Hello!

Thank you for your interest in the American Canoe Association Level 1-2 Instructor Certification Course for either Canoe or Kayak at Jackson’s Mill in Weston, WV. We look forward to working with you on the water May 2018.

As hosts, the WVU extension is offering use of their facilities along with a room and board option for the course. This cost is payable directly to WVU as a deposit for the course. For information and reservations for this option, please contact Matthew at Matthew.Schmuck@mail.wvu.edu

Cost for the certification course is $250 for Level 1, $350 for Level 1 and 2, or $125 for current Level 1 instructors wishing to upgrade to Level 2. This is payable to: West Virginia University

Candidate costs include:
- ACA Membership fees
- SEIC Fee (This is the instructor fee due for all candidates that achieve certification)
- Instructor manual and Student Packet for each candidate
- All instruction for the 2 day IDW/ICE
- Informal 2 hour strokes and maneuver review prior to course start date, starting at 5:30 pm on May 26.
- Information regarding safety, river running, trip leading, technical knowledge, and paddling strokes/maneuvers to be sent electronically to all candidates so they can create a resource binder prior to class

Cost does not include:
- Personal gear and clothing
- Boats and gear for participants – provided by WVU Extension
- Lunch and snacks for participants – optional room and board plan offered by WVU Jackson’s Mill.

Cancellation Policy: Returning the form below indicates your intention to be a part of the course and agreement to this policy. Any cancellations made after May 1 will be charged a $125 cancellation fee unless their spot can be filled from the wait list. If a replacement is found from the waiting list, the cancelling party will be charged a $25 registration fee. Cancellations prior to May 1 will incur a $25 registration fee.

For any questions about the course or the American Canoe Association, please contact Instructor Trainer:
Beth Wiegandt at (540) 556-2594 or youroutdoorclassroom@gmail.com or Matthew.Schmuck@mail.wvu.edu or 304-406-7014.
Canoe OR Kayak Instructor IDW/ICE Course Registration - WVU Extension
May 5-7 2018 (skills session May 4 at 5:30)

Full Name: ____________________________  gender (M/F): ______ DOB: ____________
Address: _______________________________________________________________________
Phone:  (h) ________________ (w) ________________ (c) ________________

Your Organization: _______________________________________________________________________

Your Email: __________________________

Please state the best way to keep you informed prior to course: ____ E-mail ____ US Mail

I am planning on a ____ kayak _____ canoe certification
I am registering for the Level 1(2 days) _____ or Level 2 (3 Days)_____ course
I am a current Level 1 instructor looking to upgrade to Level 2 ___yes ___no

Previous Paddling Experience: (# days/year, type of water, craft, etc)
____________________________________________________________________________

I am an ACA member: ___ yes ACA # __________  ___ no
I am a student: ____ yes ____ no

I am a current ACA Instructor: ____ yes ____ no (if yes, please list ACA Certifications, date of original certification and date of last Instructor Update)

_____ I understand that the course includes a mandatory skills warm-up session on May 4 starting at 5:30 pm for all new instructor candidates.

_____ I understand that if I am upgrading from Level 1 to Level 2, I must be present starting at 1 pm on May 6 for warm-ups.

Email this form to Instructor Trainer Beth Wiegandt: youroutdoorclassroom@gmail.com

_____ (yes) I have read the information on the following page:

Please note that the process of certification is a journey. We evaluate candidates throughout the course in 4 areas: Safety, Technical Knowledge, Teaching Skills, and Paddling Skills. Candidates are not guaranteed their desired level of certification simply by "showing up" to the course. With a low teacher/student ratio, we are able to work hard to help you reach your goal, but candidates may end up certified at a lower level, continued with specific areas to work on, or failed. This depends largely on the skills the candidate brings to the course, completion of assigned reading and work given prior to the course, and their growth during the course.

Each candidate will receive material that will assist you in preparing for this course. Each candidate will also receive a teaching assignment. An outline and presentation is required. Copies of your outline should be provided prior to the course start date.
We look forward to working with you. Please contact me if you have questions at any time!

Beth Wiegandt  (540) 556-2594  youroutdoorclassroom@gmail.com

Cost of the training is based on the level or levels of certification and number of meals and lodging requested.

- ACA Level 1 Canoe Certification Training $250.00 May 4-6th
- ACA Level 2 Upgrade Canoe Certification Training $125.00
- ACA Level 1 Kayak Certification Training $250.00
- ACA Level 2 Upgrade Kayak Certification Training $125.00
- ACA Level 1 & 2 Canoe Certification Training $350.00
- ACA Level 1 & 2 Kayak Certification Training $350.00
- Night Lodging (Friday) $12.00
- Night Lodging (Saturday) $12.00
- Night Lodging (Sunday) $12.00
- Breakfasts (Saturday) $7.00
- Breakfasts (Sunday) $7.00
- Lunches (Saturday) $9.00
- Lunches (Sunday) $9.00
- 1 Dinner (Friday) $10.00
- 1 Dinner (Saturday) $10.00
- 1 Dinner (Sunday) $10.00

____ TOTAL DUE

Send this form with payment to: Program Coordinator, WVUES 4-H Youth Development, PO Box 6031, Morgantown, WV 26506-6031

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We look forward to working with you. Please contact us if you have questions at any time!

You must maintain a current CPR certification and a minimum First Aid certification for your ACA certification to be valid.

_____ (yes) I have read and understand the information above.

Do you have any special dietary needs or restrictions: Yes_____ No____

If so, Please list them: __________________________________________________________

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