

Level 3 Licence Pro-forma

Please indicate in the table below the electives you have chosen to use to gain the 72 points required to renew your licence. A minimum of 5 electives must be included. For development and performance coaches point 11 must be included as one of the electives.

	Electives	Tick Electives Used
1.	Attendance at ASA accredited CPD events relevant to the discipline and level of the certificate held. CPD in this context embraces a range of learning opportunities including, seminars, workshops, training camps and clinics. Points calculated on the basis of 1 point per hour	
2.	Attendance at relevant regional/national conferences – 1 point per hour	
3.	Membership of IOS, BSCTA or similar professional organisation	
4.	Achievement of additional ASA (or equivalent) qualifications	
5.	¹ Additional relevant qualifications	
6.	Evidence of direct involvement with a teaching programme e.g. managing other teachers, monitoring other teachers etc – 1 point per 20 hours	
7.	Evidence of coaching – 1 point per 20 hours	
8.	Evidence of teaching – 1 point per 20 hours	
9.	² Documented evidence of being mentored by a licensed level 4 (or above) teacher/coach. 1 point per hour.	
10.	Documented evidence of having mentored a Level 1 or 2 teacher/coach. 1 point per hour	
11.	Coach swimmers performing at: County level - 2 points per swimmer Regional level - 4 points per swimmer National level - 8 points per swimmer	
12.	Delivery of ASA (or equivalent) teachers/coaches courses or accredited CPD. 1 point per hour	
13.	Publication of articles in nationally recognised magazines/journals (minimum 1000 words)	
14.	Additional relevant evidence not included above may be submitted for consideration	

Candidates who wished to be licensed in more than one discipline must have followed the process outlined at Level 2 but based on 24 points. At Level 3 there were 3 licence categories; teacher, development coach and performance coach. The Level 3 development coach is required to have met the stated requirements at county, regional or national age group level. The Level 3 performance coach is required to have met the stated requirements at regional or national youth and open level. Any individual swimmer can only be counted once i.e. if the swimmer performs at national and regional level only the national level can be used to contribute towards the points required. In those circumstances where a swimmer is coached by two different coaches both coaches can claim the points subject to the coach working with the swimmer for a minimum of one third of the total training time.

¹ Additional relevant qualifications may be submitted for consideration but must be directly related to the teaching/coaching process and/or improvements in technical knowledge. Lifeguards/saving qualifications are also acceptable for which a maximum 6 points will be allocated. Qualifications already held and for which there is no requirement for renewal e.g. DfES Qualified Teacher Status can only be counted at the initial license application stage and not for subsequent applications.

² A candidate working towards a level 4 qualification will also be acceptable. The minimum requirement for what constitutes working towards is that the individual must be enrolled in a level 4 course / programme. A current ASA tutor (Club Coach and Coach for Level 3 and Level 1 and Level 2 teaching for Level 3 teacher) may also fulfil this role.