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Dear Partner,

As announced by the CAC's CEO Lorraine Lafrenière at Partners Day in June 2014, the CAC will be moving forward with the Transfer of Qualifications process. This process will enable all coaches with Level 1, 2, and 3 credentials to receive credit and have their qualifications transferred to a status in the Competition, Instruction, or Community Sport stream.

The Shooting Federation of Canada's Level 1, 2, and 3 eligible coaches **will have their qualifications transferred on March 30, 2017** as per the equivalencies you submitted to the CAC.

The CAC has published a [Transfer of Qualifications FAQ page](#) on coach.ca and we encourage you to direct your provincial/territorial organizations and your coaches to the site. The goal of promoting the FAQ page is to minimize the number of inquiries directed at your organization and the CAC.

It is imperative that coaches know that their Levels NCCP qualifications will always be valid and recognized. It is also essential that coaches understand the value of the Make Ethical Decisions content and the Maintenance of Certification program.

In order to ensure clear communication of this message, we will be sending all shooting coaches subject to the Transfer of Qualifications process an email outlining what changes they can expect and where to find answers to questions they may have after the transfer has been completed in The Locker on **March 30**.

For more information on the Transfer of Qualifications process, please contact your CAC consultant. For support in communicating this change to your coaches please contact Michel Hachey, Communications Manager at 613.235.5000, ext. 2382.