

A decorative graphic on the right side of the page features three overlapping circles of varying sizes, each composed of concentric rings in shades of green. Two thin, light green lines intersect at the top left and extend diagonally across the page, framing the circles.

ISF Courses

Player, Coach, or Umpire

The goal for the worldwide growth and development of softball is to provide individuals with a basic understanding and knowledge of the sport. While our focus remains on youth through our school based programs and while we want to target skill development in teachers and coaches, our programs are designed for everyone.

ISF Courses

Player, Coach, or Umpire

Organization of an ISF Course

Procedure

Requests for courses of all types can be made on the ISF application form (ISF Clinic Request Form – [click here](#)) by individuals associated with any ISF member federation. Complete and return the request form to the ISF Secretariat. Note: The form must be signed by the Federation President or his/her representative and include the Federation seal.

Request

The application to host an ISF Course/Clinic must contain the following information:

- Place, date, and length of the course
- Type of course being requested – Coaching, Playing or Umpiring
- Level of course – beginner, intermediate, or advanced
 - Beginner – first time coaches, teachers, players or those new to the sport of softball
 - Intermediate – Coaches , teachers, or players with some softball experience
 - Advanced – National Team or Elite Club team level (coach or player)
- Number of participants
- Open or Closed (only local participant or national or international participants welcome)
- Materials and Course Agenda
- Financial Requirement (i.e. what is paid by the host/by the participants – deadlines outlined)
- Accommodations

Participant Numbers

A minimum of ten participants is needed to sponsor an expected to a course. If the course does not have the minimum number of participants at least six weeks prior to the start of the course the ISF should be contacted and the course should be canceled.

Deadline

Planning is crucial to the success of each course and should be done at least one year in advance. All requests should be submitted at least six months prior to the start date selected on the request form in order to receive approval from the development commission and locate the appropriate instructor for the course. (In certain situations this deadline may be modified if approved by the ISF Development Commission.)

Host Obligations

It is the responsibility of the host organizers to prepare for all aspects of the clinic they wish to conduct. The following is a checklist of activities that should be completed in order for the course to run smoothly. Note: course preparation is not limited to the following, but these basics should ensure that the course will run smoothly. .

Preparation

- Identify need for course
- Identify level of course
- Prepare course budget
- Apply for course approval
- Locate facility
- Obtain accommodations and local transportation
- Prepare course outline
- Invite participants

Services

- Translation
- Document reproduction
- Distribution of materials
- Photographs
- Locate facility
- Accommodations and local transportation
- Course agenda
- Invite participants



ISF International Coaches College Participants

Australia 2007

Host Financial Obligations

Every effort should be made by the host organizer to keep the costs to a minimum – applying for Solidarity grants, government grants or sponsorships will help not only you as the host but the participants as well.

The host organizer is responsible for the participants and administrative expenses unless otherwise indicated to the participants in the invitation.

ISF Financial Obligations

For ISF-approved courses the ISF will locate an appropriate instructor for the course requested and provide the transportation costs and honorarium for that instructor.

For courses that are being put on by a National Federation for its membership the ISF will assist in identifying course instructors if needed, but will have no financial obligations for the course.