



COACH RECERTIFICATION FAQ

GENERAL RECERTIFICATION QUESTIONS

Q. What is your refund policy for Recertification Applications?

The \$195 Recertification Application is non-refundable.

Q. Where do I purchase the Recertification Application?

The Recertification Application is purchased on Triathlon Learning.

Q. What does my UST Membership being included in my cost to recertify mean?

Beginning January 1, 2021, a Two-Year USAT Membership is automatically included in recertification as part of the \$195 fee.

If a coaches USAT Membership is current through (or after) 01/01/2024 then a \$100 discount coupon can be requested to be used for purchasing the recertification application.

If your USAT Membership is current through 12/31/2023 (or before) then a coupon **cannot** be requested.

Q. How long do I have to complete my Recertification Applications?

Completed Recertification Applications are due by 12/01/2021. The recertification window begins August 2021 and goes until December 1, 2021.

Q. Can I get an extension on my recertification deadline?

No. Recertification extensions are not given.

If you are unable to submit your recertification application and/or all recertification requirements by 12/01/2021 then you will be required to adhere to the late recertification policy.

Q. Can I submit my completed recertification application early (before 12/01/2021)?

Yes. The recertification window begins August 2021 and goes until December 1, 2021.

If you recertify early (before 12/01/2021), your two-year recertification cycle timing for renewal will not change. For example, you are due to recertify by 12/01/2021. You decide to complete and submit your recertification application early, in September 2021. Your next two-year recertification cycle will still be on 12/01/2023, based on the current recertification requirements.

Q. What happens after I submit my recertification application?

After your recertification application is submitted, it will be considered "pending" so staff can review your recertification documents submitted.





National Office Headquarters
5825 Delmonico Dr. Ste. 200
Colorado Springs, CO 80919-2401
phone 719. 597. 9090
fax 719. 597. 2121
www.usatriathlon.org

If staff reviews your recertification application and it meets the requirements, it will be approved and you will be notified by email.

If it is rejected due to incomplete recertification requirements, you will be notified by email.

Q. How long does staff review take?

The estimated timeline for review of your recertification application is 4 - 6 weeks from the day your recertification application is submitted.

Q. What happens if my recertification application is incomplete or missing documents?

If items are lacking from the recertification application and/or supporting documentation, the USAT Service Department will email the coach with notification of lacking items or incomplete forms.

Submission of items should be made within two weeks, so that completion of recertification and issuance of certificates is not delayed. All items, regardless of date of review, are due by 12/01/2021. For items submitted after 12/01/2021, a \$50 late fee is required.

Q. Can the review of my recertification application be expedited?

No. Recertification applications are processed/reviewed in the order they are received. The estimated timeline for review/processing of your recertification application is 4 - 6 weeks from the day your recertification application is submitted.

Q. How often do I need to take the SafeSport Training?

SafeSport Training is an annual training and is only good for one year. Your SafeSport Training must be kept current at all times. There is no grace period; USAT Coach Certification is not valid if your SafeSport Training lapses or expires. A coach does not have USAT coach insurance coverage if his/her coach certification is not valid.

Q. How long is my background check valid for?

Background checks are valid for 2 years. Your background check must be kept current at all times. There is no grace period; USAT Coach Certification is not valid if your background check lapses or expires. A coach does not have USAT coach insurance coverage if his/her coach certification is not valid.

Q. What is the cost of the background check?

The background check fee for most U.S. citizens is \$30 (this varies by state). Background checks for international citizens cost approximately \$195, but varies by country.

CEU QUESTIONS

Q. How many CEUs do I need?

As of January 1, 2021, all USA Triathlon Certified Coaches are required to complete a total of 12 CEUs, with a minimum of which being 8 USAT CEUs.



MEMBER



Q. How do I know how many CEUs I've completed?

You are responsible for tracking your own CEU credits and maintaining a record of all CEU documentation for all courses you complete.

Recommendation: either electronically or in paper form set up a folder where you can keep the CEU receipts or certificates of completion.

Q. Courses that I took for CEUs on LearnUpon are not in my Triathlon Learning account?

Triathlon Learning is a new and improved learning platform. As of January 1, 2021, the transition to Triathlon Learning was rolled and our previous platform, LearnUpon, was no longer accessible.

Please note that coach's CEU history from LearnUpon (such as history of enrolled courses, completed courses, and document uploads) is not yet accessible in your Triathlon Learning account. Rest assured, no CEU data has been lost and all CEU data/history has been exported from LearnUpon and is temporarily visible only to staff. If you need a copy of your records, please email the Service Department at coaching@usatriathlon.org

Q. What if I earn more than 12 CEUs? Do the extra ones carry over to the next recertification period?

No - additional CEUs earned cannot be carried over to a future recertification period. All CEUs must be completed in your two-year recertification cycle.

Q. Do I need to take an Area of Focus?

All USA Triathlon Certified Coaches, certified prior to January 1, 2021, do not need to take an Area of Focus as part of their recertification. If you have taken an Area of Focus, you will receive 5 USAT CEUs.

All USA Triathlon Certified Coaches, certified prior to January 1, 2021, were defaulted to the Level I Short Course Area of Focus.

Q. Where are the Performance Coaching Newsletter Exams?

After conducting an audit of our continuing education offerings, our team determined the newsletter exams did not meet the rigor and learning standards of our other continuing education options.

The Performance Coaching Newsletter Exams have been discontinued.

Q. Where can I find the coach webinars?

The USAT coach specific webinars are located on Triathlon Learning. To browse the webinar library, please click here: <https://www.triathlonlearning.com/collections?category=coach>





National Office Headquarters
5825 Delmonico Dr. Ste. 200
Colorado Springs, CO 80919-2401
phone 719. 597. 9090
fax 719. 597. 2121
www.usatriathlon.org

CPR/AED/FIRST AID QUESTIONS

Q. Do I need to complete CPR, AED and First Aid Certification through a specific organization?

No. Your CPR, AED and First Aid Certifications can be taken through any legitimate organization. The card or certificate you receive after completing the certification(s) must list CPR/AED/First Aid on it.

Q. Can I renew my CPR, AED and First Aid Certifications online?

Yes. You may renew your CPR, AED, and First Aid Certifications through an online program.

Q. Does only having a CPR Certification meet this requirement?

No. You are required to have each of the following certifications: CPR, AED and First Aid.



MEMBER