



## UIL Coaches Checklist

### Football

### 2023-24

	CHECKLIST	REFERENCE LINK	COMPLETION DATE
✓	<b>PRE-SEASON</b>		
	Best Practices in Tackling Certification (ATAVUS) Information	<a href="#">ATAVUS Procedures</a>	<b>Prior to Coaching</b>
	Register/update profile in the UIL Portal	<a href="#">UIL Portal</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Review Football Manual	<a href="#">Football Manual</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Update Coach's Name in MaxPreps	<a href="#">MaxPreps</a>	<b>Beginning of school year</b>
	UIL yearly coaching requirements (CCP & TEC)	<a href="#">Coaching Requirements</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Review TEA-UIL Side-by-Side	<a href="#">Side-by-Side</a>	<b>Prior to 1<sup>st</sup> Contest</b>
	Student participation required forms. Keep on file.	<a href="#">Athletic Forms</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Varsity participation required forms. Keep on file.	<a href="#">Athletic Forms</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Review rules regarding eligibility for athletic contests	<a href="#">C&amp;CR Sec. 400 &amp; 403</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Review Football Plan	<a href="#">Football Plan</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Review UIL Rule Changes	<a href="#">UIL Rule Changes</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Review NCAA Rule Changes	<a href="#">NCAA Rules</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Review Fall Practice Regulations	<a href="#">Fall Practice Regulations</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Complete PAPFs and file with UIL Office <ul style="list-style-type: none"> <li>• Apply/Complete any necessary Waivers and file with UIL</li> </ul>	<a href="#">PAPF Process Waiver Information</a>	<b>Prior to 1st Practice</b>
	Submit Varsity Team Eligibility Form to district chair (UIL Portal)	<a href="#">UIL Portal</a>	<b>Prior to 1<sup>st</sup> Contest</b>
✓	<b>REGULAR SEASON</b>		
	First day of conditioning	July 31 or August 7	
	First day of full contact	August 5 or August 12	
	First scrimmage	August 10 or August 17	
	Second scrimmage	August 17 or August 24	
	Third scrimmage or Week 1	August 24	
	Update schedule and record on MaxPreps	<a href="#">MaxPreps</a>	<b>Ongoing</b>
✓	<b>POST-SEASON</b>		
	Print and review Post Season Handbook	<a href="#">Post Season Handbook</a>	
	District Certification completed by District Chair	<a href="#">District Certification Instructions</a>	<b>November 4</b>



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	Advancing Teams: report immediately after contest.	<a href="#">Playoff Reporting</a>	
	Playoffs Week 1		<b>November 9-11</b>
	Playoffs Week 2		<b>November 16-18</b>
	Playoffs Week 3		<b>November 23-25</b>
	Playoffs Week 4		<b>Nov 30 – Dec 2</b>
	Verify Record in MaxPreps	<a href="#">MaxPreps</a>	<b>After Week 4</b>
	Submit photos – team, school mascot, coach headshot	<a href="mailto:pictures@uiltexas.org">pictures@uiltexas.org</a>	<b>December 6</b>
	Submit Team Information Form	<a href="#">Team Information Form</a>	<b>December 6</b>
	Week 5 (2A-6A)		<b>December 7-9</b>
	State Tournament	<a href="#">State Tournament</a>	<b>December 13-16</b>
✓	<b>OFF-SEASON</b>		
	Review Off-Season Regulations		
	Review Spring Ball Practice Regulations	<a href="#">Spring Ball Regulations</a>	
	Review allowable equipment	<a href="#">Football Equipment</a>	
✓	<b>SUMMER</b>		
	Review Summer S&C/Sport Specific Regulations	<a href="#">Summer Regulations</a>	
	Review Non-School Participation Manual	<a href="#">Non-School Manual</a>	
	Review School Sponsored Camps Regulations	<a href="#">School Sponsored Camps</a>	