



NCAA COACHES CERTIFICATION

RECRUITING CERTIFICATION

Only authorized coaches who have been certified may contact or evaluate any prospect at an off-campus site.

Annual certification is required of all coaches. Coaches who do not pass the test on the initial try will be rescheduled to take the test after 30 days. Off-campus recruiting (contacts and/or evaluations) is not permitted until the test has been successfully completed.

- The certification process includes successfully completing the annual NCAA Recruiting Certification Exam as a condition for being permitted to engage in off campus recruiting. The certification exam is a standardized, national test covering NCAA recruiting legislation – it is an open book examination (NCAA rules manual only), consisting of 40 questions with an 80-minute time limit.
- The exam is administered by the Assistant Director of Athletics / Compliance Officer / Senior Woman Administrator or her designee. Coaches will be notified when the exam is to be administered. Generally speaking, the initial testing date will be in June (subject to change). Coaches must make arrangements to have the test taken with the test administrator. All coaches are required to take the exam. No coach will be permitted to recruit off campus until the test has been successfully completed.
- Certification lasts for a one-year period or August 1st of the next academic year, whichever occurs first. HOWEVER, prior to the upcoming academic year, each head coach (or other recruiting coach) will be expected to take the most current year's test. All coaches are expected to take the current year's exam at the earliest possible time, regardless of the time remaining on each individual's one-year period.
- If the test is taken mid-year, the coach is still expected to take the recruiting exam when the cycle begins again.
- If the exam is not completed successfully, the coach will wait a mandatory 30-day period before they are eligible to re-take the exam.