

## Independent Learning FAQs

Last updated February 2023

### 1) What if I have completed multiple learning opportunities and would like recognition for all of them?

If you have undertaken multiple types of learning, then please make one application per learning. If you are submitting multiple forms in the same week, subject to satisfactory learner reflection, these credits will often be combined and shown in your Coach Secure Area as one item.

### 2) If I have already completed my 8 'online CPD credits' can I apply for more online course credits? (Whether LTA courses or otherwise)

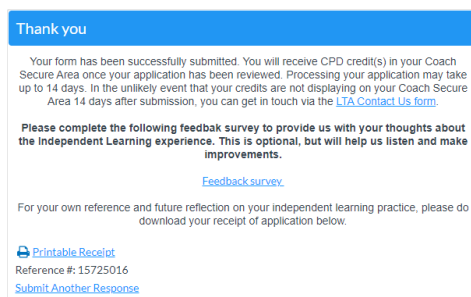
Yes. The technology currently restricts coaches to 8 CPD credits for LTA online courses. Through the Independent Learning process, we are opening up CPD and learning to allow for more than 8 credits through online courses. However, courses undertaken after the 8 credits limit has been reached cannot be LTA online courses to be considered through Independent Learning recognition. After completion you can apply for formal independent learning recognition.

### 3) When will I hear back?

Please allow up to 4 days for us to review your Independent Learning form and process any CPD credits you have applied for. If your Accreditation expiry date is within the next 4 days, then please use the [Contact Us Form](#) and we will try to prioritise your application.

### 4) How do I know that my form has been submitted successfully?

An email will be sent to you, which will include a reference number as well as the summary of your submission. You will also see a "Thank you" box at the end of the process.



### 5) Do I need to go through the Independent Learning Form when I watch the LTA monthly series of webinars?

If you attend a webinar live, 1 CPD credit will appear on your Coach Secure Area the following day automatically. If you are watching a recording of a Coach Webinar, you will need to complete a reflection of your learning for 1 CPD credit, via the Independent Learning form.

### 6) Could my coaching staff apply for CPD credits after attending a course run/delivered in house?

Yes, but only if the coaches in attendance are self-employed. When full-time employed, that training is considered day-to-day training, and no CPD credits allocation would occur.

### **7) Can I save and return to the form again?**

An Independent Learning form must be completed in one sitting; you are not able to save a session and return at a later date to complete it.

### **8) Can I apply for CPD credits for having developed content?**

No, a content developer cannot be awarded CPD credits for it. This is considered part of their day-to-day job, even if there is not economic remuneration for it.

### **9) My Mentor is not an LTA/Deloitte mentor, can I still apply for Independent Learning credits?**

Currently we only accept forms related to mentees who undertook some training with either one of our LTA mentors or one of our Deloitte Business Champions. Any mentoring outside of this would not be considered for Independent Learning.

### **10) For how long are my Independent Learning credits valid?**

CPD credits are valid for 12 months from the time of completion.

### **11) If I attend a course that consists in a series of different webinars, could I apply for all of them in one Independent Learning form?**

Webinars are part of informal Independent Learning, and therefore do not show a structured learning activity nor knowledge check. There needs to be a submission for each webinar attended, with the respective reflections on learning, with 1 CPD credit awarded after review for each webinar.

### **12) Can I apply for any tournament visit?**

Only Grade 1 and Grade 2 tournament visits are currently accepted for CPD credits recognition. This cannot be part of your day-to-day job.

### **13) How will I know if my independent learning form has been rejected?**

Once the form has been successfully submitted, the LTA will contact you if your submission has been rejected, which could be for lack of documentation (i.e., a face-to-face workshop with no certificate of completion) or for insufficient reflection.