

**2005-2006 Coaches Certification Exam Administration Policy by Conference**

Conference	Coaches Certification Exam Administration Policy
ACC	The ACC currently requires the FAR or designee to administer the exam. We also travel to our institutions once over the summer and administer a review and exam.
Atlantic Sun	The Atlantic Sun requires that someone outside the athletics department do the testing.
A-10	The A10 does not restrict the administration of the exam to an individual outside the athletics department.
Big East	The Big East permits each school to decide the appropriate individual to proctor the exam. That being said, most of our schools choose to have the FAR administer the exam.
Big Sky	The Big Sky currently leaves the administration of the coaches exams to the FAR or their designee. Most of our FARs designate the compliance officers to administrate the exams in their absence. It is totally up the FAR at each institution, provided the designee is an administrator or a faculty member.
Big South	The Big South Conference's policy is that the FAR must proctor the test, online or hard copy, and must remain with the test subject at all times. The FARs did recommend a slight change to the policy at our spring meetings, which would allow a substitute proctor, but that proctor must be an academic peer. We have stayed away from allowing compliance staffs to proctor, and kept that responsibility on the academic side.
Big Ten	FARs are responsible for proctoring. They may, however, designate someone outside of athletics to proctor if they are unavailable. One additional restriction is that the FARs may only administer the test to staff members from their own institution.
Big 12	We require an institution's FAR or his/her designee to administer the exam; however, in the Big 12, a compliance person could be the FAR's designee.

Big West	The Big West FARs administer the exam and do not designate anyone inside the athletics department to administer the exam. The FAR or the campus testing centers administer the exam for the most part. The Conference Office administers the exam as well on occasion.
Colonial	The CAA permits compliance coordinators to administer the coaches exam. Some schools prefer to have the FAR administer and use the CC as a backup.
C-USA	C-USA currently leaves the administration of the coaches exams to the FAR or their designee. Most of our FARs designate the compliance officers to administrate the exams in their absence. It is totally up the FAR at each institution, provided the designee is an administrator or a faculty member.
Horizon	The Horizon League allows each institution to decide who will administer.
Ivy League	The Ivy League has no restrictions on proctoring exams. In some cases, coaches are taking the exam in their own office without a proctor, once the electronic version of the exam has been set up by the compliance director and they have been given instructions on what materials are allowed to be used. Our FARs are almost never involved.
Metro Atlantic	The MAAC allows the FAR and his/her designee, and the compliance coordinator to administer the exam.
Mid-Continent	The FAR or their designee administers the exam. If the FAR or their designee is not available the institution must contact the conference office and request that someone else (usually the compliance person) administer the exam.
Mid-Eastern	MEAC recommends FAR or Compliance Coordinator if FAR is unavailable since it has moved to online testing.
MVC	The MVC faculty reps are responsible for administration of the exam and they are free to designate someone outside of athletics (testing center) to assist. Our compliance directors do not have the authority to administer the exam.
NEC	In the NEC, the exam is administered by the FAR or their designee outside of the athletics department.

MWC	The MWC requires our institutions' FAR or their designee, who must be outside the athletics department, to administer both the electronic and hard copy version of the coaches certification examinations.
Pac-10	We allow our FARs to make the call as to whether or not they want the compliance office personnel to be involved in administering the exam. If not, the FAR handles it.
SEC	The SEC allows compliance coordinators to give the exam.
Southern	The Southern Conference faculty reps are responsible for administration of the exam and they are free to designate someone outside of athletics to assist. Our compliance directors do not have the authority to administer the exam.
SWAC	We require that the FAR administer the exam
Sun Belt	We allow our FARs to make the call as to whether or not they want the compliance office personnel to be involved in administering the exam. If not, the FAR handles it.
WCC	The WCC does not restrict the administration of the exam to an individual outside the athletics department.