



UIL Coaches' Checklist

Soccer 2022-23

	CHECKLIST	REFERENCE	COMPLETION DATE
✓	PRE-SEASON		
	Register/update profile in the UIL Portal	UIL Portal	Prior to 1st Practice
	Review Soccer Manual		Prior to 1st Practice
	Update Coach's Name in MaxPreps	MaxPreps	Beginning of School Year
	UIL yearly coaching requirements	Coaching Requirements	Prior to 1st Practice
	Student participation required forms. Keep on file.	Athletic Forms	Prior to 1st Practice
	Varsity participation required forms. Keep on file.	Athletic Forms	Prior to 1st Practice
	Review rules regarding eligibility for athletic contests	C&CR Sec. 400 & 403	Prior to 1st Practice
	Review Soccer Plan	Soccer Plan	Prior to 1st Practice
	Review UIL rule changes	UIL Rule Changes	Prior to 1st Practice
	Review NFHS rule change	NFHS	Prior to 1st 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 1st Practice
	Submit Individual Eligibility Form to district chair (UIL Portal)	UIL Portal	Prior to 1st Contest
✓	REGULAR SEASON		
	First day of practice		November 28
	First day for interschool scrimmages		December 9
	First day for playing interschool games		December 29
	Update schedule and record on MaxPreps	MaxPreps	Ongoing
✓	POST-SEASON		
	Print and review Post Season Handbook	Post Season Handbook	
	District Certification by District Chair	Certification Form	March 21
	Advancing team's coach must report scores on MaxPreps	MaxPreps	



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	Bi-District Deadline		March 23-25
	Area Deadline		March 27-28
	Regional Quarterfinal Deadline		March 30- April 1
	Verify record in MaxPreps	MaxPreps	After Quarterfinal
	Submit photos—team, school mascot, coach headshot	pictures@uiltexas.org	April 5
	Submit Team Information Form	Girls Team Information Form Boys Team Information Form	April 5
	Regional Tournaments	Regional Sites	April 7-8
	State Tournament	State Tournament	April 12-15