

How to check for a Coaches' Approval for Individual Events.

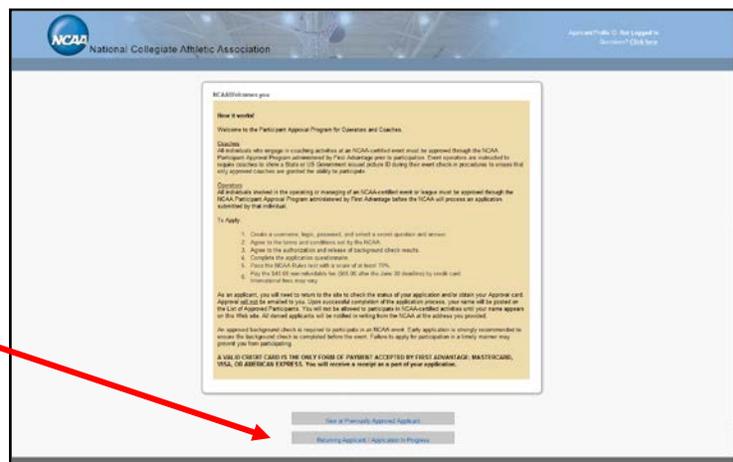
1. As a condition of certification, an event operator is required to verify that all individuals involved in coaching activities have been granted the NCAA Participant Approval by First Advantage (FADV) prior to participation. This requirement applies to both team and individual events/camps. See: [Participant Approval Program](#).
2. It is the operator's responsibility to ensure that all coaches' names appear on the FADV list of approved coaches prior to allowing the individual to participate in any coaching activities. In order for an operator to view the FADV List of Approved Coaches, the operator will need to log in to their FADV account. Only individuals who complete the FADV process will be able to access the list of approved coaches.

WARNING: The same user name and password cannot be used by multiple people on multiple devices at the same time. If an operator will need multiple people/computers logged in to the FADV site at one time, it may be necessary to require staff to complete the FADV application process themselves. Attempting to log in on multiple devices with the same login information will result in the account being locked out of the website completely to prevent fraudulent activity and it may take time to have the account reinstated. Operators will not be excused for violations that may occur because they could not access the FADV list because they were locked out for this reason.

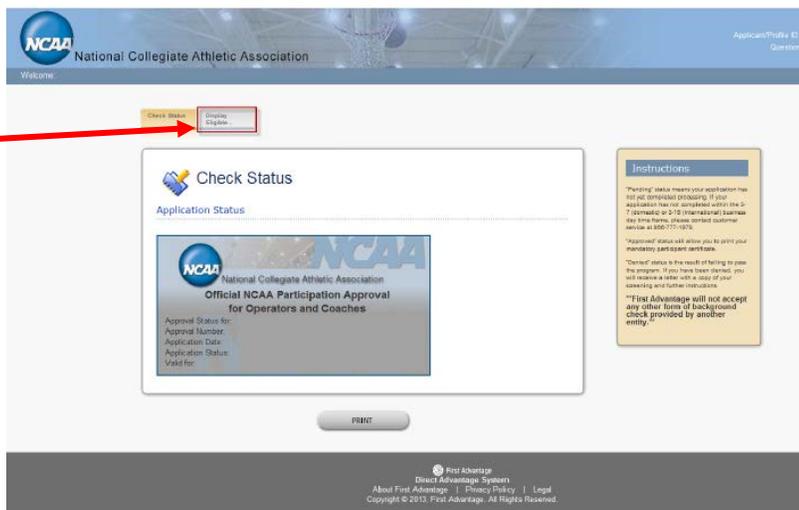
How to Access the Approved Coaches Link

Go to: https://enterprise.fadv.com/pub/l/prospects/NCAA/Events_and_Camps

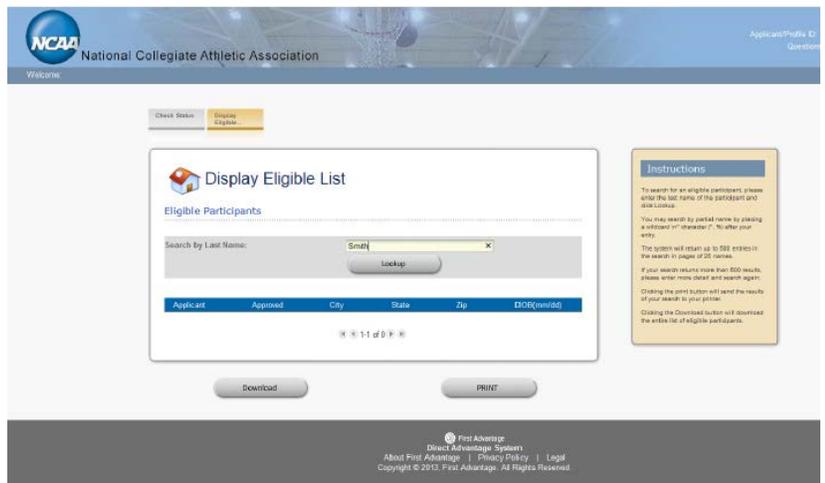
Click the Returning Applicant button.



When you log in, you will immediately be directed to the page with your approval card. Above the card, you will see a couple of Tabs. Click on the one that says "Display Eligible".



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You will see a page with a search field where you will enter the last name of the coach. [If the search does not return the coach you are looking for, try using an asterisk at the end of the last name (ex: Smith*)].

When you “Lookup” the last name, a list of people with that name will be provided along with information to help identify them (City, State, Zip). The Month and Day of the birthdate is also included for your use when checking the coaches’ IDs to ensure the coach utilizing the approval is the same person the background check was completed on.

 **Display Eligible List**

Eligible Participants

Search by Last Name:

Applicant	Approved	City	State	Zip	DOB(mm/dd)
	01/22/2014	Arlington	TX	76015	
	05/09/2013	TEMPLE HILLS	MD	20748	
	04/17/2013	humble	TX	77346	
	04/19/2013	grand prairie	TX	75052-8345	
	03/02/2013	Glastonbury	CT	06033	
	02/20/2014	Ancaster	ON	L9K1M6	
	07/02/2013	Burke	VA	22015	
	03/21/2013	Bolingbrook	IL	60440	
	04/09/2013	medford	NY	11763	
	04/04/2013	Dublin	OH	43017	
	04/17/2013	germantown	MD	20876	
	02/11/2014	Edmond	OK	73003	
	04/12/2013	Dumfries	VA	22026	
	07/10/2013	Clear Lake	IA	50428	
	04/18/2013	spring valley	CA	91977	
	04/30/2013	Columbia	MO	65202	
	06/17/2013	hinesville	GA	31313	
	02/21/2013	hanceville	AL	35077	
	05/21/2013	lorain	OH	44052	
	03/26/2013	Pittsburgh	PA	15237	
	04/16/2013	Eastampton	NJ	08060	
	01/31/2014	Houston	TX	77068	
	04/13/2013	DeSoto	TX	75115	
	07/23/2013	Maryland Heights	MO	63043	
	06/04/2013	Maryville	TN	37804	

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**For Checking
Photo IDs**

IMPORTANT TIP – Get in a habit of using a wildcard (*) when searching for names. If the applicant entered a space after their name, or has a suffix (Jr. Sr, III, etc.) as part of their name, their name will not be returned by merely searching for the last name. You will have to search for the name plus a wildcard (EX: name*) in order for the name to be found.

MULTIPLE APPROVAL NUMBERS – With the introduction of the new educational course into the NCAA Participant Approval Process, coaches will be granted two separate approval numbers.

As a condition of certification in 2014, an event operator is only required to verify the coaches' background check approval prior to participation. This requirement applies to both team and individual events/camps.

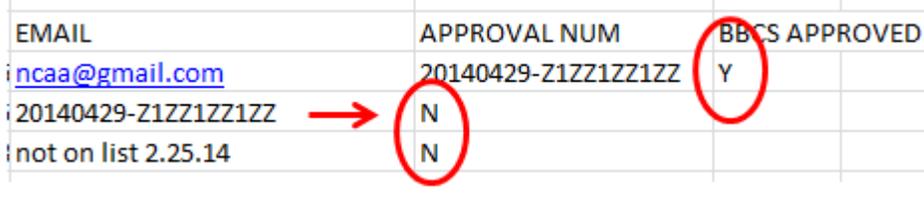
**DO NOT ALLOW A COACH
TO PARTICIPATE WHO ONLY HAS
THE EDUCATIONAL COURSE CERTIFICATE APPROVAL NUMBER!**

The NCAA will work to verify coaches so that operators do not have to, but due to procrastination of coaches and volume, all coaches may not be verified prior to your event.

Approval Verified by NCAA –The Approval Verified by NCAA field is not an indication as to whether or not an individual has been granted an approval by FADV; instead, the BBCS Approved field is an indication that ECAG has verified the FADV approval of this individual. The “Approval Number” field can be entered by the coach, but the “Approved?” and “BBCS Approved” fields with the Yes/No indication can only be changed by the NCAA.

- If a "**YES**" appears, operators can allow the individual to coach without doing anything because the NCAA staff has already verified him/her.
- If a "**NO**" appears, the individual may have an approval, but the operator will need to confirm that by checking the list of approved coaches prior to allowing him/her to participate.

Online View	Approved?	Approval Number
	Yes	20140429-Z1ZZ1ZZ1ZZ
	No	20140429-Z1ZZ1ZZ1ZZ
	No	not on list 2.25.14

<p>Print View</p>	
<p>Export View</p>	

BE AWARE –

1. This is NOT an automated process. An individual could have been approved by FADV and still have an indication of "**NO**" in the BBSS.
2. The coach may have entered a number in the approval number field, but the NCAA has not verified it for accuracy. Make sure to check the Yes/No field.
3. The FADV list of approved operators and coaches **IS automated** and once approved the individuals name will appear on the FADV list immediately. A complete list of approved individuals is accessible by logging in to the FADV web site. See: [Access the Approved Coaches Link](#)

CAUTION!!!!!!

The coach's ability to produce an approval e-mail, certificate, approval card OR a receipt is not adequate verification of approval. The fact that the coach has applied for an approval is not enough. **The operator MUST verify that the coach's name is posted on the list of approved coaches or has been verified by NCAA staff.**

Use the following links for assistance:

- [Check Coaches Approval - Individual Events](#)
- [Check Coaches Approval - Team Events](#)

The coaches' approval requirement is strictly enforced.
Participation of a single unapproved coach will render the event ineligible for certification the following year.