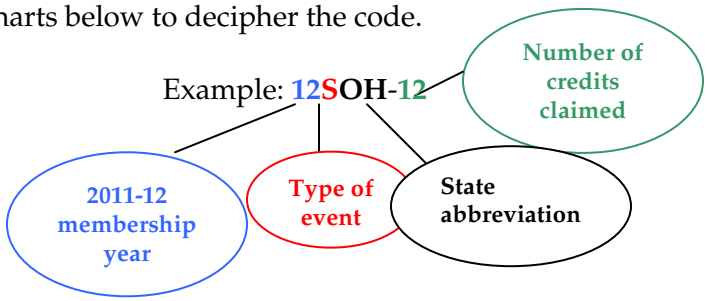
How to check your educational credits status online

Rated coaches, including those who have passed the Basic Accreditation (BA) exam, are required to obtain a total of twenty-eight (28) education credits every three (3) years in order to maintain an active rating. A year is based on the PSA membership year – July 1st to June 30th. Example:

To check the educational credits you have on file:

1. Go to www.skatepsa.com
2. Log in to your account
3. Click on the Individual Directory tab on the left side.
4. Fill in your first name and last name in the appropriate boxes.
5. Click on Search.
6. Educational credits are listed for CERs, PSA events, and pre-approved non-PSA events.
7. CERs for 2011-12 are listed beginning with 11. CERs for 2012-13 will begin being listed with 13.
8. Credits on the Attend PSA and Attend Other are listed with the second year of the membership year. For example: 2010-11 credits begin with 11, 2011-12 credits begin with 12, etc.
9. Please use the charts below to decipher the code.

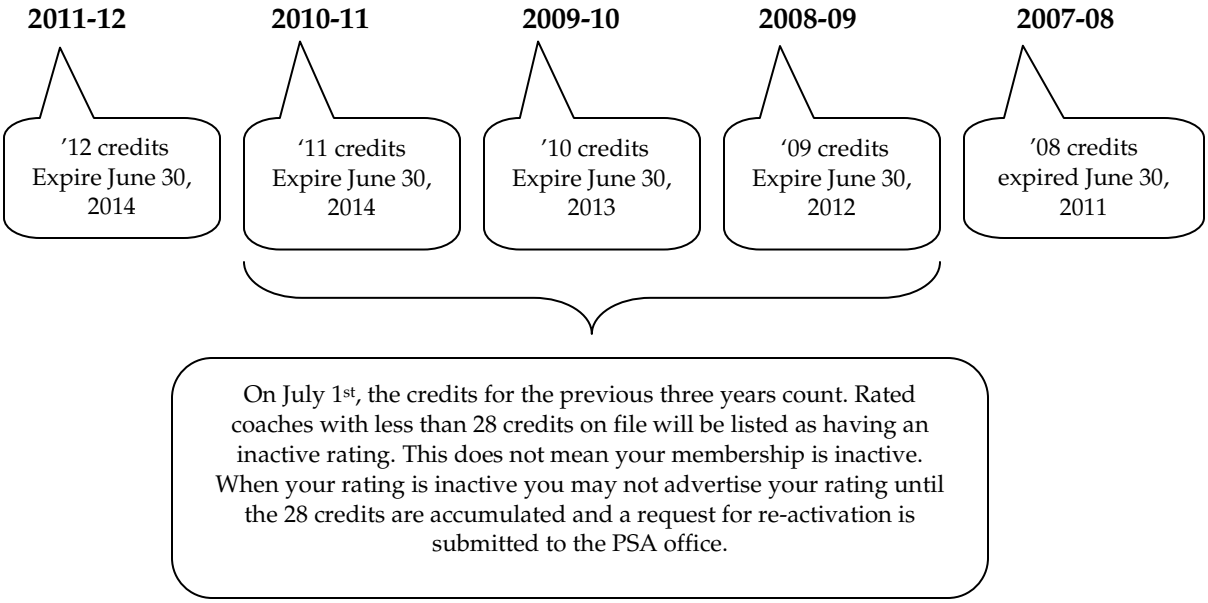


CER		**Attend PSA**	
eth	Ethics course	APP	Apprentice Program
ss	Sport Safety course	C	Conference
ru	U.S. Figure Skating Rules course	E	E-Learning (other than CER)
ijs	IJS course	M	Competition meeting
mem	Category C Growth and Retention of Members course	P	PACE
cbss	Category C Basic Skating Skills & Evaluation course	DCC	Dance Coaches College
ccom	Category C Class Organization & Management course	PCC	Pair Coaches College
Attend Other -16 credits max. in 3 year period		SCC	Synchro Coaches College
CAN	CFSA- Skate Canada	S	Nationwide Seminar
I	ISI- Ice Skating Institute	T/ET	Trial Examiner/Examiner Training
ISU	International Skating Union	W	Workshop
O	USOC- Olympic	R	Oral Rating Exam
U	US Figure Skating event		
X	Examiner credits		

So 12SOH-12 means an affidavit was recorded for the 2011-12 Nationwide Seminar in Ohio, and 12 credits were claimed.

Educational credits follow the membership year, and expire June 30th of each year. On July 1st, only the previous three years will count.

Example: July 1, 2011



Affidavits are generally recorded within two days of receipt, except during the fall Nationwide Seminars and after Conference, which are high volume times. Affidavits may be mailed, faxed, or scanned and emailed to the PSA office.

If you have any questions about the recorded credits or missing credits, please contact Ann Miksch at amiksch@skatepsa.com.