

E-Learning thru the BCRPA

How to claim BCRPA CEC credits for
E-Learning Courses

The following CECs may be claimed for each of the courses listed below:

- ▶ Aboriginal Cultural Relations (1 CEC)
- ▶ Autism Awareness for Recreation Leaders (1 CEC)
- ▶ BCRPA Shared Use Agreement Guide (1 CEC)
- ▶ Building Genuine Community Partnerships (2 CECs)
- ▶ Cognitive Benefits of Exercise for Older Adults: Pilates Infused – Teaching Skills
- ▶ Dementia Education Workshop for Fitness Leaders (1 CEC)
- ▶ Engaging the Hard to Reach (1 CEC)
- ▶ Everyday Leadership (1 CEC)
- ▶ Healthy Choices (1 CEC)
- ▶ How Fitness Leaders Can Thrive in the Shift from Training In-Person to Online (1 CEC)
- ▶ Instagram 101 for Fitness Professionals (1 CEC)
- ▶ Leadership Resilience What Is It and How to Achieve It? (1 CEC)
- ▶ New Work Habits for a Changing World of Work (1 CEC)
- ▶ PoolSafeBC (3 CECs)
- ▶ Self-Esteem and Body Image (1 CEC)
- ▶ Social Inclusion (1 CEC)
- ▶ Training for Successful Aging 1 CEC)
- ▶ Vulnerable Populations (1 CEC)

The following CECs may be claimed for each of the courses listed below:

- ▶ Strategies for Challenging Behaviour Series: (1 CEC each)
 - ▶ Proactive Strategies
 - ▶ The Big 3
 - ▶ Social-Emotional Learning Part 1
 - ▶ Social-Emotional Learning Part 2
 - ▶ Case Scenarios
 - ▶ What's up with Bullying?
 - ▶ Supporting Kids with Anxiety
 - ▶ Understanding and Intervening with the Explosive Child
 - ▶ Leading and Guiding Children – Ways to Improve Your Interactions
 - ▶ Positive Behaviour Supports – Building Social Communications
- ▶ Summer Camp Leader Training Series: (1 CEC each)
 - ▶ Communication: Having difficult conversations with kids and talking to parents
 - ▶ Lost Child Supervision Strategies
 - ▶ Physical Literacy & How to Teach It
 - ▶ Physically Distant Camps: Stay safe while keeping the fun and connection
 - ▶ Sensory-Friendly Strategies for Supporting Behaviour & Setting Up Your Outdoor Camp for Success
 - ▶ Teaching a Themed Camp: Make yours the one they talk about!
 - ▶ Transitions Between Activities with Ease

To submit your request for CECs, please follow the following steps:

1. Log into your account on the BCRPA [E-Learning website](#) and click on “My Courses” tab at the top. This login will be different from The Registry® login but the same as for the BCRPA site.



2. From here, you will see a list of the courses you have started on the E-Learning site. Click the name of the course you just completed to open up the “Course Progress” view. It will show 100% complete for the courses you have fully completed and a green check mark will display.

Screenshot 1

Take a screenshot of your Profile (where it shows Name, Username, and Email address).

- Email address must match the email you use on The Registry® of Fitness Professionals.

Save this image for your records.

Screenshot 2

Click on the name of the course that you have completed and want to receive CECs for.

At the top of the course page, it will say “Course Status: Completed”

Take a screenshot of this page. The screenshot should include:

- Name of the course
- Course status
- A green check mark
- Name on the account where it says “Welcome” on the right hand side
 - The name on the account MUST match the name on The Registry®.

Save this image for your records

It is your responsibility to keep a record of the screenshots as proof of course completion in case you are selected for a random audit. **These screenshots will serve as your proof of course completion.**

3. **To submit your CEC petition**, log-into your account on The Registry® of Fitness Professionals and fill out the form under the “CEC log” tab.

- View the [The Registry® of Fitness Professionals User Manual](#) for additional assistance.

Please contact the BCRPA at registration@bcrpa.bc.ca or 604-629-0965 if you have any questions or require assistance with this process.