

# APPLICATION TO HOST NCCP COURSES

CLUB: \_\_\_\_\_ PHONE # : \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON(S): \_\_\_\_\_

PHONE NUMBERS: \_\_\_\_\_ (HOME) \_\_\_\_\_ (CELL)

PREFERRED LEARNING FACILITATOR(S): \_\_\_\_\_

*(Please read and sign the following agreement)*

I agree to provide a quiet room (so the facilitator is not competing with any other voices), suitable chairs and tables. A gym space for the participants to practice and for the facilitator to deliver the class without interruptions or distractions, preferred free from any other ongoing classes or birthday parties. A chalk or marker board, paper, markers etc, if needed; and AV equipment if required by the facilitators. A staff person from my club will also be provided to open and close the gym.

I understand that registrations are going to close 1-2 weeks prior to the event, to allow time to prepare the course material and deliver it to the gym and no registrations will be admitted afterwards. I understand that Facilitators can not take registrations on site or allow participants, even from our club, who is acting as a host, with out a receipt and without appearing on the AGF registration form. I understand that no exceptions will be made.

Cancellation Policy:

AGF reserves the right to cancel any courses with insufficient registration 1 week prior to the commencing of the course without having to pay the host honorarium fee to the club. If cancellations from AGF occurred after the week period, AGF will pay the Hosting Club the honorarium fee in full. In the event that cancellations from the Club occur after registrations has been open to the public, a penalty of \$200 per occurrence payable to AGF will be levied against the Club. Please note some clubs may not be eligible for the Hosting Honorarium under certain circumstances, please contact AGF for more information.

I have read all the above and agree to these terms and conditions in addition to the policies relating to requirements, course material and cancellations for this course.

Intending to be legally bound, I fully understand this agreement and I certify that I am authorized to sign this agreement with out the consent of any other person.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## COURSES:

LFC = Learning Facilitator Contacted

⇒ If you already have contacted a facilitator and he/she has agreed to facilitate any of the courses you are requesting, write his/her name under the LFC line.

Please write the days, beside the month that your club would like to host any of the following courses:

### **Gymnastics Foundations Intro (Part 1) (14 hours + 2 Lunch breaks)**

	Dates	LFC		Dates	LFC
July	_____	_____	January	_____	_____
August	_____	_____	February	_____	_____
September	_____	_____	March	_____	_____
October	_____	_____	April	_____	_____
November	_____	_____	May	_____	_____
December	_____	_____	June	_____	_____

### **Gymnastics Foundations Theory (Part 2) (8 hours + Lunch)**

	Dates	LFC		Dates	LFC
July	_____	_____	January	_____	_____
August	_____	_____	February	_____	_____
September	_____	_____	March	_____	_____
October	_____	_____	April	_____	_____
November	_____	_____	May	_____	_____
December	_____	_____	June	_____	_____

### Gymnastics Foundations Sport Specific:

### **Gymnastics Foundations Artistic Gymnastics (Part 3) (8 hours + Lunch break)**

	Dates	LFC		Dates	LFC
July	_____	_____	January	_____	_____
August	_____	_____	February	_____	_____
September	_____	_____	March	_____	_____
October	_____	_____	April	_____	_____
November	_____	_____	May	_____	_____
December	_____	_____	June	_____	_____

### **Gymnastics Foundations Trampoline Gymnastics (part 3) (8 hours + Lunch Break)**

	Dates	LFC		Dates	LFC
July	_____	_____	January	_____	_____
August	_____	_____	February	_____	_____
September	_____	_____	March	_____	_____
October	_____	_____	April	_____	_____
November	_____	_____	May	_____	_____
December	_____	_____	June	_____	_____

### **Active Start (8 Hours + Lunch Break)**

	Dates	LFC		Dates	LFC
July	_____	_____	January	_____	_____
August	_____	_____	February	_____	_____
September	_____	_____	March	_____	_____
October	_____	_____	April	_____	_____
November	_____	_____	May	_____	_____
December	_____	_____	June	_____	_____

**Level 2 Women's Artistic Gymnastics (33 hours + Lunch Breaks)**

	Dates	LFC		Dates	LFC
July	_____	_____	January	_____	_____
August	_____	_____	February	_____	_____
September	_____	_____	March	_____	_____
October	_____	_____	April	_____	_____
November	_____	_____	May	_____	_____
December	_____	_____	June	_____	_____

**Level 2 Men's Artistic Gymnastics (33 hours + Lunch Breaks)**

	Dates	LFC		Dates	LFC
July	_____	_____	January	_____	_____
August	_____	_____	February	_____	_____
September	_____	_____	March	_____	_____
October	_____	_____	April	_____	_____
November	_____	_____	May	_____	_____
December	_____	_____	June	_____	_____

**Level 3 Women & Men's Artistic Gymnastics (55 hours + Lunch Breaks)**

	Dates	LFC		Dates	LFC
July	_____	_____	January	_____	_____
August	_____	_____	February	_____	_____
September	_____	_____	March	_____	_____
October	_____	_____	April	_____	_____
November	_____	_____	May	_____	_____
December	_____	_____	June	_____	_____

**Level 2 Trampoline Gymnastics (21.5 hours + Lunch Breaks)**

	Dates	LFC		Dates	LFC
July	_____	_____	January	_____	_____
August	_____	_____	February	_____	_____
September	_____	_____	March	_____	_____
October	_____	_____	April	_____	_____
November	_____	_____	May	_____	_____
December	_____	_____	June	_____	_____

**Level 3 Trampoline Gymnastics (25 hours + Lunch Breaks)**

	Dates	LFC		Dates	LFC
July	_____	_____	January	_____	_____
August	_____	_____	February	_____	_____
September	_____	_____	March	_____	_____
October	_____	_____	April	_____	_____
November	_____	_____	May	_____	_____
December	_____	_____	June	_____	_____

Please complete this form and return it to the Alberta Gymnastics Federation office  
 By mail to: #207, 5800 2 street S.W. Calgary AB T2H-0H2  
 By fax: (403) 259-5588

## Hosting Requirements:

### **Gymnastics Foundations Introduction Course:**

Teaching area to include:

- 1 chair per participant & LF
- 1 5-foot table per 3 participants
- 1 5-foot table for LF(s)
- LCD projector
- Projector Screen or Projection surface
- Extension cord & power bar
- White Board, white board markers, and eraser OR Blackboard, chalk, and eraser
- Flip Chart stand, paper (one full pad), and flipchart markers

Minimum gymnasium equipment requirements

- 2 Incline mats (wedge mats)
- 2 Trapezoids (4 sections each)
- 3 Low beams or Floor beams or Benches (3 in any combination)
- Wall bars (ideal, especially if don't have access to artistic equipment)
- 1 High bar (if don't have Wall bars)
- 1 40' x 40' Floor OR
- Floor strips (please indicate number & size) \_\_\_\_\_
- 3 20 cm Landing mats (please indicate size) \_\_\_\_\_
- 10-12 Hoops
- 10-12 Beanbags
- 10-12 Balls of various sizes (8-14" diameter/inflatable)

### **Gymnastics Foundations Theory Course:**

Teaching area to include:

- 1 chair per participant & LF
- 1 5-foot table per 3 participants
- 1 5-foot table for LF(s)
- LCD projector
- Projector Screen or Projection surface
- Extension cord & power bar
- White Board, white board markers, and eraser OR Blackboard, chalk, and eraser
- Flip Chart stand, paper (one full pad), and flipchart markers

### **Gymnastics Foundations Artistic Gymnastics Course:**

Teaching area to include:

- 1 chair per participant & LF
- 1 5-foot table per 3 participants
- 1 5-foot table for LF(s)
- LCD projector
- Projector Screen or Projection surface
- Extension cord & power bar
- White Board, white board markers, and eraser OR Blackboard, chalk, and eraser
- Flip Chart stand, paper (one full pad), and flipchart markers

***Gymnastics Foundations Artistic Gymnastics Course (continued):***

Minimum gymnasium equipment requirements

- 2 Incline mats (wedge mats)
- 2 Trapezoids (4 sections each)
- 1 40' x 40' Floor mat
- 3 Low beams or Floor beams or benches (3 in any combination)
- 1 Regulation beam (with corresponding landing mats)
- 1 Wall bars (ideally)
- 1 High bar and 1 Uneven bar OR 2 Uneven bars (with corresponding landing mats)
- 1 Parallel bars (must be adjustable - with corresponding landing mats)
- 1 Rings (ideal if adjustable or low - please describe)\_\_\_\_\_
- 3 20 cm Landing mats (please indicate size)\_\_\_\_\_
- 10-12 Hoops
- 10-12 Balls of various sizes

**Gymnastics Foundations Trampoline Gymnastics Course:**

Teaching area to include:

- 1 chair per participant & LF
- 1 5-foot table per 3 participants
- 1 5-foot table for LF(s)
- LCD projector
- Projector Screen or Projection surface
- Extension cord & power bar
- White Board, white board markers, and eraser OR Blackboard, chalk, and eraser
- Flip Chart stand, paper (one full pad), and flipchart markers

Minimum gymnasium equipment requirements:

- 1 Trapezoid (4 sections)
- 1 Double mini-trampoline (with landing mats)
- 1-2 Trampolines with frame pads (with end decks if above ground)
- 1 Tumble track (please indicate size)
- 1 40' long tumbling strip
- 2 20 cm Landing mats (please indicate size)
- 2 throw in spotting mats (please indicate size)

**Gymnastics Foundations Active Start:**

Teaching area to include

- 1 chair per participant & LF
- 1 5-foot table per 3 participants
- 1 5-foot table for LF(s)
- LCD projector
- Projector Screen or Projection surface
- Extension cord & power bar
- White Board, white board markers, and eraser OR Blackboard, chalk, and eraser
- Flip Chart stand, paper (one full pad), and flipchart markers

### ***Gymnastics Foundations Active Start (continued):***

#### Minimum gymnasium equipment requirements

- Stereo with CD or iPOD connection
- 1 Incline mat (wedge mat)
- 1 Trapezoid (4 sections)
- 3 Low beams or Floor beams or benches (3 in any combination)
- 1 Low bar (can be attached to wall bars, jungle gym or trestles)
- Floor mats (please describe number & size) \_\_\_\_\_
- 1 20 cm Landing mat (please describe) \_
- 10-12 Hoops
- 20 Beanbags
- 10-12 balls of various sizes (8-14" diameter/inflatable)

#### **Level 2/3 Men's and Women's Artistic Gymnastics Course:**

##### Teaching area to include:

- 1 chair per participant & LF
- 1 5-foot table per 3 participants
- 1 5-foot table for LF(s)
- LCD projector
- Projector Screen or Projection surface
- Extension cord & power bar
- White Board, white board markers, and eraser OR Blackboard, chalk, and eraser
- Flip Chart stand, paper (one full pad), and flipchart markers

##### Equipment List:

tumbling strips	2
floor exercise area (40x40)	1
combination vaulting/pommel horse	2
buck horse	1
low pommel horse	1
pommel horse mushroom	1
Reuther boards	3
trampoline or mini-tramp	1
high beam	1
low beam	2
asymmetric bars	2
parallel bars	2
low floor parallels or parallettes	1
adjustable horizontal bars	2
FIG rings	1
adjustable rings	1
crash mats	4 or more
mats	enough for apparatus
benches s	several
box horses (for spotting) or other stable	several
objects for spotting platforms	

Note: Many gyms only have two sets of floor plates. If this is the case, ensure that there are auxiliary bars (e.g. parallel bars or low floor bars available).

**Level 2/3 Men's and Women's Artistic Gymnastics Course (continued):**

Demonstrators:

Usually two demonstrators are required, who can perform the skills very well, as models of "correct" performance.

Event	Male	Female
Tumbling	✓	✓
Rings	✓	
Uneven Bars		✓
General Bars	✓	✓
Beam Tumbling		✓
Parallel Bars	✓	
Vault	✓	✓

**Trampoline Level 2 & 3:**

Teaching area to include:

- 1 chair per participant & LF
- 1 5-foot table per 3 participants
- 1 5-foot table for LF(s)
- LCD projector
- Projector Screen or Projection surface
- Extension cord & power bar
- White Board, white board markers, and eraser OR Blackboard, chalk, and eraser
- Flip Chart stand, paper (one full pad), and flipchart markers

**Level 2 Trampoline:**

Based on information in past NCCP regulations, hosting guidelines for Trampoline are as follows (minimum equipment required):

1 trampoline per 6 coaches & a maximum of 18 coaches in the course; 2 trampolines = 1 CC; 3 trampolines = 2 CC

- Inground trampolines or trampolines with regulation end decks & mats surrounding apparatus
- 1 'crash' mat per trampoline
- 1 'throw in' mat per trampoline
- 1 spotting belt with ropes
- Demonstrators who can do Level 2 skills

**Level 3 Trampoline:**

2 trampolines, a maximum of 12 coaches in the course and a minimum of 2 CC

- Inground trampolines or trampolines with regulation end decks & mats surrounding apparatus
- 1 'crash' mat per trampoline
- 1 'throw in' mat per trampoline
- 1 spotting belt with ropes
- Demonstrators who can do Level 3 skills