



WOSC Policy on Coach Education Reimbursement

The following protocol must be adhered to by all WOSC coaches when requesting approval and reimbursement of expenses associated with coaching licenses (international, national and provincial):

- A WOSC coach seeking to register for a coaching license must send a request at least 60 days in advance of the course, to the Club Technical Director (TD).
- The request must include the course level, date of the course, location and cost of the course.
- Once approved by the TD in writing, the individual coach will sign up and pay for the course. The individual is then responsible for attending a minimum of 3 mentorship sessions with a WOSC Technical Staff Coach prior to the start of the course, which will be provided by the club at no charge.
- The individual must attend the pre-course (mentorship sessions) training and the course or reimbursement will not be granted.
- Upon completion of the course, the individual must apply for the Quest for Gold Bursary Support (<https://www.coachesontario.ca/qfg/bursary-program/>) and submit documentation to the club.
- Once the bursary support has been provided to the individual the remaining registration fee will be reimbursed over the course of two years to the individual. 50% will be reimbursed immediately and the remainder after 2 years of continuous coaching with the club. The General Manager may at their discretion alter the reimbursement schedule.
- Only official course fees are subject to reimbursement. Any travel and living expenses related to the course are the individual's responsibility.

The following protocol must be adhered to by all WOSC coaches when requesting approval and reimbursement of expenses associated with coaching certification (Respect in Soccer, Making Ethical Decisions, Soccer for Life, etc):

- A WOSC coach seeking to register for coach certification must send a request at least 10 days in advance of the course, to the Club Technical Director (TD).
- The request must include the course name, date of the course, location and cost of the course.
- Once approved by the TD in writing, the individual coach will sign up and pay for the course.
- Upon completion of the course, the individual must apply for the Quest for Gold Bursary Support (<https://www.coachesontario.ca/qfg/bursary-program/>) and submit documentation to the club.
- Once the bursary support has been provided to the individual the remaining registration fee will be reimbursed immediately.
- Only official course fees are subject to reimbursement. Any travel and living expenses related to the course are the individual's responsibility.