

THE INTERNATIONAL SOCCER CLUB

In Mississauga



COACHING/ REFEREE COURSE REIMBURSEMENT POLICY

PREAMBLE

As part of its Technical Plan, International Soccer Club budgets an annual Technical Development Fund which provides reimbursement to Coaches for all Ontario Soccer/ Canada Soccer recognized Courses offered pursuant to the National Coaching Certification Program (NCCP) and to Referees for all Match Official Development Courses. All Coaches/ Referees must be registered with the International Soccer Club.

All coaches/ referees seeking reimbursement are required to:

- a) Be a member in Good Standing of ISC; and
- b) Complete and submit to the Club a completed criminal record check form prior to the start of their first season and then every three (3) years after that. The results of these CRCs will be recorded and returned to the Coach/ Referee. The ISC Board of Directors has discretion to suspend anyone pending the outcome of this criminal record check process.

An appeal process will be permitted if the applicant disagrees with the decision of the ICS Board of Directors.

Section 1. COACH COURSE REIMBURSEMENT

1.1 ISC will reimburse a coach up to 50% of the instructional fee for:

- (a) Attaining trained status in a sport-specific NCCP clinic
- (b) Attaining trained status in any multi-sport NCCP clinic. (50% Total Reimbursement).
- (c) Any online multi-sport training modules, such as Making Ethical Decisions, Concussion Training and so on.

1.2 The other portion of the instructional fee of the course (up to 50%) will be reimbursed at the one (1) year anniversary of the course completion and after the coach starts coaching a team or an athlete during the following sporting season.

Section 2. REFEREE COURSE REIMBURSEMENT

2.1 ISC will reimburse a Referee up to 50% of the instructional fee for:

- (a) Attaining trained status in a OS/ CS recognized Referee clinic
- (b) Any online multi-sport training modules, such as Making Ethical Decisions, Concussion Training and so on.

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- 2.2 The other portion of the instructional fee of the course (up to 50%) will be reimbursed at the one (1) year anniversary of the course completion and after the referee starts officiating during the following sporting season.

Section 3. PRE-APPROVAL:

- 3.1 Coaches/ Referees planning to apply for funding must confirm their intentions with ISC prior to registering for the course for approval and to ensure that the course is recognized.
- 3.2 Reimbursement, as defined in this policy, is limited to:
- (a) the cost of the clinic registration fee only;
 - (b) No other expenses (mileage, parking et cetera) are covered.

Section 4. REIMBURSEMENT PROCESS

- 4.1 In order to receive reimbursement, a ISC expense form accompanied by copies of all receipts need to be submitted to the ISC Office no later than ten (10) days after the coach has completed the course.
- (a) Each coach must include a copy of the NCCP transcript that can be found online at <https://thelocker.coach.ca> using NCCP number to log-in;
 - (b) Each referee must include a copy of a referee certificate issued by the applicable governing body;
 - (c) It is the responsibility of each coach/ referee to scan or photocopy receipts and send them to the following email address: info@internationalsoccerclub.ca.

Any questions related to the content of this policy or its interpretation should be directed to the ISC's Executive Director or Technical Director.