

Dear Training Participant,

Thank you for registering for the Arthritis Foundation Training!

What to Bring?

Please make sure that you bring the following items with you:

- Comfortable clothes
- Lunch and snacks
- Leader Manual (**Recert Only**)

What to Expect Full Certification?

At the training workshop you will be provided with class materials, however, **lunch is not provided**. As part of the training you are required to pass written exam by 80%. **There will be no refunds or rescheduling if you do not attend.**

What to Expect Recertification?

At the training workshop you will be provided with class materials, however, **lunch is not provided**. As part of the training you are required to pass written exam by 80%. **There will be no refunds or rescheduling if you do not attend.**

What the Arthritis Foundation Expects?

Please remember that certification is only available to those who complete the training workshop, pass the written test and **go on to complete a six week session teaching assignment at a sanctioned site.**

Paperwork includes certification application form, quarterly attendance forms, participant release forms, and a yearly co-sponsorship agreement. In order to become certified, you must attend the entire workshop. **Participants having to leave early or show up late, for whatever reason, will not qualify for certification.**

How do I get certified?

- Teach the class (a minimum of six class sessions within 6 months of training).
- Complete the **Certification Application Form** and send to the local office. Please also enclose a copy of your class roster listing participants' names and addresses as well as the participants release forms.