



Canadian Fencing Federation Policy Document

NCCP Certification/Evaluation Clinics

POLICY

- The provincial branch office must submit a registration of the clinic using the approved form. Such registration must be 60 days prior to the NCCP clinic; otherwise an additional fee may be charged.
- The CFF will add the clinic to a list of NCCP opportunities on the website calendar and within the CFF coaches section.
- The CFF will provide the LF/MLF as designated on the clinic registration form with the appropriate materials and reporting templates.
- The provincial branch office will submit the report form and payment of the candidate results fee using the approved form within 14 days of the NCCP clinic completion.
- All participants including LF/MLF and evaluators must have valid CFF licenses prior to registration.
- Approved CFF forms will be available to branch members on the CFF Sharefile system.
- Fees are listed in the CFF Fee Schedule.

RATIONALE

- To be in a position to track, facilitate and monitor activities within the NCCP coach certification system, the CFF national office must be aware of, and responsible for the registration of NCCP information with the CAC.
- Fees assessed are to offset CAC fees charged back to the CFF and for CFF administrative costs.
- Notification standards are in place to ensure equal access to clinics regardless of geographical location and timely submission of information to CAC.

DEFINITIONS

CAC:

- Coaching Association of Canada

Provincial Branch:

- CFF member province or territory

LF/MLF:

- Learning and Master Learning facilitators

Participant:

- Any individual attending a NCCP clinic to for evaluation or certification.

Adopted: By the CFF Board of Directors, 7th March, 2010