

## National Certificate in Fitness (Level 4) with strands in Group Fitness Instruction, Individual Fitness Instruction, and Personal Training

<b>Level</b>	<b>4</b>
<b>Credits</b>	<b>146-218</b>

This qualification is **expiring**. The last date to meet the requirements is 31 December 2009.

### Purpose

This certificate ensures that fitness graduates are trained in the competencies required for employment as fitness instructors and/or personal trainers working without direct supervision and with a range of client groups in established fitness enterprises accessible to the public at large. This is a national qualification providing the basis for ongoing fitness industry training and career development within the fitness and/or associated industries.

This qualification leads on from, and shares unit standards with, the National Certificate in Fitness (Level 3) with strands in Group Fitness Instruction, and Individual Fitness Instruction [Ref: 0447]. However, the level 3 qualification is not a prerequisite to this qualification.

New awards have been created within this qualification in the areas of Teaching Group Fitness, Exercise Assessment and Prescription and Small Business Skills for Personal Training.

This qualification also contains the Sport, Fitness and Recreation Industry Training Organisation Customer Service Award.

### Credit Range

	<b>Core</b>	<b>Group Fitness Instruction Strand</b>	
	<b>Compulsory</b>	<b>Compulsory</b>	<b>Elective</b>
Level 1 credits	15	-	-
Level 2 credits	17	-	-
Level 3 credits	54	15	0-5
Level 4 and above credits	-	16	24-29
Minimum totals	86	31	29

	Individual Fitness Instruction	Personal Training Strand		
	Compulsory	Elective	Compulsory	Elective
Level 2 credits	6	0-3	-	0-12
Level 3 credits	32	0-3	42	0-8
Level 4 credits	29	0-10	50	0-12
Level 5 credits	13	0-10	28	0-12
Minimum totals	80	10	120	12

## Requirements for Award of Qualification

This qualification will be awarded to people who have met the following requirements.

- Core Compulsory standards

One of the following strands is required

- Group Fitness Instruction Strand
- Individual Fitness Instruction Strand
- Personal Training Strand

### Award of NQF Qualifications

Credit gained for a standard may be used only once to meet the requirements of this qualification.

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided in section 7 of the New Zealand Qualifications Authority (NZQA) *Rules and Procedures* publications available at <http://www.nzqa.govt.nz/ncea/acrp/index.html>.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (ID). Any version of a standard with the same ID may be used to meet qualification requirements that list the ID and/or that specify the past or current classification of the standard.

## Detailed Requirements

### Compulsory

The following standards are required

Community and Social Services > Community Recreation > Recreation Facility and Resource Design and Management

Id	Title	Level	Credit
7016	Maintain and promote client security, comfort, enjoyment, and learning in fitness and/or recreation	3	3
7017	Maintain condition and efficient use of fitness and/or recreation equipment and facility	3	3
7018	Maintain security and deal with emergencies in fitness and/or recreation facilities	3	3

## Community and Social Services &gt; Fitness &gt; Exercise Prescription

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
7021	Demonstrate exercise techniques	3	12
7022	Demonstrate knowledge of the principles of safe physical activity	3	8

## Community and Social Services &gt; Fitness &gt; Fitness Assessment and Individual Fitness Instruction

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
7058	Monitor client exercise	3	6
13382	Develop a simple movement skill	3	2

## Community and Social Services &gt; Fitness &gt; Fitness Education

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
505	Manage personal physical fitness	1	3

## Community and Social Services &gt; Fitness &gt; Fitness Industry Education

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
7038	Explain the purpose, structure and operations of a fitness enterprise	3	4

## Community and Social Services &gt; Human Services &gt; Empowering People with Disabilities

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
1812	Demonstrate respect towards people with disabilities	1	3

## Community and Social Services &gt; Sport &gt; Sport Science and Technology

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
6571	Demonstrate relevance of principles of nutrition to health	2	2

## Core Generic &gt; Core Generic &gt; Self-Management

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
496	Manage personal wellness	1	2
12349	Demonstrate time management	2	3

## Core Generic &gt; Core Generic &gt; Work and Study Skills

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
4249	Demonstrate care and timeliness: as an employee	1	3

## Health &gt; Health Studies &gt; Core Health

Id	Title	Level	Credit
6401	Provide first aid	2	1
6402	Provide resuscitation level 2	1	1

## Health &gt; Occupational Health and Safety &gt; Occupational Health and Safety Practice

Id	Title	Level	Credit
497	Protect health and safety in the workplace	1	1

## Humanities &gt; Communication Skills &gt; Interpersonal Communications

Id	Title	Level	Credit
1277	Communicate information in a specified workplace	2	3
1304	Communicate with people from other cultures	2	2
1312	Give oral instructions in the workplace	3	3
9694	Analyse and apply principles of communication process theory	3	4
11097	Listen to gain information in an interactive situation	3	3

## Service Sector &gt; Service Sector Skills &gt; Service Sector - Core Skills

Id	Title	Level	Credit
56	Attend to customer enquiries face-to-face and on the telephone	1	2
57	Provide customer service in given situations	2	2
62	Maintain personal presentation in the workplace	2	2
376	Employ customer service techniques for differing customer behaviours in a given situation	3	2
377	Work in a diverse workplace	2	2
11818	Enhance work practices by the application of product and/or service knowledge	3	4

**Group Fitness Instruction Strand**

Meet the requirements of all of the following sets

- Group Fitness Instruction Compulsory
- Group Fitness Instruction Elective

### Group Fitness Instruction Compulsory

The following standards are required

Community and Social Services > Fitness > Fitness Assessment and Individual Fitness Instruction

Id	Title	Level	Credit
7059	Induct and support clients in fitness activity	3	4
13384	Apply motivational techniques to enhance client commitment to a personal training programme	4	2

Community and Social Services > Fitness > Group Fitness Instruction

Id	Title	Level	Credit
7051	Develop and teach a freestanding exercise-to-music class	3	5
7052	Operate audio equipment for exercise-to-music classes	3	2
7053	Use fitness equipment in exercise-to-music classes	3	4
7054	Develop and teach exercise-to-music classes for participants in sports and specific recreational activities	4	4
7055	Develop and teach exercise-to-music classes for people with special needs	4	4
7056	Develop and teach specialist exercise-to-music classes for older people and seniors	4	4
13379	Apply motivational techniques to enhance client commitment to exercise to music classes	4	2

### Group Fitness Instruction Elective

A minimum of 29 credits

- Of which a minimum of 24 credits at Level 4 or above

Business > Management > First Line Management

Id	Title	Level	Credit
18336	Demonstrate team-building skills	4	5
18337	Implement training and development activities for teams and individuals in the workplace	4	5

Community and Social Services > Fitness > Exercise Prescription

Id	Title	Level	Credit
7032	Apply knowledge of exercise prescription for older people and seniors	5	5
7034	Apply knowledge of exercise considerations for children and adolescents	4	4

## Community and Social Services &gt; Fitness &gt; Fitness Industry Education

Id	Title	Level	Credit
7039	Identify components and analyse structure of the fitness industry	4	3
7042	Advise individual clients on health, fitness, exercise and lifestyle	3	5

## Community and Social Services &gt; Fitness &gt; Group Fitness Instruction

Id	Title	Level	Credit
7057	Develop and teach specialist exercise-to-music classes for children and adolescents	4	3
9809	Develop and teach aquafitness exercise-to-music classes	4	5

## Community and Social Services &gt; Sport &gt; Sport Science and Technology

Id	Title	Level	Credit
6572	Apply the principles of nutrition to people involved in physical activity	4	4

## Community and Social Services &gt; Sport &gt; Sport Teaching and Coaching

Id	Title	Level	Credit
13378	Apply the principles of pedagogy in a recreation, sport, or fitness context	4	5
13380	Recommend physical activities appropriate to the growth and development of individuals of all ages	3	3

**Individual Fitness Instruction Strand**

Meet the requirements of all of the following sets

- Individual Fitness Instruction Compulsory
- Individual Fitness Instruction Elective

**Individual Fitness Instruction Compulsory**

The following standards are required

## Community and Social Services &gt; Fitness &gt; Exercise Prescription

Id	Title	Level	Credit
7023	Demonstrate and apply specialised exercise techniques	4	4
7024	Demonstrate knowledge of exercise science principles and apply to exercise prescription	3	7
7029	Design an exercise programme in accordance with the client's goals and objectives	3	6
7030	Design personal exercise programmes for people with special needs	4	6

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
7031	Apply knowledge of exercise prescription to ante- and post- natal women	5	4
7032	Apply knowledge of exercise prescription for older people and seniors	5	5
7035	Apply knowledge of exercise prescription for previously inactive and overweight adults	5	4

Community and Social Services > Fitness > Fitness Assessment and Individual Fitness Instruction

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
7020	Assess individual levels of physical performance	4	4
7059	Induct and support clients in fitness activity	3	4
7060	Manage client information	3	2
7061	Provide fitness instruction for individuals with special needs	4	6
13384	Apply motivational techniques to enhance client commitment to a personal training programme	4	2

Community and Social Services > Fitness > Fitness Industry Education

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
7042	Advise individual clients on health, fitness, exercise and lifestyle	3	5

Community and Social Services > Sport > Sport Teaching and Coaching

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
5361	Plan, conduct, and review a novice coaching session	3	8

Computing and Information Technology > Computing > Generic Computing

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
2780	Describe and operate a personal computer system	2	6

Humanities > Communication Skills > Interpersonal Communications

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
1296	Conduct a one to one interview	4	3

### Individual Fitness Instruction Elective

A minimum of 10 credits

#### Community and Social Services > Fitness > Exercise Prescription

Id	Title	Level	Credit
7025	Apply knowledge of exercise physiology principles	5	5
7026	Apply knowledge of functional anatomy and biomechanics	5	5
7027	Apply motor control and learning principles	5	4
7028	Apply knowledge of principles of Psychology of Exercise	5	4
7033	Apply knowledge of exercise prescription for cardiac fitness and rehabilitation	5	5
7034	Apply knowledge of exercise considerations for children and adolescents	4	4

#### Community and Social Services > Fitness > Fitness Assessment and Individual Fitness Instruction

Id	Title	Level	Credit
7037	Adapt fitness assessments and screening procedures for individuals with special needs	4	6

#### Community and Social Services > Human Services > Empowering People with Disabilities

Id	Title	Level	Credit
1813	Demonstrate realistic and positive expectations about the capability of people with disabilities	2	3

#### Community and Social Services > Sport > Sport Science and Technology

Id	Title	Level	Credit
6572	Apply the principles of nutrition to people involved in physical activity	4	4

#### Community and Social Services > Sport > Sport Teaching and Coaching

Id	Title	Level	Credit
13378	Apply the principles of pedagogy in a recreation, sport, or fitness context	4	5
13380	Recommend physical activities appropriate to the growth and development of individuals of all ages	3	3

### Personal Training Strand

Meet the requirements of all of the following sets

- Personal Training Compulsory
- Personal Training Elective

## Personal Training Compulsory

The following standards are required

### Community and Social Services > Fitness > Exercise Prescription

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
7023	Demonstrate and apply specialised exercise techniques	4	4
7024	Demonstrate knowledge of exercise science principles and apply to exercise prescription	3	7
7025	Apply knowledge of exercise physiology principles	5	5
7026	Apply knowledge of functional anatomy and biomechanics	5	5
7029	Design an exercise programme in accordance with the client's goals and objectives	3	6
7030	Design personal exercise programmes for people with special needs	4	6
7031	Apply knowledge of exercise prescription to ante- and post- natal women	5	4
7032	Apply knowledge of exercise prescription for older people and seniors	5	5
7035	Apply knowledge of exercise prescription for previously inactive and overweight adults	5	4

### Community and Social Services > Fitness > Fitness Assessment and Individual Fitness Instruction

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
7020	Assess individual levels of physical performance	4	4
7036	Assess individual fitness for activity	3	6
7037	Adapt fitness assessments and screening procedures for individuals with special needs	4	6
7059	Induct and support clients in fitness activity	3	4
7060	Manage client information	3	2
7061	Provide fitness instruction for individuals with special needs	4	6
7062	Establish a personal training client base	4	4
7063	Implement personal training with fitness clients	4	4
13384	Apply motivational techniques to enhance client commitment to a personal training programme	4	2

## Community and Social Services &gt; Fitness &gt; Fitness Industry Education

Id	Title	Level	Credit
7042	Advise individual clients on health, fitness, exercise and lifestyle	3	5

## Community and Social Services &gt; Sport &gt; Sport Science and Technology

Id	Title	Level	Credit
6572	Apply the principles of nutrition to people involved in physical activity	4	4
6573	Demonstrate ability to manage nutritional concerns and body composition with professional assistance	5	5

## Community and Social Services &gt; Sport &gt; Sport Teaching and Coaching

Id	Title	Level	Credit
5361	Plan, conduct, and review a novice coaching session	3	8

## Humanities &gt; Communication Skills &gt; Interpersonal Communications

Id	Title	Level	Credit
1296	Conduct a one to one interview	4	3

## Humanities &gt; Communication Skills &gt; Reading

Id	Title	Level	Credit
1272	Read efficiently to gain maximum information in time spent	3	2

## Humanities &gt; Communication Skills &gt; Writing

Id	Title	Level	Credit
1279	Write in plain English	3	2

## Service Sector &gt; Service Sector Skills &gt; Selling Skills

Id	Title	Level	Credit
61	Sell goods and/or services on a consultancy basis	4	3

**Personal Training Elective**

A minimum of 12 credits

## Business &gt; Management &gt; Small Business Management

Id	Title	Level	Credit
1990	Assess small business ownership options and business structures	4	5

## Business &gt; Marketing &gt; Generic Marketing

Id	Title	Level	Credit
2942	Develop and apply telemarketing skills	3	5

## Community and Social Services &gt; Fitness &gt; Exercise Prescription

Id	Title	Level	Credit
7027	Apply motor control and learning principles	5	4
7028	Apply knowledge of principles of Psychology of Exercise	5	4
7033	Apply knowledge of exercise prescription for cardiac fitness and rehabilitation	5	5
7034	Apply knowledge of exercise considerations for children and adolescents	4	4

## Community and Social Services &gt; Human Services &gt; Empowering People with Disabilities

Id	Title	Level	Credit
1813	Demonstrate realistic and positive expectations about the capability of people with disabilities	2	3
1816	Identify and discuss values, attitudes and current issues in the field of disabilities	4	4

## Community and Social Services &gt; Sport &gt; Sport Teaching and Coaching

Id	Title	Level	Credit
13378	Apply the principles of pedagogy in a recreation, sport, or fitness context	4	5
13380	Recommend physical activities appropriate to the growth and development of individuals of all ages	3	3

## Computing and Information Technology &gt; Computing &gt; Generic Computing

Id	Title	Level	Credit
2780	Describe and operate a personal computer system	2	6
2782	Describe and use personal computer operating systems	2	3

## Transition Arrangements

### Version 6

Version 6 was issued to indicate that this qualification is expiring.

For detailed information see [Review Summaries](#) on the NZQA website.

## Previous versions of the qualification

Version 5 was issued in April 2002 to reflect the *Fitness, Community Recreation and First Line Management* unit standard reviews.

Changes to structure and content

- reviewed unit standards updated;
- expiring unit standard 1984 replaced;
- credit total changed from 149-217 to 146-218.

This qualification contains standards that replace earlier standards. For the purposes of this qualification, people who have gained credit for the expiring standards are exempt from the requirement to gain credit for the replacement standards – see table below.

Credit for	Exempt from
1984	18336, 18337

Any version of a unit standard contained within this qualification which retains its original unit standard identification number will continue to meet the requirements of this qualification.

Sfrito would like to encourage people currently working towards an earlier version of this qualification to transfer their results to the new version to ensure they continue to meet the latest standards, however they may choose to complete an earlier version.

People who feel disadvantaged by these transition arrangements are advised to contact:

Sport, Fitness and Recreation Industry Training Organisation  
P O Box 2183  
WELLINGTON

Telephone: 04 385 9047  
Fax: 04 385 7024  
Email: [info@sfrito.org.nz](mailto:info@sfrito.org.nz)

Version 4 was published in February 2001 to take into account the review of the *Fitness* national certificates and *Sport* unit standards.

Changes to structure and content

- credit total increased from 136-199 to 149-217;
- unit standards 3271 and 3501 removed;
- unit standards 57, 11097 and 11818 added to the Core Compulsory section;
- unit standards 6572 7031, 7032, 7042 moved to the strand lists from the Core Compulsory section;
- unit standards 377, 496, 12349, 13382, and 6571 moved to Core Compulsory from the strand lists;
- unit standard 7034 moved to the Elective from the Compulsory section in the Group Fitness Instruction Strand;

- unit standards 7054, 7055, 7056, 7059 and 13384 moved to the Compulsory from the Elective section in the Group Fitness Instruction Strand;
- unit standards 61 and 5361 added to Personal Training Strand Compulsory.

The last date for the award of version 4 of this qualification is 31 December 2006.

Version 3 was published in April 2000 to take into account the review of the *Fire and Rescue Services, Fitness, Sport, core health, and Human Services* unit standards. The last date for the award of version 3 of this qualification is 31 December 2005.

Due to a change in the credit requirements for the Group Fitness Instruction strand to ensure that the strand now meets the minimum credit requirement for certification at level 4, the last date for the award of versions 1 and 2 of this qualification is 31 December 2003.

Version 2 was published in February 1999 to reflect the outcome of the reviewed *communication skills, core generic, and the service sector* unit standards.

Version 1 was registered in March 1998.

## NQF Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	March 1998	December 2003
Revision	2	February 1999	December 2003
Revision	3	May 2000	December 2005
Review	4	February 2001	December 2006
Revision	5	April 2002	December 2009
Review	6	September 2007	December 2009

## Standard Setting Body

Sport, Fitness and Recreation Industry Training Organisation  
P O Box 2183  
WELLINGTON

Telephone: 04 385 9047  
Fax: 04 385 7024  
Email: [info@sfrito.org.nz](mailto:info@sfrito.org.nz)

## Other standard setting bodies whose standards are included in the qualification

Community Support Services Industry Training Organisation  
New Zealand Industry Training Organisation - Industrial Health and Safety Advisory Group  
NZQA  
Retail Industry Training Organisation

## Certification

The certificate will display the logos of NZQA and Sport, Fitness and Recreation Industry Training Organisation.

## Classification

This qualification is classified according to the NQF classification system and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

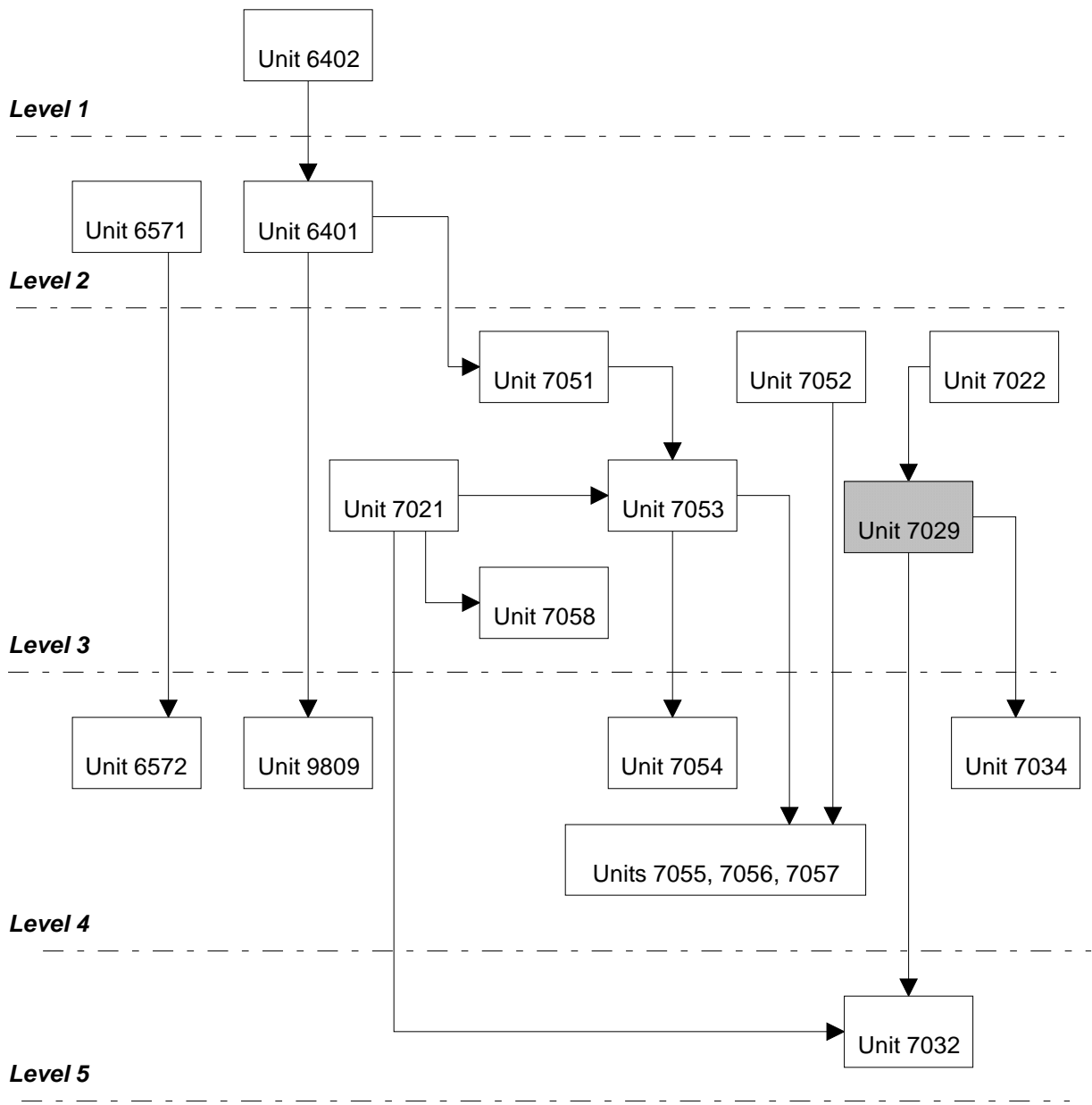
NQF Classification		NZSCED	
Code	Description	Code	Description
266	Community and Social Services > Fitness	092103	Society and Culture > Sport and Recreation > Sports Coaching, Playing, Officiating and Instructing

### Quality Management Systems

Providers and Industry Training Organisations must be accredited by a recognised Quality Assurance Body before they can register credits from assessment against standards. Accredited providers and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Accreditation requirements and the moderation system are outlined in the associated Accreditation and Moderation Action Plan (AMAP) for each standard.

# Prerequisite Diagram

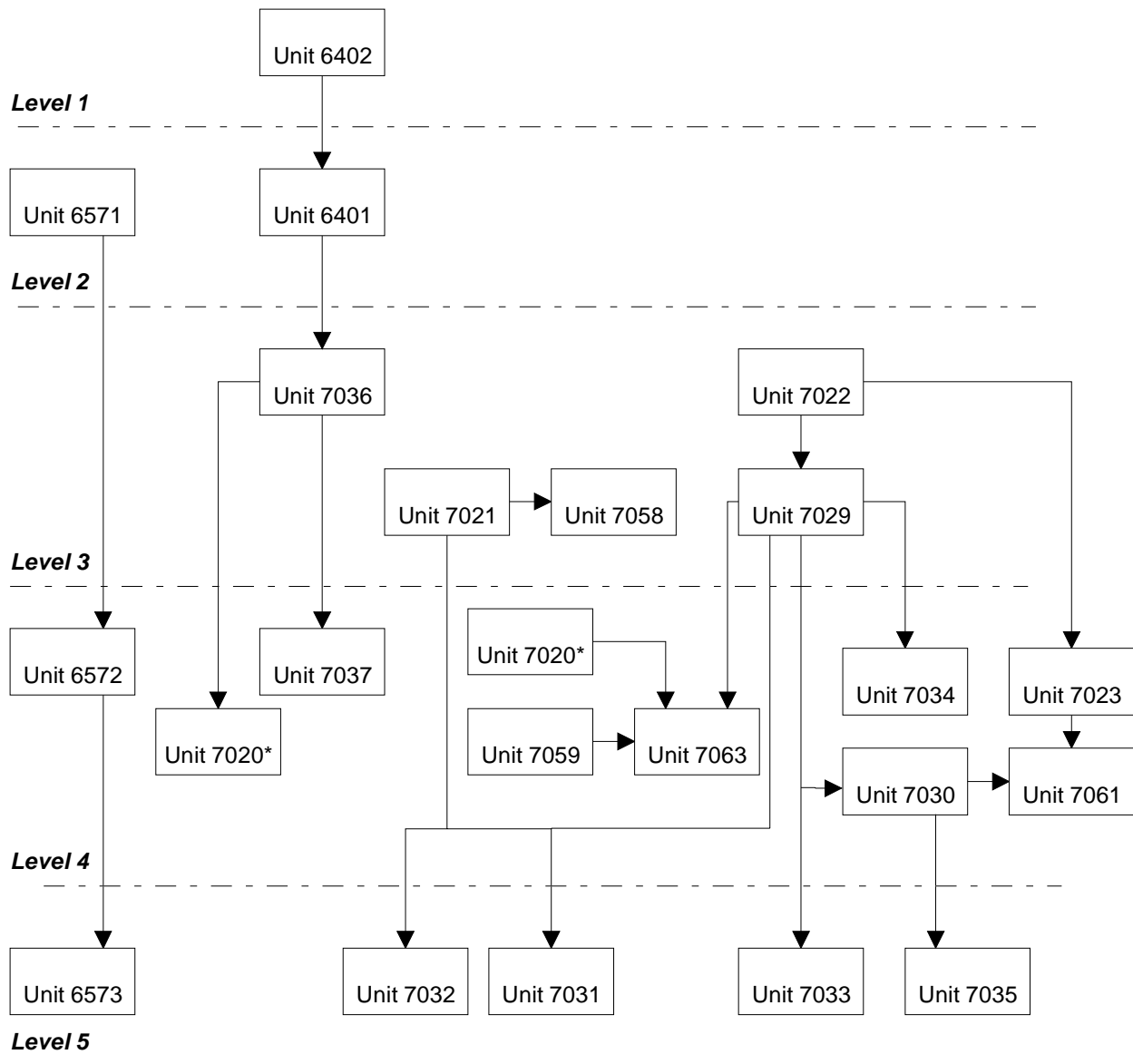
## Group Fitness Instruction Strand



**Key:**  
 Unit standards not included in this qualification

# Prerequisite Diagram

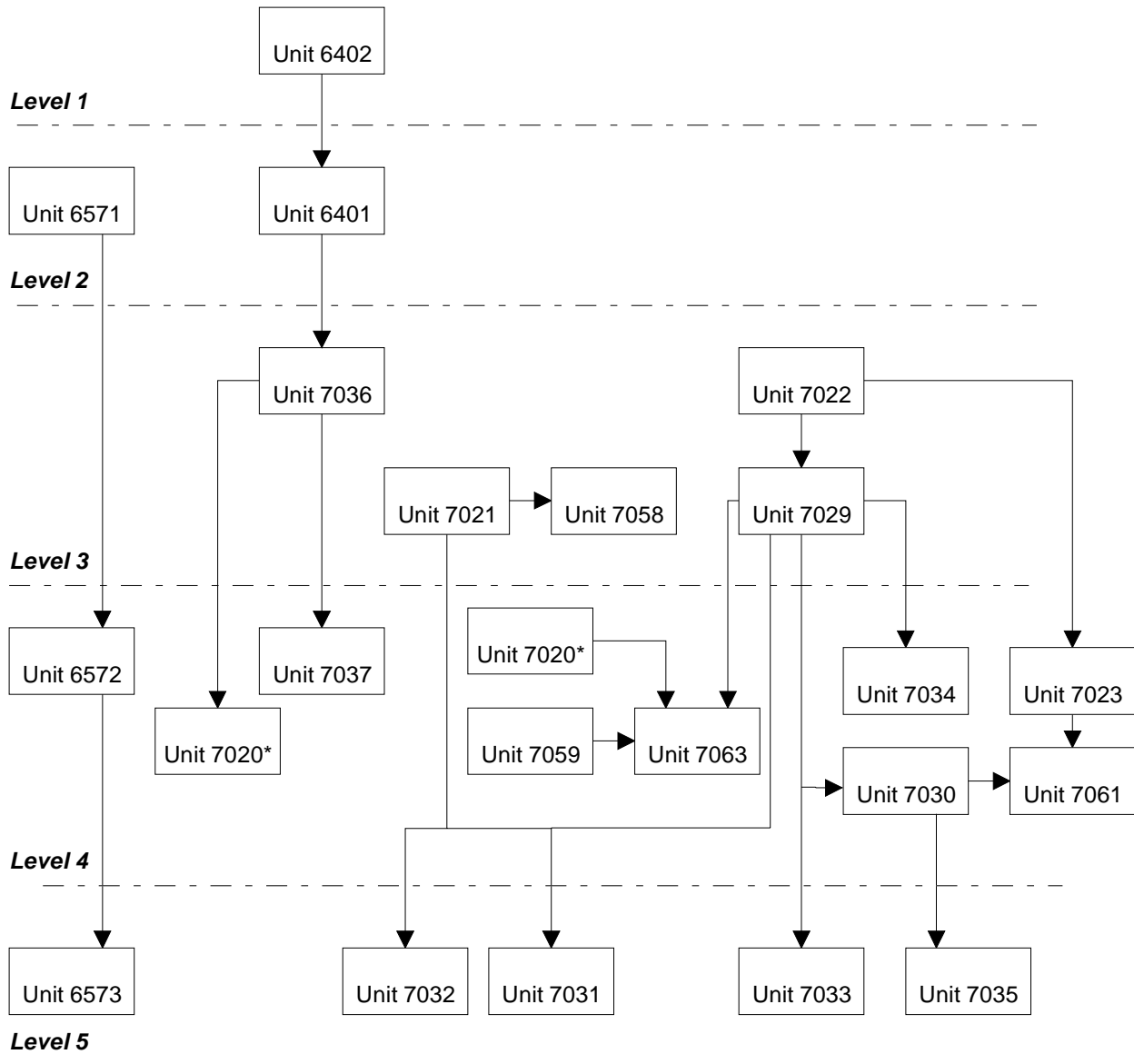
## Individual Fitness Instruction Strand



**Key:**  
 \* Unit standard appears twice in the diagram

# Prerequisite Diagram

## Personal Training Strand



**Key:**  
 \* Unit standard appears twice in the diagram