

Athletic Coaching Professional Certificate Instructions



Three courses are provided by NEFEC in order to fulfill the requirements for the Professional Athletic Coaching Certificate issued by the FLDOE. These courses are: 1) Coaching Principles, 2) Sport First Aid and 3) Theory and Practice of a Specific Sport (Choose the course of the sport you coach.)

Course Ordering

Step 1: Click on the link on the coaches' resources page "Athletic Coaching Certificate Courses".

Step 2: Register for the courses by clicking on the link at the bottom of the Athletic Coaching Endorsement Block.

Step 3: On the top right hand corner. Click the "Sign In" link and either register as a new user or complete the process of signing in.

Step 4: Click the box having the site generate an ASEP ID for you. WRITE THIS NUMBER DOWN. Click "continue" until it brings you back to the purchasing materials site.

Step 5: Our organization is the North East Florida Education Consortium. Our local organization is P. K. Yonge Developmental Research School.

Step 6: Order each of the courses. It is recommended to order the Coaching Principles and Sport First Aid E-books at the same time and use the promo code FLCP to save \$20.

Step 7: Use Internet Explorer or Firefox when attempting to take the course. The courses are not supported by Google Chrome.

Beginning a Course

Step 1: Go to www.asep.com

Step 2: "Sign In" to your account using the email address and password you provided at time of registering for an asep.com account.

Step 3: On the right hand side there is a red "continue my course link". Click on the link to have access to any of the courses you have previously purchased.

Step 4: Once your course is completed, print off the certificate and deliver to Kelly Barrett

Be sure to print the certificate of completion at the end of the course each school's athletic department is required to keep a copy on file.