

CFES Weight Training Instructor Course

National Certification Application Form (CAF)

The CFES Certification Application Form (CAF) is the record of completion for your national WTI course and certification requirements. Please make one copy for your records and one to submit. It is your responsibility to maintain the CAF for record keeping.

CAF Directions

1. **Section 1:** Fill in student contact information
2. **Section 2:** Provide educator with fitness theory document indicating successful completion (CFES or equivalent) and have educator sign their name as you complete, submit or pass each of the WTI course requirements below.
3. **Section 3 + 4:** Have educator sign their name as you complete, pass, submit, each WTI national certification requirement below. Student signs CFES Professional Code of Honour (COH) agreement on back of CAF. Submit to educator COH, exam, marking and membership fees which are then submitted to CFES office.
4. Set appointment for CFES Instructor Skills Assessment (ISA) with your CFES Educator or ISA Evaluator. Bring ISA form to evaluation. Evaluator will fill in, sign, date and return to you. Submit completed ISA form along with national evaluation form direct to CFES office (fax, mail or a scan).
5. CFES will electronically send your CFES National WTI Certification and membership information.

Section 1: Student Contact Info

Last Name: _____ First Name: _____ Middle Initial _____

Address: _____ City: _____ Province: _____ Postal Code: _____

Phone (h): _____ Phone (w): _____ Cell: _____ Email: _____

Course Location: _____ CFES Educator: _____ Submission date: _____

Section 2: CFES WTI National Course & Certification Requirements Record of Completion

Educator to check off (✓) Sign off + Date. Provide Re-do directions on Re-do form if required.

| | Passed | Educator Signature | Date |
|---|--|--------------------|-------|
| Prerequisite Fitness Knowledge Course, or equivalent | _____ | _____ | _____ |
| Requirements | Passed/Re-Do | Educator Signature | Date |
| WTI Course | _____ | _____ | _____ |
| 100% Course Attendance | _____ | _____ | _____ |
| Assignments | _____ | _____ | _____ |
| Open Book Course Exam | _____ | _____ | _____ |
| Comprehensive Lesson Plan | _____ | _____ | _____ |
| Evaluation Form(s) | _____ | _____ | _____ |
| Practicum Program | _____ | _____ | _____ |
| Current CPR A + First Aid | To retain CFES instructor certification candidate must sign COH agreeing to maintain these certifications and is clear if any certification/recertification requirements lapse certification will be considered null and void. | | |
| National Certification Exam* | _____ | _____ | _____ |
| Skills Assessment* | _____ | _____ | _____ |
| CAF, COH, Fees | _____ | _____ | _____ |
| Certification Evaluation Form* | _____ | _____ | _____ |

Section 3: CFES Weight Training Instructor Professional Code of Honour

I, the undersigned, have read, clearly understand and agree with the CFES Weight Training Instructor Code of Honour, certification and re-certification requirements, Profession Ethics and Conduct Guidelines, Scope of Practice and liability requirements. If I allow any of CFES Weight Training Instructor certification and re-certification requirements lapse, my certification/re-certification will be considered instantly null and void.

Signature: _____ Date: _____

Section 4: CFES Membership and Certification Payment Details

Your first CFES membership is valid for one year. Upon renewal CFES will offer one and two year options for your associate or certification membership fee

Please tick (✓)

A. CFES Certified Member

Pass CFES course, national closed book exam, instructor skills assessment and certification requirements
(CFES Group Fitness Instructor, Active Aging Instructor, or Personal Trainer Certification Exam)

| | |
|-------|-----------------------------------|
| GST | \$126.00 |
| GST | \$6.30 |
| Total | \$132.30 <input type="checkbox"/> |

or

B. Additional CFES designation certification exam

| | |
|-------|----------------------------------|
| GST | \$73.50 |
| GST | \$3.68 |
| Total | \$77.18 <input type="checkbox"/> |

or

C. Cross-Transfer Certification

Candidates who have certification(s) of equal merit are recognized by CFES can cross-transferred to CFES certification(s). CFES recognizes FLC, YMCA and CALA certification designations.

| | |
|-------|----------------------------------|
| GST | \$73.50 |
| GST | \$3.68 |
| Total | \$77.18 <input type="checkbox"/> |

Candidates who have certifications from other agencies may contact CFES to determine your credentials, education and experience qualifications.

We review your credentials, education and experience.

Certificates are issued electronically.

Signature: _____

Tick One (✓): Cheque or Money Order Visa MasterCard

Card #: _____ Expiry Date: _____

There is a \$10.00 charge for NSF cheques, repayment must be by certified cheque or credit card.

Notes: