

Institution name as you would like it to appear on the NSCA website



APPLICATION

PERSONAL TRAINING PROGRAM

IMPORTANT INFORMATION AND INSTRUCTIONS

1. This application is submitted by a regionally accredited academic institution of higher learning within the United States (or the international equivalent) to the National Strength and Conditioning Association (NSCA) for recognition of their program in personal training to prepare students for the NSCA Certified Personal Trainer® (NSCA-CPT®) certification. The program does not have to be classified as a major, minor, sequence, or concentration. However, it does have to be a formalized area of study. Both 2-year and 4-year colleges/universities are eligible to submit their curricula for recognition consideration.
2. This recognition is valid for three years. The Education Recognition Program (ERP) does not imply accreditation or any advantage for the NSCA certification examination. The Personal Training ERP recognizes and distinguishes programs with standardized, specified curriculum approved by the NSCA.
3. Applications are reviewed two times per year. Application deadlines are April 1 and October 1 each year. Applicants will be notified of approval/non-approval by May 15 or November 15.
4. There is a \$500.00 administrative fee for <i>first-time</i> applicants due with this application. This fee is the only fee required during the three-year period of recognition.
5. Schools that have <i>not</i> allowed their recognition to expire, are eligible for Education Recognition program (ERP) renewal by submission of the renewal portion of this application for a renewal fee of \$400.00.
6. Schools that <i>have</i> allowed their recognition to expire, are eligible for ERP renewal by submission of the complete application and documentation for the initial fee of \$500.00.
7. Schools applying for recognition for multiple programs will receive 5% off of the application fee(s) for each additional recognition approved.
8. <u>Renewing institutions that have <i>not</i> allowed their recognition to expire are <i>only</i> required to provide the course content and documentation information from Section III that has changed since their last application.</u>
9. The application for recognition must provide complete information. Additional materials, such as syllabi, are required.
10. Applications and supporting documents must be in English.
11. Once approved, the institution may disclose their NSCA recognition on any forms, documents, or recruiting materials.
12. If an application is denied recognition, the administrative fee will be returned to the institution (minus a \$100.00 processing fee), along with the application and reason(s) for denial.
13. By completing this application, the institution authorizes the NSCA to identify them as an institution with a recognized curriculum in strength and conditioning. The NSCA may disclose this information in publications, websites, or any other means the NSCA deems appropriate.
14. To be recognized, institutions must have a Certified Strength and Conditioning Specialist® (CSCS®) or NSCA Certified Personal Trainer® (NSCA-CPT®), who is a full-time employee involved in the educational program as a member of the teaching faculty. The CSCS or NSCA-CPT does not have to be a full-time faculty member, but must teach a minimum of one class per academic year from the ERP required curriculum.
15. It is the intent of this recognition process to help institutions market their programs in personal training and to help institutions begin to prepare their programs for possible accreditation. Approval letters will include specific NSCA statements designed to market the school's educational program.

Complete this application and forward to ERP@NSCA.com with all required documentation

SECTION I

INSTITUTIONAL INFORMATION | PERSONAL TRAINING PROGRAM

Official Name of Sponsoring Institution: _____

Department: _____

Address 1: _____

Address 2: _____

City: _____ State: _____ Postal Code: _____ Country: _____

Please provide the URL to link from the NSCA website to your department webpage:

INSTITUTIONAL ACCREDITATION

Regional Accrediting Association Name: (If outside of United States, use international equivalent.)

Date of Last Accreditation: _____

Is the sponsoring institution legally authorized under applicable state law to provide post-secondary education?

Yes

No

No applicable state law

SECTION II

PROGRAM PERSONNEL | PERSONAL TRAINING PROGRAM

PROGRAM DIRECTOR

The Program Director is the person responsible for administering the academic program and ensuring that all rules and regulations are followed, and that the program is in compliance with the standards for recognition. The Program Director must be a member of the teaching faculty and have voting privileges in the academic unit that houses the program. Academic rank and tenure-status are irrelevant. The Program Director does not necessarily need to be a CSCS or NSCA-CPT.

TEACHING FACULTY

The teaching faculty of the personal training educational program shall be identified as those faculty members responsible for teaching in the required subject matter areas specified in Section III, and other didactic course work included in the personal training curriculum as identified by the institution. Members of the teaching faculty must have formal appointments in the academic unit and must be financially compensated for their services. Rank and tenure-status are irrelevant. Members of the teaching faculty can be classified as full-time, part-time, adjunct, or graduate teaching assistants. At least one (1) member of the teaching faculty must be a CSCS or NSCA-CPT and sponsor this application.

CSCS SPONSOR

At least one CSCS or NSCA-CPT must be directly involved in the education of the students in the program as a member of the teaching faculty, and must sponsor this application. The CSCS or NSCA-CPT sponsor must also be a full-time employee of the institution sponsoring this application. For example, a non-CSCS or NSCA-CPT faculty member, or a non-CSCS or NSCA-CPT department chairperson can be identified as the Program Director and can teach in the recognized personal training curriculum, as long as the institution employs a full-time CSCS or NSCA-CPT who is directly involved in the educational program as a member of the teaching faculty, and who endorses this application.

SECTION II (Cont'd)

PROGRAM DIRECTOR

Name: _____ Title: _____

Address 1: _____

Address 2: _____

City: _____ State: _____ Postal Code: _____ Country: _____

Phone: _____ Email: _____

Is the Program Director an NSCA Member? Yes No

If Yes, Please Provide Membership Number: _____

Is the Program Director a CSCS? Yes No

If Yes, Please Provide NSCA Certification Number: _____

CSCS or NSCA-CPT SPONSOR (if different from the Program Director)

Name: _____ Title: _____

Address 1: _____

Address 2: _____

City: _____ State: _____ Postal Code: _____ Country: _____

Phone: _____ Email: _____

Is the CSCS or NSCA-CPT Sponsor an NSCA Member? Yes No

If Yes, Please Provide Membership Number: _____

NSCA Certification Number: _____

Does the academic unit which houses the program employ a CSCS in a full-time academic/teaching position?

Yes
No

Note: The CSCS sponsor must be a member of the teaching faculty and must be a full-time employee of the sponsoring institution involved in the educational program as a member of the teaching faculty.

SECTION III

Renewal Applications Only (Institutions must be currently recognized)

Has any of the information in Section III changed since your last application?

Yes

No

If "No," you are not required to complete this section.

If "Yes," you are only required to complete the fields necessary to reflect changes since your last application.

PROGRAM DESIGN | PERSONAL TRAINING PROGRAM

Name of Institution: _____

Name of College (within University): _____

Name of Department: _____

Name of Major: _____

Name of Track/Specialization: _____

Name of Degree Granted: _____

Length of program in terms (i.e., semesters, quarters): _____ In credit hours: _____

Total number of students currently enrolled in the program: _____

Tuition and fees: Resident \$ _____ /credit hour; Non-Resident \$ _____ /credit hour

SECTION III (Cont'd)

Renewal Applications Only (Institutions must be currently recognized)

Has any of the information in Section III changed since your last application?

Yes

No

If "No," you are not required to complete this section.

If "Yes," you are only required to complete the fields necessary to reflect changes since your last application.

PROGRAM DESIGN | PERSONAL TRAINING PROGRAM

Please identify in which courses these content areas are taught. If the content is taught in several courses, please identify only the course(s) in which most of the content is taught. You may list the same course for several content areas.

STUDENTS MUST RECEIVE FORMAL INSTRUCTION IN THE FOLLOWING CONTENT MATTER AREAS:

REQUIRED CONTENT	COURSE NAME(S)	COURSE #(s)	HOURS
Human Anatomy			
Human Physiology			
Exercise Science/Physiology (aerobic and anaerobic training adaptations)			
Nutrition (Sports Nutrition is preferred)			
Essentials of Personal Training (aerobic and anaerobic exercise prescription)			
Biomechanics/Human Movement/Kinesiology			
Exercise and Weight Training Skills and Teaching Techniques (including adaptations needed for special populations)			
Exercise Testing & Client Consultation for Healthy and Special Populations			
Emergency Care and Legal Issues in Personal Training (including First Aid, CPR, AED)			
Practicum in Exercise Instruction			
Psychology/Sport Psychology (including exercise adherence issues)			

****YOU MUST ATTACH A CURRENT SYLLABUS DESCRIBING LEARNING OBJECTIVES AND COMPETENCIES TO BE ACHIEVED FOR BOTH DIDACTIC AND SUPERVISED PRACTICAL EDUCATION COMPONENTS, FOR EACH COURSE IDENTIFIED ABOVE ****

(You may attach any promotional materials or advertising materials that outline the program of study, in addition to completing this application.)

SECTION IV

PROGRAM REQUIREMENTS | PERSONAL TRAINING PROGRAM

- It is the responsibility of the institution (Program Director, Chairperson, and CSCS or NSCA-CPT Sponsor) to notify the NSCA of any changes in the program or in personnel during the period of recognition.
- The sequencing and availability of courses in each of the subject matter areas listed in Section III should be made available to the students.
- The subject matter should be instructed, evaluated, and instructional effectiveness should be assessed on a regular basis.
- Program personnel must ensure that the objectives, content, and activities stated in the curriculum represent current concepts and practices.
- Instruction should follow a plan which documents appropriate learning experiences and curriculum sequencing to develop the competencies necessary for graduation, including appropriate instructional materials, classroom presentations, discussions, demonstrations, and supervised practical experience.
- Faculty members responsible for teaching required subject matter should be qualified through professional preparation and experience in their respective academic areas.
- The personal training curriculum should include provisions for practical experiences under the direct supervision of qualified preceptors in acceptable settings.
- By signing below, all parties testify that the information provided in this application is true and correct to the best of their knowledge. **Original signatures required.**

Department Chairperson (or Dean)

Date

Program Director

Date

CSCS Sponsor

Date

CHECKLIST

The application fee of \$500.00 is enclosed.

All information is provided.

All supporting documents, such as syllabi for each course identified in Section III, are attached.

One completed copy (with original signatures) is provided.

If you have any questions regarding this application, please contact the NSCA prior to submitting this application at erp@nsca.com Thank you.



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