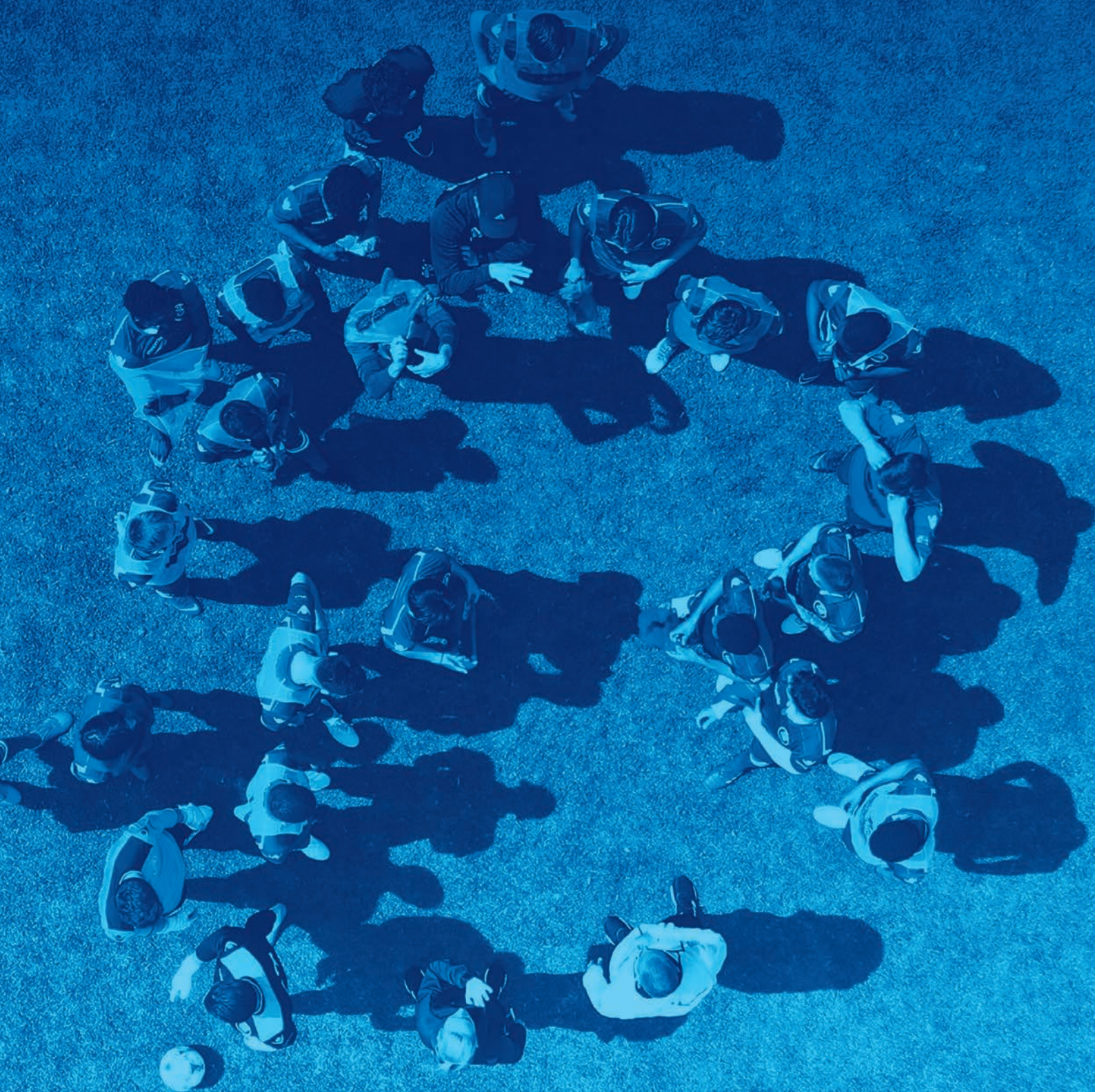




Coaching Convention

2020 edition



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VISION

Setting high coach education standards to improve the quality of coach education in all UEFA member associations, with the aim of developing better coaches and, ultimately, better players and the overall quality of the game.





I. GENERAL PROVISIONS

Article 1 – Definition of terms

- 1 In the present convention, the use of the masculine form refers equally to the feminine.
- 2 For the purposes of the present convention, the following definitions apply:
 - a) aptitude evaluation: procedure by a UEFA member association to determine whether a coach's ability and knowledge is of a standard suitable for admission to a coaching course.
 - b) assessment: continuous and final assessment to evaluate the competence of a student completing a coaching course.
 - c) candidate: individual who sends a request to a convention party to attend a coaching course within the framework of the present convention.
 - d) coach: person in charge of coaching a football team who holds a valid coaching licence or an equivalent qualification.
 - e) coach educator: holder of a valid coach educator's licence, i.e. a person with football, teaching and leadership skills who takes care of the overall development and education of current and future coaches. Coach educators are all therefore technicians, teachers and managers/leaders.
 - f) convention party: UEFA member association that has signed the present convention.
 - g) equivalent qualification: recognition, within UEFA's territory, of the competence of a coach educated by a non-convention party or an independent course provider that is equivalent to a UEFA diploma.
 - h) evaluator: expert appointed by the UEFA Jira Panel to evaluate a UEFA member association's national coach education programme against UEFA's minimum requirements and to provide that association with support, experience and expertise.
 - i) graduate: student who has successfully completed a coaching course.
 - j) independent course provider (ICP): provider of football coaching courses within UEFA's territory that is not a UEFA member association.
 - k) locally trained coach: resident of the country of a convention party who has been coaching in that territory for a minimum of three years in the previous five years.
 - l) long-serving professional player: professional who has played for at least seven full years in the top division of a FIFA or UEFA member association.
 - m) non-convention party: national association affiliated to FIFA that is not a UEFA member association, or is a UEFA member association but has not signed the present convention.
 - n) student: coaching course participant.
 - o) UEFA diploma: award issued to an individual by a convention party confirming that they have successfully completed a UEFA coaching diploma course.
 - p) UEFA core diplomas: the foundation C diploma, followed by B, A and UEFA Pro.
 - q) UEFA specialist diplomas: include Youth B, Elite Youth A, Futsal B and the Goalkeeper B and A diplomas.
 - r) UEFA Jira Panel: expert panel composed of coach education experts who monitor the implementation of the UEFA Coaching Convention. The panel is supported by ad hoc specialist groups.
 - s) UEFA licence: permit issued for a limited period of time to the holder of a UEFA coaching diploma authorising them to coach at a level defined by each convention party for its own territory.
 - t) qualification: any coaching diploma, licence or certificate.



Article 2 – Aims

The present convention aims to:

- a) improve coaching standards while ensuring that European football is at the forefront of coach education excellence;
- b) ensure well-educated and competent coaches at all levels of the game for the well-being and physical, psychological and technical development of the players;
- c) maintain and upgrade coaching standards within UEFA member associations;
- d) establish UEFA diplomas for coaches working at all levels in football and futsal, and guarantee a unified minimum standard level of education of coaches;
- e) ensure that the quality of coach education on UEFA's territory is regulated in a transparent, objective and non-discriminatory manner in order to foster mutual recognition of coaching qualifications throughout the UEFA territory;
- f) recognise the competence of individual coaches with qualifications issued by non-convention parties or ICPs within the UEFA territory;
- g) support UEFA member associations and their affiliated clubs in their efforts to comply with the objectives of the UEFA club licensing system;
- h) foster football coach education through reality-based learning;
- i) increase the number of male and female coaches with recognised coaching qualifications;
- j) ensure that quality vocational education is available to support the development of the coaching workforce;
- k) maintain football coaching as a recognised, regulated profession;
- l) promote European integration and, in particular, the free movement of qualified coaches.

Article 3 – Scope of application

The present convention:

- a) defines the rights and duties of UEFA and the convention parties with regard to the UEFA coaching diplomas, for all levels of football and futsal;
- b) sets out the minimum requirements for coach educators, admission criteria, organisation, duration, content, teaching methodology, course completion and issuance of diplomas, further education and the validity of licences for all endorsed courses;
- c) sets out the process for recognising the competence of coaches educated by a non-convention party or an ICP.
- d) is without prejudice to the right of a convention party to accept any national qualification or equivalent qualification recognised under national or European law for the purposes of domestic competitions or other coaching activities on its territory.



Article 4 – Convention membership status

- 1 The following convention membership statuses are recognised under this convention, in ascending order:
 - a) limited membership status at B level, which is attributed by UEFA to a UEFA member association that has successfully introduced the UEFA B diploma as part of its national coach education programme;
 - b) limited membership status at A level, which is attributed by UEFA to a convention party with limited membership status at B level that has successfully added the UEFA A diploma to its national coach education programme;
 - c) full membership status, which is attributed by UEFA to a convention party with limited membership status at A level that has successfully added the UEFA Pro diploma to its national coach education programme.
- 2 The introduction of specialist diplomas alone does not grant eligibility for either limited or full membership status.
- 3 Each convention party has the right to recognise the competence of a graduate of a coaching course run by an ICP as being equivalent to a UEFA diploma pursuant to a transparent, objective and non-discriminatory process.
- 4 Any UEFA member association that has limited demand for coach education at any level may, subject to UEFA's approval, enter into a partnership agreement with a convention party that has had full membership status for at least three years. Both UEFA member associations concerned and UEFA sign a protocol confirming the partnership and allowing the association concerned to send appropriate candidates to coaching courses organised by the partner association, which may issue the coaching diploma/licence to graduates.



II. RIGHTS AND DUTIES

Article 5 – Rights and duties of UEFA

- 1 As a signatory of the present convention and through its competent bodies, i.e. the UEFA Executive Committee, the Development and Technical Assistance Committee and the Jira Panel, UEFA has the following rights:
 - a) monitor the proper application of the present convention;
 - b) promote the coach education system, as laid down herein, throughout Europe;
 - c) appoint an evaluator to review a convention party's national coach education programme every three years or whenever the convention party's technical director or coach education director changes;
 - d) confirm or downgrade a convention party's membership status or amend or annul a partnership agreement, after having invited the convention party concerned to explain its position;
 - e) take any decision or any measure to achieve the aims set out in the present convention or in the event of a breach of the present convention, such as:
 - (i) amend a convention party's national coach education programme or a particular course therein,
 - (ii) instruct a convention party to suspend a coach or a coach educator,
 - (iii) instruct a convention party to require UEFA coaching diploma holders to attend a revised course in full or in part,
 - (iv) revoke any UEFA coach or coach educator diploma and licence,
 - (v) suspend a convention party from organising coaching courses at one or more UEFA coaching levels for a limited period of time,
 - (vi) suspend UEFA's financial incentive allocated for implementing the present convention;
 - f) terminate the present convention with a particular convention party at any time by informing the latter and all remaining convention parties;
 - g) have a coaching qualification issued by a sister confederation assessed by the Jira Panel and, if approved, recognise it so that its holder may coach on UEFA's territory.
- 2 As a signatory of the present convention, UEFA has the following duties:
 - a) support all convention parties in the proper application of the present convention;
 - b) develop the coach education system;
 - c) recognise diplomas and licences issued by a convention party;
 - d) recognise any equivalent qualification approved by a convention party in accordance with the recognition process set out in this convention;
 - e) contribute to the education of coach educators in close cooperation with the convention parties;
 - f) facilitate contacts between different convention parties;
 - g) provide the convention parties with standard templates and detailed instructions for the use of specific UEFA branding and the issuance of UEFA coaching diplomas and licences;
 - h) update the convention parties about coaching and coach education;
 - i) respect the rights of each convention party as defined in the present convention.



Article 6 – Rights and duties of the convention parties

- 1 Each convention party has the following rights:
 - a) offer UEFA-approved coach education courses at the appropriate level within its territory and issue the corresponding diplomas and licences to graduates;
 - b) cover related expenses by charging a course fee;
 - c) apply for additional UEFA coaching diploma levels for inclusion in its domestic coach education programme;
 - d) apply for a higher membership status at any time;
 - e) require the head coach and technical staff of the teams taking part in its domestic competitions to hold an appropriate, valid UEFA coaching licence or equivalent qualification;
 - f) require an appropriate, valid UEFA coaching licence or equivalent qualification for anyone exercising any other coaching activities on its territory, e.g. head of academy;
 - g) ask UEFA to recognise the competence of a coach educated by any non-convention party so that they can coach on the convention party's territory;
 - h) assess whether the competence of an ICP graduate is equivalent to that of a UEFA diploma holder pursuant to a transparent, objective and non-discriminatory process;
 - i) in the event that its convention membership status is downgraded, submit a re-evaluation request within three months in order to regain its previous status;
 - j) submit a written proposal for amendments to the present convention;
 - k) organise, with UEFA's prior approval, a special course combining the content of the UEFA B diploma course and the UEFA A diploma course for long-serving professional players;
 - l) withdraw from the present convention at any time by informing UEFA.
 - g) inform UEFA of any fees charged for courses, upon request;
 - h) provide information about coach education matters to its affiliated clubs and coaches, candidates, other convention parties or UEFA;
 - i) immediately inform UEFA in writing of any issues or any changes to the domestic coach education programme, for example, when a new technical director or coach education director is appointed, so that UEFA may appoint an evaluator to review the convention party's national coach education programme; or when a partnership agreement is terminated, so that UEFA can decide on the consequences for the UEFA coaching diploma holders concerned;
 - j) publish the membership status of each convention party, as established and updated by UEFA, on its website and in its own official language(s) within 30 working days of receipt by UEFA;
 - k) inform its clubs and coaches of any changes to its convention membership status and the consequences for UEFA coaching diploma/licence holders and students;
 - l) maintain a database that provides the following information on each of its registered diploma/licence holders and coach educators: surname, first name, date and place of birth, place of permanent residence, nationality, languages spoken, diploma(s) with date of issue, licence number, licence validity, and date and place of further education attended;
 - m) settle all issues regarding coach education with the third parties concerned, e.g. regional associations, coaches' unions/associations, state authorities and ICPs, with the support of UEFA if need be;
 - n) regularly hold courses to train certified coach educators to deliver UEFA coaching diploma courses and further education;
- 2 Each convention party has the following duties:
 - a) appoint a technical director, coach education director and coach educators with the necessary qualifications and experience; the technical director should ideally also be a member of the executive body;
 - b) provide UEFA with an organisation chart including all staff involved in coaching matters and their job descriptions upon request;
 - c) ensure that its courses are of benefit to coaching on its territory;
 - d) establish and monitor its national education programmes for coaches and coach educators, and continuously develop these programmes;
 - e) tailor the number of coaching courses to its own needs and the demands of its clubs and candidates, placing greater emphasis on the quality of such courses than on the quantity, and publish the course calendar on its website;
 - f) organise regular courses at all UEFA coaching levels for which it has authorisation, as well as further education courses (seminars, workshops, symposiums, etc.) for UEFA coaching licence holders and coach educators, and vet all candidates for these courses;
 - o) issue UEFA coaching diplomas and licences in compliance with the present convention and any instructions from UEFA and submit its national template to UEFA for approval;
 - p) immediately and fully recognise all UEFA licences issued by any other convention party;
 - q) immediately and fully recognise any equivalent qualification, provided that the individual recognition of competence procedure was successful;
 - r) use UEFA branding in compliance with the latest instructions issued by UEFA;
 - s) invest the financial incentive allocated by the UEFA HatTrick programme for implementing the present convention in its coach education programme and submit an annual plan and report to UEFA on the coach education programme and the exact use of the incentive;
 - t) respect UEFA's rights as defined in the present convention, as well as any decision taken by UEFA on the basis of the present convention.

Article 7 – Recognition of equivalent qualifications

- 1 ICP graduates have the right to apply to have their competence recognised under the UEFA Coaching Convention.
- 2 The application must be sent to the convention party in whose territory the qualification was obtained unless the Jira Panel approves a reasoned request to conduct the recognition procedure from another convention party. Such requests may not be unreasonably refused. The convention party will give the applicant a clear timeframe for the recognition procedure and the final decision.
- 3 Convention parties are encouraged to provide at least one window for submitting applications each year.
- 4 The convention party will review the application in a transparent, objective and non-discriminatory manner and apply the standards set out in this convention while taking due account of legitimate variations in individual convention parties' course criteria.
- 5 If the convention party recognises the competence of an ICP graduate as being equivalent to that of a UEFA diploma holder, it then informs the Jira Panel of its decision.
- 6 The recognition of competence will be issued on a UEFA template by the convention party concerned.
- 7 All convention parties are required to recognise an equivalent qualification and to treat its holder in the same manner as the holder of a UEFA diploma.
- 8 The Jira Panel or any convention party has the right to raise concerns about an equivalent qualification. The Jira Panel will then re-evaluate the competence of the individual in question. The recognition will be suspended pending the completion of this re-evaluation.
- 9 If a convention party or the Jira Panel refuses to recognise an applicant's competence, they must provide their reasons in writing. Any such decision must be capable of appeal before an independent arbitral or judicial body or, in the case of any decision by the Jira Panel, before the Court of Arbitration for Sport.





III. COURSE STANDARDS

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Article 8 – Reality-based learning

Each course organised under the present convention consists of interactive, reality-based education that:

- a) favours learning in the club context, using knowledge, skills, experience and attitude to deal with realistic situations in football and successfully link the worlds of education and employment;
- b) stimulates an attitude of lifelong learning and develops competence through:
 - (i) knowledge transfer during the course in practical sessions,
 - (ii) work experience (individual and collective learning in the workplace),
 - (iii) the learning cycle (activity, reflection, theory building and planning),
 - (iv) new concepts (mentoring, distance learning, etc.);
- c) requires a formative and summative assessment of each student's competence by coach educators (see Article 11).



Article 9 – Organisation

A convention party organising a coaching course under the present convention must:

- a) evaluate the need for the course and the demand from candidates on its territory;
- b) schedule the course in the annual national coaching course calendar;
- c) set an admission deadline and prerequisites;
- d) set measurable course objectives;
- e) define the main coaching topics to be studied;
- f) draw up a detailed syllabus based on the syllabuses of minimum content provided by UEFA, and a detailed programme (including dates and times);
- g) state the official course language(s) and provide all course documentation and materials in those language(s);
- h) set mandatory assessments as defined by UEFA;
- i) define a suitable and transparent marking system for each part of the course;
- j) set a maximum number of students per course; no courses may be organised for an individual only and the minimum number of students is eight; convention parties wishing to hold courses for fewer students must obtain UEFA's consent beforehand;
- k) define requirements for graduation;
- l) set up an appeals body to deal with any appeals from candidates who fail an aptitude evaluation or students who fail an assessment, and define the procedure, including the deadline for appeal, under which such appeals are to be handled;
- m) set requirements for coach educators and external specialists, including the ratio of educators to students;
- n) choose a suitable venue with the necessary infrastructure;
- o) provide UEFA coaching licence holders with information about their rights and duties.



Article 10 – Attendance

- 1 A student is, in principle, required to attend 100% of a coaching course.
- 2 Upon written and well-founded request, a convention party may allow a student to make up for missed parts of a course as long as the total absence does not exceed 10%. All missed units must be made up for by the end of the subsequent course at the same level.

Article 11 – Assessment

- 1 A convention party organising a coaching course under the present convention must inform candidates of the mandatory formative and summative assessments for graduation, including:
 - a) theory of coaching/management;
 - b) Laws of the Game;
 - c) match analysis, i.e. a practical exercise in which the student analyses a match and produces a report;
 - d) practical coaching assignment:
 - (i) for all C level courses, a training session run by the student, either with the student's own team or with players appropriate to the course level,
 - (ii) for all B level courses, a training session based on the analysis of own team's game and run by the student in a club environment, either with the student's own team or with players appropriate to the course level,
 - (iii) for all courses at A level and above, a training session based on the match analysis and run by the student in a club environment with the student's own team,
 - (iv) for all courses at A level and above, managing and leading a match;
 - e) for all courses at B level and above, reality-based written assignments, i.e. work on a specific coaching scenario or topic based on the required competence profile of a coach;
 - f) for all courses at B level and above, a report during work experience or a study visit, i.e. a document containing a student's observations and conclusions on the work of a team and coaches followed;
 - g) logbook of coaching activities, i.e. a diary of the experiences acquired by a student during the course;
 - h) other assessments of the student's competence in football-specific areas, as defined in the syllabuses of minimum content.
- 2 In its national coach education programme, the convention party defines the requirements under which a student who fails an assessment may repeat it. However, the student may not repeat the assessment more than twice within one year of the first failure.

Article 12 – Graduation

A convention party organising a coaching course under the present convention must:

- a) give each student the results of their assessments, comprising the marks/grades awarded compared with the maximum available;
- b) give each graduate the relevant UEFA coaching diploma, within 30 working days of the end of the course;
- c) if applicable, send a copy of the UEFA coaching diploma and licence to the convention party that issued the previous UEFA coaching diploma and licence to the student concerned.





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IV. UEFA COACHING DIPLOMA COURSES

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Article 13 – Coach educators

- 1 All UEFA coaching diploma courses must be delivered by coach educators who have a valid coaching licence of at least the same level as the course on which they teach. In addition, the convention party must require its coach educators to hold a national coach educator's qualification.
- 2 However, a convention party may also allow specialists with specific qualifications, expertise and experience, but not the UEFA coaching licence concerned, to teach specific sections of UEFA coaching diploma courses they organise.
- 3 For the purposes of the first UEFA coaching diploma course organised by a convention party to achieve a specific convention membership status, UEFA may approve coach educators that hold a coach educator qualification or a coaching licence at the corresponding level issued by another convention party.



Article 14 – UEFA Pro diploma courses – student numbers and course frequency

- 1 Convention parties organising a UEFA Pro course must submit the course content, schedule and list of candidates to UEFA for approval, and subsequently provide UEFA with the details of all course graduates.
- 2 Each convention party is eligible to organise a UEFA Pro diploma course once every two years.
- 3 The maximum number of students on UEFA Pro diploma courses is 20.
- 4 UEFA may grant exceptions to paragraphs 2 and 3, upon well-founded, written request.

Article 15 – Admission criteria for all UEFA coaching diploma courses

- 1 To be admitted to a UEFA coaching diploma course, candidates must:
 - a) possess sufficient spoken and written skills in the official course language;
 - b) meet the organiser's admission criteria, which should include an aptitude evaluation;
 - c) submit all admission documents required by the course organiser;
 - d) have no criminal record for crimes incompatible with the coaching profession.
- 2 To ensure the development of coaching and coaches on its territory, the course organiser must reserve 30–50% of course places for locally trained coaches. Courses intended for fewer than 30% locally trained coaches must obtain the prior approval of the Jira Panel if they are to be recognised.
 - a) The places reserved on the UEFA C diploma, UEFA Goalkeeper B diploma and UEFA Futsal B diploma courses may be allocated to candidates that have either been locally trained or have been resident in the convention party's territory for a minimum of three of the previous five years.
- 3 Any candidate whose licence was issued by another convention party must submit a completed cross-border form.
- 4 A coach whose UEFA coaching diploma or licence has been revoked is barred for at least three years from attending a UEFA coaching diploma course to regain their diploma and licence.
- 5 The course organiser may require candidates to:
 - a) demonstrate that they are sufficiently healthy and fit to take part in the course; or
 - b) hold the convention party harmless from any injury claims relating to their attendance.
- 6 The course organiser may exempt students from physical involvement in practical sessions of a UEFA coaching diploma course on presentation of a medical certificate.

Article 16 – Further admission criteria for UEFA B diploma courses

- 1 To be admitted to a UEFA B diploma course, candidates must hold a valid UEFA C licence and have completed a minimum of six months' coaching experience by the B diploma course start date.
- 2 Long-serving professional players wishing to enter the core programme at the UEFA B diploma level may do so without holding a UEFA C licence or the six months' coaching experience.

Article 17 – Further admission criteria for UEFA A diploma courses

To be admitted to a UEFA A diploma course, candidates must:

- a) hold a valid UEFA B licence;
- b) have completed at least one year's experience, after graduating with the UEFA B licence, as a coach in 11-a-side football.

Article 18 – Further admission criteria for UEFA Pro diploma courses

To be admitted to a UEFA Pro diploma course, candidates must:

- a) hold a valid UEFA A licence;
- b) have completed at least one year's coaching experience, after graduating with the UEFA A licence, as a head coach at elite youth or senior amateur level, or as an assistant coach in professional football.

Article 19 – Further admission criteria for UEFA Youth B diploma courses

To be admitted to a UEFA Youth B diploma course, candidates must hold a valid UEFA B licence.

Article 20 – Further admission criteria for UEFA Elite Youth A diploma courses

- 1 To be admitted to a UEFA Elite Youth A diploma course, candidates must:
 - a) hold a valid UEFA Youth B licence and have completed at least one year's coaching experience after graduating with the UEFA Youth B licence; or
 - b) hold a valid UEFA A licence.
- 2 To be admitted to a combined UEFA A and Elite Youth A diploma course, candidates must:
 - a) hold a valid UEFA B licence; and
 - b) have completed at least one year's experience, after graduating with the UEFA B licence, as a coach in 11-a-side football.

Article 21 – Further admission criteria for UEFA Futsal B diploma courses

To be admitted to a UEFA Futsal B diploma course, candidates must:

- a) hold a valid UEFA C licence; or
- b) hold a valid national futsal coaching certificate.

Article 22 – Further admission criteria for UEFA Goalkeeper B diploma courses

To be admitted to a UEFA Goalkeeper B diploma course, candidates must:

- a) hold a valid UEFA C licence; or
- b) hold a valid national goalkeeper certificate and complete the modules of the C diploma course as specified in the course syllabus.

Article 23 – Further admission criteria for UEFA Goalkeeper A diploma courses

To be admitted to a UEFA Goalkeeper A diploma course, candidates must hold a valid UEFA B licence and, if introduced by the convention party, a valid UEFA Goalkeeper B licence.



Article 24 – Duration and content

- 1 For each UEFA coaching diploma course, the convention party must define the following:
 - a) hours of education in total;
 - b) hours of theory or practical units off the pitch;
 - c) hours of practical units on the pitch, including work experience.
- 2 The table below specifies the minimum duration of each UEFA coaching diploma course organised by a convention party and provides a framework for reality-based learning.

	UEFA C	UEFA B	UEFA A	UEFA Pro
Minimum hours of education in total	60	120	180	360
Minimum hours of theory and practical units off the pitch	30	60	90	140
Minimum hours of practical units on the pitch, including work experience	30	60	90	220

	UEFA Youth B	UEFA Elite Youth A	Combined UEFA A and UEFA Elite Youth A	UEFA Futsal B	UEFA Goal-keeper B	UEFA Goal-keeper A
Minimum hours of education in total	60	120	300	120	60	120
Minimum hours of theory and practical units off the pitch	30	60	150	46	20	36
Minimum hours of practical units on the pitch, including work experience	30	60	150	74	40	84

- 3 The minimum duration of a UEFA A diploma course is six months.
- 4 The UEFA Pro diploma course must be spread out as a minimum over one complete season.
- 5 The coaching profiles and minimum content of each UEFA coaching diploma course organised by a convention party is specified in the syllabuses provided by UEFA.



V. SPECIFIC COURSES FOR LONG-SERVING PROFESSIONAL PLAYERS

Article 25 – Admission criteria

On account of their extensive experience, candidates are not required to hold a UEFA C licence to be admitted to a course intended specifically for long-serving professional players. They are also exempted from the six-month coaching experience requirement.

Article 26 – Organisation

- 1 With UEFA's prior approval, a convention party may organise a specific course for long-serving professional players that comprises the content of both a UEFA B diploma course and a UEFA A diploma course if it has applications from at least eight eligible candidates.
- 2 A convention party must submit the combined course content to the UEFA Jira Panel for approval at least three months prior to start of the course.
- 3 The maximum number of students is 20 per course.

Article 27 – Duration and content

- 1 Such specific courses for long-serving professional players must comprise at least 240 hours of education and fulfil the following requirements:
 - a) include the full UEFA A diploma course content of 180 hours plus UEFA B modules as specified in the syllabus of this course;
 - b) have at least 120 hours of theory and practical units off the pitch;
 - c) have at least 120 hours of practical units on the pitch.
- 2 Such a course must be spread out as a minimum over one complete season, enabling the reality-based methodology to be applied.
- 3 All students must be working regularly as coach or assistant coach of a team in 11-a-side football during the course duration.





VI. FURTHER EDUCATION FOR UEFA COACHING LICENCE HOLDERS

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Article 28 – Aim

- 1 Further education organised by a convention party for UEFA coaching licence holders aims to update their competence as football coaches and promote lifelong learning.
- 2 Competence-based further education for qualified coaches must always meet:
 - a) each coach's individual needs, in terms of their desires, concerns and specific requirements;
 - b) the needs of the convention party in question in terms of expected competences and learning outcomes.



Article 29 – Admission criteria

- 1 Further education is open to holders of a UEFA coaching diploma who wish to have their licences renewed for a further three years.
- 2 Candidates must submit all admission documents required by the organiser.
- 3 It is possible for holders of a UEFA coaching diploma issued by a different convention party to undertake such further education provided that they have sufficient spoken and written skills in the official language of the further education.

Article 30 – Organisation

- 1 Competence-based further education organised by a convention party for UEFA coaching diploma holders comprises at least 15 hours of training over a period of three years.
- 2 Specialist coaches with a core diploma and a youth, goalkeeper or futsal diploma must complete 15 hours of further education within three years, of which at least five hours must be in the specialisation.
- 3 Such competence-based further education must be regularly scheduled every calendar year at the various UEFA coaching diploma levels and be delivered by a combination of coach educators and specialists with specific qualifications, expertise and experience.
- 4 Further education run by partners of the convention party must be overseen by the latter.
- 5 A convention party must recognise technical education events organised by UEFA as further education for UEFA coaching diploma holders.
- 6 The organising convention party decides whether an assessment is required.
- 7 Licence holders who undertake further education organised by an entity other than the licence issuer must clarify with the convention party of origin that the course content is appropriate for the purposes of the licence renewal.



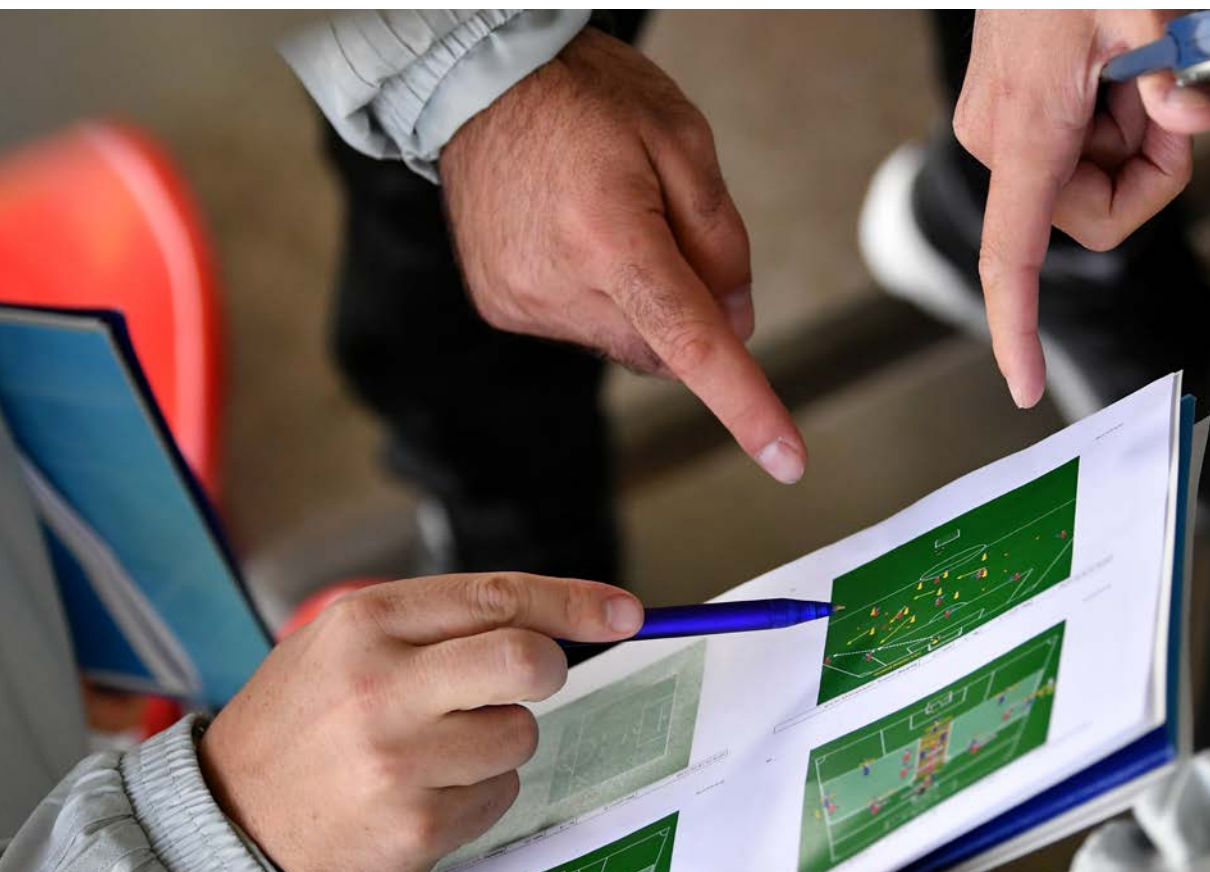
VII. ISSUANCE AND VALIDITY OF UEFA COACHING LICENCES

Article 31 – Issuance

- 1 Whenever a licence is issued or renewed, the convention party concerned must update its database of UEFA coaching diploma/licence holders accordingly.
- 2 Whenever a higher UEFA coaching licence is issued by another convention party, it must inform the convention party that issued the original licence so that it can delete the licence holder from its database.

Article 32 – Validity

- 1 A UEFA coaching licence is valid for three calendar years, until no later than 31 December three years after it was first issued, e.g. from 25 August 2020 to 31 December 2023.
- 2 When a UEFA coaching licence expires, its holder loses the right to coach and must undertake further education organised by a convention party to be reissued a licence.
- 3 The validity of any UEFA licence is subject to the licence holder's undertaking to adhere to the statutes, regulations, directives and decisions of UEFA and the convention party that issued that licence. It may be subject to further conditions defined by the issuing convention party.





VIII. FINAL PROVISIONS

Article 33 – Applicable law and disputes

- 1 The present convention is subject to Swiss law.
- 2 The parties to the present convention agree that any dispute arising from its implementation that cannot be settled amicably may only be submitted to the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland, in accordance with the UEFA Statutes, including for provisional or super-provisional measures, to the explicit exclusion of any state court.



Article 34 – Languages

- 1 The present convention exists in English, French, German, Italian, Russian and Spanish.
- 2 In the event of any discrepancy between the English, French, German, Italian, Russian or Spanish versions of the present convention, the English version prevails.

Article 35 – Adoption, abrogation and transitional rules

- 1 The present convention was adopted by the Executive Committee at its meeting on 2 March 2020 and is open to signature by all UEFA member associations as of this date.
- 2 The present convention fully replaces the previous UEFA Coaching Convention, and any directives made thereunder, for those UEFA member associations that have duly signed it. Once signed, the present convention enters into force for each signatory association as of the date of signature by UEFA and the association.
- 3 The previous UEFA Coaching Convention, and any directives made thereunder, continues to apply to UEFA member associations that have not duly signed the present convention.
- 4 Any UEFA coaching diploma or licence issued under the previous UEFA Coaching Convention, and any directives made thereunder, remains valid under the present convention.

.....
Place

.....
Date

UEFA

.....
Aleksander Čeferin
President

.....
Theodore Theodoridis
General Secretary

Official national association name:

.....
President

.....
General Secretary



ANNEX

OPERATIONAL AGREEMENT ON THE MUTUAL
RECOGNITION OF COACHING QUALIFICATIONS AND
COMPETENCES BETWEEN UEFA AND CONMEBOL

WE CARE ABOUT FOOTBALL



**OPERATIONAL AGREEMENT
ON THE MUTUAL RECOGNITION OF COACHING QUALIFICATIONS AND COMPETENCES**

between

UNION DES ASSOCIATIONS EUROPÉENNES DE FOOTBALL

Route de Genève 46
1260 Nyon
Switzerland

(referred to as "UEFA")

and

CONFEDERACIÓN SUDAMERICANA DE FÚTBOL

Autopista Aeropuerto Internacional
Luque (Gran Asunción)
Paraguay

(referred to as "CONMEBOL")

(jointly referred to as the "Parties" or severally as a "Party")

PREAMBLE

UEFA is the European governing body for football, with a membership of 55 national football associations throughout Europe, in accordance with the UEFA Statutes. It has adopted the UEFA Coaching Convention, which promotes European integration and the free movement of workers, establishes a general system for the mutual recognition of UEFA member associations' education and training in football, and standardises and increases the quality of coach education throughout UEFA's territory.

CONMEBOL is the South American governing body for football, with a membership of 10 national football associations throughout South America, in accordance with the CONMEBOL Statutes. It has adopted the CONMEBOL Coaching Convention, which promotes the integration and free circulation of qualified coaches, incorporates a system of mutual recognition among CONMEBOL's member associations, unifies the education criteria and guarantees the quality of coaches who act in all the CONMEBOL territory.

UEFA and CONMEBOL entered a Declaration of Intent dated 1 June 2022, which sets out their agreement to negotiate the terms and conditions regulating the mutual recognition of coaching qualifications and competences and their cooperation in terms of coach development.

UEFA and CONMEBOL now wish to define the conditions under which a coach licensed by one Party may work in the territory of the other Party.

NOW THEREFORE, UEFA and CONMEBOL hereby enter into this Operational Agreement.

1. BASIS

- 1.1. This Operational Agreement sets out the minimum requirements and the procedure for the recognition: (i) by UEFA of coaching qualifications issued in accordance with the CONMEBOL Coaching Convention; and (ii) by CONMEBOL of coaching qualifications issued in accordance with the UEFA Coaching Convention (the "RoC procedure").
- 1.2. This Operational Agreement must be read in conjunction with the UEFA Coaching Convention and the CONMEBOL Coaching Convention.

2. SCOPE OF THE ROC PROCEDURE

- 2.1. The RoC procedure applies to the coaching qualifications issued by a convention party listed in Appendix 1.
- 2.2. The RoC procedure applies to the holder of any of the following coaching qualifications at UEFA or CONMEBOL level:
 - Pro licence
 - A licence
 - Goalkeeper A licence (for CONMEBOL licence holders, when harmonised with the UEFA Goalkeeper A licence in accordance with the Technical Agreement)
- 2.3. The RoC procedure applies exclusively to men's elite/professional football. The Parties undertake to adopt a specific RoC procedure for women's football in due time.

3. ELIGIBILITY REQUIREMENTS

3.1. The RoC procedure is subject to the general eligibility requirements set out below:

- 3.1.1. A valid licence issued in accordance with the relevant Coaching Convention (i.e. copy of diplomas and licences, and written confirmation by the relevant convention party and Party).
- 3.1.2. A written job offer to work as head coach/assistant coach/goalkeeper coach at the highest specified level (club/national teams) by a convention party or one of its affiliated clubs.
- 3.1.3. A track record of three, not necessarily consecutive, years of coaching experience at the specified highest level (club/national teams) with the required licence (written confirmation by the relevant convention party and Party).

3.2. The RoC procedure is subject to the specific eligibility requirements set out below:

3.2.1. Head coach:

- Coaching qualification: Pro licence
- Coaching experience: three years as a head coach at the highest full professional league or national A team
- Job offer at the following levels: two highest full professional leagues or national A team

3.2.2. Assistant coach:

- Coaching qualification: Pro licence or A licence
- Coaching experience: three years as an assistant coach at the highest full professional league, national A team or U21/U-20 national team
- Job offer at the following levels: two highest full professional leagues or national A team

3.2.3. Goalkeeper coach:

- Coaching qualification: Goalkeeper A licence
- Coaching experience: three years as a goalkeeper coach at the highest full professional league, national A team or U21/U-20 national team
- Job offer at the following levels: two highest full professional leagues or national A team

4. DESCRIPTION OF THE PROCEDURE

- 4.1. The RoC procedure is initiated when the convention party that made a written job offer (pursuant to clause 3.1.2) or one of its affiliated clubs (pursuant to clause 3.1.2) requests a Party to assess the coaching qualification issued in accordance with the Coaching Convention of the other Party. The request shall be made by the convention party, which shall use the application form in Appendix 2 for this purpose.
- 4.2. Upon receipt of such a request, the relevant Party shall review and assess applications via the competent body under its Coaching Convention in a transparent, objective and non-discriminatory manner, applying the minimum requirements and the procedure set out in this Operational Agreement. The competent body may request clarifications relating to the education, coaching qualification and experience of the holder of a coaching qualification. Any decision of the competent body is final.
- 4.3. When an application is successful, the relevant Party shall issue a certificate confirming the recognition of coaching qualifications (the "RoC Certificate"). Each Party shall issue its own RoC Certificate.
- 4.4. The Parties and their convention parties undertake to recognise a RoC Certificate and to treat its holder in the same manner as the holder of a coaching qualification issued in accordance with their own Coaching Convention. The following rules apply:
 - 4.4.1. The holder of a Pro licence without the required coaching experience of three years as a head coach will be issued an RoC Certificate corresponding to an A licence and can only work as an assistant coach.
 - 4.4.2. The holder of an A licence shall be eligible to apply for a Pro diploma course organised by any convention parties of the Party that has issued the RoC Certificate.
- 4.5. The Parties and their convention parties undertake the following:
 - 4.5.1. The RoC Certificate shall be valid for three calendar years, until no later than 31 December three years after it was first issued, e.g. from 1 June 2022 to 31 December 2025.
 - 4.5.2. When the RoC Certificate expires, its holder loses the right to coach in the territory of the issuing Party and must undertake further education to renew the RoC Certificate; the continuous professional development requirements for the holder of an RoC Certificate are the same as for the holder of a coaching qualification issued in accordance with the relevant Coaching Convention.
- 4.6. Each Party and its convention parties shall organise an induction session with the new RoC Certificate holders within six months of the decision of the competent body to issue such an RoC Certificate. Induction sessions regrouping one or more convention parties of the same Party are permissible.
- 4.7. Each Party shall without delay confirm the issuance or renewal of a RoC Certificate to the other Party, the requesting convention party and FIFA. The requesting convention party informs the holder of the RoC Certificate.
- 4.8. Each Party shall create its own database of RoC Certificate holders within three years of the date of signature of this Operational Agreement and update it on a regular basis. Each Party shall communicate the list of RoC Certificate holders to its respective convention parties at least once a year.
- 4.9. If a Party refuses to issue an RoC certificate, it must provide the reasons in writing. Any such decision must be capable of an appeal to the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland, in accordance with the Statutes of the relevant Party, by the holder of the coaching qualification whose recognition has been refused.

5. ENTRY INTO FORCE, AMENDMENTS AND TERMINATION

- 5.1. This Operational Agreement shall be effective as of its date of signature by the Parties.
- 5.2. This Operational Agreement may only be amended or extended if agreed in writing and signed by both Parties.
- 5.3. Either Party has the right to terminate the Operational Agreement at the end of a football season (i.e. 30 June) with six-months' written notice.
- 5.4. The Operational Agreement shall run until 30 June 2027. In due time prior to the term, the Parties may decide on an extension.

6. FINAL PROVISIONS

- 6.1. The Parties intend to confer no benefit or right on (i) any person or entity that is not a Party to this Operational Agreement; (ii) a convention party listed in Appendix 1; or (iii) the holder of a coaching qualification within the meaning of this Operational Agreement. No other Confederation shall have the right to claim the benefit of any provision herein as a third-party beneficiary of any such provision.
- 6.2. Each Party shall retain title to all its intellectual property and other proprietary rights, and nothing herein shall be deemed to be a transfer thereof or license thereupon. The Parties acknowledge and agree that it is prohibited to use any marks, designs, artwork or material that include any of the Parties' intellectual property (including logos), for any purpose other than the promotion of the present Operational Agreement, or to create or use any combined logos in a manner that is confusingly similar to any of the existing logos.
- 6.3. The Appendices form an integral part of this Operational Agreement and shall have effect as if set out in the body of this Operational Agreement.
- 6.4. This Agreement may be translated from English into other languages. In case of any discrepancy between any language versions, the English language version shall prevail for all purposes.
- 6.5. This Operational Agreement is subject to the laws of Switzerland without regard to the principles of conflict of law. The Parties agree that any dispute arising out of, or in relation to, this Operational Agreement that cannot be settled amicably may only be submitted to the CAS in Lausanne, Switzerland, including for provisional or super-provisional measures, to the explicit exclusion of any state court.

This Operational Agreement has been signed in two originals by duly authorised signatories.

Doha, 15 December 2022

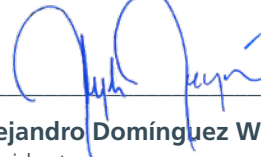
Place, date

For UEFA:



Aleksander Čeferin
President

For CONMEBOL:



Alejandro Domínguez Wilson-Smith
President



Theodore Theodoridis
General Secretary



José Manuel Astigarraga
General Secretary

Appendix 1 – List of convention parties*

UEFA

Albania, Andorra, Armenia, Austria, Azerbaijan, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czechia, Denmark, England, Estonia, Faroe Islands, Finland, France, Georgia, Germany, Greece, Hungary, Iceland, Israel, Italy, Kazakhstan, Kosovo, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Moldova, Montenegro, Netherlands, North Macedonia, Northern Ireland, Norway, Poland, Portugal, Republic of Ireland, Romania, Russia, San Marino, Scotland, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Türkiye, Ukraine, Wales.

CONMEBOL

Argentina, Brazil, Chile, Uruguay.

* The list of convention parties can be amended or extended in accordance with clause 5.2

Appendix 2 – Application form

The Parties undertake to adopt an Application form in due time.

NOTES





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