

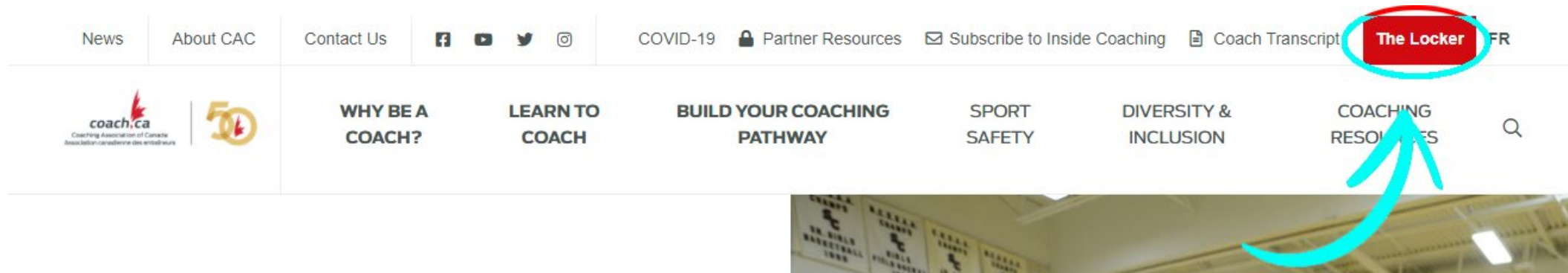


How to check your PD points

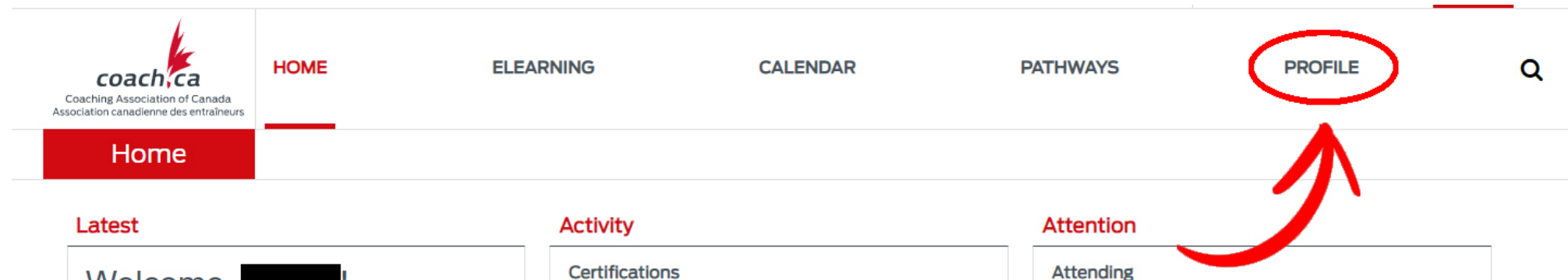
ALBERTA  EQUESTRIAN
— F E D E R A T I O N —

Login to your Locker account

Go to coach.ca and click on The Locker

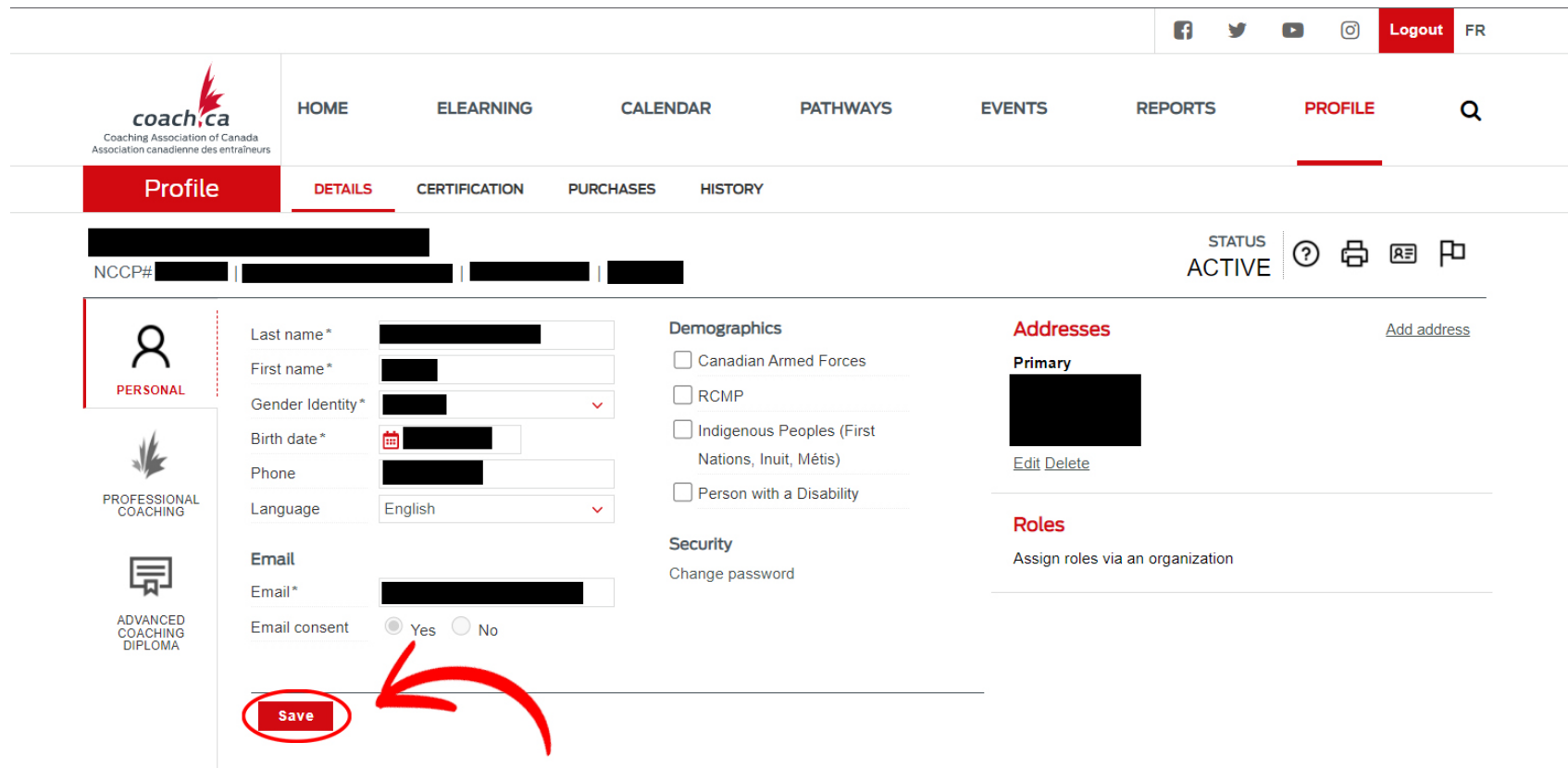


Login using your Locker number
Then click on Profile



Review your information

- Take the time to review and update your information
- Do **not** skip this step, as you won't receive important updates if your information is not correct
- Don't forget to click on Save!



The screenshot shows the user profile page on the coach.ca website. The page has a dark blue header with the Alberta Equestrian Federation logo and navigation links. The main content area is white and contains a sidebar with icons for Personal, Professional Coaching, and Advanced Coaching Diploma. The main section is titled 'Profile' and has tabs for Details, Certification, Purchases, and History. The 'Details' tab is active, showing fields for Last name, First name, Gender Identity, Birth date, Phone, Language, Email, and Email consent. There are also sections for Demographics, Security, Addresses, and Roles. A red arrow points to the 'Save' button at the bottom left of the form.

coach.ca
Coaching Association of Canada
Association canadienne des entraîneurs

HOME ELEARNING CALENDAR PATHWAYS EVENTS REPORTS **PROFILE** Q

Profile DETAILS CERTIFICATION PURCHASES HISTORY

NCCP# [REDACTED] STATUS ACTIVE ? [REDACTED] [REDACTED] [REDACTED]

PERSONAL

Last name* [REDACTED]
First name* [REDACTED]
Gender Identity* [REDACTED] v
Birth date* [REDACTED]
Phone [REDACTED]
Language English v
Email [REDACTED]
Email* [REDACTED]
Email consent ☒ Yes ☐ No

Demographics

☐ Canadian Armed Forces
☐ RCMP
☐ Indigenous Peoples (First Nations, Inuit, Métis)
☐ Person with a Disability

Security
Change password

Addresses [Add address](#)

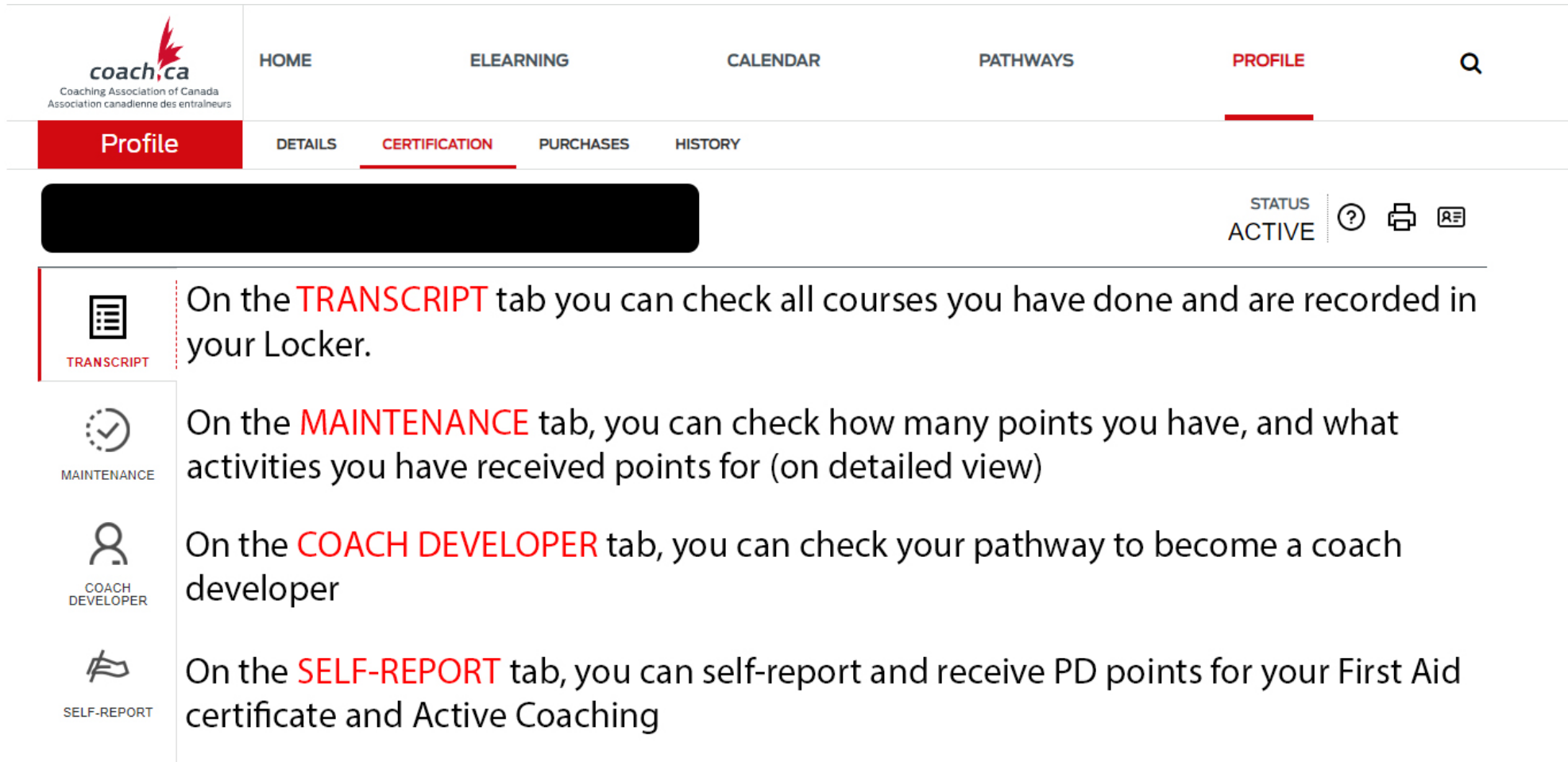
Primary
[REDACTED]
[Edit](#) [Delete](#)

Roles
Assign roles via an organization

Save


Understanding the Locker system

- Click on the CERTIFICATION tab








The screenshot shows the coach.ca website interface. The top navigation bar includes links for HOME, ELEARNING, CALENDAR, PATHWAYS, and PROFILE (which is highlighted in red). Below this, the PROFILE section has sub-tabs for DETAILS, CERTIFICATION (highlighted in red), PURCHASES, and HISTORY. A black rectangular box redacts the user's name. To the right of the redaction, the user's status is shown as 'ACTIVE' with icons for help, print, and a calendar. On the left side, there is a sidebar with four icons and labels: TRANSCRIPT, MAINTENANCE, COACH DEVELOPER, and SELF-REPORT. Each icon is accompanied by a descriptive text block explaining the function of that tab.


coach.ca
Coaching Association of Canada
Association canadienne des entraîneurs


HOME ELEARNING CALENDAR PATHWAYS **PROFILE** 


Profile DETAILS **CERTIFICATION** PURCHASES HISTORY

 STATUS **ACTIVE**   

 **TRANSCRIPT** On the **TRANSCRIPT** tab you can check all courses you have done and are recorded in your Locker.

 **MAINTENANCE** On the **MAINTENANCE** tab, you can check how many points you have, and what activities you have received points for (on detailed view)

 **COACH DEVELOPER** On the **COACH DEVELOPER** tab, you can check your pathway to become a coach developer

 **SELF-REPORT** On the **SELF-REPORT** tab, you can self-report and receive PD points for your First Aid certificate and Active Coaching

Check your PD points

- Click on the MAINTENANCE tab

The screenshot shows the coach.ca website interface. The top navigation bar includes HOME, ELEARNING, CALENDAR, PATHWAYS, and PROFILE. The PROFILE tab is selected, and the sub-tab MAINTENANCE is highlighted. The left sidebar contains icons for TRANSCRIPT, MAINTENANCE (circled in red), COACH DEVELOPER, and SELF-REPORT. The main content area displays two certification cycles:

Certification	Level	Starts	Ends	Points
Equestrian	INST-BEG	Jan 2022	Jan 2027	0/0
Equestrian-English	INST-BEG	Jan 2022	Jan 2027	10/10

A red arrow points to the 10/10 points display for the Equestrian-English certification.

Here you can check your 5-year cycle

Here you can check how many points you have

If you haven't achieved the points required, your 5-year cycle will not renew and your coaching certification will lapse.