

## **Recognition of Current Competence (RCC) Application Form Tennis Australia Club Professional coaching course**

### **What is RCC?**

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At Tennis Australia, we understand that tennis coaches gain skills and knowledge through a range of work, study, life and other experiences. Prior learning has the capacity to significantly contribute towards an individual's current level of competence. In consideration of this, Tennis Australia offers the possibility for suitable candidates to provide evidence of current competence and prior learning. This process may also be referred to as Recognition of Prior Learning or RPL. Recognition of Current Competence (RCC) emphasises the need for the individual to be currently competent in the skills and knowledge gained through prior learning.

RCC is an assessment process that measures and evaluates an individual's formal and informal learning experiences to determine the extent to which that individual has achieved the required learning and competency outcomes or standards for entry to, and/or partial or total completion of a coaching course.

If you have extensive coaching experience with beginner and intermediate players, you may be a suitable candidate to achieve the Tennis Australia Club Professional coaching qualification via the RCC process. During this process, the coach's current knowledge and skills are assessed against a set of core competencies required by a Club Professional coach. Coaches undertaking the course in the face-to-face mode are required to successfully complete a series of assessment tasks which allow the coach to provide evidence of their competence in these core areas. The competence of RCC candidates will also be assessed in the same way. Additional evidence may also be required in support of the candidate's RCC application.

The Coach Development Coordinator (CDC) or Coach Development Manager (CDM) in your state or territory will review the RCC application to identify whether the candidate is suitable for the RCC process.

Based on this assessment a recommendation will be communicated to the RCC candidate to either:

1. Continue on the RCC path to achieve the Club Professional coaching course qualification; or,
2. Enrol in the next Tennis Australia Club Professional coaching course to complete the qualification.

## Characteristics of a Club Professional coach

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### A Club Professional coach must be able to:

- Create and maintain a positive environment for players
- Conduct well planned coaching sessions which cater for the developmental readiness of players, are meaningful to tennis and provide maximum participation and practice opportunities
- Plan for the continual development of players
- Implement various coaching programs for players at all levels (i.e., beginner to advanced)
- Effectively communicate to players, parents and other key stakeholders
- Provide leadership both on- and off-court
- Run a small tennis coaching business

## Overview of the Club Professional coaching course

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The Club Professional coaching course prepares coaches to become head coaching professionals at tennis clubs and centres. The course focuses on coaching tennis and growing a small business. Participants will further develop their ability to plan and deliver coaching sessions with a particular emphasis on developing tactical skills and analysing and correcting technical skills of intermediate players. Applying sport sciences, such as sport psychology, nutrition, strength and conditioning, using technology to analyse performance and planning programs for players of all ages are also covered. The course will provide coaches with the basic tools to grow a small business. Coaches completing this course are recognised as Tennis Australia qualified coaches\*.

*\*Through our collaboration with the Registered Training Organisation (RTO), coaches undertaking the course in the face-to-face mode are able to enrol with RTO to undertake the course as a nationally recognised SIS40512 Certificate IV in Sport Coaching qualification.*

*If you would like more information about the possibility of applying for a Statement of Attainment from SCT for the SIS40512 Certificate IV in Sport Coaching **IN ADDITION** to the Tennis Australia Club Professional coaching course certificate as part of your Recognition of Current Competency (RCC) application, please contact the relevant Coach Development Coordinator or Coach Development Manager in your state.*

*Additional fees and assessment requirements apply.*

## Course units of competency

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### Module 1 – Developing players

Unit 1	SISSTNS307	Coach red stage tennis players*
Unit 2	SISSTNS308	Coach orange stage tennis players*
Unit 3	SISSTNS309	Coach green stage tennis players*
Unit 4	SISSTNS205	Interpret and apply the rules and regulations of tennis*
Unit 5	SISSTNS410	Coach stroke production for intermediate tennis players
Unit 6	SISSTNS411	Coach tactics for intermediate tennis players
Unit 7	SISSSCO303	Plan and deliver coaching programs
Unit 8	SISSSCO304	Customise coaching for athletes with specific needs
Unit 9	SISXIND408	Select and use technology for sport, fitness and recreation
Unit 10	SISSSCO306	Provide drugs in sport information
Unit 11	SISSSCO307	Provide nutrition information to athletes
Unit 12	SISSSCO308	Support athletes to adopt principles of sport psychology
Unit 13	SISSSCO409	Work collaboratively with support personnel

### Module 2 – Growing your business

Unit 14	BSBSMB404	Undertake small business planning
Unit 15	SISXCCS404A	Address client needs
Unit 16	BSBWOR404B	Develop work priorities
Unit 17	SITXCOM401	Manage conflict

### Module 3 - Providing opportunities to play

Unit 18	SISXIND405A	Conduct projects
Unit 19	SISXIND409	Organise a sport, fitness and recreation event
Unit 20	BSBRK401A	Identify risk and apply risk management processes
Unit 21	SISXWHS402	Implement and monitor work health and safety policies
Unit 22	SISXIND410	Coordinate sport, fitness and recreation work teams or groups
Unit 23	SISXCCS402A	Coordinate client service activities

## Elements and performance criteria

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Each unit of competency is made up of a series of elements. These **elements of competency** are the building blocks of the unit.

**Performance criteria** are statements that specify what is to be assessed and the required level of performance for each element of competency. Coaches will be required to provide evidence of competent performance in each criterion. A range of assessment tasks will be used to assess these performance criteria. Several performance criteria may be assessed during one task (e.g., during an on-court coaching session). Tasks may be written, oral or practical and will assess the coach's knowledge, skills and understanding.

## Providing evidence

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RCC candidates are required to provide evidence of their competency for each element of competency and corresponding performance criteria.

### The rules of evidence gathering are:

- The evidence you provide must be valid. It must relate to the specific competency unit that has been identified
- The evidence must be authentic. It must be something you have produced or has been written about you
- Evidence must be sufficient and demonstrate complete competency against the information that underpins a competency statement
- The evidence must be reliable. It must show you can consistently perform a given competency to the required standard
- Evidence must be current. This is a particularly important aspect as you must be able to demonstrate your evidence is still relevant to the skills and knowledge you have

### Prior learning can include skills and knowledge gained through:

- Paid work experience - full-time, part-time or casual in Australia or overseas
- Voluntary work
- Unpaid work that you do for yourself or your family such as managing events
- Being coached or mentored (or coaching and mentoring others)
- Attending and participating in seminars, conferences and workshops
- Short courses that are not TAFE accredited
- Private study and research
- Additional life experiences that have given you competencies that match those in the relevant courses

## Types of evidence

There are three types of evidence: direct, indirect and historical. The following table is a guide and you may be able to think of other types of evidence to demonstrate your skills and knowledge.

Type of evidence	Examples of evidence
<b>Direct evidence</b>	<ul style="list-style-type: none"> <li>• Accredited qualification</li> <li>• Certificate of achievement</li> <li>• Demonstration of skill</li> <li>• Samples of work</li> <li>• Referee's report</li> <li>• Video</li> <li>• Photos</li> <li>• Published works such as session plans</li> </ul>
<b>Indirect evidence</b>	<ul style="list-style-type: none"> <li>• Industry Awards</li> <li>• Job specifications or position descriptions</li> <li>• Curriculum Vitae or Resume</li> <li>• Rosters or timesheets</li> <li>• Budgets</li> <li>• Visual presentations or written speeches</li> <li>• Letters or memos from your workplace</li> <li>• Reference/ or letters of support</li> <li>• Evidence of committee work</li> <li>• Reading lists</li> <li>• Workplace training records</li> </ul>
<b>Historical evidence</b>	<ul style="list-style-type: none"> <li>• Written references from past employers</li> <li>• Log books and other records of performance</li> <li>• Certificates or qualifications</li> <li>• Letters of support</li> <li>• Assignments, reports and documentation from previous courses undertaken</li> <li>• Past competency based assessments</li> <li>• Record of academic results</li> <li>• Course attendance record</li> <li>• Scrap books</li> <li>• Magazine or newspaper articles about your work</li> </ul>

**Source:** *Rules of evidence and types of evidence* sections are from the RTO, RPL Assessment and Information Kit.

## ***Assessing your evidence***

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The Tennis Australia Coach Development Coordinator in your state/territory or a Tennis Australia Learning Facilitator will assess your application. This individual will be a Tennis Australia Club Professional (minimum qualification).

## ***Cost of RCC***

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The cost for RCC will vary depending on whether you hold a tennis coaching qualification at an equivalent level from a provider recognised by Tennis Australia (e.g., LTA, ITF). For these candidates the cost will be \$660 (incl GST). For coaches who do not hold a tennis coaching qualification (at the equivalent level) or who have completed a coaching course with a provider not recognised by Tennis Australia, the cost will be \$1700 (incl GST). On receipt of your RCC payment, you will receive a complimentary Tennis Australia Trainee Coach Membership (if you are not already an existing member).

Your complimentary membership, valued at \$109 (incl GST), will be valid until the end of the financial year during which the RCC process was commenced (Note: If this time is less than 6 months, the Trainee Coach Membership will be renewed for the following financial year). If you do not complete the RCC process within the required time frame you will be required to renew your Trainee Coach Membership to continue.

The Trainee Coach Membership includes Insurance: \$20 Million Public Liability and \$10 Million Professional Identity and Personal Accident Cover plus a wide range of benefits and resources.

Coaches who successfully complete the RCC process and receive the Tennis Australia Club Professional Coaching course certificate will receive an upgrade to a Tennis Australia qualified coach member. This qualified Coach Membership will be valid until the end of the financial year during which the RCC process commenced.

## ***Length of the RCC process***

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It is expected that the RCC process will be completed within 6 months from the date of the initial on-court assessment. An additional administration fee of \$150 (incl GST) will be charged for those candidates who have not successfully completed all RCC requirements within 12 months from the date of the initial on-court assessment.

## Summary of the RCC process

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1. The candidate completes all the pages of the RCC application form (including signing the Member Protection Declaration on p.11) and submits to the relevant contact in the appropriate state or territory. Please note: The candidate is strongly encouraged to make contact with the CDC or CDM to discuss their level of suitability for the RCC process prior to submitting their application form
2. The candidate submits the following documents with the application form:
  - All current (i.e., within the last four years) and historical evidence to support the application. This evidence should be relevant to each unit of in the course (p. 2-3).
  - A Working with Children Check (WWCC) or state/territory equivalent with the application form. For more information visit: [tennis.com.au/coaches/membership/policies](http://tennis.com.au/coaches/membership/policies)
  - A National Police check, to apply for a National Police check, please visit [www.nationalcrimecheck.com.au](http://www.nationalcrimecheck.com.au).
  - A current Level 2 First Aid certificate
3. On receipt of the candidate's application form, the CDC or CDM will contact you to discuss your application and arrange an on-court assessment
4. Following the on-court assessment, the assessor will make a recommendation to either:
  - a.) Continue on the RCC pathway
  - b.) Enrol in the next Tennis Australia Club Professional coaching course to complete the qualification
5. If the recommendation is Option A, the candidate will be required to pay either \$660 (incl GST) or \$1700 (incl GST) to continue the RCC process
6. Following receipt and confirmation of payment, arrangements will be made for the candidate to receive the off-court assessments
7. The candidate completes and submits all the required evidence/assessment tasks within six months from the date of the on-court assessment
8. On the successful completion of the off-court assessments and submission of any additional evidence, you will be awarded the **Tennis Australia Club Professional** coaching course certificate
9. Your Trainee Coach Membership will be upgraded to a Tennis Australia qualified Coach Membership
10. Please keep a copy of the application form for your records



## Part A: Applicant details

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### Profile

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

State: \_\_\_\_\_ Post code: \_\_\_\_\_

Country: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Business name: \_\_\_\_\_

MyTennis ID (if you have one): \_\_\_\_\_

Date of birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Do you speak another language? If yes, please state \_\_\_\_\_

Male       Female       Aboriginal       Torres Strait Islander

Which of the following categories best describes your current coaching commitment, both on-court and off-court?

Full-time (more than 25 hours)    Part-time (less than 25 hours)    Inactive    Retired



### Coaching courses and qualifications

- No qualifications
  Introduction to ANZ Tennis Hot Shots course
  Community Coach course (previously trainee)
  Junior Development Coach
  Other, please state the course provider, year, and level
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### Coach screening

Coach screening is an essential requirement for all Trainee coach members. Each State/Territory has its own legislation and it is necessary to fulfil the requirements for each State or Territory in which you are working. Please provide your Working with Children (WWC) check number and expiry date, along with a copy of the card. Visit [tennis.com.au/coaches/membership/policies](http://tennis.com.au/coaches/membership/policies) for more information.

#### This section must be completed

Relevant for WA, QLD, VIC, NSW, NT, TAS & WA	Relevant SA
<b>WWC check number</b> (NSW, WA, VIC, ACT, TAS, QLD (blue card), NT (Ochre card))	Department for Communities and Social Inclusion
<b>Full name printed on card:</b>	Child related employment screening letter Provide a copy of this letter.
<b>Number (as above):</b>	Full name as printed on the Letter:
<b>Expiry date:</b> /        /	Reference Number on letter:
	Date of issue on letter:

National Police Certificate
Full name printed on certificate:
Number on certificate:
Date issued:                        /        /

## Part B: Relevant evidence

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### 1. Work experience

Please complete the following in relation to your work experience, either full-time or part-time, including any voluntary or unpaid work. Begin with your present position followed by the next most recent job and so on.

#### Present work:

Present employer: \_\_\_\_\_

Current position: \_\_\_\_\_

Duties: \_\_\_\_\_

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#### Previous work: (Please insert extra sheets if required)

Employer: \_\_\_\_\_

Position: \_\_\_\_\_

Dates of service: \_\_\_\_\_

Duties: \_\_\_\_\_

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## 2. Education and training

Indicate any education and training you have undertaken, including formal courses, adult education courses, training undertaken at work, etc relevant to the Tennis Australia Club Professional course units of competency. Please attach evidence, such as certified copies of any qualifications.

Education / Training/Workshops	Year completed	Length

## 3. Life experience

Note any other activities you have undertaken and/or are currently involved with, which have given you skills and knowledge, which could be relevant to the units for which you are applying for RCC. Leisure, sport, recreation, hobby, or other activities could be noted, for instance.

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#### **4. Other evidence**

Please provide other supporting evidence such as resume, references and/or letters of support, record of relevant academic results, letter from your club, positions descriptions, sample of work such as session plans.



**MEMBER PROTECTION DECLARATION**

Tennis Australia has a duty of care to its members and to the general public who interact with its employees, volunteers, members and others involved with *Tennis Australia's* activities. As part of this duty of care and as a requirement of *Tennis Australia's* Member Protection Policy, Tennis Australia and Australian Tennis Organisations must inquire into the background of:

- persons who are appointed or seeking appointment with children under 18 years of age (whether employed, contracted or otherwise) as a coach, team manager, tournament director or umpire; (paid or volunteer) and
- persons appointed or seeking appointment to a role in which they are likely to have individual and unsupervised contact with players under 18 years of age

I, ..... (name)

.....(address) Date of Birth ...../...../.....

**SINCERELY declare:**

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for, or related to, violence, child abuse, serious sexual offences or offences related to children.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, acts of violence, intimidation or other forms of harassment.
4. To my knowledge there is no other matter that the Australian Tennis Organisation may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me.
5. I will notify the President or appointed person within the Australian Tennis Organisation engaging me immediately upon becoming aware that any of the matters set out in clauses [1 to 4] above has changed for whatever reason.

Declared in the State/Territory of: .....

on ...../...../.....(date) Signature .....

**OR**

I, ..... (name)

of .....(address) Date of Birth ...../...../.....

**SINCERELY declare:**

That, I have the following to disclose [*please provide details of the offence for which you are unable to make the above declaration, including the nature of the offence, when it was conducted and any disciplinary action or penalty imposed as a result of the offence*]

Declared in the State/Territory of: .....

on ...../...../.....(date) Signature: .....

**Parent/Guardian Consent (in respect of person under the age of 18 years)**

I have read and understood the declaration provided by my child or ward. I confirm and warrant that the contents of the declaration provided by my child or ward are true and correct in every particular.

Name: ..... Signature:..... Date: ...../...../.....

## Conditions of the Tennis Australia 2018-2019 Coach Membership Program

I understand and agree that:

1. I am bound by all relevant Tennis Australia Limited (TA) policies (as developed or amended by TA from time to time) and made available to me at <http://www.tennis.com.au/coaches/membership/policies> including, but not limited to, the Member Protection Policy, the Anti-Doping Policy, Disciplinary Policy, Coaches Code of Conduct, Uniform Tennis Anti-Corruption Program and Social Media Policy, as well as, where applicable, any, Cardio Tennis, Hot Shots and/or Tennis for Schools program terms and conditions.
2. I acknowledge that in order to protect the integrity and safety of the sport of tennis I must:
  - a) comply with TA screening requirements as prescribed within the Member Protection Policy, which requires all TA Coach Members to obtain and maintain the following:
    - b) Working with Children Check (or state equivalent);
    - c) National Police Check;
    - d) annual completion and signature of a Member Protection Declaration; and
  - b) complete the "Keeping the Tennis Community Safe" online learning modules, available via Bounce.
3. I acknowledge that I must meet TA's insurance eligibility requirements - which, among other things, require 'Business Package' or 'Qualified' Coach Members to maintain current first aid certification.
4. TA may reject my application for Coach Membership, accept my application but impose certain conditions, or suspend, or cancel, my Coach Membership during the membership term based on any of the following:
  - a) my breach of these Conditions or any policy referred to in Condition 1 above;
  - b) the results of TA's screening processes, my failure to deliver screening documents, or TA otherwise becoming aware of other information about actual or alleged criminal activities;
  - c) my failure to meet TA's insurance eligibility requirements;
  - d) my failure to maintain a valid Working with Children Check or National Police Check;
  - e) any change to my Working with Children status; or
  - f) having been found (by TA, any of its State-based Member Associations, or a relevant tribunal) to have committed an offence under any Policy referred to in Condition 1 (above) (in the case of renewal applications, this shall include any offences found to have been committed during the previous Coach Membership term).
5. As a Coach Member I must:
  - (a) act in a professional and lawful manner at all times;
  - (b) promote and support TA's programs and activities to the greatest extent practicable;
  - (c) not do, or have previously done, anything that may, in TA's reasonable opinion, bring TA or the sport of tennis into disrepute.
6. As a Coach Member I may apply to TA via the relevant form on Bounce for a composite logo combining my own coaching logo and the TA Logo (TA Coach Composite Logo). If I am provided with a TA Coach Composite Logo, for the term of my 2018/19 TA Coach Membership TA grants to me a licence to reproduce that TA Coach Composite Logo for the purposes of publicising my Coach Membership with TA. This may include, for example, use on my website and/or marketing collateral. I acknowledge that the TA Coach Composite Logo must not be redrawn, repositioned, recoloured or otherwise modified in any way, and parts or elements of the TA Coach Composite Logo must not be used to create other logos. All use of the TA Coach Composite Logo must be in accordance with the TA Coach Composite Logo Licence Guidelines, available on Bounce.
7. TA-branded uniform, equipment (including uniform and equipment offered to me for discounted purchase) and proprietary coaching course materials (including materials hosted on the Bounce online platform) provided to me by TA from time to time:
  - (a) must not be on-sold, defaced or repurposed in any way;
  - (b) may only be used in the delivery of tennis activities promoted or endorsed by TA (and not for delivery of tennis activities promoted by other tennis organisations).
8. In the event that my Coach Membership is suspended or cancelled I understand that during any such period of suspension, or immediately in the event of cancellation, I must:
  - a) stop using my TA Coach Composite Logo or wearing the TA-branded uniform;
  - b) not deliver any TA programs (including ANZ Tennis Hot Shots, Fitbit Cardio Tennis, Tennis for Schools or ANZ Tennis Hot Shots Match Play); and
  - c) not refer to myself as a TA Coach Member, or refer to any affiliation with TA, any in marketing or advertising.
9. I understand that Coach Membership fees are non-refundable (even if a membership is suspended or cancelled) and Coach Membership is personal and not transferable.
10. If I am 'Trainee Coach' Member, I must only:
  - a) coach under supervision of 'Business Package' or 'Qualified' Coach Members (to ensure insurance eligibility); and
  - b) demonstrate reasonable progress towards 'Qualified' status by completing a coaching course recognised by TA within four years of commencing 'Trainee Coach' Membership.



To be eligible for 'Business Package' or 'Qualified' Coach Membership, I must hold one of the following coaching qualifications recognised by TA (and must be able to provide evidence of my qualifications upon request by TA): Junior Development qualification, Club Professional qualification, Master Club Professional qualification, or High Performance qualification.

I have read and understood the details of the insurance cover provided to me (which are specific to each Coach Membership type) and described at [www.tennis.com.au/coaches/membership/insurance](http://www.tennis.com.au/coaches/membership/insurance). I accept that any additional insurance cover is my sole responsibility.

TA may amend these Conditions at any time during the membership term for operational, business, security or safety purposes and will email me if an amendment occurs.

I consent to the publication of my name, business name, phone number and/or email address on:

- a) TA's Coach Member listing at [tennis.com.au](http://tennis.com.au);
- b) where applicable, ANZ Tennis Hot Shots and Fitbit Cardio Tennis deliverer listing websites [hotshots.tennis.com.au](http://hotshots.tennis.com.au) and [cardiotennis.com.au](http://cardiotennis.com.au); and;
- c) selected press ads promoting the ANZ Tennis Hot Shots or Fitbit Cardio Tennis program as per my instructions via my My Tennis profile.

I understand that I must ensure all information displayed on my My Tennis profile is kept up to date (including any contact details, facilities or program offerings). I agree to provide accurate information in relation to my facilities and programs, and understand that failing to do so may result in all my facilities and programs being removed from [tennis.com.au](http://tennis.com.au), [cardiotennis.com.au](http://cardiotennis.com.au) and [hotshots.tennis.com.au](http://hotshots.tennis.com.au). I understand that I may notify TA at any time that I no longer wish to appear on TA's Coach Member listing by emailing [play@tennis.com.au](mailto:play@tennis.com.au).

15. I consent to TA, its State-based Member Associations and government and commercial partners taking, retaining and reproducing my image and likeness in any way pertaining to my membership or involvement in tennis. I agree that any such images or likeness may be used by any of these parties in reporting or marketing materials including online publications without any further notice or payment to me.

**Privacy**

To assist us in the provision of products and services, we need to collect personal information about you. When you provide personal information you agree that this will be used by TA and other Australian Tennis Organisations under the terms of this statement, and the tennis privacy policy located at [tennis.com.au/privacy](http://tennis.com.au/privacy), which contains information about how you may access and seek correction of your personal information or complain about a breach of your privacy, and how we will deal with that complaint. If you do not agree, you must not

provide your personal information, and you may be unable to access all of our products and services. TA and other Australian Tennis Organisations may disclose your personal information to other parties, including our related companies, other Australian Tennis Organisations, and third parties who provide us services. From time to time, these third parties may be located (and therefore your personal information may be disclosed) overseas, including to the USA and the Netherlands and as otherwise specified in the Tennis privacy policy. TA and other Australian Tennis Organisations may use and disclose your personal information for direct marketing purposes regarding the products and services you are signing up to receive, unless you opt-out (which you can do at any time in accordance with the tennis privacy policy), and for facilitating further offers if you tick one of the boxes.

I wish to receive further offers from TA and other Australian Tennis Organisations regarding other products and services.

I wish to receive other offers from third parties who have a relationship with TA or other Australian Tennis Organisations about their products and services.

**Conditions of participation in a Tennis Australia coaching course**

**Obligations of the course participant**

On being accepted into a Tennis Australia coaching course, I consent to being bound by and agree to:

- a) Nominate a Supervising Coach (minimum Tennis Australia Club Professional qualified) prior to commencing the course;
- b) Undertake 40 hours of coaching junior players under the guidance of the Supervising Coach during the course (for Junior Development courses);
- c) Attend all sessions of the course;
- d) Be punctual for all sessions;
- e) Inform the Course Coordinator by phone or email if unable attend any sessions due to illness (a medical certificate may be requested by Course Coordinator);
- f) Make up any sessions/units missed at an appropriate session during a future course
- g) Dress and behave in a professional manner during the course;
- h) Maintain a suitable physical fitness level to complete the practical components of the course. If you have any concerns about this component please contact the Course Coordinator to discuss;
- i) Provide four players for three on-court assessments (players will be at the red, orange and green stage of the ANZ Tennis Hot Shots program) (specific to Junior Development course)
- j) Complete all assessment tasks by the due dates;
- k) Pay all course fees by the due date;
- l) Apply for an extension and pay an administration fee of \$350 (incl GST) if all course requirements are not successfully completed within 12 months from the start day of the course (specific to Junior Development course)
- m) Be withdrawn from the course if all course requirements are not successfully completed within 24 months from the start day of the course (specific to Junior Development course).

By signing and submitting this membership and course application, I accept and agree to be bound by the Conditions of the Tennis Australia 2018-2019 Coach Membership program and Conditions of Participation in a Tennis Australia coaching course as set out above.

Name .....

Signature .....

Date .....

\* Parent / Guardian Name .....

\* Parent / Guardian Signature.....

Date .....

\*If coach member is under 18 years of age.

## TAX INVOICE

### Recognition of Current Competence (RCC)

Tennis Australia Club Professional coaching course

**Applicant name:** \_\_\_\_\_

#### RCC Fee

TA recognised equivalent qualification - **\$660 (incl**

#### GST) OR

No qualification or non-TA-recognised qualification - **\$1,700 (incl GST)**

#### Payment method

These include cheque (*cheques payable to Tennis Australia*), EFT payment or credit card.

**Cheque:**  attach cheque made out to *Tennis Australia*

**EFT payment:**  Tennis Australia - BSB: 013-006 Acc No: 835672673.

Please ensure your fund transfer credit is adequately identified using a clear reference – eg: **"TARCC-your name"** and retain the receipt of payment. If you do not provide a reference, Tennis Australia will not be able to track your payment.

**Credit card:**  Visa  Mastercard

**Name on card:** \_\_\_\_\_

**Card no:**     /     /            **Exp:**   /

**Amount: \$660 (incl GST) or \$1700 (incl GST) CCV No:**    (3 digit code on back of credit

card) By signing below, I authorise Tennis Australia to charge my credit card number, the TA Recognition of Current Competency (RCC) fee of **\$660 (incl GST) or \$1700 (incl GST).**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Tennis Australia:** ABN: 61006281125  
Private Bag 6060  
Richmond  
VIC 3121

Phone: 03 9914 4000  
Fax: 03 9650 1040

**Please note:** This form becomes a TAX INVOICE upon payment. Please retain a copy for your records.



## **Tennis Australia Coach Development contacts**

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**Please return your application form to your state/territory contact as shown below.**

### **ACT & NSW**

#### **Tim Hill**

t: 00478 479 451  
e: [thill@tennis.com.au](mailto:thill@tennis.com.au)

Tennis NSW  
P.O. Box 6204  
Silverwater, NSW 1811

### **QLD**

#### **Jay Deacon**

t: 0404 458 718  
e: [jay.deacon@tennis.com.au](mailto:jay.deacon@tennis.com.au)

Tennis QLD  
190 King Arthur Terrace,  
Tennyson Qld 4105

### **SA**

#### **Warren Foote**

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