

## FEA CERTIFIED FITNESS PRACTITIONER



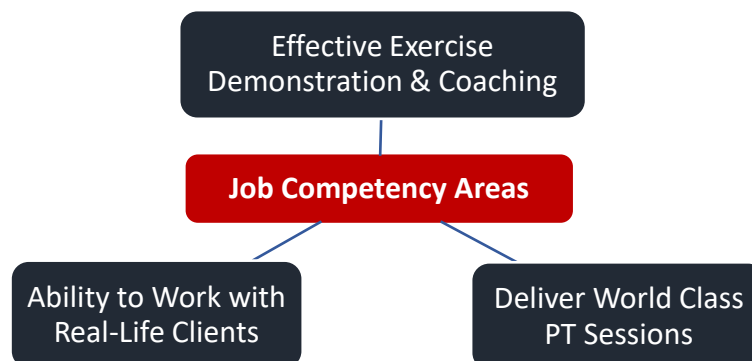
### Fitness Instructor (EQF Level 3) & Personal Trainer (EQF Level 4)

The Revolutionary Personal Training Certification

#### More Than Just a Personal Trainer Certification

The FEA Certified Fitness Practitioner (Personal Trainer), or CFP, is not just your regular personal trainer certification program. It is a **job-based training and certification program** designed to produce highly employable and certified fitness professionals of international standards. To achieve its objective, the course delivery balances between academic focus and vocational learning.

The grading criteria are established based on international job analysis study and job competency. Three major job competency areas are emphasized and evaluated as part of the grading criteria. These skills include demonstrating and coaching individual exercises, delivering effective personal training sessions, and the trainers' ability to work with real-life clients, encompassing initial rapport building, interviews, assessments, program implementation, and adjustments through a live case study.



FEA Certified Fitness Practitioner Job Based Grading Criteria

## Accreditation

**Fitness Edutraining Asia (FEA)** is the first fitness certification provider in Southeast Asia to meet all quality assurance requirements for delivering approved standards set by the **EuropeActive Professional Standards Committee**. As a result, FEA is now accredited to deliver both the **EQF Level 3 Fitness Instructor** and **EQF Level 4 Personal Trainer** qualifications. This recognition confirms that the Certified Fitness Practitioner (CFP) programme meets the professional standards required across Europe. Graduates of the FEA CFP programme are eligible to register with the **European Register of Exercise Professionals (EREPS)** - a respected directory of qualified fitness professionals referenced by over 10,000 clubs across Europe during the hiring process.



## Course Developers

Fitness Edutraining Asia (FEA) is a fitness education provider based in Asia. Established since 2018, FEA aims to provide training and education opportunities to fitness professionals in Asia through international standard certification and continuing education courses. FEA courses are widely known as job-based, relevant, language-friendly, and affordable.

This certification is the brainchild of Jerrican Tan (MSc, NSCA CSCS-CPT, ACE CPT-MES-HC, NASM CPT-CES, ISSN SNS), a renowned fitness education specialist, who has extensive experience in fitness education (including business, academic, and Edutainer development) in the Asian fitness industry. Jerrican, who has previous experience in personal training and fitness management, strongly believes that academic focus alone does not justify a personal trainer certification. Graduates need to undergo job training and evaluation before being certified.



The course development process is greatly supported by Fabio Comana (M.A., M.S., NASM CPT, CES and PES; NSCA CSCS; ACE-CPT and HC; ACSM EP-C; USAW1; CISSN), an Exercise Physiologist, the Creator of ACE IFT Model, a Faculty Instructor of NASM, and one of the most sought-after fitness presenters in the world. Also involved is Yeoh Ee Ling (ACE PT-HC-MES, NASM PT-FNS), a trained Dietitian, Fitness Education Specialist, ACE Master Instructor, and Trainer of Edutrainers in Asia



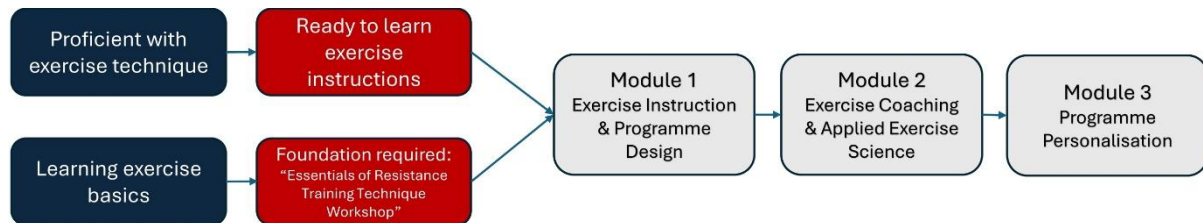
### **Edutrainers**

The Edutrainers approved to deliver this certification course are the best individuals to assist you in learning and training. They all have extensive experience in the field of personal training, hold relevant industry certifications and/or degrees, and their teaching skills have been reviewed and evaluated through the FEA Edutrainer Excellence Programme.



## Pathways

The FEA Certified Fitness Practitioner (CFP) program is a job-ready training and certification course designed to develop skilled, confident, and competent fitness practitioners. Structured across **three progressive modules**, the CFP prepares you to coach clients safely and effectively in real-world settings. There are **two entry pathways** into the program, depending on your training background.



### Pathway 1: Direct Entry into Module 1

If you already have a strong grasp of exercise technique - including the ability to perform key resistance and cardiovascular exercises with proper technique, and a working knowledge of muscle targeting and exercise purpose - you may begin directly with Module 1. In this module, the focus shifts from doing the exercises to learning how to explain them clearly to others. You'll study the movement science behind exercises and how to deliver clear, accurate instructions to clients. After that, Module 2 builds your coaching and communication skills while deepening your understanding of exercise science, and Module 3 teaches you how to personalise programs based on client needs.

### Pathway 2: Foundation Required

If you have no prior coaching experience but do have at least 12 months of structured fitness training, we recommend beginning with the **Essentials of Resistance Training Techniques** - a 1-day practical workshop that serves as a foundation programme of the CFP course. This workshop focuses on the correct execution and selection of exercises for all major muscle groups, helping you build the technical competence expected in Module 1. While it prepares you for the demands of the CFP, it is not a substitute for personalised programming or coaching typically offered in one-on-one personal training. Its purpose is to ensure you enter Module 1 with the required movement literacy and confidence.

### Important Note:

*Ultimately, Module 1 assumes you know what exercises to use and how to perform them - it's about learning how to give instructions, not learning the techniques themselves. So even if you have training experience but feel unsure about your exercise technique, it's wise to begin with the foundation course before progressing into the CFP.*

Here are the overview of the **three modules** in this programme. You will earn a certificate upon successful completion of each module:

Certificate	Certified Exercise Instructor	Certified Fitness Instructor	Certified Personal Trainer
<b>Modules Completed</b>	Module 1 only	Modules 1 & 2	Modules 1, 2 & 3
<b>EQF Level</b>	Non-accredited	Level 3 (EREPS eligible)	Level 4 (EREPS eligible)
<b>Primary Focus</b>	Exercise instruction & programming variables	Exercise coaching & applied exercise science	Personalised programming & assessment
<b>Key Content</b>	<ul style="list-style-type: none"> <li>• Role, code of ethics, scope of practice</li> <li>• Health screening</li> <li>• Exercise orientation</li> <li>• Movement science</li> <li>• Lower body movements</li> <li>• Upper body movements</li> <li>• Myofascial release</li> <li>• Static and dynamic stretch</li> <li>• Muscle activation drill</li> <li>• Training variable</li> <li>• Workout design</li> </ul>	<ul style="list-style-type: none"> <li>• Exercise coaching</li> <li>• Client's learning stage</li> <li>• Delivering world-class personal training session</li> <li>• Anatomy &amp; physiology</li> <li>• Biomechanics</li> <li>• Kinesiology</li> <li>• Bioenergetics</li> <li>• Nutrition</li> </ul>	<ul style="list-style-type: none"> <li>• FEA Goal Based Training Model</li> <li>• Resistance, cardiorespiratory training, lifestyle and nutrition strategies for: <ul style="list-style-type: none"> <li>○ PREPARE</li> <li>○ HEALTH</li> <li>○ FITNESS</li> <li>○ HYPERTROPHY</li> <li>○ FAT LOSS</li> </ul> </li> <li>• Resistance, cardiorespiratory training, lifestyle and nutrition assessment</li> </ul>
<b>Job Scope</b>	<ul style="list-style-type: none"> <li>• Provide exercise instruction</li> <li>• Design and lead general workout session</li> <li>• Explain basic programming principles and training variables</li> </ul>	<ul style="list-style-type: none"> <li>• Coach clients through exercises with clear, effective teaching and cueing techniques</li> <li>• Break down movements to enhance client learning</li> <li>• Lead inspiring, safe and effective personal training sessions</li> <li>• Justify strategies and programming choices using applied exercise science</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct comprehensive client onboarding and assessments</li> <li>• Design personalised, goal-based training programmes with progressions and modifications</li> <li>• Facilitate behaviour change to boost motivation and promote long-term adherence</li> </ul>
<b>Live Guided Course Duration</b>	4 days (1 – 2 week)	4 days (1 – 2 week)	4 days (1 – 2 week)
<b>Self-study &amp; Exam Preparation</b>	4 weeks	4 weeks	8 weeks
<b>Results Waiting Time</b>	3 weeks	3 weeks	3 weeks
<b>Total Duration To Complete</b>	8 – 9 weeks (~ 2 months)	8 – 9 weeks (~ 2 months)	12 – 13 weeks (~ 3 months)

## Module 1 – Exercise Instructor (Exercise Instruction & Programme Design)

This module builds a solid and in-depth foundation in **exercise instruction** and **programming variables**. You will learn fundamental **human movement patterns** and how they translate into exercise execution. For each exercise, you will be guided on how to provide **set-up and execution** instructions, as well as what to **observe** in client movement. You will also learn how to apply appropriate **progressions and regressions** based on individual needs. The module introduces **key programming variables** and approaches for both resistance and cardiorespiratory training. You will explore sample **workout structures** tailored to various client goals - from those just starting out to individuals aiming to improve general health, muscular fitness, or aerobic and anaerobic capacity. Upon meeting the grading requirements, you will be awarded the **FEA Certified Exercise Instructor** certificate, equipping you the ability to instruct exercises. This provides a strong starting point in your fitness career and prepares you to take the next step into more detailed coaching and personalised programming.

Topics Covered: -

Session	Guided Learning Topics
1	Role & Scope of Practice of a Personal Trainer and Career Pathway, Health Screening, Exercise Orientation
2	Lower Body Movements
3	Upper Body Movements
4	“ALIGN” Exercises and Movement Progressions
5	Cardiorespiratory Training - Workout Design and Programming Guidelines
6 to 8	Resistance Training - Workout Design and Programming Guidelines

*Topics Covered in Module 1 – Exercise Instructor (Exercise Instruction & Programme Design)*

## Module 2 – Fitness Instructor (Exercise Coaching & Applied Exercise Science)

In this module, you'll expand your abilities beyond instruction and into **client-focused coaching**. You'll learn how to break down exercises in ways that different clients can easily understand and apply - whether they're brand new to training, building confidence with practice, or moving with ease and consistency. You'll also develop your ability to **guide clients through sessions** that are engaging, supportive and professionally delivered. In addition, you'll build a strong foundation in **applied exercise science**, equipping you with the knowledge to explain the "why" behind your coaching choices and respond to client questions with **clarity and credibility**. By completing Modules 1 and 2, you'll earn the **FEA Certified Fitness Instructor (EQF Level 3)** certificate, accredited by EuropeActive. This certification prepares you to coach individuals and deliver more personalised, client-centred training experiences.

Topics Covered: -

Session	Guided Learning Topics
1	Exercise Coaching: Instructional Skills
2	Exercise Coaching: Instructional Skills
3	Delivering a World-Class Personal Training Session
4	Delivering a World-Class Personal Training Session
5	Human Anatomy & Exercise Physiology
6	Bioenergetics & Review
7	Nutrition
8	Kinesiology & Biomechanics

*Topics Covered in Module 2 – Fitness Instructor (Exercise Coaching & Applied Exercise Science)*



### Module 3 – Personal Trainer (Programme Personalisation)

This final module focuses on programme personalisation, implementation and modification. You'll be introduced to the **FEA Goal-Based Training model**, a system that equips you to build progressive, individualised strategies for **resistance training, cardiorespiratory training, lifestyle and nutrition** - based on your client's unique goals, whether that's starting out, improving health and fitness, building muscle, or losing weight. You'll also learn how to implement **assessments** for posture, flexibility, movement, strength, endurance, and both aerobic and anaerobic fitness, enabling you to track progress and adjust programmes accordingly. Successful completion of all three modules earns you the **FEA Certified Personal Trainer (EQF Level 4)** certificate, which is also accredited by EuropeActive. This qualification enables you to confidently work with a diverse range of clients and deliver fully personalised programmes that produce meaningful results.



Topics Covered:-

Session	Guided Learning Topics
1	FEA Goal-Based Training (G.B.T.) Model
2-3	Client Assessment
4-5	Making it Personal (Programming)
6	Programming for Special Population and Musculoskeletal Injuries Legal, Business & Marketing for Fitness Practitioners
7	Behaviour Change, Motivation and Communication Skills
8	Practical Summative Assessment

*Topics Covered in Module 3 – Personal Trainer (Programme Personalisation)*



## Who Will This Benefit?

- Fitness enthusiasts who meet the prerequisites listed below
- Fitness professionals who want to obtain a certification or build a strong foundation in training
- Strength and conditioning professionals

## Pre-requisite

### Module 1 – Exercise Instructor (Exercise Instruction & Programme Design)

- Possess at least 12 months of structured experience in resistance, cardiovascular, and flexibility/mobility training, with the ability to execute key exercises with proper form and minimal supervision.
- Those who do not meet these criteria should first complete the *Essentials of Resistance Training Techniques* workshop, which serves as the foundation for Module 1.

### Module 2 – Fitness Instructor (Exercise Coaching & Applied Exercise Science)

- Successfully completed Module 1 – Exercise Instructor (Exercise Instruction & Programme Design)
- 18 years old and above
- Completed high school; college or university graduates will have an added advantage

### Module 3 – Personal Trainer (Programme Personalisation)

- Completed and passed Module 2 – Fitness Instructor (Exercise Coaching & Applied Exercise Science)

## Learning Materials

- Certified Fitness Practitioner digital manual and course slide handouts
  - To minimize paper waste and embrace sustainable practices, all course slide handouts are downloadable from Google Classroom, fostering a culture of digital learning and environmental responsibility.

*Note: The e-learning platform via Google Classroom will be accessible at least 14 days prior to the course date and will remain valid for one year from the course start date. Digital manuals and slide handouts are also available on Google Classroom.*

## Course Attendance

Attendance for the FEA CFP course is **mandatory**, as the certification places strong emphasis on practical, job-relevant skills essential for success as a fitness professional. Active participation in class is crucial for fully engaging with the course material, taking part in hands-on activities, and developing the applied competencies required for certification. The classroom environment enables valuable real-time feedback from Edutrainers, peer interaction, and experiential learning that cannot be replicated through self-study alone. To ensure all participants are adequately prepared and equipped to meet the standards of the certification, regular attendance is required throughout the course. Participants who do not fulfil the attendance requirement may be required to retake the missed sessions or may not be eligible to sit for the final assessment until all essential components are completed.

## Course Validity

Each module in the program will be valid for 1 year from the course activation date. During this 1-year timeframe, students will have access to the module's content and can complete any related assessments, assignments and exam submission. After the 1-year period, the module will expire and students will no longer have access to its materials unless they re-enrol or take other necessary actions to extend their access.

## Modules Continuity Timeline

Module 1 and Module 2 must be completed within 2 years to ensure that participants maintain continuity and keep their knowledge and skills current. If the designated timeframe is exceeded, participants will need to retake the relevant exam(s). A fee is applicable for retaking exams, and for more details, participants should contact their local provider. This structured timeline encourages ongoing engagement and allows participants to progressively build expertise without significant gaps in training.

## Exam Components & Grading Criteria

	Pre-requisite	Exam Components	Method of Testing	Contributions
<b>Module 1</b>	Please read "Pre-requisite" section above	Theory Exam (Multiple Choice Exam)	Online	60%
		Practical Exam (Exercise Demonstration)	Submission via Google Classroom	40%
		<b>To pass the Module 1 exam, you must achieve a total score of at least 70%.</b>		
<b>Module 2</b>	Successfully completed Module 1	Theory Exam (Multiple Choice Exam)	Online	50%
		Practical Exam (Exercise Coaching)	Submission via Google Classroom	50%
		<b>To pass the Module 2 exam, you must achieve a total score of at least 70% and pass Module 1.</b>		
<b>Module 3</b>	Successfully completed and passed Module 1 and Module 2	Theory Exam (Multiple Choice Exam)	Online	100%
		Live Case Study	Submission via Google Classroom	Compulsory Passing
		Practical Summative Assessment	Live Assessment	Compulsory Passing
		<b>To pass the Module 3 exam, you must achieve a total score of at least 70% and pass Module 1, 2, Live Case Study and Practical Summative Assessment.</b>		

*Exam Components & Grading Criteria for FEA CFP Certification*

### Module 1 – Exercise Instructor (Exercise Instruction & Programme Design)

- Theory Exam
  - 100 Multiple Choice Questions – 60%
 

You will have 120 minutes to complete the online proctored exam. The theory is typically scheduled approximately 4 weeks after the last day of the live class. Exam candidates must register for the Module 1 exam by the last day of the course. Computer system set-up is required. For more information, please refer to the 'Exam Procedures' section below.
- Practical Exam
  - Exercise Demonstration – 40%
 

At the end of the course, you are required to submit a video of yourself demonstrating 10 exercises (options will be provided). You will be evaluated based on the standards presented in class. Submission is due on the same day of the theory exam.

Passing requirement: ≥ 70%

## **Module 2 – Fitness Instructor (Exercise Coaching & Applied Exercise Science)**

- Theory Exam
  - 50 Multiple Choice Questions - 50%

You will have 60 minutes to complete the online proctored exam. The theory is typically scheduled approximately 4 weeks after the last day of the live class. Exam candidates must register for the Module 2 exam by the last day of the course. Computer system set-up is required. For more information, please refer to the 'Exam Procedures' section below.
- Practical Exam
  - Exercise Coaching - 50%

At the end of the course, you are required to submit a video of yourself coaching a beginner exerciser 5 exercises (options will be given). You will be evaluated based on the standards presented in class. Submission is due on the same day of the theory exam.

Passing requirement:  $\geq 70\%$

## **Module 3 - Personal Trainer (Programme Personalisation)**

- Theory Exam
  - 100 Multiple Choice Questions – 100%

You will have 120 minutes to complete the online proctored exam. The theory is typically scheduled approximately 8 weeks after the last day of the live class. Exam candidates must register for the Module 3 exam by the last day of the course. Computer system set-up is required. For more information, please refer to the 'Exam Procedures' section below.
- Practical Summative Assessment – Compulsory Passing
  - There will be an assessment of your ability to conduct a full personal training session, focusing on four key components:
    - Technical knowledge
    - Coaching skills
    - Leadership qualities
    - Time management
  - The assessment is conducted during session 7 of Module 3. If you receive a 'REFER' on your first attempt, you will be given a chance to reattempt before your exam deadline. This reattempt will not be counted as a retake.
  - All reattempts and retakes are to be filmed and submitted via Google Classroom
- Live Case Study – Compulsory Passing
  - As part of the certification requirements, you are required to complete a Live Case Study. This involves working with a real client and leading them through the personal training process. In addition to this, you are required to submit a guided report via

Google Classroom before the submission deadline which is scheduled on the same day as the theory exam.

Passing requirement:  $\geq 70\%$  and passing both Live Case Study and Practical Summative Assessment

Domain	Exam Outline Domain	Evaluation Method	No. of Questions	
1	Exercise Technique	Video Submission (Module 1)		
	Exercise Coaching	Video Submission (Module 2)		
		Practical Summative Assessment (Module 3)		
		Exercise Guidelines	Multiple Choice Question (Module 1)	85
2	Professional Development and Responsibility	15		
3	Basic and Applied Sciences and Nutritional Concepts	Multiple Choice Question (Module 2)	50	Total: 50 MCQ (Module 2)
4	Interviews and Assessments	Multiple Choice Question (Module 3)	30	Total: 100 MCQ (Module 3)
5	Client Relations, Behavioural Coaching and Programme Adherence		25	
6	Programme Design		Multiple Choice Question (Module 3)	
		Live Case Study		

*FEA CFP Certification Exam Domains & Job Based Evaluation*

**Note:**

Grading criteria have been established in the course and in the manual. Candidates who meet the pre-requisites prior to joining the course and who successfully completed this course will have a better chance of passing the examination.

The grading criteria is to ensure you will meet the minimum standards expected in the fitness industry. This means that candidates who do not receive a passing score, did not meet the requirements to carry out safe and effective exercises and programmes, which will be expected by clients and health/fitness club employers. Therefore, we are unable to certify you as our goal is to uphold the industry standards. We strictly do not honour any request for leniency.

## Awards

### Module 1 – Exercise Instructor (Exercise Instruction & Programme Design)

Upon completing the course, passing the exam, and meeting all the requirements to demonstrate exercises, you will be awarded the **FEA Certified Exercise Instructor** certificate by Fitness Edutraining Asia (FEA).

### Module 2 – Fitness Instructor (Exercise Coaching & Applied Exercise Science)

Upon completing the course, passing the exam, and meeting all the requirements to coach exercises, you will be awarded the **FEA Certified Fitness Practitioner – Fitness Instructor (EQF Level 3)** certificate by Fitness Edutraining Asia (FEA).

### Module 3 – Personal Trainer (Programme Personalisation)

Upon completing the course and passing all modules exam you will be awarded the **FEA Certified Fitness Practitioner – Personal Trainer (EQF Level 4)** certificate by Fitness Edutraining Asia (FEA).

Candidates who excel in the Practical Summative Assessment and Live Case Study, will earn a **'Pass with Distinction'** recognizing their outstanding practical skills.

## Exam Results & Certificate Issuance

Results will be announced via email three weeks after the exam submission deadline. Successful candidates will receive their digital certificate via email. Printed certificate is available upon request with additional charges.

## Exam Retake

In case a passing score is not achieved, candidates are allowed to re-attempt within the course validity period. Kindly email [helpmelearn@fea.group](mailto:helpmelearn@fea.group) to request a retake. Please be aware that retakes are subject to a fee, which can be found in the details provided by your local provider. Note that feedback on exam performance will not be provided, and requests for a detailed review of scoring will not be entertained. Candidates who did not pass the exam should review the scoring rubrics or grading criteria outlined in the course and manual prior to retaking the exam. Results for an exam retake will be announced via email three weeks after the exam is completed.

## Course Availability

Module 1 – All countries in Asia

Module 2 – All countries in Asia

Module 3 – Currently only available in Malaysia and Singapore

## **EREPS Membership**

Upon earning the FEA Certified Fitness Practitioner – Fitness Instructor (EQF Level 3) certificate, you become eligible to join EREPS. As a FEA CFP graduate, you will receive a complimentary registration for the first year from FEA (regular fee: €40 per year). Once you earn the FEA Certified Fitness Practitioner – Personal Trainer (EQF Level 4) certification, you can apply for an upgrade to your EREPS member profile at no additional cost. If your membership has lapsed, you can reapply via the website [www.ereps.eu](http://www.ereps.eu) and pay the required fee during the application process.

To renew your membership, you must complete 10 hours of lifelong learning or continuing professional development activities each year. Additional information is available at <https://www.ereps.eu/llp/directory>.

This is a stipulation of the EREPS Code of Ethical Practice:

[https://www.ereps.eu/sites/ereps.eu/files/docs/EREPS\\_Code\\_Of\\_Practice\\_March21.pdf](https://www.ereps.eu/sites/ereps.eu/files/docs/EREPS_Code_Of_Practice_March21.pdf).

Once you submit your application and payment for registration, they will be reviewed for compliance and equivalency with the EuropeActive standards. If your application is approved, you will receive an email confirmation along with a unique Certificate of Registration that specifies your main occupation and EQF equivalent level. Your information will also be added to the EREPS website's Directory of Members. The certificate confirms your compliance with the EREPS Code of Ethical Practice and includes your membership expiration date.

## **Recommended Supplementary Certification**

Possess a current and valid Adult CPR & AED certification

## **Dress Code**

Fitness attire

## **What Do I Need to Bring?**

Stationery and a spare change of clothes

Laptop or mobile devices for online guided-learning, self-learning, and exams

## **Course Capacity**

A minimum of 12 pax and a maximum of 24 pax.

## **Language**

English, Mandarin



## Exam Procedures

	Pre-requisite	Exam Components	Method of Testing	Contributions
<b>Module 1</b>	Please read "Pre-requisite" section above	Theory Exam (Multiple Choice Exam)	Online	60%
		Practical Exam (Exercise Demonstration)	Submission via Google Classroom	40%
		<b>To pass the Module 1 exam, you must achieve a total score of at least 70%.</b>		
<b>Module 2</b>	Successfully completed Module 1	Theory Exam (Multiple Choice Exam)	Online	50%
		Practical Exam (Exercise Coaching)	Submission via Google Classroom	50%
		<b>To pass the Module 2 exam, you must achieve a total score of at least 70% and pass Module 1.</b>		
<b>Module 3</b>	Successfully completed and passed Module 1 and Module 2	Theory Exam (Multiple Choice Exam)	Online	100%
		Live Case Study	Submission via Google Classroom	Compulsory Passing
		Practical Summative Assessment	Live Assessment	Compulsory Passing
		<b>To pass the Module 3 exam, you must achieve a total score of at least 70% and pass Module 1, 2, Live Case Study and Practical Summative Assessment.</b>		

*Exam Components & Grading Criteria for FEA CFP Certification*

The Module 1 & 2 theory is typically scheduled approximately 4 weeks after the last day of the live class.; Module 3 theory is typically scheduled approximately 8 weeks after the last day of the live class and exam candidates must register for the respective module exams by the last day of each module.

Online Proctored Exam	
<b>Exam Date &amp; Time</b>	Scheduled
<b>Exam Location</b>	Anywhere (exam candidate must meet the environment requirement)
<b>Device required</b>	<ul style="list-style-type: none"> <li>Laptop with webcam</li> <li>Smartphone with camera</li> </ul>
<b>Set-up required prior to exam</b>	Yes

## **Online Exam Requirements**

### **Equipment**

- You will need a computer with a webcam and reliable internet connection access.
- Your computer must have a compatible operating system: Windows 10 onwards, macOS 10.11 onwards.
- Please note: Tablets/iPads, dual/multi monitors and projectors are not allowed to be used as testing device.
- You will need to have your webcam on throughout the exam.
- You may need to use your mobile device as a secondary video camera during the exam.
- You will need to switch your phone to "Do Not Disturb" mode.

### **Environment and Attire**

- Make sure you are in a bright and well-lit, quiet, and private room to minimize distractions and ensure clear visibility
- Ensure that your background and desk are clean and organised; otherwise, the exam proctoring system might detect prohibited objects leading to interruptions in the exam progress
- Do not use any virtual backgrounds or overlays that may interfere with the proctor's observation.
- Pets, family members and other individuals are strictly prohibited in the room during the examination.
- Do not wear hats, caps, or anything that obscures your face or hinders facial recognition
- Do dress appropriately and maintain a professional appearance.
- No toilet breaks are allowed during the exam

### **Things to bring:**

- Please have your ID/passport ready for examination verification

### **Not allowed:**

- iPods, MP3 players, headphones, cameras, smartphones, secondary screen, recording devices and watches (including smartwatches) are not allowed.
- No food is allowed during the examination and smoking is not permitted at any time.
- Personal writing utensils, including paper, pencils and books are not allowed.
- Reading the questions out loud during exam is not permitted.

### **Strict Adherence to Exam Procedures**

To ensure a smooth exam experience, it is of utmost importance to complete all necessary computer settings well before the exam day. It is crucial to avoid any potential disruptions during the exam. If the system or the proctor detects any suspicious activity, the exam will be terminated without hesitation and FEA's decision will be final. In such cases, a comprehensive report on the exam termination will be sent via email from [helpmelearn@fea.group](mailto:helpmelearn@fea.group) within 7 working days following the exam termination.

In the event of an exam termination, students will be granted a second attempt, regular exam fee is applied. Alternatively, they can choose to accept a score of '0' for the terminated attempt and proceed to their first retake. It is essential for students to respond promptly within 7 days upon receiving the termination report to indicate their preferred option for the reattempt. By adhering to these guidelines and promptly addressing any issues, we can ensure a fair and conducive exam environment for all participants.

## **Exam Domain for FEA Certified Fitness Practitioner – Personal Trainer**

### **Domain 1: Exercise Guidelines, Technique and Training Instruction**

TASK 1: Instruct clients on safe and effective equipment use and exercise techniques using verbal, visual, and kinaesthetic cues to achieve programme goals.

TASK 2: Apply the knowledge and demonstrate safe and effective exercise techniques based on knowledge of the musculoskeletal system and biomechanical concepts as they relate to movement and exercise

TASK 3: Observe clients who are exercising and suggest corrections and adaptations as necessary to ensure techniques and procedures (posture, range of motion, control, timing and form) are safe and effective

TASK 4: Work within the parameters, recognising the standards and professional limitations that this provides, and ensuring essentials personal skills and knowledge to be a fitness instructor are maintained and updated.

### **Domain 2: Basic and Applied Sciences and Nutritional Concepts**

Knowledge of: -

1. Concepts and structures of anatomy, including the nervous system, muscular system, skeletal system, cardiorespiratory system, and endocrine system
2. Functions of exercise physiology related to:
  - a. nervous system
  - b. muscular system
  - c. skeletal system
  - d. endocrine system
  - e. cardiorespiratory system
  - f. digestive system
  - g. bioenergetics and exercise metabolism
3. Functional biomechanics (such as levers, force, torque)
4. Principles of human movement science related to:
  - a. planes of motion (sagittal, frontal, and transverse)
  - b. muscle action spectrum (isometric, concentric, and eccentric)
  - c. force-couple relationships (agonist, antagonist, synergist, and stabilizer)
  - d. length-tension relationship
  - e. stretch-shortening cycle
  - f. reciprocal inhibition and autogenic inhibition
  - g. joint actions (such as rotation, flexion, extension)
5. Macronutrients (carbohydrates, protein, and fat)

6. Micronutrients (vitamins and minerals)
7. Hydration concepts and guidelines
8. Recommendations and guidelines for caloric intake and expenditure
9. Energy systems (ATP-PC System, glycolytic, and oxidative)
10. Exercise post-oxygen consumption [EPOC]
11. Units of energy measurement (kcal and calories)
12. Dietary reference intakes
13. Portion sizes, meal timing, and meal frequency
14. Nutrient and energy density
15. Crash/fad/myth diets
16. Common nutritional supplements including possible risks, benefits, uses, and effects
17. Food and supplement label reading
18. Factors that can influence weight management physiology (such as the law of thermodynamics, poor sleep, endocrine abnormalities, medications, metabolism)

### **Domain 3: Professional Development and Responsibility**

Fulfil professional responsibilities through continuing education, collaboration with allied health professionals, and adherence to industry standards and practices necessary to protect clients, facility operators, and the personal trainer.

TASK 1: Apply risk-management strategies in accordance with recognized standards, guidelines, laws, and regulations to protect the client, personal trainer, and other relevant parties to minimize liability.

TASK 2: Document and secure client data, communications, and progress in accordance with legal and regulatory requirements to maintain confidentiality and minimize liability.

TASK 3: Enhance competency by using credible resources to stay current with evidence-based research, theories, and practices.

TASK 4: Prevent injury by identifying and reporting potential hazards in accordance with recommended industry or facility protocols.

TASK 5: Adhere to applicable professional standards, guidelines and regulations and codes of conduct

TASK 6: Act within the CFP scope of practice (such as respecting occupational limitations, referring clients to other professionals when necessary)

#### **Domain 4: Interviews and Assessments**

Obtain relevant health and lifestyle information necessary for successful programme design and outcomes.

TASK 1: Obtain comprehensive health, medical, exercise, and lifestyle information using questionnaires, interviews, and appropriate documents to determine risk for exercise participation, identify the need for medical clearance and referrals, and facilitate programme design.

TASK 2: Identify and evaluate the quality of foundational movements through observations and assessments to develop appropriate exercise programming that enhances function, health, fitness, and performance.

TASK 3: Select and conduct baseline physiological assessments based on client interviews, questionnaires, and standardized protocols to facilitate safe and effective programme design and monitor changes over time.

#### **Domain 5: Client Relations, Behavioural Coaching and Programme Adherence**

Develop rapport with clients, facilitate lifestyle and behavioural change through education, monitoring and communication strategies as well as to promote client adherence and ensure progress toward goals.

TASK 1: Establish and maintain professional client-trainer relationship using techniques such as rapport building, active listening, and communication strategies

TASK 2: Assess client readiness for behaviour change and evaluate exercise attitudes and beliefs through effective communication to build rapport and establish appropriate goals.

TASK 3: Promote programme adherence through motivation, education, and modification to achieve client goals.

TASK 4: Recognize and respond to lapses in programme adherence by identifying barriers and providing solutions to ensure consistent client engagement.

### **Domain 6: Programme Design**

Create individualized programmes that promote healthy behaviours through exercise, nutrition, education, and coaching.

TASK 1: Establish appropriate functional, health, fitness, or performance goals by interpreting client interview and assessment data to design personalized exercise programs.

TASK 2: Design personalized exercise programmes by applying appropriate exercise principles and guidelines to enhance cardiorespiratory fitness, muscular strength and endurance, and flexibility.

TASK 3: Select appropriate exercises and equipment and integrate them into client programmes in accordance with evidence-based research to improve function, health, fitness, and performance.

TASK 4: Routinely evaluate progress by using data, observations, and client feedback to modify programmes as needed.



## Course Categories

We offer four (4) distinct categories of fitness education designed to support individuals at every stage of their fitness journey, while clearly describing the nature, purpose, and depth of each course.

<p><b>Category 1: Health and Fitness Workshops</b></p>	<p>These workshops are designed for fitness enthusiasts and independent exercisers who are eager to expand their knowledge and improve their own training practices. They are open to non-fitness professionals and do not require prior formal education in exercise science.</p> <p>However, it's important to note that these workshops are educational in nature and do not replace the personalized guidance and programming offered through one-on-one personal training. Certificates of Completion are awarded upon successful attendance and participation.</p> <p><u>What the Certificate Means:</u> <b>Certificate of Completion</b> — You have attended and completed the course.</p>
<p><b>Category 2: Primary Certification Courses</b></p>	<p>These are certification courses, designed to evaluate whether a candidate possesses the necessary competencies to perform and instruct effectively and responsibly within a defined professional role — such as a Personal Trainer, Health Coach, Yoga Instructor, Strength and Conditioning Specialist, or Pilates Teacher.</p> <p>The core purpose of certification is to protect the public by ensuring that individuals who work in these roles meet established industry standards for safety, effectiveness, and professionalism.</p> <p>As such, certification courses are structured around objective standards of practice, not tailored for personal interest or general knowledge. For those whose goal is simply to learn more about training for their own use, working with a qualified personal trainer is often a more suitable and impactful approach. It offers a more personalized, practical, and flexible learning experience without the demands of formal evaluation or certification.</p> <p><u>What the Certification Means:</u> <b>Personal Trainer Certification</b> — Certification is awarded upon meeting all exam components and grading criteria.</p>
<p><b>Category 3: Continuing Education Courses</b></p>	<p>These are continuing education courses intended for certified personal trainers or qualified fitness practitioners. Their purpose is to deliver advanced knowledge and skill development to support ongoing professional growth within the fitness industry.</p> <p><u>Prerequisites are required:</u> These courses are not designed for individuals without a recognized personal trainer certification, as they build on the core competencies</p>

	<p>expected of certified professionals. Participants without this foundation may find the content less applicable or difficult to fully grasp.</p> <p>Additionally, these are not certification courses. The Certificate of Completion awarded simply confirms that the participant has successfully completed the required training or education. It does not indicate that the individual has been formally assessed or certified in this specific subject area according to industry standards.</p> <p><u>What the Certificate Means:</u>  <b>Certificate of Completion</b> — You have attended and completed the course.</p> <p><b>Disclaimer</b> — You are not certified in this topic to perform the role, as this is only a continuing education course. You must continue to work within the defined scope of practice of a certified personal trainer.</p>
<p style="text-align: center;"><b>Category 4: Specialization Courses</b></p>	<p>These are advanced continuing education courses intended for personal trainers or qualified fitness practitioners who have also completed prior levels of training in the specific subject area. Most courses are blended learning in nature, consisting of both live workshops and online self-learning components.</p> <p><u>Prerequisites are required:</u>  All participants who fully attend the live course will receive a certificate of completion. To be eligible to earn the Specialist Certification, participants must have:</p> <ul style="list-style-type: none"> <li>• Completed at least one of the following:  <b>FEA Certified Fitness Practitioner – Module 3 OR</b>  <b>NCCA accredited Personal Trainer Certification OR</b>  <b>EuropeActive accredited Personal Trainer Certification OR</b>  <b>Any equivalent qualification</b></li> <li>• Completed the prior level (Category 3) of respective courses.</li> <li>• Pass all exam components and meet the grading criteria.</li> </ul> <p><u>What Each Certificate Means:</u>  <b>Certificate of Completion</b> — You have attended and completed the course.</p> <p><b>Specialist Certification</b> — You have completed the prior Category 3 course and attended the full course. Certification is awarded upon meeting all exam components and grading criteria.</p> <p><b>Disclaimer</b> — You are not certified in this topic or to perform the role, as this is only a continuing education course. You must continue to work within the defined scope of practice of a certified personal trainer.</p>

The information displayed above is correct during the time of publishing and may subject to change without prior notice.