



HOW TO DO CORRESPONDENCE CERTIFICATION PROGRAMS

WaterART has provided you with a lot of learning styles. We appreciate that everyone learns differently. Most programs require about 25-50 hours of work; however, you may take whatever time you need to be successful. All home study programs have up to six months from the shipping date to complete (with no extra fees).

If they are after the 6 month mark, you will have to pay a late fee for either theory and/or practical portion of the exam. Please note that after a year, we may no longer accept the exams.

To fully comprehend the materials, there are many things to review in your at home package. Realize that there is no perfect order of learning – however, all materials have been created to “help” guide you through to better understand the material. Some people may find the DVD’s more helpful and easy to understand than the manual and or cards – you decide!

Note that

- 1) **The Certification exams are in the back of the manual** (theory may be emailed or mailed to us while practical assessment may be administered onsite or you may submit a DVD/video/flash drive of your full program) Please review the exams prior reviewing all the material so you have a good understanding of what you will need to understand to pass or complete the certification. Then put it away and utilize the following resources to study or prepare for the exams.
- 2) **Read the Manual** chapter by chapter and take notes. Some chapters are more comprehensive and may require that you to read the material several times. You may wish to highlight or make further notes on each chapter. Also realize that the theory exam is an open book exam – so you will at any time be able to open up the manual to access the manual. Also remember paper and water do not mix – so keep your manual sweat free and off the pool deck.
- 3) **Check yourself with the study guide questions** as you go along (note that the study guide questions are at the end of the chapter and there are answers for self checking) . The questions and answers will give you a pretty good idea as to what is expected with the answers for the program. We do not allow answering the questions with a team effort or verbatim. Since YOU are responsible for teaching the program, you should understand the questions and write the answers in your own words. Also, not everyone “teaching” knows all the answers – so assume that if you do not understand the question, it is best to ask WaterART the answers. Some professionals may not have been educated with an exercise science system. Our goal is to have YOU understand “how” and “why” so you may help your students and answer their questions.
- 4) **Watch the DVD (s)** You will need to watch the DVD’s several times. Some DVD’s are more educational while other DVD’s are a complete follow along program or class. We recommend you watch the programs, then watch the program and take notes, then get up and practice the moves as if you are on the deck teaching, then take your notes to the pool and practice again so you “feel” the difference between land and water. Also, when you can’t remember an exercise or a technique go back to the DVD and re-look at the programs again.
- 5) **Take the laminated program cards to the pool to practice the movements & program.** These cards will be quick reference for you to put a full program together and/or understand the techniques. If you want to create your own cards & notes you may simply put them in a zip-locked bag and take to the pool.
- 6) **Teach your self** - Always go through your own programs so that you “feel” if they work.
- 7) **Teach Friends and Family** - The goal of any program is to “flow” and exude a confident teaching manner. Teaching someone new to fitness will be challenging as well as give you some feedback on how you may have to adjust your teaching methodology so that your students may see, hear and

- understand you. Ask them to give you some feedback on what they liked and what they felt should be changed or made better. Hearing both comments may greatly help you adjust the programs to meet their needs.
- 8) **To prepare for certification**, you need to be able to answer the study guide questions at the end of each chapter (and you may check your answers in the back of the book). Also, you may email us if you have other questions at info@waterart.org or fax 416 621 0951. Assume that not all people at the head office may be exercise science professionals –so they will only be able to take a message..
 - 9) **To complete certification, you must complete both a theory and a practical exam – if you are new to WaterART Fitness.** If you are completing a specialty level or certification for renewal of your Current WaterART Certification – you need only submit the theory exam.
 - 10) **The theory exam** is generally a mixture of short answers, applied or case study questions and writing out a lesson plan for your class or program design. Please note that Comprehensive Certifications such as the Instructor, Seniors' Instructor and Rehabilitation Certification levels require BOTH theory & practical assessment regardless if you are already certified by WaterART. The Personal Training Specialist Certification level must complete 5 case studies for practical assessment.
 - 11) **Whether you complete onsite or home study -you are marked with the same system or competencies and marking system.**
 - 12) **You have six months to complete the exams** from the date of purchase or training course date. Should you be late you will have to pay a \$35.00 late fee for each the theory & the practical component of your exams. You may submit this payment when you submit your exam(s). Unfortunately, we can not extend your six months for any reason so we recommend starting on your certification process sooner than later!
 - 13) **Successful candidates will receive a Professional Certification Diploma**, Instructor Number and a Certified Instructor Card as well as recognition through the WaterART website profile system. Everyone can LOG on to view their credentials online by using their email address as their user name in MY ACCOUNT section (which is the top right hand corner of the www.waterart.org website)
 - 14) **If you forget your password** or didn't set one, simply click the forgotten password link and your password will be emailed to you. You may personalized your password in MY ACCOUNT section when you log in.

Options for completing the practical assessment for certification. The fee is included with the initial purchase price (unless your exam is submitted late) Exams submitted after a year are not accepted.

- 1) Attend a date that is scheduled with a Master Trainer-Please check website at www.waterart.org
 - 2) Submit a home VHS video/DVD/flash drive of your class (as written out in the program or class design) and we follow it along to mark it.
 - 3) Book directly with a Master Trainer. In this scenario, the person being assessed has to make it convenient for the assessor (i.e. probably go to their location). Each onsite assessment takes about 20-30 minutes per person. If the practical is at your own facility it is not necessary for the Master Trainer to attend your whole program. You just have to complete the competencies as described.
- When there are several people attending a practical on-site session each person is expected to remain until all have been assessed. This becomes a learning sessions for all as it allows each Instructor the benefit of seeing more onsite reviews.

Report cards are then written for both theory & practical's (and we email the report card to you).
Once you are successful - you will receive an official diploma and WaterART Certified wallet sized card.

For More information please contact :

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