



Non-NCCP PD Points Opportunities

Submission Procedures

Swimming Canada is allowing clubs and/or coaches to apply for pre-approved workshops or seminars conducted locally by clubs/coaches.

Clubs must submit proposed activities to Swim BC **4 weeks** in advance of the activity being offered. Swim BC will then seek approval from Swimming Canada for the activity. Swimming Canada pre-approved workshops and/or seminars are eligible for 1-3 PD points.

Clubs and coaches must complete the following [form](#) to request pre-approval for Non-NCCP PD point opportunities. Once completed, the form will be sent automatically Swim BC and to the NCCP Administrator. The coach/club who submitted the request should receive a response within 2 weeks from Swim BC.

Once approved and the activity has been completed, the facilitator/leader will need to provide the participant list (and NCCP numbers) to Swim BC, who will submit to Swimming Canada for processing as part of their normal PD point submissions.

Some examples of non-NCCP workshops, seminars, and club visitation programs include:

1. Head Coach Club A arranges stroke clinic for age group club coaches from their club and surrounding clubs to attend – 1 hour on a Saturday morning. This is eligible for 1 PD point.
2. Coach arranges a club visitation with Head Coach of another program to learn how program runs, participates in workouts – Friday and Saturday workouts and 1:1 meeting (6 hours in total). This is eligible for 3 PD points.
3. Region invites guest speaker (IST specialist, Sport Psych, HP coach) to deliver 2-hour workshop on topic related to athlete development. This is eligible for 2 PD points.

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