

PRE-WORKSHOP INSTRUCTIONS

NCCP

You have indicated that you do not have an existing NCCP Number with the Coaching Association of Canada. To Create an NCCP# please follow the below. It is recommended that you do this from a computer as the website has not been fully tested for Tablets and Smartphones so some scripts may not work properly.

<https://thelocker.coach.ca/account/login?ReturnUrl=%2fhome>

- 1.) Select the text "[Don't have an NCCP#? Create one now!](#)"



coach.ca
REACH HIGHER

Be A Coach What is the NCCP? Coaching Association of Canada

LOGIN

NCCP# or Email [Lookup my NCCP#](#)

Password [Forgot password?](#)

Remember Me

[Don't have an NCCP#? Create one now!](#)

LOGIN

- 2.) On the right side of the screen. Review the Terms and Conditions and Privacy Policy if interested by clicking on the applicable text. Select "I agree" to activate the Continue Button. "Continue"

REGISTERING WITH THE LOCKER

- To register for an account please provide your name, birthday, and email address. These are necessary to uniquely identify you in The Locker.
- [Terms and Conditions](#)
- [Privacy Policy](#)

I agree

BACK

CONTINUE

- 3.) On the right side of the screen. Select (at a minimum) “I want to create a Locker Account ...” to activate the additional entries pictured for your Profile. Complete the PROFILE and the ADDRESS portions. The OPTIONAL portion is up to you. It is recommended that you use personal information when completing this section instead of work contacts. You can update this information if required in later years.

REGISTRATION

- I want to create a Locker account for access to my transcript, eLearning opportunities, to sign up for coaching events, and more!
- I want to sign up for coaching news (monthly e-news, Coaches plan magazine etc.)

PROFILE

Email	<input type="text"/>
First Name	<input type="text"/>
Last Name	<input type="text"/>
Sex	Select <input type="button" value="v"/>
Birthday	YYYY-MM-DD <input type="button" value="calendar"/>

ADDRESS

Address	<input type="text"/>
Country	Canada <input type="button" value="v"/>
Prov./Terr.	Select <input type="button" value="v"/>
Municipality	<input type="text"/>
Postal Code	<input type="text"/>

OPTIONAL

Phone Number	<input type="text"/>
Armed Forces	<input type="checkbox"/>
RCMP	<input type="checkbox"/>
Aboriginal	<input type="checkbox"/>
Physical Disability	<input type="checkbox"/>

BACK

REGISTER

- 4.) Select “Register”. If everything is complete you should move to another screen indicating that your submission has been successful and you will receive an email from The Locker in regards to your New Account Registration. Be sure to check your SPAM box in case it gets inadvertently filtered there. Please DO NOT make double entries, it does create issues in the system.

5.) From your email account. Follow the “click here” link to complete your registration process. You will be asked to create a password for your new account and you will be logged in to your profile, at this point you will be able to locate your assigned NCCP#. (Via your profile, visible under your name.)

----- Original message -----
From: The Locker / Le Casier <coach@coach.ca>
Date: 2017-03-23 9:42 AM (GMT-07:00)
To:
Subject: New Account Registration / Inscription d'un nouveau compte



WELCOME TO THE LOCKER
BIENVENUE AU CASIER



It begins here.

Ça commence ici.

Congratulations on becoming a coach! By getting involved in the Coaching Association of Canada's National Coaching Certification Program (NCCP), you are joining over two million other Canadians who have embraced the opportunity to mentor, motivate, and lead Canada's athletes with passion and dedication.

A new coaching account has been created for you in The Locker, the system that tracks coach qualifications obtained in the NCCP. You can access this system to update your profile and email preferences, view your coaching qualifications transcript, and view available training events by sport organizations. Additional workshop information, as well as sport nutrition tips, coaching resources, and more are also available on www.coach.ca.

To log in to The Locker, please first [click here](#) to create a password for your new account.

Félicitations, vous êtes maintenant un(e) entraîneur(e)! En participant au Programme national de certification des entraîneurs (PNCE) de l'Association canadienne des entraîneurs, vous faites maintenant partie des deux millions de Canadiens et de Canadiennes qui ont choisi d'encadrer, de motiver et de diriger les athlètes du Canada avec passion et dévouement.

Un nouveau compte d'entraîneur ou d'entraîneuse a été créé à votre intention dans le Casier, le système qui effectue un suivi des qualifications acquises par les entraîneurs et les entraîneuses au sein du PNCE. Vous pouvez utiliser ce système pour mettre à jour votre profil, gérer vos préférences, consulter le relevé de vos qualifications en entraînement et voir les différentes activités de formation offertes par les organismes de sport. Vous trouverez des renseignements additionnels sur les ateliers de même que des conseils sur la nutrition sportive, des ressources en entraînement et bien d'autres informations utiles sur le site www.coach.ca.

Pour accéder au Casier, veuillez tout d'abord [cliquer ici](#) afin de choisir un mot de passe pour votre nouveau compte.

6.) Email me your NCCP#.