**Recertification Portfolio Template for APE Practitioners**

Please develop your portfolio for recertification using this template. After reading this paragraph, feel free to delete it and proceed with development of your portfolio. Within the portfolio, provide your name, years of prior certification, and evidence documenting at least 15 points worth of professional activities that are *distributed across* your previous 7-year CAPE certification period. Please use the space provided for each. Letters from administrators, organizations, schools verifying the experience you have documented in the portfolio, and your resume may also be submitted at the end of this portfolio. Please combine all documents and submit it as ONE PDF file for your portfolio when prompted in the online application.

Recertification Portfolio for INSERT YOUR NAME HERE

Prior CAPE certification period: YEAR to YEAR

1. Serving as an elected official or board member of one (1) state or national adapted physical education/sport organization for a minimum of one (1) year (2 points per year for a maximum of 6 points)

Evidence:

1. Earning additional certifications related to adapted physical education such as Certified Inclusive Fitness Trainer from ACSM-NCHPAD, Certified Disability Sport Specialist from BlazeSports, or Special Olympics Coaching Certification (2 points per certification for a maximum of 6 points)

Evidence:

1. Taking and successfully passing a 3-credit hour college or university graduate level course in adapted physical education (1 point per credit hour for a maximum of 9 points)

Evidence:

1. Continuing professional development by earning continuing education credits or attending a state or national level conference focused on adapted physical education (1 point per presentation for a maximum of 3 points)

Evidence:

1. Providing a presentation or in-service at a state, national, or local/school level related to adapted physical education (1 point per presentation for a maximum of 3 points)

Evidence:

1. Supervising interns or student teachers in adapted physical education for a minimum of 200 hours (3 points per 200-hour internship for a maximum of 6 points)

Evidence:

1. Teaching a post-secondary course on adapted physical education through an accredited institution (1 points per credit hour/unit for a maximum of 6 points)

Evidence:

1. Coaching a full season of sport that serves individuals with disabilities (e.g., high school adapted sport, a Special Olympics Sport or Unified Sport, Team Prime Time Sport, Challenger Baseball, etc.; 1 point per season for a maximum of 3 points)

Evidence:

1. Developing and initiating an adapted physical education program in your local district to meet the needs of students with disabilities such as an inclusive after school program, peer tutoring program, Paralympic field day, parent-training program, etc. Note that initiatives must be substantial in nature and have appropriate documentation (1 point per event/program for a maximum of 3 points)

Evidence:

1. Providing documentation from school personnel of sustained service as an adapted physical education practitioner who regularly attends IEP meetings and develops corresponding special education paperwork; assesses and monitors student performance, including for the purposes of determining eligibility for APE services; and provides individualized instruction to students with disabilities (1 point per year for a maximum of 6 points)

Evidence:

1. Providing documentation of other significant professional activities related to adapted physical education not listed above (activities must be approved, and have point value individually determined by the APENS Review Committee PRIOR to submission of the portfolio; applicants may earn no more than 6 points in this category)

Evidence: