work cycles ▪ Recovery ; improvement ▪ Injuries and rehabilitation ▪ Nutrition ▪ Hydration 	
I. Mental preparation	
<ul style="list-style-type: none"> ▪ Mental preparation ▪ Motivation methods 	
G. Leadership	
<ul style="list-style-type: none"> ▪ Styles and qualities of leadership ▪ persuasion ▪ Decision-making ▪ crisis management ▪ team in difficulty ▪ fails in leadership: management ▪ commandment ▪ Reflection 	
H. Media relations	
<ul style="list-style-type: none"> ▪ Interviews (tv and written press) ▪ sound extracts ▪ press officer ▪ Players and media ▪ social network 	
I. Managing a club	
<ul style="list-style-type: none"> ▪ The club project: organization ▪ structures ▪ implementation of norms ▪ Orientations 	
J. Behaviours	

<ul style="list-style-type: none"> ▪ Doipng ▪ Betting forms ▪ injury management ▪ club image 	
K. Laws and regulations	
<ul style="list-style-type: none"> ▪ Official competitions ▪ fair -play ▪ amendments in laws (laws of the game; regulations) 	
L. Recruitment	
<ul style="list-style-type: none"> ▪ Scouting system ▪ Choice of staff ▪ Regulations on transfers ▪ Identification of talents and development 	
E. Communication	
<ul style="list-style-type: none"> ▪ Internal and external ▪ In difficult situations ▪ after a defeat ▪ speaking in public ▪ Meeting of the committee director ▪ Negotiation in the team ▪ Reports ▪ Projects 	
F. The situation	
<ul style="list-style-type: none"> ▪ Coach work in a professional environment with the participation of an instructor 	
G. Study visit	
<ul style="list-style-type: none"> ▪ In club ▪ In national team ▪ Overseas ▪ Report 	
HOURLY VOLUME AND FINAL EVALUATION	360 H MINIMUM
PROFESSIONAL EXPERIENCE	80 HRS
THEORETICAL	140 HRS
PRACTICAL	140 HRS

Section C: The Application Process

