COURSE FOR COACHES - QUESTIONNAIRE

*To be completed and returned to:*

World Cycling Centre

1860 Aigle - Switzerland

E-mail : formation@uci.ch

1. Information on the course

Course [ ]  Level 1 (all disciplines)

 [ ]  Level 2, please specify the discipline(s)

Prefered dates

Prefered language\*

\*Courses delivered in English, French and Spanish. Other languages may require a translator.

Approximative number of participants

(number required: minimum 10; maximum 15)

1. THE COACHES

How many will there be attending?

Is the level of general and technical knowledge the coaches:

|  |  |
| --- | --- |
| all same | [ ]  |
| varied | [ ]  |

|  |  |
| --- | --- |
| primary | [ ]  |
| secondary | [ ]  |
| university | [ ]  |

What is the level of schooling/education for the coaches:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Excellent1 | 2 | 3 | 4 | Poor5 |
| Spoken | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Written | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Reading | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |

Level of English of the coaches:

1. MATERIAL CONDITIONS OF THE COURSE

In what institution is the course to be held (name and address)?

Name

Address

Is WiFi available at the venue?

Describe the main facilities that can be provided:

1. Lecture room

Seating capacity

Teaching aids [ ]  amplification system [ ]  overhead projector

 [ ]  slide projector [ ]  Internet connection

1. Sports hall / open area

Approximative area

Coaching aids [ ]  Home trainer / rollers [ ]  Marker ‘cones’

1. Practical area

|  |  |  |  |
| --- | --- | --- | --- |
|  | Length | Surface | Condition |
| [ ]  Open road |       |       |       |
| [ ]  “Closed” road (private with no traffic) |       |       |       |
| [ ]  Velodrome |       |       |       |
| [ ]  BMX track |       |       |       |
| [ ]  MTB circuit |       |       |       |

1. PRACTICAL TEACHING ACTIVITIES

Level 1 – For this course you must have:

* either a group of cyclists of the same level (minimum of 8) with their bikes;
* or a group of cyclists (minimum of 8) made up of course participants. They must have a bike and be able to carry out movements and demonstrations

Question: have you got a group of cyclists available?

[ ]  a) yes, riders [ ]  b) no, using course participants

Level 2 – For this course you must have:

* a group of cyclists of Intermediate or Advanced level (minimum of 8) with their bikes;
* or a group of Intermediate - Advanced cyclists (minimum of 8) made up of course participants. They must have a bike and be able to carry out advanced movements and demonstrations.

Question: have you got a group of cyclists available?

[ ]  a) yes, riders [ ]  b) no, using course participants

1. HOTEL ACCOMMODATION FOR INSTRUCTOR

Hotel name

Hotel address

Hotel telephone / fax numbers

NB: Accommodation for the instructor must be of a good standard. Meals must be provided.

Is there WiFi available in the Hotel?

How far is the hotel from the course venue?

What form of transportation will be made available?

Is breakfast and evening meal available at the Hotel?

1. ORGANISATION OF A COURSE BY THE NATIONAL FEDERATION

The National Federation must appoint one of its members to be overall responsible for the co-ordination of the course, and for welcoming the coach who will give the course. Contact details of the person in charge of the course from the National Federation:

Name

First name

E-mail

Phone

Fax

Postal address to send manuels and certificates :

Street (post box not valid)

City

Postal code

1. COST OF THE COURSE

The World Cycling Centre will invoice the following costs at the end of the course:

* Expert daily allowance
* Expert expenses (visa, tranfers, parking, etc)
* Expert flight ticket
* Delivery cost of the handbooks for the participants

Please indicate below who will pay these costs as well as the exact address for the invoice.

Name and first name

Address

Date: Signature of the Federation: