

## **PROCEDURE FOR THE APPROVAL OF OVERSEAS TRAINER/INSTRUCTOR CERTIFICATES**

Updated as of 1<sup>ST</sup> January 2021

### **1. General**

**Section 4 of the Sports Law (regarding the qualification of overseas trainers and instructors) specifies that:**

- "(a) The minister shall appoint a committee comprising of three professionals in the field of sports (hereinafter: "the Committee"), to examine certificates issued outside of Israel in order to recognize such certificates as certificates of qualification".
- "(b) The Committee may provide an overseas sports trainer or instructor with a temporary permit for a limited period of time to work as a sports trainer or instructor, even if he does not hold a certificate as specified in subsection (a) above, with or without any terms".

### **2. Goal**

The goal of this procedure is to regulate and clarify the process of approving overseas trainer/instructor certificates.

### **3. Definitions**

Master of Sports – a title given to an athlete (permanently) by a country for sport achievements in the national and international arenas, in accordance with the accepted criteria established in such country.

### **4. Procedure for submitting requests for approval of overseas trainer certificates:**

- A. Overseas sports trainer/instructor certificates shall be recognized only in fields where a certificate is required by the Sports Regulations

(Qualification Certificate Requirement), 1997 (hereinafter: "the Regulations") (the list of fields will be published on the Sports Administration's website).

- B. The required documents specified in Section 5 below shall be sent by e-mail to:  
Roy Berkowitz - manager of the Trainer Qualification Department and chairman of the Committee, at [royb@most.gov.il](mailto:royb@most.gov.il)
- C. The candidate shall be invited to appear before the Committee at a designated date.
- D. The candidate shall present the Committee with all the original documents sent to the Committee.
- E. The members of the Committee shall examine the request, and send their decision by official mail to the applicant within 14 business days.
- F. The aforementioned documents shall be sent in the original language, with a notarized translation into Hebrew. Non-Hebrew documents without a notarized translation shall be automatically rejected.

**5. In order to approve overseas trainer and instructor certificates the following should be sent to the Sports Administration:**

**A. A professional certificate issued overseas (one of the following):**

- A.1. A qualification certificate, specifying that the applicant has been qualified as a trainer/instructor by a professional/academic institution.
- A.2. An academic degree certificate in physical education and sports, specifying a specialization in the training of a sports field recognized by the Sports Administration, as specified in Section 4A, issued by an institution recognized by the Committee for Recognizing Degrees and Diplomas at the Ministry of Education.
- A.3. A physical education teacher who is a Master of Sports, with an official confirmation from the federation in that country, and 5 years

proven experience as a trainer overseas. Proof of employment overseas as a trainer in the relevant field of sports should be attached.

A.4. A Master of Sports with an official confirmation from the federation in that country, and 10 years proven experience as a trainer overseas in the field of sports in which the Master of Sports title has been granted to him. Proof of employment overseas as a trainer in the relevant field of sports should be attached.

B. An official record of studies, specifying the curriculum of the course for which the qualification has been granted, including subjects and hours of study.

C. An identification document (identification card/passport), alongside contact information.

6. Despite of what has been indicated, to confirm a coaching certificate (Diploma) for foreign coaches (who are not new immigrants) in **BASKETBALL**, the applicant must meet the following criteria:

A. Have a Basketball coaching certificate (Diploma) – translated and signed by a public notary

B. Present a certified approval indicating that within 12 years prior to issuing the request; the candidate coached a team in a high-level league at least 4 full seasons in a country that he coached.

C. In addition to items 6 A, B, the candidate coach must present an approved certificate/evidence for meeting **one** of the following conditions:

C1. Coached in the NCAA first division two full years

C2. Coached an adult national team in at least two continent championship events

C3. Coached a team which has won a recognized European Cup event (e.g., Euro-League, Euro-Cup, Champions-league, Europe-Cup) or any equivalent Cup according to the continent from which he came from.

C4. At least one-season head Coach in the NBA or WNBA

C5. Coached for at least 2 seasons a team which competed in the Euro-league, or coached 3 full seasons during the last 6 years a team in the Euro-League or the Euro-Cup.

D. The candidate must present an identification document (ID or a passport) and personal details to enable communication with him/her.

The "foreign coaching certifications/documents" committee in the Sport Authority will verify the documents and details for the Basketball Association.

It is emphasized that the details indicated in item 6 pertain to foreign coaches and not to new immigrants who apply for coaching and/or instruction certificate approval, which will be examined through the regular procedure.

**7. Applicants\* from countries in which no recognized official trainer qualification exists, who submit a request to the Committee, are required to present the following documents:**

1. Certificates of education (academic degrees or confirmation of education, and qualification in a relevant field of sports training).
2. Confirmation of experience as a trainer in a relevant field of sports from the employing entity in the country where the person was a trainer.

**\* In this section, an applicant shall be anyone meeting one of the following criteria:**

- A. A trainer who has trained a national team in a country for at least 3 years – with confirmation from the union/federation of that country.
  - B. A trainer who has trained for at least 4 years in the top professional leagues of a country – with confirmation from the employing entity (club, association, federation, non-government bodies, etc.).
3. The Committee may refer the applicant to an internship and a qualification exam, if it is convinced that his qualification is insufficient.

**Notes:**

- Confirmation of Subsections A and B of Section 2 above shall be made in consultation with the sports association/federation in the relevant field

in Israel, in order to ensure that the relevant field of sports in the country from where the trainer arrived is among the leading in the world.

**8. A union or federation in Israel interested in employing a trainer who has trained athletes in overseas teams are required to submit the following documents:**

- A. A confirmation from the association/federation in the country where he has been employed as a trainer, indicating that he has trained athletes in that country's national teams, and participated in at least 4 continental/world championships or 2 Olympic Games.
- B. A confirmation from the elite sports unit, indicating that the relevant field of sports in that country is among the leading in the world.

A trainer who is approved by the Committee shall receive a certificate equivalent to an Israeli trainer certificate.

**9. Overseas qualification by self-learning or e-learning**

Qualification courses for instructors and trainers held overseas by self-learning or e-learning:

- A. As a policy, courses for the qualification/training of instructors or trainers in any field of sports, whose entire studies by self-learning or e-learning shall not be recognized.
- B. The Committee may review applications regarding courses for the qualification/training of instructors or trainers taken by self-learning or e-learning remote study, provided that the applicant can prove that the practical part was conducted by face-to-face learning and not by self-learning or e-learning.
- C. The Committee may refer the applicant to an internship and a qualification exam, if it is convinced that his qualification is insufficient.

- 10. In each of the cases specified above, the Committee may refer the applicant to an internship and a qualification exam, if it is convinced that his qualification is insufficient.**
- 11. The applicant is required to provide the Committee with any document requested by it, for the purpose of reviewing his application.**
- 12. The Committee may consult with experts in the various fields, at its discretion.**

**All required documents shall be, as aforementioned, delivered to:**

**Roy Berkowitz, manager of the Trainer Qualification Department and chairman of the Committee –**

**By e-mail: [royb@most.gov.il](mailto:royb@most.gov.il)**

**Or by Phone: 03-7239006**

- Any questions or requests for clarifications may be addressed by e-mail to the chairman of the Committee.