NCCP COACH EVALUATION PROCESS – MANITOBA ARTISTIC SWIMMING

In order to ensure the process of evaluations and payment of evaluations is consistent, the following process will be put into place, effective as of September 1, 2019.

1. Candidates must register with Manitoba Artistic Swimming in order to be evaluated.
2. Manitoba Artistic Swimming will assign you an evaluator or evaluators. The evaluator(s) will coordinate your deck evaluations and receipt of your portfolio.
	* Candidates and evaluators will agree on dates, format and time frames for the evaluations.
	* Candidates who are in locations where there is no local evaluator may submit their practice and/or performance evaluation via video format subject to the evaluator.
3. Payments for Outcomes:
	* Candidates will pay MAS evaluation prior to the start of each evaluation. Competition Introduction Evaluations are $50 each.
	* Payments will be made by cheque or cash will be accepted. The coach will be responsible for an NSF charges incurred.

Candidates are responsible for all expenses incurred for their evaluations. This includes but is not limited to postage to and from the evaluation, travel expenses (mileage, accommodation, per diems, as applicable) for practice and/or competition evaluations. Assistance for such expenses may be available. Contact the Executive Director of MAS to inquire.

1. The evaluator will submit a *Course Completion* report to Manitoba Artistic Swimming which will include the grades for each outcome, once outcomes are completed to the evaluator’s satisfaction.
2. Manitoba Artistic Swimming will submit and update coach’s information to the Coaching Association of Canada (CAC) database.

*Note: The Made Ethical Decisions (MED) evaluation grade is required for #7 in the portfolio (Introduction). The evaluator is not responsible for the completion of this component. The CAC will only certify the candidate if all components are completed.*