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## **ASEP Online Certification Procedures**

The following is the mandated steps to become certified through ASEP for Youth Sports Coaching in Lafayette Recreation and Parks Department (LRPD) programs. Failure to follow any one of these steps may void any certification that is attained. LRPD and the Lafayette Consolidated Government (LCG) will not reimburse any person(s) who acquire or renew their certifications online. If you should have any questions please contact LRPD at 291-8362 for help.

- 1) Go online to the Louisiana Recreation and Parks association (LRPA) website at: [www.lrpa.net](http://www.lrpa.net)
- 2) Click on the link for the American Sport Education Program (ASEP) from the LRPA home page.
- 3) After reaching the ASEP webpage you will have to select the link for the coach's course you are trying to certify for. (Coaching Youth Baseball)
- 4) Make sure that "Louisiana Recreation and Park Association" is showing in the drop down menu for the partnering organization requirements.
- 5) Click on the "Add to Cart" button and follow the instructions to complete the purchase of the program. The cost is \$19.95.
- 6) Email your completed transcript to me at: [fwittenberg@lafayettegov.net](mailto:fwittenberg@lafayettegov.net)
- 7) If you need technical support for the online courses, please call 1-800-747-5698, ext. 2940 or email [support@asep.com](mailto:support@asep.com)