

CYO Certification Frequently Asked Questions

Q: Why does a coach need to attend certification?

A: It is a requirement of the Diocese of Toledo that all coaches (including high school students serving as coaches for service hours) must be fully certified.

Q: Which class does a coach need to attend?

A: Coaches who are new to CYO or have not attended a certification class in the past 12 months must attend an INITIAL certification class (weekend classes). These classes generally are 4 ½-5 hours in length. If a coach has certified in the past 12 months, he/she must attend a RE-CERTIFICATION class (weeknights and/or weekends). These classes generally are 2 ½ -3 hours in length.

Q: Does a coach have to be present for the entire class?

A: Yes. If a coach is attending an INITIAL class, he/she must be in attendance from beginning to end. The only exception to this would be if the coach attended a "Protecting Youth and Those Who Serve Them class" (PY) within the 12 months prior to the INITIAL class. PY is the last session of an INITIAL class. If the coach has taken PY previously, but not within the past 12 months, the coach must stay for PY to be considered certified.

Q: If a coach misses the pre-registration deadline for a class, is he/she "shut out"?

A: No. It will cost an additional \$10, but a coach will never be turned away from a certification class, and class will never be "full".

Q: Does attending two RE-CERTIFICATIONS "count" as an INITIAL class?

A: No. Re-certification classes are geared towards coaches who are currently certified. The first hour of Re-Certification classes generally are devoted to CYO rule changes and are followed by a sport-specific clinic.

Q: Does attending half of an INITIAL class "count" as a RE-CERTIFICATION?

A: No. Initial classes are geared toward coaches who are brand new to the CYO program and therefore does not change from year to year. There are no sport specific rules discussed.

Q: Is attending a certification class make a coach fully certified?

A: No. Coaches must be current in the class attendance (every 12 months), have been electronically fingerprinted (once, unless changing parishes), received a favorable Bureau of Criminal Identification (BCI) report, and submitted a Certificate of Completion for the free online NFHS Concussion Awareness to the CYO Office (every three years).

Q: Can a coach register or pay for a class online?

A: No. Registration forms should be mailed, along with the appropriate fee, to the CYO Office prior to the pre-registration deadline. Coaches may also stop in the CYO Office (1933 Spielbusch Avenue, downtown Toledo) to register/pay in person 8:30-4:30 Monday thru Friday.

Q: How will people be able to tell I am a fully certified coach?

A: Fully certified coaches will leave certification class with a colored lanyard that holds a paper insert that including the coach's name, parish, and date that certification expires. This lanyard should be worn at all CYO contests so everyone can easily tell that the coach has completed his/her requirements.

Q: Are the classes available online?

A: No. The CYO Staff would like to visibly see coaches at these classes so classes will not be offered online or via dvd/video. This format give coaches a chance to meet and interact with CYO Staff as well as other coaches.

Q: What can a coach do if they can't attend the sport-specific re-certification class for the sport they are coaching?

A: Any re-certification class will fulfill the requirement – and in the Fall and the Spring a “general” re-certification class is offered which is not sport-specific.

Q: What if a coach misses all the certification opportunities before the start of their season?

A: Unfortunately, the coach will not be permitted to coach. The schedule of CYO certifications includes at least two opportunities before each season (Fall, Basketball, and Spring) to attend an INITIAL class and at least four re-certification classes before each season. No classes will be added to the certification schedule and no individual meetings with the CYO Staff will be arranged.

Q: What if a prospective CYO coach also coaches high school sports and therefore already has a Pupil Activities Permit (PAP). Will this exempt the coach from attending CYO Certification?

A: CYO will accept a copy of a current Pupil Activity Permit to get started, but the coach will need to take Protecting Youth & Those Who Serve Them and also attend a CYO Re-certification session before they will be issued a lanyard and therefore eligible to coach in the CYO program.

Q: Will fingerprinting services be offered at CYO Certification Classes?

A: It is always the intention to offer electronic fingerprinting services AFTER the completion of initial classes. This requires that the internet is working on-site, so it is not always possible. Cash and checks are accepted, no credit cards.