

MEMORANDUM

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TO: ALL FINA MEMBER FEDERATIONS IN ASIA & OCEANIA

FROM: FINA Office, Lausanne

DATE: 15th December 2020

**RE: FINA Swimming Coaches Certification Course
Senior Coach Level (L3)
5-9 March 2021 / Jakarta, Indonesia (INA)**

NUMBER OF PAGES INCLUDING THIS ONE:

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Dear Friends,

I have the pleasure to send you the following information concerning the organisation of the **FINA Coaches Certification Course – Senior Coach Level (L3)** scheduled to be held in Jakarta, Indonesia, from 5th to 9th March 2021 (TBC).

Please be advised that the face to face course dates will be confirmed at a later stage due to the current safety measures and travel restrictions.

Please note the following information related to the FINA Coaches Certification Programme and the coaches certification pathway:

Eligibility

- The FINA Coaches Certification Courses – Senior Coach Level (L3) are open to all the National Federations who have active coaches requiring more in-depth training at an advanced level.
- They are designed for those candidates that have completed the FINA Coaches Certification Course – Coach Level (L2) or an equivalent coaching course recognized by FINA, preparing them to coach at a competitive level of swimming.
- Participants must be at least 18 years old at the start of the FINA Coaches Certification Programme.

Registration

- Each FINA Coaches Certification Course requires a minimum of 10 and a may have a maximum of 20 participants.

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- As per the [FINA Coaches Certification Pathway](#) (page 7), candidates must be registered through the FINA GMS by the established deadline and their profiles must include the following information: personal data, photo, passport/National ID copy and personal email address. Any application without all the above mentioned information will be rejected.

Approvals

- FINA will start to approve the registrations once a course has reached the minimum number of participants (10).
- The participants' approval will be done on a first come first served basis, provided that the maximum number of participants (20) has not been reached.
- Each approved participant will receive his/her login details and instructions in order to start the Online Course through the [FINA Learning Platform](#). The login information will be sent to the candidate's email address as submitted in the registration.

Course structure

The FINA Coaches Certification Course – Senior Coach Level (L3) is a blended learning programme which consists of three separate phases:

- Pre-course learning: online learning, assessment and gathering evidence of the candidate's current coaching practice. The participant will need to complete the Online Course through the FINA Learning Platform at least **two (2) weeks** before attending the face to face training programme.
- Face to face sessions: classroom based workshops will be delivered alongside poolside sessions where the candidate's practical coaching skills will be observed and assessed.
- Post-course assessment: the candidate will have the opportunity to submit any outstanding work required to meet the programme assessment criteria on the week following the Face to Face course.

Assessment

- The official working language is English.
- In order to pass the course and become certified a participant must pass the Online Course, complete the Assessment workbook and upload the evidences on the [FINA Learning Platform](#). In addition, he/she must pass the Face to Face Course

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Please find below the details related to the organisation of this course:

ONLINE COURSE: **Opening:** As of 22nd December 2020

Closing: 19th February 2021 (23.59 CEST)

FACE TO FACE COURSE: **Arrival:** 4th March 2021

Course: 5th – 9th March 2021

Departure: 9th March 2021 after the course completion or 10th in the morning.

POST COURSE ASSESSMENT: **Closing:** 16th March 2021 (23.59 CEST)

COURSE LANGUAGE: The course will be delivered in English.

PARTICIPANTS: Each National Member Federation may nominate swimming coaches for this course.

REGISTRATION: All participants must be registered **by the 20th December 2020** in the [FINA GMS](#) using your federation login details.

Please be advised that the registration will be **closed** once the maximum number of participants (20) has been reached.

Please note that the specific discipline of the course must be added to the attendee's GMS profile as well as his/her **personal** email address in order to submit the registration. If you require any assistance with the registration, please contact aquaticsdb@fina.org

FACE TO FACE COURSE LOCATION: Jakarta, Indonesia



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ARRIVAL AIRPORT:

Further details will forthcoming.

TRAVEL:

Each National Federation is responsible for the travel expenses of the nominated coaches.

Due to the limited number of spots, we kindly ask you to not book any flight tickets until your participants have been approved.

VISA SUPPORT:

Please contact the Indonesian Swimming Federation if you require visa assistance.

ACCOMMODATION:

Each National Federation will cover the accommodation expenses of the nominated coaches. Further details will forthcoming

Further details will forthcoming.

RESERVATIONS:

To make a reservation, please confirm with the Indonesian Swimming Federation.

LOCAL TRANSPORT:

Transfers from and to the airport will be provided by the OC for those coaches accommodated at the official hotel.

In order to organise the local transportation, please provide the participants' flight arrival and departure details to the Indonesian Swimming Federation.

MEETING VENUE:

Further details will forthcoming

PROGRAMME:

Please note that the course programme will be provided at a later stage once the Course is confirmed.

MATERIAL:

Each participant must bring the following equipment to the Face to Face session:

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- Notebook and writing materials
- Stopwatch
- Appropriate poolside clothing
- Non-slip poolside shoes
- Learning journal as noted in the Online Course
- Hard copy of the Assessment workbook
- Hard copy of the evidences uploaded to the FINA Learning Platform

OC CONTACT:

Mr. Wisnu Wardhana

Email: indoswimfed@gmail.com

Phone: +62 21 57930572

IMPORTANT NOTE: *FINA makes a reasonable effort to plan and conduct the FINA Coaches Certification Course as described in the present document. However, please note that changes, including postponing or cancellation of the Course might take place. FINA shall not have any liability, notably, but not limited to, no reimbursement of participants costs and losses, for any delay in performing, or failure to perform, any obligation, whether in whole or in part, to the extent that the delay or failure is due to an event of force majeure, including by way of example national strike, war, fire, lightning, earthquake, pandemic or any other similar cause beyond the reasonable control.*

We strongly believe that the FINA Coaches Certification Programme will powerfully contribute to the improvement of our sport.

For any further details please contact the FINA Office in Lausanne:

Contact Person

Pere Miró

FINA Development Department

Chemin de Bellevue 24a/24b

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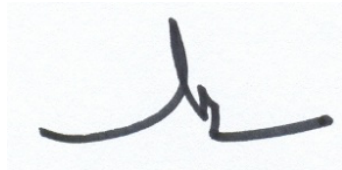
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We look forward to receiving your nominations through the FINA GMS
by no later than the 20th December 2020.

Yours Sincerely,



Cornel Marculescu
FINA Executive Director

CM/fga