



FITNESS LEADERSHIP CONTINUING EDUCATION CREDIT PETITION APPLICATION

If a course or workshop you have attended has not been previously approved for AFLCA continuing education credits you may petition for credit approval. Please photocopy this application as needed.

Please Submit:

- Completed petition form
 - The course subject must be relevant to fitness leadership programming
 - Course material must fall within the scope of practice for an AFLCA Fitness Leader
- Certificate of course completion
- Detailed hour-by-hour outline listing times and topics covered, along with a course summary
- List of all course instructors and their educational qualifications

Courses Not Accepted through Petition:

- Master classes
- Practicums, internships and teaching hours
- Self-study time spent preparing for an exam and hours spent preparing to teach a course
- Non-educational hours (i.e. lunch breaks)

Send Completed Petition with your AFLCA log book to:

AFLCA
c/o Provincial Fitness Unit
Faculty of Physical Education & Recreation
University of Alberta
Edmonton, AB T6G 2H9

Or Fax: (780) 455-2264

***Please Note: If the petition application is approved, credits will be filled out in your log book or you will receive a letter outlining the credits you received.
Petitioning for credit does not guarantee approval of the course***

If you have any questions regarding the petition process, call the AFLCA office at (780) 492-4435 or 1-866-FIT-UNIT.

FITNESS LEADERSHIP CONTINUING EDUCATION CREDIT PETITION APPLICATION

Name _____
Address _____
City _____
Province _____ Postal Code _____ Fax _____
Daytime Phone _____ e-mail _____

Course Information: *(Attach additional information if needed)*

Name of Course _____
Name of Agency _____
Name of Course Provider _____
Date of Course _____ Total Course Hours _____

Course Instructor Information:

Instructor name(s) _____
Instructor background/credentials _____

Course Summary: Please attach a short summary stating how this course benefited you as a AFLCA Fitness Professional.

Hour By Hour Outline:

On a separate sheet of paper write or photocopy the outline or syllabus provided at the workshop. For correspondence courses, photocopy the title page and table of contents.

- **Each approved hour equals 1 AFLCA Continuing Education Credit.**
- **Renewal credits are not awarded in 1/4 hour increments.**

Example :

9:00 am-10:00 am anatomy of the shoulder — reviewed muscles, tendons, and ligaments of shoulder joint

10:00 am-11:00 am common shoulder injuries —impingement syndrome, etc.

11:00 am-12:00 pm Lunch

12:00 pm-1:00 pm exercises to strengthen the shoulder, list exercises

Send Completed Form to: AFLCA,
Provincial Fitness Unit, Faculty of Physical Education & Recreation
University of Alberta, Edmonton, AB T6G 2H9
Fax: (780) 455-2264

If you have any questions regarding the petition process, call the AFLCA office at 780-492-4435 or 1-866-FIT-UNIT.

