



National Coaching Certification Program

Request for Evaluation

Date: _____

Candidate's Name: _____

NCCP # _____

E-mail address: _____

Telephone: _____

Weapon to be evaluated: Foil Epee Sabre

Context to be evaluated: Instructor-Beginner

Record of Training Completed:

<input type="checkbox"/> Make Ethical Decisions Module	Date completed: _____
<input type="checkbox"/> Teaching and Learning Module	Date completed: _____
<input type="checkbox"/> Planning a Practice	Date completed: _____
<input type="checkbox"/> Instructor-Beginner Workshop #1	Date completed: _____
<input type="checkbox"/> Instructor-Beginner Workshop #2	Date completed: _____
<input type="checkbox"/> First Aid Certification	Date completed: _____
<input type="checkbox"/> Criminal Record Check	Date completed: _____
<input type="checkbox"/> Safe Sport OR Respect in Sport Module	Date completed: _____

Next steps:

1. You will be assigned an Evaluator who will arrange to receive your portfolio.
2. You must submit a portfolio with the following contents:
 - Pdf copies of First Aid certificate and criminal record check
 - Emergency Action Plan
 - Practice plan for 45-60 min. group training
 - Lesson plan for 10-12 min. individual lesson
3. Once the portfolio has been evaluated, you will be contacted by the Evaluator to conduct a Pre-briefing session. The pre-brief will confirm when the formal observation will take place and review the evaluation process.
4. After the formal evaluation is completed, there will be a De-briefing session in which the results of the evaluation will be discussed and an action plan developed with input from the candidate and the evaluator for future development.
5. The candidate will receive a copy of the evaluation documents and the evaluator will submit the NCCP evaluation results to FENB.
6. FENB will submit the results to the CAC Locker.

THANK YOU for your work to develop fencers and the sport of fencing in New Brunswick.