



BC Recreation and Parks Association
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www.bcrpa.bc.ca/fitness

BCRPA Trainer of Fitness Leaders (TFL) Application Pilates Fitness

Name: _____

Leader ID # _____ **E-mail:** _____

Address: _____ **City:** _____

Postal Code: _____ **Phone Number:** _____

Requirements:

OPTION 1:

- _____ BCRPA registered Trainer of Fitness Leaders
- _____ Letter of verification of comprehensive Pilates teaching experience for a minimum of 500 hours and/or 5 years
- _____ Verification of completion of 200 hours of comprehensive (must include a minimum of 50 hours of apparatus training) formal study in Pilates through workshops, courses and apprenticeship (must submit copies of certificates for courses/workshops and letters of confirmation for apprenticeship hours) **OR** successful completion of the Pilates Method Alliance Pilates Teacher Exam (www.pilatesmethodalliance.org)

OPTION 2:

- _____ Successful completion of the Pilates Method Alliance Pilates Teacher Exam
- _____ Letter of verification of comprehensive Pilates teaching experience for a minimum of 500 hours and/or 5 years
- _____ Recognized - Instructional Skills Workshop or Trainer of Trainers Workshop or Adult Education Course or Foundations of Adult Education or Instructor Development Certificate.
(View the [Train-the-Trainer course requirements.](#))

BOTH OPTIONS REQUIRE:

- _____ Current BCRPA registration (out of province registration will be reviewed and assessed on an individual basis)
- _____ Letter indicating apprenticeship - 50 hours of teaching in a BCRPA Pilates Fitness course supervised by a BCRPA Pilates Fitness TFL.
- _____ Current First Aid and CPR
- _____ Resume of Pilates background
- _____ Instructional Competency Evaluation (ICE) Workshop. Contact the BCRPA office for registration procedures.
- _____ Shadow ICE (The shadow ICE will be explained during the ICE workshop)
- _____ Two reference letters (current within 1 year) from a Supervisor or Manager/Owner of a fitness facility indicating competencies as a facilitator/educator.
- _____ Approval of course materials (see page 2)

Course Content Approval: must meet the NFLA Performance Standards

- _____ Course Outline and lesson plans based on BCRPA approved performance standards (performance standards are available for each course on the website <http://www.bcrpa.bc.ca/fitness-program/performance-standards>)
- _____ Copy of instructional materials, course manual or equivalent text (all manuals must be pre-approved by the BCRPA). Pre-approved manuals can be purchased through the BCRPA. Contact the office for further details.
- _____ List of reference materials
- _____ Copies of handouts
- _____ Examples of course evaluation system
- _____ (New) Curriculum Mapping Form (see page 3, example in Appendix 1)

Enclose copies of **all** documents verifying the above information and mail to the BCRPA office.
Please allow 3-4 weeks for processing.

Review Fee:

- _____ \$30.00 (Credit card or bank-issued money order accepted. Please no cash or personal cheques)
- VISA/MC #: _____
- Expiry Date: _____ CVV: _____
- Signature: _____