



Hockey Canada
Accredited Schools

Application

“CREATING PARTNERSHIPS WHICH ENHANCE
OPORTUNITIES FOR EDUCATION AND
HOCKEY DEVELOPMENT”

Annual Deadline: October 1



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➤ ***HOCKEY CANADA ACCREDITED SCHOOL APPLICATION CHECKLIST***

1) APPLICATION PACKAGE COVERING LETTER

(Outlining the proposed program and why the applicant is interested in becoming an approved Hockey Canada Accredited School Program).

2) OPERATIONAL PROFILE

- Organization Chart
- Job Descriptions
- Resume of head coach or coach coordinator
- Resume of lead program administrator(s)
- Description and qualifications of other instructional staff

3) SETTING OF HCAS PROGRAM

- Name, address and contact information of Accredited School Facility
- Name, address and contact information of academic or school facilities
- Residential facilities/plan for non-resident student athletes
- Name, address and contact information of local School Board
- Administration
- Name, address and contact information of local School(s) (school administrator)

4) AGREEMENTS IN PLACE

- The partnering School Board
- The partnering Local School(s)
- Ministry approval of Charter School operation

5) PROPOSED BUDGET AND THREE YEAR FORECAST

(Include the proposed student fee to participate in the program. As well as a copy of the proposed operating budget showing revenues and expenses to be incurred).

6) APPLICATION FEE AND PERFORMANCE BOND ENCLOSED WITH THE APPLICATION PACKAGE (As per HCAS Policy

– New Applicant Section – Item #5 – p.6)

- \$5000 application fee – \$2500 paid to Member, \$2500 paid to Hockey Canada (a portion to support audit expense in the first 3 years).
- NEW APPLICANTS & EXISTING HCAS WHERE A NEW OPERATOR ASSUMES CONTROL - \$5000 performance bond – held in perpetuity by approving Member. The bond may be released by the Member if the school ceases to be a HCAS, and has no outstanding financial obligations to Hockey Canada or any of its Members, or to any third party who may make a claim against Hockey Canada or any of its Members to recover what it is owed by the HCAS.
- Member fees assessed (Member determined; team-based or program-based)
- Player registration fees based on existing Member rates

NOTE 1: HC Service to HCAS: Advisory Work Group, Sport Quality Assessment development & support, general administration & communication with Members and HCAS



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NOTE 2: If a new applicant is unsuccessful with its application; the Member portion of the application fee (\$2500) will be retained by the Member for administrative costs up to the \$2500 fee, the HC portion (\$2500) of the application fee will be returned and the \$5000 bond will be returned.

7) EDUCATION AND HOCKEY PROGRAM PLAN AND SCHEDULES

- Program start and end dates
- Program time table showing weekly schedule/monthly for all academic and athletic activities
- Summary of the number of hours for on ice and off ice programming
- List of leagues that team will play in
- List the levels of coach certification that your coaches carry

8) DESCRIPTION OF STUDENT-ATHLETES PROPOSED OR REGISTERED IN THE ACCREDITED SCHOOL PROGRAM

- Age classification (Novice, Atom, Pee Wee, Bantam, Midget)
- Ability classification (Recreational – house level and/or Competitive AAA, AA, A level)
- Gender classification (male and/or female)
- Registration base of proposed player pool

9) MARKETING PLAN

- Marketing strategy
- Promotional plan for student-player program recruitment