

# **UIL Coaches' Checklist**

## **Soccer 2025-26**

	<b>CHECKLIST</b>	<b>REFERENCE</b>	<b>COMPLETION DATE</b>
✓	<b>PRE-SEASON</b>		
	Register/update profile in the UIL Portal	<a href="#">UIL Portal</a>	<b>Prior to Start of School Year</b>
	UIL yearly coaching requirements (CCP & TEC)	<a href="#">Coaching Requirements</a>	<b>Prior to Start of School Year</b>
	Update Coach's Name in MaxPreps	<a href="#">MaxPreps</a>	<b>Beginning of School Year</b>
	Review TEA-UIL Side-by-Side	<a href="#">Side-by-Side</a>	<b>Beginning of School Year</b>
	Review Soccer Manual	<a href="#">Soccer Manual</a>	<b>Prior to 1<sup>st</sup> Practice</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 Soccer Plan	<a href="#">Soccer Plan</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Review UIL rule changes		<b>Prior to 1<sup>st</sup> Practice</b>
	Review NFHS rule change	<a href="#">NFHS</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</a> <a href="#">Waiver Information</a>	<b>Prior to 1<sup>st</sup> Practice</b>
	Submit Individual 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 practice		<b>December 1</b>
	First day for scrimmages		<b>December 12</b>
	First day for games		<b>December 29</b>
	Update schedule and record on MaxPreps	<a href="#">MaxPreps</a>	<b>Ongoing</b>
✓	<b>POST-SEASON</b>		

# UIL Coaches' Checklist

## Soccer

### 2025-26

	Print and review Post Season Handbook	<a href="#">Post Season Handbook</a>	
	District Certification by District Chair	<a href="#">Certification Form</a>	<b>March 17</b>
	Advancing team's coach must report scores on MaxPreps	<a href="#">MaxPreps</a>	
	Bi-District		<b>March 19-21</b>
	Area		<b>March 23-24</b>
	Regional Semifinals		<b>March 26-28</b>
	Regional Finals		<b>March 30-31</b>
	Verify record in MaxPreps (State Semifinalists Only)	<a href="#">MaxPreps</a>	<b>April 1</b>
	Submit photos - team, school mascot, coach headshot (State Semifinalists Only)	<a href="#">Photo Submission Form</a>	<b>April 1</b>
	Submit Team Information Form (State Semifinalists Only)	<a href="#">Girls Team Information Form</a> <a href="#">Boys Team Information Form</a>	<b>April 1</b>
	State Semifinals		<b>April 2-4</b>
	State Finals	<a href="#">State Tournament</a>	<b>April 9-11</b>