

# Football Australia Licence Revalidation

## Professional Diploma and Goalkeeping A Diploma

The information in this document takes effect from January 1<sup>st</sup>, 2019 and supersedes all prior documents. The changes have been implemented to ensure Football Australia meets the criteria mandated in the Asian Football Confederation (AFC) Coaching Convention.

Football Australia/AFC Professional Diploma and Goalkeeping A Diploma are valid for three (3) consecutive years. During this three-year period, coaches are required to gain **100 points** of "Continued Professional Development" (CPD) to have their licence revalidated for a further three years.

If at the end of the three-year accreditation period the coach has not accumulated the required number of points or attended the next level of Advanced licence, their current licence will no longer be valid and the coach will then be considered to have no current accreditation.

CPD courses organised by a Football Australia for Diploma holders are aimed at keeping coaches up-to-date and stimulating further development. CPD is a structured approach to learning to help ensure competence to practice, taking in knowledge, skills and practical experience.

Points can only be gained in the following ways:

### Revalidation

Attending a Football Australia/Member Federation Coaching Conference	30 CPD Points
Attending a Football Australia/Member Federation Talent ID Course	30 CPD Points
Attending a Football Australia/Member Federation Coaching Workshop	10 CPD Points
Coaching experience (registered on PlayFootball as Head or Assistant coach in a professional league, including National Teams, A-League and W-League)	Head Coach – 20 points per year Assistant Coach -15 CPD Points per year
Lead facilitator on a Football Australia Advanced Coaching Course	100 CPD Points
Support Facilitator on a Football Australia Advanced Coaching Course	25 CPD Points
Lead Facilitator on a Football Australia Coaching Workshop	25 CPD Points
Lead Facilitator on a Football Australia Talent ID Course	50 CPD Points

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## Coaches living outside of Australia

Coaches residing outside of Australia must submit the following application –

[Football Australia Licence Revalidation - Coaching Living Outside of Australia - Formstack](#)

The application requires evidence of being out of Australia for two (2) or more years and documented attendance at football conferences, seminars or workshops for eighteen (18) hours of learning.

Coaching experience does not contribute towards the eighteen (18) hours of professional education.

## Record of CPD Points

It is a coach's responsibility to keep appropriate evidence that they attended an event to gain revalidation points and continually check their FFA Number.

To view your accreditation status and CPD points, please log in via the following link [List my Courses & Qualifications \(sportingpulse.com\)](#)

CPD events will appear on your record as per the screenshot below –

Football Australia CPD Weekly Workshops - Week 1 Ernie Merrick Football Australia (10 CPD Points)	Completed	13 Mar 2023
Full Attendance	Completed	13 Mar 2023

Coaches will not be advised by Football Australia when their licence is nearing expiry.

If any CPD events are missing on your profile, please contact the Member Federation or Association responsible for delivering the event.

## Frequently Asked Questions (FAQs)

### Do we get points for coaching?

Yes, as outlined in the points table, coaches obtain 10 points per year actively coaching (maximum 30 CPD points per revalidation period).

### What if I attend the next level of Football Australia/AFC Advanced Diploma but fail the course?

Your existing Football Australia Advanced Diploma will be revalidated for a further three (3) years.

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### Which three (3) years are counted towards my revalidation?

The three (3) years since your licence was either issued or reaccredited. You cannot use points prior to your licence being issued or previously validated.

Example -

- Licence issued on June 30<sup>th</sup>, 2020 expires on December 31<sup>st</sup>, 2023.
- Next revalidation period is January 1<sup>st</sup>, 2024 until December 31<sup>st</sup>, 2026.
- If a coach gained 100 CPD points on October 1<sup>st</sup>, 2023, the licence is revalidated from January 1<sup>st</sup>, 2024 not October 1<sup>st</sup>. Therefore, any CPD activities completed between October 1<sup>st</sup>, 2023 – December 31<sup>st</sup>, 2023 do not contribute to revalidation.

### Can I work without an accreditation Licence?

You must hold the valid qualification required for the position you wish to hold as deemed by the rules relating to the competition or structure in which you seek to work.

### What if I accrue more than 100 Points in a three (3) year period can I carry points forward?

No. The points expire at the end of your three (3) year accreditation period. Points do not carry forward.

### Are certificates automatically extended?

No. It is the responsibility of the coach to contact the Football Australia Technical Department when they have attained 100 CPD points.

Please email - [technical@footballaustralia.com.au](mailto:technical@footballaustralia.com.au)

The email must contain:

- Full Name
- FFA Number
- Date of Birth

### What if I hold an overseas Professional Diploma or Goalkeeping A Diploma?

You will need to follow the revalidation process as set out by the issuing body. Football Australia cannot revalidate a licence issued overseas. You can have your overseas licence recognised by Football Australia by completing the following steps:

1. Coaches will need to complete a **Form 1 - Recognition of Coaching Competency** application.
2. Complete the following supplementary application with supporting evidence **[Football Australia and AFC Recognition of Experience and Current Competence - Formstack.](#)**

For further information on Recognition of Coaching Competency please visit the following page (at the bottom) [Frequently Asked Questions | Play Football](#)