



Number: 122/25

Date: 06th March 2025

To: All FIVB Member Federations

Cc: All FIVB Member Confederations

Subject: INVITATION for participation on FIVB Coaches Course Level 3 (22-29th June in Podgorica, Montenegro)

Dear Sirs / Madam,

It is our great pleasure to inform you that **Volleyball Federation Montenegro** will conduct **FIVB Coaches Course Level 3** on 22-29th June 2025 in Podgorica, Montenegro.

I send you our cordial invitation to your coaches to attend the mentioned course.

GENERAL INFORMATION:

1. ARRIVAL:

21st June 2025 at Golubovci Airport (Podgorica).

2. DEPARTURE:

30th June 2025 to Golubovci Airport (Podgorica).

3. INTERNATIONAL TRANSPORTATION:

Every participant must arrange his international transportation by himself (or by his National Federation).

4. LOCAL TRANSPORTATION:

To those who arrive and depart by airplane, Volleyball Federation Montenegro will provide transportation from airport to hotel "voco Podgorica" and from hotel "voco Podgorica" to airport.

5. ACCOMMODATION:

Hotel "voco Podgorica", an IHG Hotel, *address: Oktoih 2, Podgorica 81000*



6. REGISTRATION FEE AND HOSPITALITY:

- **2.000 € (EUR)** (if participant want to be accommodated in **twin sharing room** - 2 persons in 1 room)
- **2.450 € (EUR)** (if participant want to be accommodated in **single room** - 1 person in 1 room)

Note: *Because of big number of expected participants, if there are no more possibilities for single rooms in hotel, we will reserve it for the first ones that applied.*

Included in accommodation: 3 meals per day, from lunch on 21st June to breakfast on 30th June.

7. PAYMENT INSTRUCTIONS:

When Course participants list is confirmed by FIVB, **we will inform all confirmed participants that they are approved to participate** and then they will need to **make payment until 15th May 2025** on our account:

Name: ODBOJKASKI SAVEZ CRNE GORE

Address: 19. decembra br. 5, 81000 Podgorica, Montenegro

Bank name: CRNOGORSKA KOMERCIJALNA BANKA AD PODGORICA

Bank address: Moskovska 2D, 81000 Podgorica, Montenegro

SWIFT: CKBCMEPG

IBAN: ME2551000000021032259

Note: **Cost of bank transactions must be paid by participant (choose "OUR" in payment process). Any application with incomplete payments will be removed.**

If payment is not received by this deadline (15th May 2025), we will remove that participant from the list and allow the next one to be part of FIVB Coaches Course Level 3.

8. CONDITIONS FOR PARTICIPANTS:

Candidates must be recommended by their affiliated National Federation(s), which guarantee(s) that the candidate has the experience and is on the peak of her/his carrier.

It is mandatory that all candidates have participated in FIVB Coaches Course Level II volleyball, passed the exam and are certified for at least twelve (12) months before the start of the course.

Participants must be active coaches, preferably coaches linked to national programmes, with a retraceable record of their coaching activities validated by the affiliated National Federation(s).



9. REQUIRED DOCUMENTS:

- 1) Filled FIVB Application form (FIVB Enrollment form C-C3);
- 2) CV with a recent profile photo;
- 3) Certificate of the FIVB Coaches Course Level II (obtained at least 1 year before the course start date);
- 4) Letter of recommendation from the candidate's affiliated National Federation(s);
- 5) Copy of valid passport.

Please send all required documents and Information of Participant form to **Volleyball Federation Montenegro** at trenerska@oscg.me until **5th April, 2025**.

10. IMPORTANT NOTE FOR PARTICIPANTS ONCE CONFIRMED:

As soon as participants receive their confirmations to be a part of the FIVB Coaches Course Level III, they should consider the fact that they will have to present on two (2) topics (1 Theoretical and 1 Practical).

The participant must personally prepare and deliver the materials one (1) month before the Course begins.

Best regards,

Ivan BOŠKOVIĆ
Secretary General
Volleyball Federation MONTENEGRO

