

# Tracyton Soccer Club

## Coaches Education Reimbursement Policy

To encourage the development of Tracyton Soccer Club coaches, the Club will reimburse its coaches following the completion of Washington Youth Soccer or United States Soccer Federation (USSF) licensed courses and/or sanctioned clinics. The Club will reimburse the coach after completing and receiving certification, up to a maximum amount of \$100. Each coach shall only be reimbursed for one (1) licensing class each **calendar/seasonal** year. These reimbursements are first-come, first-serve and are limited to a cap of the TSC annual budgeted total for this expense.

Process for a coach receiving reimbursement:

1. The coach shall inform the TSC Registrar of intent to participate in a course and/or clinic and information about the license.
2. The coach registers, pays for, and completes licensing clinic.
3. Upon completion, the coach submits to the Club Registrar a copy of the certificate and a receipt indicating the amount paid. The Club Registrar who will then inform the Club Treasurer of the amount to reimburse the coach.
4. A record of all coaches' education reimbursements they have approved, the level of the license, and when reimbursement was dispersed will be kept on file.