

SuperSlow Zone Institute

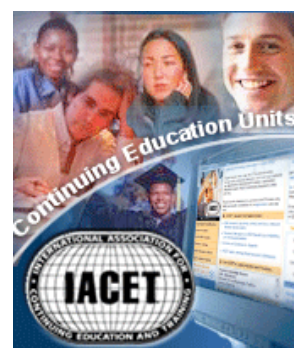
Origin of slow-motion training standards



SUPER SLOW ZONE
IACET APPROVED
CERTIFICATION
JULY 1, 2005

Frequently Asked

Questions



Authorized IACET Provider



Frequently Asked Question

From Time To Time, 'Frequently Asked Questions' Will Be Updated. V 10.01.06

PLEASE PRINT A COPY OF THIS FOR YOUR RECORDS

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IMPORTANT: PLEASE NOTE

BEFORE ENROLLING IN A CEU COURSE, YOU MUST FIRST JOIN THE SUPERSLOW ZONE INSTITUTE.

PLEASE ENROLL BY GOING TO: [Join the SSZI](#)

YOUR COURSE REGISTRATION WILL NOT BE VALID UNTIL YOU HAVE JOINED THE INSTITUTE.



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1. What do I do first?

- Join the SSZI.
 1. Go To: www.sszl.com
 2. Click on 'Join the SSZI' (button on the left side of the screen)
 3. Read the SSZI Policies and Procedures
 - a. Click on the SSZI Policies and Procedure (PDF) link below
 - b. Print out the PDF
 - c. Read the document
 4. Accept the SSZI Policies and Procedures AND update your contact information (this screen will pop up after you click on 'Accept')

By clicking Accept below, I assert that I have completely read and understood the policies and procedures contained in the document listed above.

(then click) [Accept](#)

2. What is the SSZI Membership Fee?

SSZI Annual Membership Fee*	Details
\$180	Year one annual fee if paid in full at time of registration. Payment methods: Credit card, check or installment payments (bank drafts)

The annual membership fee may be subject to change. You will be given six (6) months advance notice of the membership fee change.

3. What is the purpose of SSZI Continuing Education Units (CEUs)?

- CEUs for SuperSlow recertification are intended to promote continued development of the Certified SuperSlow Instructor's knowledge, competence, and practical skills.
- CEUs ensure that certified SuperSlow Instructors continually develop as professionals who safely and successfully administer SuperSlow exercise methodology.

4. Who is eligible for SuperSlow Recertification?

- ANY certified SuperSlow Instructor (includes Level I, II and Master) may choose to recertify.
- Recertification is not dependent on who you work for; who you work for is not relevant.
- If you are a certified SuperSlow Instructor, and choose to recertify, you may do so by fulfilling I.A.C.E.T. recertification CEU requirements.



5. What if my SuperSlow Certification expires on or before December 31, 2006?

I understand that, if my certification expires on or before December 31, 2006, I may re-certify by joining the SSZI and fulfilling I.A.C.E.T. recertification requirements for my level of certification on or before December 31, 2007.

6. What does recertify mean?

Recertify means that any SS certified instructor who wants to continue using that distinction must fulfill Continuing Education Units (CEUs) as specified for the level achieved: Level I, Level II and Master (see # 8 below).

7. Am I required to take every CEU course SSZI offers?

No, it is not required to take every CEU course SSZI offers. As long as I complete the required number of CEUs for my certification level, I may take the classes that are of interest to me.

8. How many CEUs do I need?

Level You Have Achieved	CEUs Per Year
SuperSlow Level I	1
SuperSlow Level II	1.5
SuperSlow Master	2

9. What are the CEU course hour requirements?

- 1 CEU = 10 hours
- 1.5 CEUs = 15 hours
- 2 CEUs = 20 hours

10. How do I meet the total CEUs required for my certification level?

CEUs are earned by completing course requirements. Each course will have a specified CEU value (e.g. .25 CEU, .5 CEU or 1 CEU).

It is your responsibility to ensure that the correct number of CEU courses you take will fulfill the **total required CEUs specified for your instructor level (SS Level I, SS Level II, SS Master)**.

For Example Purposes Only:

How a SS Level I Instructor can meet the correct required number of CEU courses:

1.0 CEUs Required for SS Level I Instructor	
Course Name	CEU Value
The Basic Biology of Muscular Contraction	0.50
Facility Safety	0.25
Long Term Improvements and Learning for Your Clients	0.25
Total Required CEUs	1.00



11. How can I take CEU Courses?

I can take CEU courses through:

- A. 'Distance learning' - such as 'tele-classes, web casting, etc.
- B. 'In person' - at a convention, conference, summit or at a specific location hosting the CEU course, etc. (in 2007, we will advise you about the possibility of a conference or summit; please ensure that your contact information is always up to date with the SSZI Registrar, Roxie Borisch registrar@sszi.com)

12. How many CEUs do I need based on my Certification Level (Credentialing)?

Who	CEUs Per Year
SuperSlow Level I	1
SuperSlow Level II	1.5
SuperSlow Master	2

13. Why are CEU requirements for SS Level II and Masters different than SS Level I Instructors?

Level II certification and Master appointment required a progression in skill levels; therefore, maintaining that level of certification requires additional course requirements commensurate to maintain that status.

14. How long do I have to complete my CEUs?

Please find your status in the table below:

Please note that the Registrar will help you understand your status and your CEU plan if you set an appointment to hold this discussion.

To set an appointment, e-mail registrar@sszi.com.

My SS Certification Status	How To Recertify By Fulfilling Re-certification Requirements
a. My certification is <u>expired</u> .	<ol style="list-style-type: none"> 1. I will join the SSZI by December 31, 2006. 2. By joining the SSZI, I will be sent a Re-certification valid through Dec. 31, 2007. 3. I will fulfill my CEU course requirements on or before Dec. 31, 2007 in order retain my status as a certified SuperSlow Instructor.
b. I certified BEFORE 2006 <u>and</u> my certification will expire in 2007.	<ol style="list-style-type: none"> 1. My certification remains in good standing through the term stated on my certificate. 2. I will join the SSZI on or before my certification expiration date. 3. By joining the SSZI, I will be sent a Re-certification valid through the same expiration date in 2008. 4. I will fulfill my CEU course requirements on or before my 2008 expiration date in order retain my status as a certified SuperSlow Instructor.



My SS Certification Status	How To Recertify By Fulfilling Re-certification Requirements
c. I certified IN 2006 <i>and</i> my certification will expire in 2007.	<ol style="list-style-type: none"> 1. My certification remains in good standing through the term stated on my certificate. 2. I will join the SSZI within the agreed upon timeframe at the time or my certification. 3. My CEU PLAN <ul style="list-style-type: none"> ▫ I will email the Registrar (registrar@sszi.com) <i>to set a phone appointment</i> to understand and schedule my CEU requirement plan discuss
d. I certified IN 2006 <i>and</i> my certification will expire in 2008.	<p>My certification remains in good standing through the term stated on my certificate.</p> <ol style="list-style-type: none"> 1. I will join the SSZI within the agreed upon timeframe at the time or my certification. 2. My CEU PLAN <ul style="list-style-type: none"> ▫ I will email the Registrar (registrar@sszi.com) <i>to set a phone appointment</i> to understand and schedule my CEU requirement plan discuss
e. I <u>Will Certify</u> Before Dec. 31, 2006	<ol style="list-style-type: none"> 1. I will join the SSZI by between October 1, 2006 and December 31, 2006. 2. I will join the SSZI within the agreed upon timeframe at the time or my certification. 3. I will fulfill my CEU course requirements on or before Dec. 31, 2007 in order retain my status as a certified SuperSlow Instructor.

15. What do I do to recertify to maintain my Certification (Credentialing)?

Join the SuperSlow Zone Institute: see details in FAQ # 1.

A. My certification is expired.

- I must join the SSZI by December 31, 2006.
- By joining the SSZI, I will be sent a Re-certification valid through Dec. 31, 2007.
- I must fulfill my CEU course requirements on or before Dec. 31, 2007 in order retain my status as a certified SuperSlow Instructor.

To maintain an annual, valid certification, you must be a member of the SSZI each year.

By joining the SSZI, you will automatically receive your SuperSlow re-certification, valid for 2007.

You have until December 31, 2007 to fulfill your CEU courses required for your level of certification. By fulfilling your required CEU courses in 2007, you will then be sent a Re-certification valid for 2008. This cycle continues each year.



B. I certified BEFORE 2006 and my certification will expire in 2007.

- My certification remains in good standing through the term stated on my certificate.
- I will join the SSZI on or before December 31, 2006.
- By joining the SSZI on or before December 31, 2006, on my expiration anniversary date I will be sent a Re-certification valid through the same expiration date in 2008.
- I will fulfill my CEU course requirements on or before my 2008 anniversary expiration date in order to retain my status as a certified SuperSlow Instructor.

If you wish to retain a valid certification beyond your 2007 expiration date, join the institute and begin taking CEU courses.

By joining the SSZI, you will automatically receive your SuperSlow re-certification ON YOUR EXPIRATION ANNIVERSARY DATE valid for 2008.

You have until December 31, 2007 to fulfill your CEU courses required for your level of certification. By fulfilling your required CEU courses in 2007, you will then be sent a Re-certification valid for 2008. This cycle continues each year.

C. I certified BEFORE 2006 and my certification will expire in 2007.

- My certification remains in good standing through the term stated on my certificate.
- I will join the SSZI within the agreed upon timeframe at the time of my certification.
- My CEU PLAN
- I will email the Registrar (registrar@sszi.com) to set a phone appointment to establish my CEU plan.

The most convenient way to get help with your CEU course plan is to set an appointment with Roxie Borisch, Registrar, by emailing her (registrar@sszi.com) to **set an appointment** to establish your CEU Plan.

D. I certified IN 2006 and my certification will expire in 2008.

- My certification remains in good standing through the term stated on my certificate.
- I will join the SSZI within the agreed upon timeframe at the time of my certification.
- My CEU PLAN
- I will email the Registrar (registrar@sszi.com) to set a phone appointment to understand and schedule my CEU requirement plan discussion



E. I Will Certify Before Dec. 31, 2006

- I will join the SSZI within the agreed upon timeframe at the time of my certification.
- I will fulfill my CEU course requirements on or before Dec. 31, 2007 in order retain my status as a certified SuperSlow Instructor.

16. What are the requirements to receive my SS Certification extension certificate?

See FAQ # 15 above.

17. How and when do I make payment for CEU Courses?

As a member in good standing of the SuperSlow Zone Institute, I may choose my preferred method of payment for CEU courses when I register from the options below:

- A. Credit card: paid in full at time of registration.
- B. Check: paid in full at time of registration.
- C. Installment payments (bank drafts): paid by monthly installments.
 - To learn about this option, go to 'Join The SSZI' on the home page and click on the link, 'About Installment Payments'

18. Do I have to fill out a Course Evaluation form?

- A. Yes, before CEU course credit can be awarded, each student is required to complete and submit the required Course Evaluation and ensure it is received by the SSZI within 10 business days of the course completion.
- B. Course Evaluation is required by IACET, our accreditation organization.
- C. **Not completing and returning the Course Evaluation within ten business days from the date of course completion, will delay being awarded CEU credit for the course.**
- D. Fax your evaluation to: (503) 304-2960, press the 'start key' during the message or PDF it to evaluations@sszi.com

19. Who records and reports my CEUs to SSZI?

The SSZI Registrar (Roxie Borisch) will record in each SSZI Student's permanent record completed and incomplete CEUs and report to the SSZI CECO (Dr. Scott Preissler).

20. When do I fill out a Post-Event Evaluation form?

Post-Event Evaluation will be in compliance with IACET the method of evaluation. We anticipate our first event in the Spring, 2007.

21. If I move, what are the requirements regarding change of address?

- A. Changes in mailing address must be provided to SSZI by the Student.



- B. Failure to maintain a current mailing address will make it difficult for SSZI to keep you informed and may result in suspension or revocation of the SSZI credential because we can not contact you.
- C. Keep your member contact information current by:
 - Go To: <http://www.superslow.com/myinformation.html>
 - Email the SSZI Registrar at registrar@sszi.com

22. What happens if I miss a class during a CEU Course?

- A. All classes and course work specified by the CEU course must be attended in order to receive your credit(s).
- B. If you miss **one class**, you may have one 'class make-up' purchasing and listening to the audio CD recording of that class.
- C. **If you miss more than one class** specified by your CEU course, it is considered forfeited and there is no refund.

23. How can I make up classes that I miss?

- A. If you miss one class, you may make it up by purchasing the audio CD recording of the missed class. This applies to only one class within a CEU course.
- B. If you miss more than one class, you forfeit your CEU credit for the course.
- C. If you miss more than one class, you may continue taking the course if there are remaining classes, but No Credit will be earned for the class.
 - **To purchase an audio CD of the class you missed, please e-mail** Roxie Borisch at coursemakeup@sszi.com
 - **Cost: \$28 (U.S., includes shipping and handling); \$33 (International, includes shipping and handling).**

24. How can I purchase the Audio CD of the course I missed?

- **To purchase an audio CD of the class you missed, please e-mail** Roxie Borisch at coursemakeup@sszi.com
- **Cost: \$28 (U.S., includes shipping and handling); \$33 (International, includes shipping and handling).**

25. May I repeat a CEU Course for credit?

- **For Credit:**
 - You may repeat a CEU course that you did not pass or complete by submitting the required registration and payment information.
 - Pay repeat course fee: see CEU Course Enrollment form for the course.
 - If you purchased the course materials at an additional cost, and at the time or repeating your course they have not changed, you may reuse these materials.
 - **Updated Course Materials: Note that courses are updated and additional materials may be required. Please check with the Registrar at the time of your repeat course enrollment.**



May I Audit a Course for No Credit?

- By permission, and when class size permits, you may audit a course you previously completed by submitting the required registration and payment information.
 - Note that “audit a class” means you may listen, but may not participate in class discussion.
 - Auditing a course is by permission of the course instructor.
 - ‘CEU credit’ for auditing your course will not be awarded.
 - If the course has an assignment, test, and/or any other form of class requirement, you will not participate.
 - There IS a reduced fee for auditing a course. Check with the Registrar for the prevailing ‘auditing course fee.’
 - Course materials, if included when first enrolled, may be reused if unchanged.
- **Note Updated Course Materials:** courses are updated and additional materials may be required. Please check with the Registrar at the time of your repeat course enrollment.

26. May I retest for a failed exam?

When applicable, retesting guidelines for written, practical or oral exams, will be specified in each CEU course registration form.

27. What are the Penalty Fees when my payment for CEU Courses is revoked for ‘Non Sufficient Funds (NSF)’?

‘Non sufficient funds penalty fee’ payment applies if:

- A. You pay for your CEU course with a personal check and there are insufficient funds to cover the check and/or
- B. You pay by credit card and the credit card is declined and/or
- C. You challenge a charge by SSZI on your credit card (a “charge back”) for which SSZI can demonstrate that you registered for and agreed to pay for a CEU course

‘Non sufficient funds penalty fee’ payment: \$30 per incident.

Penalty fee payment (\$30) is due within 15 calendar days of receiving the notice of NSF.

28. What if I need to cancellation and / or reschedule CEU Course?

- A. **Cancellation of CEU Course:** If you are unable to take a CEU Course that you have registered and paid for, then you must cancel 2 weeks (14 calendar days) before the first class or forfeit the entire class fee.
- B. **Notice of Course Cancellation – What To Do**
 - 1. **Contact the Registrar at coursecancellation@sszi.com**
 - 2. The following information must be included: Your Name, Your Telephone Number, Your e-mail Address, Date Course Begins, Name of Course, Course Number and Course Instructor.



- C. **Approval of Course Cancellation:** You will receive a confirmation by email or regular mail that your cancellation has been received and accepted or declined, and **you will be asked to acknowledge that you have received this notice.**
- If sent by email, we will use the email address that we have on file for you when you registered unless otherwise indicated.
- D. **Administrative Fee (for course registration, un-registration, class logistics, coordination with instructor, etc):**
1. There is a non-refundable \$35 administrative fee for each course that is cancelled regardless of when the cancellation is made.
 2. Exception: see Rescheduling Fee (e), below.
- E. **Rescheduling Fee** (rescheduling from one to another, logistics, coordination with instructor, etc.)
- If you reschedule a substitute course at the time you cancel your course, you will pay only the rescheduling fee (\$25) and not incur the Administrative Fee of \$35, stated above.**
- F. **Refund:** If a refunded course fee is applicable, you will receive your refund within 30 calendar days of your cancellation notice.
- G. **CEU Course Materials Fees Refund:**
- There is no refund of course materials fees.

29. What are the policies regarding the expiration of my SuperSlow Certification (Credential)?

- A. If I do not fulfill my recertification requirements listed in #12, above, I understand that my SuperSlow Instructor certification (credential) is revoked (null and void).
- B. To reinstate my certification for SuperSlow Level I or Level II ("Master" level is 'appointed' by Ken Hutchins), I must re-register and re-take the SuperSlow Level I and/or Level II certification again under the new IACET standards.

30. What are Non-CEU Activities?

SSZI will be offering 'non-CEU activities' as enrichment opportunities for its members.

I understand that I may choose to take "non-CEU activities" to further my education, development and connection with the SuperSlow community (e.g. activities to be offered in the future are SuperSlow Strength Training RoundTables with Ken Hutchins) but these designated "non- CEU activities" will not count towards fulfilling my annual CEU Re-certification requirements.