**FITNESS NB POLICIES AND PROCEDURES**

**CERTIFICATIONS**

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*Policy #:* **94003C Certification Requirements for Group Fitness Leaders and Evaluators**

*Updated and approved:* ***June 4, 2013***

**Rationale:** As public knowledge increases and with the growing interest in self health care, fitness leaders are required to design more sophisticated fitness programs and answer more in-depth questions. The certification process ensures that the fitness leader has met the minimum standards to lead a safe, fun, and effective exercise program.

**Policy:** The following is an outline of the pre-requisites and certification requirements necessary in order for an individual to complete the Fitness Theory and become certified in the, Group Fitness Leader specialties (GFL) of; Choreography, Step, Portable Equipment, Indoor Cycling, Resistance Training, Aqua-fitness, Older Adult, Yoga.

**Fitness Theory (FT)**

***Pre-requisites:***

* + - Minimum 16 years old.
		- Current member of FNB.

***Completion Requirements:***

* + - Full attendance at the workshop.
		- Eighty percent (80%) on theory exam. (Valid for two years)

***Exemptions:*** *Exceptions to allow bypassing FT may be given to the following:*

* Current CSEP Certified CPT and CEP individuals. (If not current, valid for two years from certification expiry)
* Students who have completed any post-secondary courses covering anatomy, exercise physiology and physical principles of exercise conditioning, analysis and design with a 75% or equivalent grade. (Valid for two years from completion of the courses, and or the degree/diploma)

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**Group Fitness Leadership specialties:**

***Pre-requisites:***

* + - Minimum 16 years old.
		- Current member of FNB.
		- Successful completion of FT requirements.

***Certification Requirements:***

* Full attendance at the specialty course or workshop.
* Current CPR (any level) as per expiry date on CPR certificate
* Eighty percent (80%) on theory exam
* Successful completion of the practical evaluation (within 6 months of theory exam).
* YFL specialty only - completion of 8 hours of documented practical teaching to be submitted along with one complete class lesson plan at the practical evaluation
* Annual payment of FNB membership fee.
* Annual payment of FNB liability insurance.

**Group Fitness Leader Evaluator Certification Requirements**

The following is an outline of the pre-requisites and certification requirements necessary in order for an individual to become an evaluator for the Group Fitness Leader specialties of; Choreography, Step, Portable Equipment, Indoor Cycling, Resistance Training, Aqua-fitness, Older Adult, Yoga.

***Pre-requisites:***

* + - Current specialty certification.
		- Minimum 300 hours of on-floor instruction (written confirmation required).
		- A minimum of 5 years as an FNB certified specialty leader.
		- Recommendation for certification by an FNB certified course conductor (or the ED upon discussion).

***Certification Requirements:***

Discussion and full review of the specialty evaluation contents with the ED or an evaluator appointed by the ED prior to conducting an evaluation.

Effective Date: **June 4, 2013**

Last Reviewed: June 17, 2014