

YOUR NATIONAL YMCA FITNESS INSTRUCTOR CERTIFICATION



To maintain the YMCA's high standard of instruction, it is necessary to recertify every two years. Your National YMCA Fitness Instructor Certification is valid for two years from the date of issue.

Requirements for recertification

1. Hours of Service

The Candidate must have completed a minimum of 50 hours of instruction in Individual Conditioning. For 1 or 2 designations of group fitness, 50 hours is required in the area of their specialization(s). For 3 to 5 designations of group fitness, 75 hours is required in the area of their specialization(s). This is to be documented (employer or client letters) and submitted upon recertification.

2. Continuing Education

The Candidate must have participated in "Continuing Education Workshops", (a minimum total of sixteen hours) during the two-year certification period. Of these workshops, two workshops or six hours of instruction must be taken from The YMCAs of Québec Continuing Education Calendar. Photocopies of workshop certificates are to be submitted upon recertification.

3. Maintenance of Current CPR

The Candidate must submit an up-to-date copy of his/her CPR Certification upon recertification. A 4-hour Heart Saver course is required.

4. Application for Recertification

To recertify, candidates must apply at the YMCA of Québec centre where they initially completed their phase 1.

TO APPLY FOR RECERTIFICATION

1. Documents to prepare

- a) For re-certification of **Individual Conditioning**: proof of **50 hours** of instruction in past 2 years.

For Group Fitness with 1 or 2 designations: Proof of 50 hours of instruction in the past 2 years.

For Group Fitness with 3 to 5 designations: Proof of 75 hours of instruction in the past 2 years.

- b) Photocopies of **Continuing Education Workshop Certificates**

For renewal of one or more certificates, the requirements are: **16 hours** total, of which **2 workshops or 6 hours** must be organized by the YMCAs of Québec.

Annual Conferences or Certifications in the Fitness Field = 6 hours regardless the number of hours completed.

- c) A photocopy of a **valid CPR** Certificate.
- d) A photocopy of your **latest YMCA Certificate(s)** (important for establishing the renewal date).

2. Submitting documents

Submit your documents, the recertification request form and a cheque made payable to: **The YMCAs of Québec**

Fees for renewal of each certificate:

	(taxes included)
free	YMCA full-time staff
\$5.00	YMCA volunteers
\$10.00	YMCA part-time staff
\$25.00	All others

The above fees are subject to change without notice.

RECERTIFICATION REQUEST FORM

Name: _____

Address: _____

Apt. #: _____

City: _____ Prov.: _____

Postal Code: _____

Telephone: (R) (_____) _____

(W) (_____) _____

E-mail: _____

YMCA centre where you **initially completed** your **phase 1**:

Certification(s) to be renewed:

- Group Fitness:**
- Choreography
 - Cycling
 - Duo Stretch & Strength
 - Aquafitness

- Individual Conditioning**

Signature

Date

Send to the attention of the Program Director of the YMCA where you initially completed your phase 1.

Administration use only:

Date of recertification: _____

Date of recertification: _____