**Level 3 Exercise Referral course**

**COURSE INDUCTION**

You are now successfully enrolled on the YMCA Awards Level 3 Exercise Referral course.

Be sure to join our **Facebook Group** **(**[**www.facebook.com/groups/fit4trainingstudysupport**](http://www.facebook.com/groups/fit4trainingstudysupport)**)** for on going course support! This is always the quickest way to get in touch and ask a question. Use the Facebook group as much as possible. Ask questions about anything at all. The Fit4Training team and your course peers are at hand to help! If you have any private questions, please message or email us!

**HOW TO COMPLETE THE COURSE**
This is a distance learning course. You should receive your course manual within 7 days of enrolling on your course. Your assessment paperwork called a **Learner Achievement Record (LAR)** is available to download on your **course page** (<http://www.fit4training.com/exref-resources>). Please download this and save it to your computer.

If you are completing the Level 3 Applied Anatomy & Physiology and/or Level 3 Nutrition to Support Physical Activity you will complete these units via distance learning.

You have up to 12 months to complete your course assessments.

You will find further guidance on your assessments on the **course page**.

**ADDITIONAL RESOURCES**
If relevant, to supplement your A&P and nutrition elearning modules, you also have the option to purchase a hard copy learning manuals Please email martin@fit4training.com if you wish to order hard copy manuals to supplements any of these units.

You will also find on the course page, many links to further presentations, which complement your learning materials and also mock exams to aid your revision.

**COURSE UNITS & HOW EACH IS ASSESSED**

**Professional Practice in Exercise Referral**

Assessment 1 – Open book worksheet

**Understanding Medical Conditions for Exercise Referral**

Assessment 2 – Invigilated theory exam

Assessment 3 - Invigilated theory exam

**Planning Exercise Referral Programmes with Patients**

Assessment 4 – Open book worksheet

Assessment 5 – Client consultation (filmed observation)

Assessment 6 – Exercise referral programme

Assessment 7 – Programme review

Assessment 8 – Letter to healthcare professional

**Instructing Exercise with Referred Patients**

Assessment 9 – Session plan

Assessment 10 – Practical observation (filmed)

Assessment 11 – Open book worksheet

**Applied Anatomy & Physiology**

Assessment 12 – Invigilated multiple choice theory exam

Assessment 13 – Online Y-Mark Exercise Referral assessment workbook

**Nutrition to Support Physical Activity**

Assessment 12 - Invigilated multiple choice theory exam

Assessment 13 – Online Y-Mark Exercise Referral assessment workbook

Assessment 14 – Nutrition consultation

**Assessment 2, 3, 12 and 13, the multiple choice theory exams can be completed at any time during your course.**

**THEORY EXAMS**In order to book the multiple choice theory exams when you are ready to sit it, please complete our **BOOK AN ASSESSMENT** form which you can find at the bottom of the course page. A £20 fee applies to theory exam re-sits, payable when booking the re-sit.

Alternatively, if you cannot attend our assessment centre in Telford, you can complete your exam remotely. Please see the specific assessment guidance on your course page for more details.

**PRACTICAL ASSESSMENTS**
Your course includes practical observations where you will submit a video file. Further guidance on these is included within the specific assessment information. A £40 fee applies to practical re-assessments.

**ACCREDITED PRIOR LEARNING**
If you think you are exempt from completing any of the assessments please forward us proof of your existing qualification, and we will inform you if these can give you accredited prior learning.

**SUBMISSION OF ASSESSMENT PAPERWORK**
When you have completed your coursework, please submit any digital work using our **coursework submission form** [**www.fit4training.com/submit-coursework**](http://www.fit4training.com/submit-coursework)(preferred) or send hard copy work using RECORDED/SPECIAL delivery to **Fit4Training, Willow Studio, 59-61 High Street, Dawley, Telford, Shropshire, TF4 2EX**.

\*FIT4TRAINING WILL NOT BE RESPONSIBLE FOR LOST POST OR POST WITH INSUFFICIENT POSTAGE.

Please ensure the work you are submitting is FULLY COMPLETED and you have signed your name, digital signature and date where ever there is a space to do so throughout the LAR. Your work won't be marked if it is incomplete or if there are any signatures or dates missing.

Coursework will be marked within 15 days of us receiving it. You will receive notification via email from your assessor if there is any additional work you need to do in order to meet the standards required.

**RECEIVING YOUR CERTIFICATE**
We aim to get certificates to students within 3 months of all units of work being completed.  This is usually much shorter and often within a matter of weeks. Your coursework must be assessed and internally quality assured by Fit4Training and in some cases sent to the Awarding Organisation, YMCA Awards for external quality assurance.

**USEFUL INFORMATION**

Course Page – <http://www.fit4training.com/exref-resources>

Facebook Group – [www.facebook.com/groups/fit4trainingstudysupport](http://www.facebook.com/groups/fit4trainingstudysupport)

Student Support – Martin Brown martin@fit4training.com

Administration/general queries only relating exams, payments, resources, certificates.

Tutor/Assessor - Jo Bentley jo@fit4training.com

Assessment/course content support