



# MONTVILLE TOWNSHIP PARKS & RECREATION DEPARTMENT



195 Change Bridge Road, Montville, NJ 07045 Recreation Phone: 973-331-3305

## Coaches Certification Classes – January through June 2017

Coaches and/or Assistants who have **NEVER** attended a certification program and are not carded from a previously recognized program (NYSCA, the Rutgers program, etc.) are **REQUIRED** to attend a class to secure a photo ID card.

Class location: Community Park's Field House (130 Change Bridge Road)

*CHOICE* of

Class dates: Tuesdays: January 10, January 24, February 7, February 28, March 7,  
April 4, May 9, June 6

Thursdays: March 23, April 27, May 25, June 22

Class times: from 6:30pm to 9:30pm

**To register for the Coaches Certification Class, you MUST RSVP** by downloading the Coaches Application packet at <http://www.montvillenj.org/RecFlyers> or picking one up at the Recreation Dept. A completed application must be submitted to the Recreation Dept. in order to register for the Coach Certification class. You will receive an email reminder a few days prior to your class for you to confirm your attendance.

## FINGERPRINTING

Coaches taking our in-town coaches safety class will receive a fingerprint application from our instructor the evening of the course which you will use to register for an appointment on line at [www.bioapplicant.com/nj](http://www.bioapplicant.com/nj). Coaches can receive reimbursement for the \$21.44 fee by submitting a copy of the fingerprint application, receipt and voucher to the Montville Recreation Department.

For new coaches who have previously taken a Certified Safety Training Course elsewhere, you must submit a copy of your card to the Recreation Dept. and complete our coaches application packet at which time you will receive a fingerprint background application with instructions how to complete this process and obtain your badge.

**YOU MUST POSSESS A PHOTO I.D.** to coach or assist while on a field, gym, etc.  
Any questions please email [ldent@montvillenj.org](mailto:ldent@montvillenj.org) or call 973-331-3305

Fax number: 973-402-0787