

**ERIC GOLDSTEIN**  
Chief Executive Officer  
Office of School Support Services

44-36 Vernon Boulevard, LIC, NY 11101  
Tel: 718.707.4300 Fax: 718.472.0615  
E-mail: [EGoldstein@schools.nyc.gov](mailto:EGoldstein@schools.nyc.gov)

**DONALD J. DOUGLAS**  
Executive Director  
Public Schools Athletic League

Tel: 718.707.4200 Fax: 718.707.4224  
E-mail: [Ddougl@schools.nyc.gov](mailto:Ddougl@schools.nyc.gov)

## MEMORANDUM

**TO:** Athletic Directors

**FROM:** Donald J. Douglas

**DATE:** August 18, 2017

**SUBJECT:** Per Session Coaching Hours for Pre-Season No-Cut Tryouts

---

A maximum of 10 coaching hours may be submitted for time worked during the no cut tryout period for the sport you are coaching. Practice must be scheduled between the approved dates listed on the PSAL website for the sport.

These 10 hours must come from your original allocation of coaching hours. This is not an additional 10 hours. The hours must be monitored at the school and it is your responsibility to ensure that no more than 10 hours are submitted. Furthermore, the time sheet(s) must also be entered in a timely manner. Late submissions will not be processed.

**For example:** baseball coaches may use up to 10 of their allocated coaching hours to conduct no cut tryouts in the Fall 2017 season for the 2018 Spring season. Those hours will be deducted from the hours to be used for the Spring 2018 season.

Coaches conducting no cut tryouts in the Spring for Fall sports may submit up to 10 hours, but only from the previous season's allocation.

For example: girls' volleyball coaches may use up to 10 of their Fall season 2017 allocated coaching hours to conduct no cut tryouts in the Spring of 2018.

You must use the appropriate PSAL Sport Bulk Job I.D. for the submitted hours of the no-cut tryouts.

Thank you.