

COACHES & OFFICIALS FORMS

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Officials Forms

The following forms can be found on the Officials Forms page of the ASAA website at:

<https://asaa.org/officials/officials-forms/>

Hockey Officials 15 Penalties Incident Report
Officials Ejection Report (All Sports)

Forms should be completed online within 24 hours of the event. If you have questions, contact:

brian@asaa.org

BOOK ORDERS FOR 2025-26

When available, NFHS rule books can be purchased through the ASAA office. Fill out the form and email to office@asaa.org with a purchase order, credit card or signature to invoice the school. Also, note once ASAA's inventory is gone, rule books will need to be purchased from another source. Book orders are non-refundable.

Alaska School Activities Association
4048 Laurel Street Suite 203
Anchorage, Alaska 99508
Email: office@asaa.org / Phone: 907-375-4400

Member School or Organization

Date of Order

Printed Name of Person Ordering

Phone

Shipping Information (there is no shipping charge if orders are picked up in the office.)

_____ **Order will be picked up at ASAA office.**

_____ **Please send books to the following address:**

Contact Person receiving orders _____

Street Address _____

City _____ **Zip Code** _____

Payment Method:

Total Number of Books Ordered: _____ x \$10.00 each _____ + 15% shipping _____ Total \$ _____

Total Number of Books Ordered: _____ x \$12.50 each _____ + 15% shipping _____ Total \$ _____

Total Number of Books Ordered: _____ x \$15.00 each _____ + 15% shipping _____ Total \$ _____

Payment Method: Invoice School: _____ Purchase Order # _____

Credit Card

Card # _____ Card CVV# _____

Expiration Date: _____ Signature _____

ALASKA SCHOOL ACTIVITIES ASSOCIATION

Scan and email this form to office@asaa.org

BOOK ORDERS FOR 2025-26

ASAA:

QTY	TOTAL
_____ ASAA Handbook w/o forms - (\$12.50)	_____
_____ ASAA Forms - (\$12.50)	_____
_____ ASAA Handbook & Forms - (\$15.00)	_____
Total Books Ordered: \$	_____

BASEBALL:

QTY	TOTAL
_____ Rule Book (\$10.00 ea)	_____
_____ Case Book (\$10.00 ea)	_____
_____ Scorebook (\$12.50 ea)	_____
Total Books Ordered: \$	_____

BASKETBALL:

QTY	TOTAL
_____ Rule Book (\$10.00 ea)	_____
_____ Case Book (\$10.00 ea)	_____
_____ Basketball Scorebook (\$12.50)	_____
Total Books Ordered: \$	_____

CROSS COUNTRY RUNNING

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
_____ XC Running Scorebook (\$12.50)	_____
Total Books Ordered: \$	_____

FLAG FOOTBALL:

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
Total Books Ordered: \$	_____

FOOTBALL:

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
_____ Case Book (\$10.00)	_____
Total Books Ordered: \$	_____

GYMNASTICS:

QTY	TOTAL
_____ Rule Book (\$12.50)	_____
_____ Gymnastics Scorebook (\$12.50)	_____
Total Books Ordered: \$	_____

HOCKEY:

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
Total Books Ordered: \$	_____

SOCCER:

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
_____ Soccer Scorebook (\$12.50)	_____
Total Books Ordered: \$	_____

SOFTBALL:

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
_____ Case Book (\$10.00)	_____
_____ Scorebook (\$12.50)	_____
Total Books Ordered: \$	_____

SPIRIT:

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
Total Books Ordered: \$	_____

SWIMMING & DIVING:

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
_____ Swimming Scorebook (\$12.50)	_____
Total Books Ordered: \$	_____

TRACK & FIELD:

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
_____ Case Book (\$10.00)	_____
_____ Track & Field Scorebook (\$12.50)	_____
Total Books Ordered: \$	_____

VOLLEYBALL:

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
_____ Case Book (\$10.00)	_____
_____ Volleyball Scorebook (\$12.50)	_____
Total Books Ordered: \$	_____

WRESTLING:

QTY	TOTAL
_____ Rule Book (\$10.00)	_____
_____ Case Book (\$10.00)	_____
_____ Wrestling Scorebook (\$12.50)	_____
Total Books Ordered: \$	_____

FOR OFFICE USE _____

WAIVER OF COACHES CERTIFICATION REQUIREMENT

The ASAA Coaches Education Program requires that all high school level coaches who have direct supervision of students be certified within two weeks of the beginning of their season. This may include head coaches and assistant coaches at all levels, as well as non paid coaches and coaches of outsourced programs. If requested by the school, ASAA Executive Director may grant to a coach, one-time only, a waiver of the certification requirement. The waiver is good only until the completion of the current sports season and will not be granted without the successful completion of the NFHSlearn Concussion Awareness and Sudden Cardiac Arrest courses.

Name of school district

Name of school

Date of Request
 / /
Coach's name

Sport(s)

Sports gender
☐ Girls ☐ Boys

Reason for requesting a waiver — be specific

Future plans for meeting the requirement — be specific

SCHOOL PRINCIPAL MUST COMPLETE THIS SECTION

Principal's name (please print) _____

Principal's Signature: _____ Date: _____

School Address: _____

Phone: _____ Email: _____

FOR OFFICE USE ONLY

Executive Director's decision
☐ APPROVED ☐ DISAPPROVED

Executive Director's signature
Date

Comments

ALASKA SCHOOL ACTIVITIES ASSOCIATION

Scan and email this form to office@asaa.org

REQUEST FOR EQUIVALENT CERTIFICATION FOR FIRST AID

Alaska Coaches Education Program

Coach Name: _____

Email: _____

Phone: _____

The NFHSlearn First Aid, Health and Safety course is the preferred course for meeting the First Aid requirement. Other courses have been pre-approved for Equivalent Certification. A list of these courses can be found at <http://asaa.org/wp-content/uploads/Pre-Approved-Courses.pdf>. For any other courses you must apply for Equivalent Certification

Equivalent Certification must include the following core areas;

- ☐ Breathing Emergencies
- ☐ Sudden Illness
- ☐ Environmental Emergencies
- ☐ Soft Tissue Injuries
- ☐ Skeletal Injuries
- ☐ Other Health and Safety issues (Skin Conditions, Mental Health, Blood Pathogens)

For Equivalent Certification you must meet one of the following

- ☐ Degree in Medical Field from accredited college/university
 - ✓ Official transcript
 - ✓ Health care provider license
- ☐ Documentation of courses taken related to first aid
 - ✓ Certification – include organization and dates
 - ✓ Description of information covered
 - ✓ Hours of instruction

If your request is approved you will be notified via email.

ALASKA SCHOOL ACTIVITIES ASSOCIATION

Scan and email this form to office@asaa.org

Request for Equivalent Certification for Fundamentals of Coaching

Alaska Coaches Education Program

Coach Name: _____

Email: _____

Phone: _____

Equivalent Certification must include the following core areas;

- ☐ Educational Athletics Coaching Philosophy
- ☐ Sport Psychology
- ☐ Teaching Sports Skills
- ☐ Sport Physiology
- ☐ Sports Management & Legal Issues

For Equivalent Certification you must meet one of the following

- ☐ Major or Minor in Coaching from accredited college/university
 - ✓ Official transcript
- ☐ Courses from accredited college/university related to coaching
 - ✓ Official transcript
 - ✓ Course content guides – Syllabus
- ☐ Certification from another organization related to coaching
 - ✓ Certification – include organization and dates
 - ✓ Description of information covered
 - ✓ Hours of instruction

If your request is approved you will be notified via email. At that time you will be required to complete the Alaska State Component from NFHSlearn

ALASKA SCHOOL ACTIVITIES ASSOCIATION

Scan and email this form to office@asaa.org

Request for Equivalent Certification for Protecting Students from Abuse

Alaska Coaches Education Program

Coach Name: _____

Email: _____

Phone: _____

The NFHSlearn Protecting Students From Abuse course is the preferred course. Other courses have been pre-approved for Equivalent Certification. A list of these courses can be found at <http://asaa.org/wp-content/uploads/Pre-Approved-Courses.pdf> . For any other courses you must apply for Equivalent Certification

Equivalent Certification must include the following core areas;

- ☐ Misconduct in Activities
- ☐ Reporting Responsibilities
- ☐ Policies to prevent Abuse

For Equivalent Certification you must include the following:

- ☐ Name of Course.
- ☐ Organization offering the course
- ☐ Syllabus or Curriculum of the course
- ☐ Certificate with date course completed and expiration date

If your request is approved you will be notified via email.

