



## UIL Coaches Checklist Basketball 2024-25

	CHECKLIST	REFERENCE	COMPLETION DATE
✓	<b>PRE-SEASON</b>		
	Register/update profile in the UIL Portal	<a href="#">UIL Portal</a>	Prior to 1 <sup>st</sup> Practice
	Review Basketball Manual	<a href="#">Basketball Manual</a>	Prior to 1 <sup>st</sup> Practice
	Update Coach name in Max Preps	<a href="#">MaxPreps</a>	Beginning of school year
	UIL yearly coaching requirements (CCP & TEC)	<a href="#">Coaching Requirements</a>	Prior to 1 <sup>st</sup> Practice
	Review TEA-UIL Side-by-Side	<a href="#">Side-by-Side</a>	Prior to 1 <sup>st</sup> Contest
	Student participation required forms. Keep on file.	<a href="#">Athletic Forms</a>	Prior to 1 <sup>st</sup> Practice
	Varsity participation required forms. Keep on file.	<a href="#">Athletic Forms</a>	Prior to 1 <sup>st</sup> Practice
	Review rules regarding eligibility for athletic contests	<a href="#">C&amp;CR Sec. 400 &amp; 403</a>	Prior to 1 <sup>st</sup> Practice
	Review Basketball Plan	<a href="#">Basketball Plan</a>	Prior to 1 <sup>st</sup> Practice
	Review UIL rule changes	<a href="#">UIL Rule Changes</a>	Prior to 1 <sup>st</sup> Practice
	Review NFHS rule change	<a href="#">NFHS</a>	Prior to 1 <sup>st</sup> Practice
	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 Waiver Information</a>	Prior to 1 <sup>st</sup> Practice
	Submit Varsity Eligibility Form to district chair (UIL Portal)	<a href="#">UIL Portal</a>	Prior to 1 <sup>st</sup> Contest
✓	<b>REGULAR SEASON</b>		
	First day of practice		Girls: October 16 Boys: October 23
	First day for interschool scrimmages		Girls: October 26 Boys: November 2
	First day for playing interschool games		Girls: November 1 Boys: November 18
	Update schedule and record in MaxPreps	<a href="#">MaxPreps</a>	Ongoing
✓	<b>POST-SEASON</b>		
	Print and review Basketball Post Season Packet	<a href="#">Post Season Packet</a>	



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	District Certification by District Chair	<a href="#">Certification Instructions</a>	<b>Girls: February 8 Boys: February 15</b>
	Advancing team's coach must report scores on MaxPreps	<a href="#">MaxPreps</a>	
	Bi-District Deadline		<b>Girls: February 11 Boys: February 18</b>
	Area Deadline		<b>Girls: February 15 Boys: February 22</b>
	Regional Semifinal Deadline		<b>Girls: February 18 Boys: February 25</b>
	Verify record in MaxPreps	<a href="#">MaxPreps</a>	<b>After Quarterfinal</b>
	Submit photos—team, school mascot, coach headshot	<a href="#">Photo Submission Form</a>	<b>Girls: February 19 Boys: February 26</b>
	Submit Team Information Form	<a href="#">Girls Team Info Form</a> <a href="#">Boys Team Info Form</a>	<b>Girls: February 19 Boys: February 26</b>
	Regional Final/Optional Regional Tournament Deadline		<b>Girls: February 22 Boys: March 1</b>
	State Semifinal Deadline		<b>Girls: February 25 Boys: March 4</b>
	State Finals	<a href="#">Girls State Tournament</a> <a href="#">Boys State Tournament</a>	<b>Girls: Feb 27-Mar 1 Boys: March 6-8</b>