



2025 REGISTERED COACH PROGRAM SPECIFICATIONS



Important Information to Know

- **ALL** required forms, templates, documents, and links will be available within each step of your application in MyEC under *View Application Details* once you have purchased a Coach Status in MyEC.
- EC Sport License holders can preview all documents in MyEC by selecting the document under Coaches Resources.
- Candidate must be **minimum 16 years of age**.
- PTO membership and EC Sport License must be current.
- Registered Coach Status fee is \$80 paid through MyEC.
- Special rates for insurance and first aid courses are available through EC's valued partnerships with Henry Equestrian and St. John's Ambulance
- EC's Concussion Awareness and Fostering Healthy Equestrian Environment online courses are free with the purchase of Coach Status and must be completed in **ECampus** before purchasing a Sport License

1.	Equestrian Canada Screening Disclosure <p>The screening disclosure supports EC's commitment to create a safe, welcoming, and inclusive environment for all participants. It is updated annually upon renewal of your Coach Status and any changes must be noted.</p> <p>If you have lived outside of Canada for more than 6 consecutive months in the last 10 years, international screening is required. A \$150 processing fee applies to international screening. This fee will also be required for any advanced background screening.</p> <p>Legislation in certain countries may require a police certificate or a certificate of good conduct from the appropriate authorities within the country(ies) of residence. Additional costs are incurred by the candidate.</p>
2.	Canadian Criminal Record Check <p>EC provides a free link through OneBadge Backcheck to conduct this criminal background search. It includes a Criminal Record Check within the RCMP National Repository of Criminal Records and a Local Police Information check.</p> <p>If you are under 18, two-character references must be completed instead.</p>



3.	<p>Vulnerable Sector Search (VSS)</p> <p>This search differs from a Criminal Record Check as it searches within a closed National offenders database. It can only be completed through your local police detachment.</p> <p>OR</p> <p>Vulnerable Sector Search Acknowledgement (VSSA) if you were born after February 28, 1986</p> <p>If you are under the age of 18, please complete the online form in Step 3.</p>
4.	<p>Coaching References</p> <p>One (1) EC Letter of Reference must be provided by one of the following.</p> <ul style="list-style-type: none"> – Employer (Equine Industry) - current or within the past 3 years – Students/Athletes or their parent/guarding - current or within the past 3 years – Co-workers - coaches working with you within your current coaching setting or who have worked with you for the past 3 years. <p>The person providing the reference must be the age of majority in your province/territory of residence and must not be an immediate family member.</p>
5.	<p>Standard First Aid CPR Level C</p> <p>Certification must be from a Canadian provider, recognized by Occupational Health & Safety standards in your province of residence.</p> <p>QUEBEC ONLY: CNESST Cardio-Secours/DEA/SA I.S.H course (A+) 16 hours</p>
6.	<p>Concussion Education (1 of 2 is required) TO BE COMPLETED IN ECAMPUS</p> <p>Equestrian Canada: Concussion Awareness online learning</p> <p>OR</p> <p>NCCP Making Headway in Sport (Multisport) online learning</p>
7.	<p>Training for the Prevention of Maltreatment in Sport (1 of 3 is required) TO BE COMPLETED IN ECAMPUS</p> <p>Fostering Healthy Equestrian Environments online learning</p> <p>OR</p> <p>Coaching Association of Canada Safe Sport Training</p> <p>OR</p> <p>Respect in Sport for Activity Leaders*</p> <p>*Mandatory for Saskatchewan and Manitoba members.</p>



8.	<p>EC Certificate of Insurance</p> <p>Minimum Required Coverages:</p> <ul style="list-style-type: none">– \$2,000,000 Commercial General Liability– Professional Liability Insurance OPTIONAL, please contact your Insurance Broker for advice.– Equestrian Canada (EC) and your Provincial/Territorial Equestrian Association (PTSO) must be named as additional insured AND– Waiver of subrogation in favor of EC and your PTSO <p>If you are an employee of a facility</p> <p>An EC Waiver of Insurance and Acknowledgment of Risks Form and an EC Certificate of Insurance from the employer is required.</p>
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