National Council on Strength & Fitness

PERSONAL TRAINER AND SPORT NUTRITION PROGRAMS

An Exciting New Opportunity for your School
THE NCSF COURSES

Join the nearly 200 colleges and universities that have teamed with the National Council on Strength and Fitness (NCSF) to offer the most comprehensive personal trainer certification exam preparation course within the fitness industry. The NCSF Certified Personal Trainer and Sport Nutrition Specialist certificate courses provide academic institutions with completely **FREE**, turn-key education and training programs designed to prepare students for successful completion of the NCCA accredited NCSF Certified Personal Trainer (NCSF-CPT) Exam and the Sport Nutrition Specialist (NCSF-SNS) certificate exam.

The courses provide professional development as well as the necessary theoretical and practical competencies required of qualified professionals and are an integral component of professional preparation for careers that emphasize exercise prescription and training. The education experience utilizes learn-by-doing strategies implemented in a user friendly, building block approach. The course layouts guarantee each student will cover every testable content area in an integrated and systematic approach ensuring comprehension of each subject. These courses are a “must have” addition for colleges and universities that offer degrees in Exercise Science, Physical Education, Physical Therapy, Kinesiology, or any other health and fitness discipline.

The goal of the NCSF courses is to provide academic institutions a complete turn-key solution to produce well-trained fitness professionals who can enter the work force with a health and fitness degree complemented by an NCCA accredited credential. The courses are available at **NO COST** to all accredited academic institutions. Instructors receive all necessary textbooks, ancillary study materials, answer keys, a course syllabus, catalog write-up and a complete lesson plan complemented by multimedia presentations and a lab manual. The courses have been designed by some of the most elite exercise scientists and foremost authorities on training instruction and nutritional science in the industry.
THE PERSONAL TRAINING PROFESSION

The Fitness Industry is in need of qualified practitioners who are competent in practical training instruction and exercise programming. The demand for validly certified personal trainers places personal training as one of the fastest growing professions according to the Department of Labor, with double digit growth expected over the next decade.

According to the U.S. Department of Labor:

- “Jobs for fitness workers are expected to increase much faster than the average for all occupations. Fitness workers should have good opportunities due to rapid job growth in health clubs, fitness facilities, and other settings where fitness workers are concentrated”

- “Employment of fitness workers is expected to increase 27% over the next decade, much faster than the average for all occupations. These workers are expected to gain jobs because an increasing number of people are spending time and money on fitness, and more businesses are recognizing the benefits of health and fitness programs for their employees.”

The diverse applications of exercise allow personal trainers to seek employment in various and sometimes unique work settings. Although the majority of personal trainers work in traditional fitness settings like public and private fitness centers, more and more certified personal trainers are reaching out to special populations including schools, adult centers, and corporate wellness programs.

Colleges and Universities are recognizing the importance of properly preparing students for their selected career paths and are finding an increasing need for competency specific to the role delineation of the personal trainer. The NCSF Personal Trainer Course bridges the gap between the skills and abilities required of the personal trainer and the theories learned from the foundations of an exercise science or related curriculum. This course provides a great opportunity for your students and adds an attractive component to any exercise based program. Now is the time to join the other institutions of higher learning already providing their students with the advantage of the NCSF-CPT credential for career success.

COURSE OBJECTIVE:

The business of personal training represents the fastest growing segment of the fitness industry; widely becoming recognized as a critical profession for issues influencing healthcare and wellness of individuals in developed countries. Areas of particular importance today center around prevention and treatment of obesity, a reduction of disease risk associated with a sedentary lifestyle, and strategies to combat the rate of functional decline in the older adult population. The NCSF Personal Trainer Course will empower your students with tangible job skills while providing the ability to graduate with a professional credential that is legally defensible and accredited by the National Commission for Certifying Agencies (NCCA).

Using this program, students will be prepared to sit for the NCSF-CPT Exam and enter the job market possessing a degree and a valid credential denoting their qualified status. If the objective of your institution is to develop students who are capable and marketable, this course is an integral component of that mission.
PERSONAL TRAINER COURSE

UPPER AND LOWER DIVISION COURSE OPTIONS

The National Council on Strength and Fitness (NCSF) offers colleges and universities two distinct educational course models for its Personal Trainer Program. Schools can choose the format that best fits the needs of the institution, its faculty members, and most importantly the student body. Both course models offer a complete turn-key solution for teaching students the necessary competencies to successfully pass the NCSF Certified Personal Trainer (CPT) Board Exam and enter the workforce as a qualified and competent nationally certified practitioner.

COURSE COMPARISONS AT A GLANCE

Upper Division Model

*Intended Audience:* This particular program is ideal for a college or university that offers either a two- or four-year degree in a movement science or related field of study. Schools that do not offer a specific qualifying major may still choose to offer this course option as a stand alone elective. It is recommended that students have defined pre- or co-requisite course work that will allow for more in depth coverage of the materials. The Upper Division Model assumes a minimum aptitude in certain life sciences such as Anatomy, Physiology, and Nutrition. This established "requisite aptitude" allows for greater topic detail and expanded content coverage. This program is designed as an upper division course.

Lower Division Model

*Intended Audience:* This course option can be implemented in two- or four-year institutions that do not have a defined field of study for the program or prefer to offer the course as an elective without required pre-requisite course work. This educational model allows students more time on the essential and often more challenging components of the program while still covering all of the necessary content areas for success on the NCSF-CPT Exam. This program is often better suited for community colleges or lower division course offerings.
COURSE CONTENT • CPT

Theoretical Topics:
- Components of Health and Physical Fitness
- Health Screening and Evaluation
- Techniques in Lifestyle Management
- Techniques in Stabilization
- Flexibility Assessment and Training
- Functional Warm-up
- Cardiorespiratory Testing and Programming
- Body Composition Analysis
- Resistance Training Systems
- Goal Setting
- Risk Management
- Exercise Programming
- Functional Anatomy
- Exercise Physiology
- Training Techniques
- Weight Management
- Functional Training
- Nutrition

Practical Components:
- Implementation of Informed Consent
- Administration of Health Status Questionnaire
- Lifestyle Questionnaire Review
- Evaluation of Resting Heart Rate
- Evaluation of Resting Blood Pressure
- Analysis of Correct Movement Biomechanics
- Determination of Cardiovascular Training Intensities
- Calculation of Daily Energy Expenditure
- Calculation of Energy Expenditure for Weight Loss
- Girth Estimation of Body Fat
- Skinfold Estimation of Body Fat
- Calculation of Desired Body Fat
- Calculation of Resting Metabolic Rate
- Flexibility Training Techniques
- Pre-habilitation Techniques
- Movement Screen Evaluation
- Flexibility Training Techniques
- Performance of Submax Step Test
- Exercise Starting Points & Progressions
- Core Training
- Proper Weight Training Techniques
- Free Weight Resistance Training
- Functional Training Techniques
- MET Calculations for Caloric Expenditure
- Performance of a Dietary Analysis
- Resistance Training Techniques
- Exercise Programming

NCSF ACCREDITATIONS AND PROVIDER APPROVALS

The National Council on Strength & Fitness is approved as an education provider and/or holds accreditations by the following bodies:

National Commission for Certifying Agencies (NCCA)
The NCSF-CPT is accredited by the NCCA, the accrediting body of the National Organization for Competency Assurance (NOCA).

National Athletic Trainers Association Board of Certification (NATABOC)
The NCSF is recognized by the NATABOC, Inc. to offer continuing education for certified Athletic Trainers.

Commission on Dietetic Registration (CDR) – the credentialing agency for the American Dietetic Association (ADA)
The NCSF has successfully met all eleven standards to become a Continuing Professional Education (CPE) Accredited Provider for the Commission on Dietetic Registration.

GI Bill Approved
The NCSF is GI Bill approved. Service men and women can receive 100% United States government reimbursement for the NCSF-CPT Exam.
The Advanced Concepts of Personal Training textbook contains all theoretical concepts, guidelines, and relevant information necessary to pass the NCSF-CPT Exam. Divided into nine (9) units mirroring the certification exam, the textbook progresses from practically applied Functional Anatomy and Biomechanics through Nutrition, Weight Management, Exercise Prescription, and Training Instruction, culminating with Exercise Programming for Special Populations. The textbook features learner-friendly highlights throughout each chapter which practically apply chapter concepts to personal training. Reading the Advanced Concepts of Personal Training textbook and applying the information in the NCSF Study Guide will provide students with the information needed to pass the NCSF-CPT Exam and enter the fitness industry as a competent and qualified personal trainer.

A key foundation to the NCSF Personal Trainer Course is the comprehensive Study Guide. It is designed to enhance information retention from the textbook readings and help students focus their preparation efforts on the key content areas of the NCSF-CPT Exam. Different activities within the Study Guide are designed to help students better understand the information, including key term identification, matching and fill-ins, as well as case studies reflecting the practice of personal training. The format systematically and logically develops the knowledge base of the content, which can be quickly evaluated with the lesson quiz questions.

The NCSF Lab Manual turns theory into applicable skills while complementing preparation for the NCSF-CPT Exam. The 180-page manual is comprised of ten (10) labs, each containing several activities, which serve as an essential part of the course experience. It expands on the textbook, turning exercise theory into practical application.

The fully narrated NCSF Advanced Concepts of Personal Training DVD is an important part of the learning experience. It provides video instruction related to the proper techniques of activities that may be on the NCSF-CPT Exam. The video demonstrates more than 200 exercise and spotting techniques, details common movement deficiencies, and explains various training progressions. In addition, the DVD contains a joint-specific range of motion screen and covers body composition assessment techniques.
SPORT NUTRITION SPECIALIST COURSE

The Sport Nutrition Specialist Certificate program is designed for career-oriented professionals looking to expand their knowledge and skills in a primary domain of the personal trainer profession. While the educational program is available to all individuals, the exam does have eligibility requirements. The advanced certificate gained by passing the NCSF-SNS Exam is available to any fitness professional with an NCCA accredited credential in good standing, individuals holding a bachelor's degree in exercise science, kinesiology, or related field, or individuals holding a REPS credential, level 3 or higher. The program takes an in-depth look at nutritional science and its application to athletic performance. The latest evidence-based information is presented in a building block model affording fitness professionals the opportunity to develop the competencies necessary of a skilled practitioner, allowing them to expand their service offerings. This advanced program goes far beyond a standard nutrition course, enabling learners to:

- Differentiate nutritional fact from fiction with clear evidence
- Understand the interaction of nutrients and their role in health and performance
- Develop strategies to optimize performance for fitness as well as both anaerobic and aerobic sports
- Educate clients on the efficacy of supplements and ergogenic aids for improved performance outcomes

COURSE OVERVIEW • SNS

Nutrients and Recommended Intakes

Covers the function of nutrients; how fuels are optimized in the body; and how to analyze and implement nutritional data in practice.

Physiological Concepts for Nutrition

Identifies bioenergetic efficiency; factors that affect absorption and utilization; and the key roles catabolic and anabolic hormones play in bodily functions.

Macronutrients

Reviews the role of nutrients in performance and weight management as well as metabolic factors relevant to fueling for, and recovering from, training.

Micronutrients and Supplementation

Identifies the role of micronutrients and water in human performance and function; defines the role of supplements in the diet; reviews the most current supportive evidence; and clarifies governmental and sport regulations.

Nutrition and Physiological Adaptations to Exercise

Looks at the interaction between nutrition and adaptations, the relevance of body composition in health and sport, the key concepts of weight loss and gain, and eating disorders in athletes and the professional’s role in recognizing the signs and symptoms.
Sport Nutrition Specialist Textbook

Sport Nutrition is the premier text available for up-to-date, evidence-based information. It provides in-depth content related to effective strategies for performance enhancement and includes a literary review of supplement efficacy and regulations.

Sport Nutrition Specialist Study Guide

The Study Guide is multifunctional; it provides the summary notes for the text and accompanying instructional DVDs in a lesson-by-lesson format along with Test Your Knowledge quizzes at the end of each section. The Study Guide is an integral component to successful completion of the program.

- Interactive activities designed to aid in learner comprehension
- Summary lesson notes and quizzes for quick test content reference
- Answer key references to verify work

Sport Nutrition Specialist Instructional DVDs (two-disc set)

The DVDs provide a lesson-by-lesson review of the materials in an audio-visual experience that is both engaging and instructional. The two-disc DVD set complements the study guide, pre-recording all your notes and allowing for improved retention of the content.

- Engaging content that interacts with the study guide lesson notes
- Detailed instruction on the primary lesson learning objectives
- User-friendly, high-end video instruction.
INSTRUCTOR COURSE MATERIALS

Once you have submitted the NCSF Institution Application contained in this booklet, the NCSF will forward a complimentary set of Instructor Course Materials for curriculum review and use during the course. This FREE set of materials for either the CPT or SNS course includes:

The Student Material Kit
The student material kit includes the bundled package of books and DVD(s).

Advanced Concepts of Personal Training Study Guide & Lab Manual Answer Keys
The answer keys contain all of the questions and answers to the Advanced Concepts of Personal Training Study Guide and the answers to the activities found in the Lab Manual. The books are identical except the answer keys allow you to quickly reference all of the answers to the competency questions and exercises as well as the non-subject specific lab activities. These manuals are used in conjunction with the Advanced Concepts of Personal Training textbook. Each answer is referenced directly to the corresponding page number in the textbook.

Lesson Plans
The time consuming process of creating detailed lesson plans for a full semester course has been eliminated. The NCSF provides each instructor with a full semester of lesson plans. Conveniently segmented – 26 lessons for CPT; 24 lessons for SNS – the lesson plans dictate individual class lecture and discussion topics, reading assignments, weekly lab activities, and recommended homework assignments. Reference pages are included for efficient teacher referral and effective lesson management.

Advanced Multimedia Presentations
The NCSF provides each instructor with a complete set of PowerPoint slides preformatted for each class lesson. Learning objectives are contained within the PowerPoint of each slide.

Practice Exam Questions
The instructor course materials include practice exam questions that can be used to create topic specific exams and quizzes. Created in simple Word format, the questions can be easily manipulated to create various styles of exams (essay, true or false, and multiple choice). All answers are explained in paragraph form and referenced by corresponding page numbers in the textbook.

Course Syllabus
A course syllabus is ready for handout on the first day of class. Simply add your name, phone number, and office hours. It covers each and every class activity as illustrated by the course lesson plan. It can be manipulated as necessary to serve your individual needs.
SUCCESSFULLY IMPLEMENTING THE COURSE

1. **Course Application:** The department chair or administering professor must complete the enclosed Institution Application on behalf of their college/university and return it to the NCSF by either mail or fax. This will open an active file for your institution and allow the NCSF to ship the complimentary set of instructor course materials.

2. **Material Review:** Upon receipt of the application, the NCSF will forward a set of Instructor course materials to the designated faculty member for review and use during the course. The set of course materials will include all information necessary for curriculum review and approval at your institution. If requested, the NCSF can provide additional assistance in instructor preparation and/or implementation logistics. At this point, the NCSF will add your institution to the roster of participating colleges/universities and keep you updated with all relevant course information (updates, semester start/end dates, exam dates, etc.).

3. **Updating Enrollment Status:** Prior to the start of every semester, the NCSF will contact the designated faculty by email as the organization compiles a listing of institutions running the NCSF course(s) for that semester. The NCSF keeps an active roster of schools for each semester so that all necessary support services such as technical assistance, bookstore ordering instructions, and exam applications can be efficiently provided. We ask that you complete the College Enrollment Form prior to every semester in which you will offer a course. The NCSF will then forward the requested number of promotional posters and discount NCSF Exam applications.

4. **Course Materials:** The bookstore ordering information is included at the back of this booklet. Please forward this information to your bookstore to ensure your students have the necessary materials to be successful in this course. Pricing and terms of payment are outlined in the ordering instructions. Students may independently purchase the bundled kit of course materials directly from the NCSF.

5. **NCSF Exam Applications:** Upon completion of the College Enrollment Form prior to the start of the semester, the NCSF will forward the requested number of NCSF Exam applications as well as the policies and procedures for distributing the applications to your students. All students are eligible for a discounted exam fee of $175 as long as exam registration is completed during the semester in which they are enrolled in the course. Included with NCSF-CPT Exam registration is a one year NCSF membership. Although students must register during the semester in which they are enrolled in the course to receive the discount, they will have one year of test eligibility. **NOTE:** Students may register for the NCSF-CPT or NCSF-SNS Exam(s) at any time, however they will be required to pay the standard exam fee of $199 if registration is completed after the course has ended and membership will be independent.

6. **Taking the NCSF-CPT or NCSF-SNS Exam(s):**

   **Testing Center Option**
   The NCSF-CPT and NCSF-SNS Exams are administered 6 days/week, year round at nearly 400 Prometric Testing Centers located throughout the United States and Canada. Upon submission of the exam application, students will be forwarded their exam eligibility information, allowing them to schedule an exam appointment for the date, time, and location of their choice.

   **On-Campus Testing**
   Qualifying schools can add marketability to the program and convenience for the students by offering the exam on-campus. The NCSF will provide each school with the necessary exam hosting and qualifying criteria as well as work with them every step along the way to successfully deliver this exam option.

7. **Getting Certified:** Students must attain the minimum cut score on the respective exam to receive their credential. Students will receive the exam score and a sectional breakdown of the test immediately following the submission of their exam at the testing center. Within 48 hours, the NCSF will receive the exam results and process a certification package, complete with diploma, ID card, and information related to continuing education and the maintenance of their professional credential.


TESTING

Two Convenient Testing Options

NCSF Testing Centers

The NCSF offers its Personal Trainer Certification exam at approximately 400 testing centers throughout North America offering convenient locations, on-demand scheduling, and the highest quality administration of computer-based examinations, students can schedule an exam appointment for the date, time, and location of their choice. Results are provided immediately upon completion of the exam.

On-Campus Testing

Qualifying schools can add marketability to the program and convenience for the students by offering the exam on-campus. The NCSF will provide each school the necessary exam hosting and qualifying criteria and work with them every step along the way to successfully deliver this exam option. Just like the test center model, results are provided immediately upon completion of the exam.

The NCSF-CPT and NCSF-SNS Exams are ADA compliant and can accommodate special needs candidates upon request. Each exam is three (3) hours in duration and is comprised of 150 multiple-choice questions. Exam candidates will receive immediate test results upon the completion of their exam and a complete sectional analysis to provide performance feedback. Candidates who successfully pass their exam will receive a certificate suitable for framing and a professional ID card.

CPT Exam Content Breakdown

The relative contribution of the exam content areas on the NCSF-CPT Exam:

- FUNCTIONAL ANATOMY 12.9%
- EXERCISE PHYSIOLOGY 8.9%
- HEALTH & PHYSICAL FITNESS 10.5%
- SCREEN & EVALUATION 12.1%
- NUTRITION 10.5%
- WEIGHT MANAGEMENT 8.1%
- EXERCISE PRESCRIPTION 14.5%
- TRAINING INSTRUCTION 17.7%
- CONSIDERATIONS FOR SPECIAL POPULATIONS 4.8%

SNS Exam Content Breakdown

The relative contribution of the exam content areas on the NCSF-SNS Exam:

- NUTRIENTS AND INTAKES 11%
- PHYSIOLOGICAL ASPECTS OF NUTRITION 18%
- MACRONUTRIENTS 34%
- MICRONUTRIENTS AND SUPPLEMENTATION 17%
- NUTRITION AND PHYSIOLOGICAL ADAPTATIONS TO EXERCISE 20%
Institution Application for NCSF Courses

Name of institution: ________________________________ Date: ____________________

Name of individual completing application: ________________________________________________

Primary Course Contact: ________________________________________________________________

Title: ______________________________________________________________________________

Address of institution: __________________________________________________________________

_____________________________________________________________________________________

Name of department chair: ___________________________________ Course Instructor: __________________

Contact phone number: ___________________ Contact email: ________________________________

Qualifying major(s): ________________________________________________________________

Length of semester: _________ weeks Course: Check all that apply:  □ CPT   □ SNS

Number of anticipated students enrolling in the course per semester: ______________________________

Term/semester you would like to have the course operational: ________________________________

Signature: _____________________________________________________________________________ Date: ______________

By signing this document you declare to abide by all policies and producers set forth by the National Council on Strength and Fitness.

Note: Please include an updated resumé or curriculum vitae for the proposed course proctor.

Course Instructors receive complimentary NCSF membership.

Membership Benefits

The NCSF membership program provides essential elements for the fitness professional. Members enjoy a host of benefits ranging from low cost professional liability insurance to easily accessible fitness information provided by NCSF instructors. Whether looking for discounted training equipment, professional support and services, or career opportunities, the NCSF membership is an indispensable tool for the fitness professional. A one year NCSF membership is automatically included with each student’s registration for the NCSF-CPT Exam. However, students are not required to be certified or register for the NCSF-CPT Exam in order to become an NCSF member. A discounted student membership is available for all full-time college students for $55.

Membership Includes:

- Toll-free and Online Technical Support
- Personal Trainer Tools
- NCSF Career Center
- Discounted Health Insurance Program
- Professional Identification Card
- NCSF Newsletter
- NCSF Monthly E-News
- Discounted NCSF CEU Courses
- Professional Liability Insurance Program
- Power Systems Training Equipment
- Personal Trainer Mobile App
Course Material Ordering Information

The materials listed below are purchased directly from the NCSF as a pre-bundled, shrunk wrapped kit. Orders of in stock material will ship within 3-5 business days of order receipt. Please contact an NCSF representative toll-free at 800-772-6273 to place an order. Orders can also be faxed to 305-256-7722.

Required CPT Course Material Kit (Pre-bundled)

- Advanced Concepts of Personal Training Textbook
- Advanced Concepts of Personal Training Study Guide
- Advanced Concepts of Personal Training Practical Lab Manual
- Advanced Concepts of Personal Training DVD

Advanced Concepts of Personal Training Course Kit
(ISBN: 978-0-9791696-0-1) $110.00

Required SNS Course Material Kit (Pre-bundled)

- Sport Nutrition Specialist Textbook
- Sport Nutrition Specialist Study Guide
- Sport Nutrition Specialist Instructional DVDs (2 disc set)

Sport Nutrition Specialist Course Kit
(ISBN: 978-1-4504-3384-6) $165.00

Payment Policy for NCSF Materials

All materials ordered from the NCSF have net 30 payment terms. The NCSF accepts institution checks, all major credit cards, as well as institution purchase orders. Contact the NCSF directly to establish payment methodology.

Shipping Procedures

All purchases are shipped via UPS and have tracking numbers. The approximate time of delivery is 7 to 10 business days. Expedited shipping is available at an additional cost. Please speak with an NCSF representative for specific pricing details.

Refund/Cancellation Policy

The NCSF bundled kit of course materials is non-refundable. The NCSF does not participate in a bookstore buy back program. The materials are not sold individually. Institutions may cancel all orders that have not been shipped. Once shipment has occurred, the orders are subject to the refund policy.

Damaged Materials

Institutions receiving damaged materials must report and submit claim within two weeks of receipt of shipment. The nature of the damage/defect must be noted in the return package. Please contact the NCSF for further return instructions.