APTA CCIP Online System Instructions – Applicants



Accessing Online System

To access the CCIP Online System, click the link below. You will be directed to a log in screen.

• If you **are** an APTA member, this will be your APTA login.

• If you **are not** an APTA member, click "Create a free account" and fill out the required information. Link: https://ccip.apta.org

Log in to your account.

Email, Member Number, or User ID

Password

Remember Me

Forgot your password?

Log in

Don't have an APTA account?

Create a free account.

OR

Become an APTA member to get unlimited access to content.

Learn about membership benefits.

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Applicant Registration

1. Once you log in, you should see CCIP information at the top of the page.

Applications

The Credentialed Clinical Instructor Program (CCIP) is taught throughout the year in both virtual and in-person formats. A list of course offerings with additional course information can be found on the <u>CCIP webpage</u> .
 Courses are public (open to everyone) or private (invitation only). Registration for private courses requires a verification code for submission and administered directly by the course coordinator and/or trainer. Course registrations close three weeks before the course start date.
APTA's Course Registration Fees:
Level 1 Course:
 \$110/members \$225/nonmembers Note: The sponsoring organization may apply additional fees to cover course-related expenses. To see the anticipated costs for a particular course, click the "More Details" button for a course when completing an application and scroll down to the "Payment Instructions" section.
Level 2 Course:
 \$110/members \$225/nonmembers Note: The sponsoring organization may apply additional fees to cover course-related expenses. To see the anticipated costs for a particular course, click the "More Details" button for a course when completing an application and scroll down to the "Payment Instructions" section.
If you withdraw within 72 hours of the course start date, you will not receive a refund of the APTA registration fees (\$110/\$225).
Course Manual:

2. Scroll down until you see the Level 1 Application and click Begin. • Managing the Exceptional Student

Application	Status	
⊖ Level 1 Credentialed Clinical Instructor Course Application	Available	Begin
The Credentialed Clinical Instructor Program (CCIP) is intended for health care providers who work primarily in a clinical explore different aspects of the clinical learning environment and will learn skills and techniques necessary to provide a improve individual clinical skills, but to develop and refine each participant's ability to teach, instruct, and guide the devel	setting and are interested in developing their to structured and effective learning environment opment of his or her students.	eaching abilities. Participants will for students. The goal is not to
CCIP courses are taught throughout the year in both Canada and the United States, and enrollment is open to physical th professions are also welcome to participate - courses regularly include speech therapists, occupational therapists, nurse	erapists and physical therapist assistants. Clir es, and more.	nicians from other health care
Successful completion of the course provides physical therapists and physical therapist assistants with 1.6 CEUs and the eligible to receive 1.2 CEU's, but may not be awarded the Clinical Instructor Credential.	ne Clinical Instructor Credential. Health care pr	oviders from other professions are



- 3. A pop-up will appear asking whether you have previously taken CCIP Level 1 course.
 - If you have not taken the Level 1 course, click "No" and it will let you begin your application
 - If you have taken the Level 1 course, click "Yes." You will be prompted to complete a questionnaire with details of your course if we do not have it on file. If you want to retake the course, please email ccip@apta.org.



4. At the top of the next page, click Complete Application and follow the instructions in the application.

Level 1 Credentialed Clinical Instructor Course Application 💠	Return to: Applications
🔁 🖻 Started 💵 🖶	Complete Application

5. Next you'll be encouraged to select a course. A new popup window will open. You'll click the orange button, "Choose."

When completing this part of When you have completed all	the applica sections, s	ation you may use the Previous and N select the Continue button or click Fir	Next buttons to move between the nish Later to save your progress.	sections. You may also click c Cancel will exit without saving.	n the Section Tabs on the left to	o navigate as well.			
Choose Offering		Click "Choose" to access the	e course search list and selec	ct your desired course opt	ion.				
Name / Education	>	Please note: Private course registering for these course	es are by invitation only and re es if you were not invited.	equire a verification code t	hat is administered by the	course coordinator to a	a selective gro	up. Please avo	id
Mailing Address	>	Course Level 1*:	None selected	Choose					
Employment History	>			\bigcirc					
License Information	>								
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Now refine the search and select the specific course to which you are applying.
 Type in **Rutgers** in the Search bar. Then click the magnifying glass icon.

Search	Sar Cauza Amilastian: Campleta Application: Chaes
Search Rutgers	1 2 🤇
Refine Your Results	
Private - Verification Code	Please enter search above. Results will be displayed here.

Registering for CCIP Level 1 In Person Course sponsored by Rutgers University -Newark, NJ.

Search		×
Search Keyword	٩	
Refine Your Results	Showing 1 to 1 of 1	Sort By Relevance v
 Rutgers - Remove all filters Registration Type Public (1) Delivery Type In Person (1) 	CCIP Level 1 - Newark, NJ Course Provider: Rutgers University Date(s): 9/27/2025 to 9/28/2025 Available Capacity: 64 Registration Type: Public Delivery Type: In Person More Details >	3 Select
City Newark (1)		\bigcirc

7. Complete the application.

APTA collects the registration fees so you will pay as you submit your application.