



UIL Coaches Checklist Basketball 2023-24

	CHECKLIST	REFERENCE	COMPLETION DATE
✓	PRE-SEASON		
	Register/update profile in the UIL Portal	UIL Portal	Prior to 1 st Practice
	Review Basketball Manual	Basketball Manual	Prior to 1 st Practice
	Update Coach name in Max Preps	MaxPreps	Beginning of school year
	UIL yearly coaching requirements (CCP & TEC)	Coaching Requirements	Prior to 1 st Practice
	Student participation required forms. Keep on file.	Athletic Forms	Prior to 1 st Practice
	Varsity participation required forms. Keep on file.	Athletic Forms	Prior to 1 st Practice
	Review rules regarding eligibility for athletic contests	C&CR Sec. 400 & 403	Prior to 1 st Practice
	Review Basketball Plan	Basketball Plan	Prior to 1 st Practice
	Review UIL rule changes	UIL Rule Changes	Prior to 1 st Practice
	Review NFHS rule change	NFHS	Prior to 1 st Practice
	Complete PAPFs and file with UIL Office <ul style="list-style-type: none"> • Apply/Complete any necessary Waivers and file with UIL 	PAPF Process Waiver Information	Prior to 1 st Practice
	Submit Varsity Team Eligibility Form to district chair (UIL Portal)	UIL Portal	Prior to 1 st Contest
✓	REGULAR SEASON		
	First day of practice		Girls: October 18 Boys: October 25
	First day for interschool scrimmages		Girls: October 28 Boys: November 4
	First day for playing interschool games		Girls: November 3 Boys: November 10
	Update schedule and record in MaxPreps	MaxPreps	Ongoing
✓	POST-SEASON		
	Print and review Basketball Post Season Packet	Post Season Packet	



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District Certification by District Chair	Certification Instructions	Girls: February 10 Boys: February 17
Advancing team's coach must report scores on MaxPreps	MaxPreps	
Bi-District Deadline		Girls: February 13 Boys: February 20
Area Deadline		Girls: February 15 Boys: February 24
Regional Quarterfinal Deadline		Girls: February 20 Boys: February 27
Verify record in MaxPreps	MaxPreps	After Quarterfinal
Submit photos—team, school mascot, coach headshot	Pictures@uiltexas.org	Girls: February 21 Boys: March 1
Submit Team Information Form	Girls Team Info Form Boys Team Info Form	Girls: February 21 Boys: February 28
Regional Sites Locations	Regional Sites	
Regional Semifinal Deadline		Girls: February 22 Boys: March 1
Regional Final Deadline		Girls: February 24 Boys: March 2
State Tournament	Girls State Tournament Boys State Tournament	Girls: Feb 29-Mar 2 Boys: March 7-9