

UEFA/FFA A DIPLOMA COURSE

Documents and materials required to apply

Important: To apply for the UEFA A diploma course, applicants must hold a valid UEFA B Licence and have gained at least one year's experience as a head or assistant coach in 11-a-side football after obtaining it.

Please attach the following documents and materials when completing the online application form.

Mandatory documents

- 1.** A legible scanned copy of the passport page containing personal details, or of both sides of the identity card (ID card).
- 2.** A scanned copy of the Public Services Number document (social card).
- 3.** A 3 × 4 cm photograph.
- 4.** A scanned copy of a medical certificate confirming the applicant's state of health issued within the month preceding the application submission date.
- 5.** A scanned copy of a certificate of no criminal record issued within the month preceding the application submission date.
- 6.** A scanned copy of a valid UEFA B Licence.
- 7.** A certificate confirming that the applicant has at least one year's experience as a head or assistant coach in 11-a-side football after obtaining the B Licence. The certificate must specify the team, role, period of employment and competition level.

Application portfolio

- 8.** A curriculum vitae (CV) covering education, professional development courses, and playing and coaching experience, including teams, roles, periods of employment or playing activity, and competition level. Experience with national teams in different age groups should also be included, where applicable.
- 9.** A 2–3 minute video in which the applicant presents:
 - professional goals and ambitions;
 - coaching philosophy;
 - expectations of the course;
 - one distinctive fact about their professional journey.
- 10.** An example of one tactical training session recently delivered with a team (a detailed session plan).

Additional document, where applicable

- 11.** A scanned copy of written confirmation of employment from the applicant's employer, if the applicant is employed.

Confirmation of access to a team for practical coaching

Applicants confirm their ability to complete practical assignments in the online application form by stating the team's name and their role or intended involvement with that team. A separate confirmation of access to a team for practical assignments is not required at the application stage. Employed applicants submit written confirmation of employment from their employer in accordance with the list of required documents. Where necessary, the FFA may request written confirmation from the team before final admission.

Note: The submission format for documents and materials, language requirements and other details are specified in the admission announcement and online application form for the course concerned. The FFA may request additional information or documents where necessary.