



November 2024

IBU COACH EDUCATION - REGIONAL BASIC COURSE

Terms & Conditions

1. PREAMBLE

- 1.1. The Regional Basic Level Course is an introduction to biathlon coaching and it addresses the pressing need for stronger coaching structures within National Federations (NFs). As the demand for qualified coaches increases, many NFs face challenges such as financial constraints, travel burdens, and language barriers. This course offers a localized, cost-effective solution to face those challenges and support the development of competent coaches.
- 1.2. It has been specifically designed to provide candidates with the principles and practices of shooting, skiing, and safe and ethical coaching of biathlon sessions to youth athletes and beginners using the activities provided through this course program, equipping coaches with the necessary skills and resources.
- 1.3. All IBU courses are facilitated to maximize candidate involvement in a high-quality learning environment. This will be achieved by blended educational activities that involve online education, group workshops in the classroom, discussions, and the opportunity to practice under the leadership of approved IBU Educators and international experts.
- 1.4. The IBU Basic Level Coach is considered equivalent to the International Council for Coaching Excellence (ICCE) Coaching Assistant role. Please read the [IBU Coaching Framework](#) for more information.



2. CONTENT

2.1. With the support of the IBU Academy Working group, the content of the Basic Course was split up into the following practical and theoretical modules:

- a. Shooting
- b. Skiing Technique
- c. Equipment
- d. Biathlon Performance
- e. Applied Training Science
- f. Exercise Physiology
- g. Coaches Soft Skills
- h. The Business of Sport

2.2. The content will be adapted depending on the level of education of the Coach.

2.3. Coaches will have to complete practical lessons with IBU Educators as well as practical hours in a club, NF, or an IBU-IOC Camp.

2.4. The IBU has the right to change and adapt the content of this course at any time.

3. APPLICATION

3.1. Application process

3.1.1. The application process is open to every National Federation. National Federations from the C, D, and E categories within the NFs development structure are prioritized. At least three (3) NFs must apply together to run the course. If an application includes fewer than three NFs, the applicant is kindly requested to provide an explanation. The IBU will carefully review each case and make a decision accordingly.



- 3.1.2. Each NF may nominate up to eight (8) candidates, with at least 40% of them being female. If an NF submits fewer than eight candidates, the remaining slots may be allocated to other NFs.
- 3.1.3. All applications must be submitted through the [IBU SCOPE](#) online application system using a two-step process:
Step 1: One National Federation (NF) applies as a "Host NF" and specifies at least two "Partner NFs." (In case of no or just one "Partner NF" - see 3.1.1)
Step 2: If the application is approved, the "Host NF" must complete a separate registration for all participants, including those from the Host and Partner NFs, in [IBU SCOPE](#).
- 3.1.4. Deadline for applications will be announced on [IBU Academy's website](#) and all NFs will be informed via IBU SCOPE.
- 3.1.5. Applications containing inaccurate or incomplete information may be declined.
- 3.1.6. Each Regional Basic Course is limited to a maximum of 24 participants and a minimum of 15 participants is required to run the course.

3.2. Key requirements

- 3.2.1. Every candidate must meet the following requirements to be considered for participation in an IBU Regional Basic Course:
 - a. Motivated candidates with basic biathlon knowledge, PE teachers, and former athletes;
 - b. Desire and aptitude for coaching, with a passion for helping and supporting others;
 - c. Ability to fully participate in the course and complete all required assessments;
 - d. Ability to complete all online tasks via the IBU e-learning platform;
 - e. Proof of sufficient liability and accident insurance;
 - f. Potential to positively impact biathlon coaching and development in their region and country;
 - g. Agree to abide by the IBU Conditions of Participation for IBU Academy Courses;



h. Letter of recommendation from the NF the Coach is affiliated with;

3.2.2. Courses certificates issued by other organizations may be recognized by the IBU Academy working group. This will be done on a case-by-case basis.

4. COURSE CONDUCT

4.1. E-learning Platform

4.1.1. The content of the IBU Coaches Education will be provided on the E-Learning Platform "[Learning Suite](#)". Learning materials and assessments that are to be completed will be available on the platform.

4.1.2. Participants of the Coaches Education course will get access to this content for the time of their education.

4.1.3. Upon acceptance of their application, participants will be issued with an IBU e-learning password and username. Such passwords and usernames must be used by the concerned participants only.

4.1.4. Participants will be required to complete online tasks and assignments before and after the respective course weeks. Participants will be informed appropriately. Failure to do this may result in the participant being removed from the course.

4.1.5. After appropriate preparation time, participants must complete an exam, with a maximum of three attempts. If the exam is not passed after three attempts, the participant will not receive a certificate of completion and the NF must cover 50% of the total course costs.



4.2. E-learning Platform

4.2.1. The IBU will provide courses for all education levels according to their respective syllabus in force. The syllabus for the Basic Course can be found [here](#). The IBU will announce the courses in time via the [IBU Academy's website](#) and [IBU SCOPE](#).

4.2.2. The following time slots are available for the Regional Basic Course. The IBU will select the appropriate slot based on the applications received.

- 20-25 July 2025
- 24-29 August 2025
- 1-6 September 2025

4.2.3. The remaining education hours of the syllabus will be covered by e-Learning in the IBU Learning Platform "[Learning Suite](#)".

4.2.4. Participants must accomplish 80% of the in-person course, 100% of the e-learning tasks, and 30 practical hours.

4.3. Withdrawal

4.3.1. In case the participant doesn't meet the requirements from Article 3.2, the IBU reserves the right to withdraw a participant from the course.

4.3.2. In case of late cancellation (1 month before the first course day) or a withdrawal during the course period, the NF must cover the incurred costs.

4.3.3. The IBU reserves the right to withdraw a participant from the course in the event that such participant has breached the IBU Integrity Code.

4.4. Certificate

4.4.1. The IBU will issue an IBU Certificate upon completion of the course.



4.4.2. The recipient of such a certificate will be eligible for the First Level Course.

5. COSTS AND FUNDING

- 5.1. The costs for lecturers and IBU staff (including travel and accommodation including meals) and the e-learning platform are covered by the IBU. For transparency, the participating NFs will receive a credit note after the course.
- 5.2. The NFs accept that the IBU does not organize and cover the participants' travel and accommodation including meals.
- 5.3. The NFs will cover the costs for the venue and the equipment needed for the course.
- 5.4. The IBU will apply for the Olympic Solidarity (OS) for coach education support for the Host NF. In the case of IOC Olympic Solidarity funding the Host NF must accept this offer and cover the general course costs based on the Olympic Solidarity requirements.
- 5.5. If simultaneous translation is needed the Host and Partner NFs are responsible for organizing an online translation service. Estimated costs need to be shared with IBU upfront. IBU covers the costs for a maximum of 2 languages.



Contact Person

For more information about the IBU Academy education and assistance with the application process, please contact the IBU Head of Academy, Gerold Sattlecker at: gerold.sattlecker@ibu.at

Place and Date

Name and Signature of Host NF Representative (President or Secretary general)

Name and Signature of Partner NF 1 Representative (President or Secretary general)

Name and Signature of Partner NF 2 Representative (President or Secretary general)