



## The Football Association of Hong Kong, China 2025 - 2026 Coach Registration Application

### For previously registered coaches:

- Online registration period is 1<sup>st</sup> July – 31<sup>st</sup> August 2025. Online coach system account will be blocked on/after 1<sup>st</sup> September 2025 without successful registration.
- Register through online coach system. Please update personal information, upload the copy of letter of “Sexual Conviction Record Check” and upload this application form.
- Upon receipt of further confirmation from HKFA, please arrange payment of registration fee by credit card.
- Registration later than 1<sup>st</sup> September 2025, please submit the coach registration application form and the letter of “Sexual Conviction Record Check” (SCRC) in person or by post to the HKFA.
- If a coach has not been licensed for two consecutive seasons they must undertake a Relicensing Assessment at the qualification level of their coaching license. After receiving a “pass” grade from the HKFA’s coach educator, the coach will be allowed to apply for the coach registration again. (Please note that even though a coach completes a relicensing assessment, he or she must possess points required for the coach registration.)

### For new register coaches:

- Please submit the coach registration application form and the letter of “Sexual Conviction Record Check” (SCRC) in person or by post to the HKFA.

### Coach registration fee:

The coach registration fee is \$1,350, including 3-years membership of “Sport Session Planner” - online football coaching plan software. The registration is valid until 30.6.2028.

### Application criteria:

Applicant must be over 18 years old who possess valid coaching certificate and sufficient CEP points.

### Coach Education Points (CEP):

HKFA requirement of Continuing Education Point for coaches:

Coaching Level	Points requirement*
AFC Professional License Coach	30 points
AFC / HKFA “A” License Coach	30 points
AFC / HKFA “B” License Coach	30 points
AFC / HKFA “C” License Coach	20 points
HKFA “D” License Coach	20 points
YFL / GRL / GRP	10 points

(\*Total sum of CEP in 3 seasons before registration)

For enquiry, please email to [coach@hkfa.com](mailto:coach@hkfa.com) or contact our staff at 2193 7301.

