



2019-20 NCAA DIVISION II COACHES CERTIFICATION

Certification Procedures

1. Administration.

- a. The educational modules selected by the NCAA Division II Legislation Committee may be completed at any time after the modules are added to the NCAA Division II University catalog.
- b. The annual certification period shall be effective August 1 through July 31. Coaches who passed the 2018-19 coaches certification (recruiting) test are certified through July 31, 2019. Once an individual successfully completes all required educational modules for the 2019-20 academic year, they would be certified from the date of completion through July 31, 2020. For example, an individual who completes all required educational modules on May 20, 2019, is certified from May 20, 2019, through July 31, 2020.
- c. Testing opportunities shall be limited only by the stipulation that 24 hours shall elapse between each attempt to complete an educational module. **Please note this 24-hour period may not be waived by the conference office.**
- d. Division II coaches are required to complete all required educational modules to recruit off campus or direct, supervise or observe countable athletically related activities.

2. Division II University Educational Modules.

- a. The Division II certification procedures shall involve the selection of required educational modules by the Legislation Committee for all Division II coaches.
- b. The educational modules shall include health and safety related content and content relating to NCAA Division II Bylaws 10 through 17.
- c. All questions must be answered correctly to achieve a passing score on an educational module. Individuals who complete an educational module successfully will receive a certificate of completion in their Division II University account.
- d. The reproduction of any portion of any Division II University educational module is prohibited.

Please refer to the Questions and Answers Document and Frequently Asked Questions tab on Division II University if you have questions as most inquiries may be resolved through review of these materials.