



**SCHOOL DISTRICT OF PHILADELPHIA
ATHLETIC COACH WRITTEN EXAM SCHEDULE
SY 2025-2026**

DATE & TIME OF EXAM	LOCATION OF EXAM	REGISTRATION LINK	REGISTRATION DEADLINE
AUGUST			
Monday 11th @ 3:00 PM	Kensington CAPA	<i>CLOSED</i>	Friday 8th @ 5:00 PM
OCTOBER			
Wednesday 15th @ 4:00 PM	School of the Future	<i>CLOSED</i>	Monday 13th @ 5:00 PM
NOVEMBER			
Wednesday 5th @ 4:00 PM	School of the Future	<i>CLOSED</i>	Monday 3rd @ 5:00 PM
JANUARY			
Wednesday 14th @ 4:00 PM	School of the Future	<i>Coming Soon</i>	Monday 12th @ 5:00 PM
FEBRUARY			
Wednesday 18th @ 4:00 PM	School of the Future	<i>Coming Soon</i>	Monday 16th @ 5:00 PM
MAY			
Wednesday 13th @ 4:00 PM	School of the Future	<i>Coming Soon</i>	Monday 11th @ 5:00 PM

WRITTEN EXAM INSTRUCTIONS

- 1) Identify the date on which you want to take your written exam
- 2) Click on the registration link (links will be turned on 1 month before test date and close on registration deadline)
- 3) Complete and submit the registration form by the registration deadline*
- 4) Once registration has closed, eligible coaches will be contacted by the Division of Athletics with exam information.

*All prospective coaches must submit a copy of their AIC or Level II NFHS Certificate to be eligible to sit for the exam

** No prospective coach will be allowed to sit for the exam if their registration is not submitted on time. **NO EXCEPTIONS**

POINT OF CONTACT

Michael P. Donahue

C: 215.450.4254 | E: mpdonahue@philasd.org



**SCHOOL DISTRICT OF PHILADELPHIA
ATHLETIC COACH PRACTICAL EXAM SCHEDULE
SY 2025 - 2026**

EXAMINATION REGISTRATION & TESTING WINDOW	REGISTRATION LINK	REGISTRATION DEADLINE
SUMMER SESSION		
Practical Exam Registration Window Aug 15th - 31st	<i>CLOSED</i>	31st @ 5:00 PM
Practical Exam Testing Window Sep 1st - Oct 15th	N/A	N/A
FALL SESSION		
Practical Exam Registration Window Oct 15th - 31st	<i>CLOSED</i>	31st @ 5:00 PM
Practical Exam Testing Window Nov 1st - Dec 15th	N/A	N/A
SPRING SESSION		
Practical Exam Registration Window: Mar 15th - Mar 30th	<i>Coming Soon</i>	30th @ 5:00 PM
Practical Exam Testing Window: Apr 1st - May 15th	N/A	N/A

PRACTICAL EXAM INSTRUCTIONS

- 1) Identify the session window on which you want to take your practical exam
- 2) Click on the registration link (links will be turned on the first day of the registration window and close on the registration deadline)
- 3) Complete and submit the registration form by the registration deadline*
- 4) Once registration has closed, eligible coaches will be contacted by their respective Sport Chair to schedule the practical examination.
- 5) If you have not received information about your practical examination after registration has closed, please contact Michael Donahue (contact information below)

*All prospective coaches must submit a copy of their passing score for their written exam to sit for the practical exam.

** No prospective coaches will be allowed to sit for the exam if their registration is not submitted on time. **NO EXCEPTIONS**

POINT OF CONTACT

Michael P. Donahue

C: 215.450.4254 | E: mpdonahue@philasd.org