

***If you are seeking certification to meet the requirements for an internship, student teaching assignment, or job YOU NEED TO CHECK WITH YOUR SUPERVISOR TO DETERMINE THE EXACT TYPE OF CERTIFICATION YOU NEED. These trainings are meant for individuals to use in the workplace and schools. They are basic courses and do not meet any type of advanced or professional rescuer type of credentialing.***

**GVSU Campus Recreation** provides the following class formats:

### **Adult CPR/AED**

Individuals will learn how to respond to cardiac and breathing emergencies in adults, including the use of use of automated external defibrillators (AED). This class is three hours in length, and cost is \$70 per participant.

### **Adult/Child CPR & AED**

Individuals will learn how to respond to cardiac and breathing emergencies in adults and children, including the use of automated external defibrillators (AED). This class is three hours in length, and cost is \$70 per participant.

### **Pediatric CPR**

Individuals will learn how to respond to cardiac and breathing emergencies in infants and children. This class is three hours in length, and cost is \$70 per participant.

### **First Aid**

Learn how to respond to common first aid emergencies, including burns; cuts; head, neck and back injuries and more. This class is three hours in length, and cost is \$70 per participant.

### **First Aid & Any of the CPR Classes Described Above**

These classes are five hours in length, and cost is \$90 per participant.

### **Requesting a First Aid/CPR Class:**

- If your organization would like to have a first aid or CPR/AED certification class, please fill out GVSU Campus Recreation's service request form and select "CPR or First Aid Class for a Group" from the "I am Requesting" section of the form.
- It is the responsibility of the organization to reserve space for the class. We may be able to assist you in reserving space, if this is the case we will let you know after you request your class.
- The reserved room must have an audio/video projector AND an open area for conducting first aid/CPR skill sessions.
- Classrooms in the GVSU Fieldhouse are the preferred location, but other locations on campus (such as the larger meeting rooms in Kirkhof) may work also.
- Class lengths are outlined in the course descriptions above. If possible, please reserve the room for 15-30 minutes prior to the start of the class to allow for room set-up.
- If you are interested in holding an off-campus certification, please tell us in the "Brief Description" section of the service request form. Additional fees may apply.

## **Participant Payment and Registration:**

The organization hosting the certification is responsible for collecting all payment and participant information. The Organization is responsible for providing Campus Recreation with the following:

- **Registration:** Campus Recreation needs a list (names and e-mails) of the people who will be taking the class.

NOTE: There is a four person minimum to conduct a session. There is a 10 person maximum per session for one instructor. If you have a group of more than 10 people, we will attempt to secure another instructor if possible. Otherwise, multiple sessions would need to be conducted to accommodate more than 10 people.

- **Payment:** Payment should be made in the form of check (made out to GVSU Campus Recreation) for the class. We require one check with the total payment of all class participants. It is advised that your organization collect payment from individuals at the time of registration, and then your organization issues a check with the total payment to GVSU Campus Recreation.
- **Registration and payment** are due three business days before the class is to be held. Payment can be made at the Fitness & Wellness Center, located in the Fieldhouse, on the bottom floor of the rec center next to the basketball courts.