



US Fencing Coaches Association

How to Become a Prévôt (Level 4)

Published by the Certification and Accreditation Board
of the United States Fencing Coaches Association, © 2023

Version: 1.5.4
Last Updated: April 2023

What Is A Prévôt?

The Prévôt (Level 4) certification is in many ways similar to the Master level professional fencing coach, but with more emphasis on training fencers rather than other coaches. The Prévôt has proficiency with a variety of teaching methods so that they can train fencers of all levels to compete. They may also train fencers to become Assistant Moniteurs (Level 2) or Moniteurs (Level 3).

Prévôt (Level 4) candidates must pass a thorough test consisting of written, practical, and oral parts. The practical examination is given by a board of two USFCA Fencing Master (Level 5) Certified Examiners

A coach can be certified as a Prévôt (Level 4) in an individual weapon (e.g. Prévôt of Fleuret - Foil, Prévôt of Sabre, Prévôt of Épée), and after passing all three will be certified as a Prévôt d'Armes - Prévôt of Arms.

Quick Guide to Earning Your Certification

Certification Checklist

- Become a member of the USFCA (www.usfca.org)
- Read the study guides for Prévôts (available online at www.usfca.org in the reference section available to members)
- Pass an online written exam with a minimum score of 75 out of 100
- Pass a practical exam in each weapon for which certification is desired with a minimum score of 65%

Additional information about the certification process is contained in this document, but the checklist above can be used to help you keep track of your progress while you work to earn your certification. The US Fencing Coaches Association wishes you every success as you begin your journey in becoming a Prévôt (Level 4).

Quick NOTE: The NCDP Steering Committee and CAB are working to develop a process for Prévôt that involves a series of formative assessments given at NCDP clinics. Please look for these to be out on the USFCA website soon.

Note: To earn a certification, it is helpful to work as an apprentice to a USFCA member certified professional coach.



Specifics to Earning Certification

Candidates must be a current member of the [USFCA](http://www.usfca.org). Membership information can be found online at www.usfca.org.

Candidates must pre-register and pay online to take both the written and practical exam. To take the written exam, go to the USFCA website, log in as a member and look under “Testing and Course” for the Prévôt (Level 4) written exam. After paying for the exam, the candidate may take it. The test should be taken in a quiet and private testing area. Under no circumstances should the test be reproduced or disseminated.

The online exam will be graded automatically and your score will be displayed at the end of the exam. Print out the final exam score for your own records. The printed exam score must be used to show that the written exam was passed, enabling the candidate to schedule a practical exam. USFCA will maintain a record of all exams attempted. If the USFCA determines the exam/testing environment has been significantly compromised, the examination can be considered invalid.

Each certification candidate will have two chances to pass the exam per exam fee within an eight hour window of time. If the candidate fails the written exam they may register and pay again online and attempt the exam again when better prepared. Only one written test needs to be taken and passed for each level of certification. (Taking a second practical examination in an additional weapon does not require taking another written exam.)

A minimum score of 65% on the practical exam is required to pass each weapon. There is no time limit between practical weapon tests and no requirement that a fencing coach take more than one weapon to earn certification. If for example a fencing coach passes the Prévôt practical in foil then he or she will be a “Prévôt of Foil”.

If the candidate passes the Prévôt written test, the written Moniteur test is no longer needed for Moniteur or Prévôt practical exams in other weapons. However, if the candidate fails the Prévôt practical exam, a lower level certification is not given (Assistant Moniteur or Moniteur) no matter how close the score is to passing.

Resources for Prévôt (Level 4) Candidates

The list below of references and resources are strongly recommended as study materials for the Prévôt candidate, especially if the candidate is not studying directly under the tutelage of a Fencing Master. This list is recommended in addition to the references for Moniteur candidates. Specific information can be found in the USFCA's Suggested Reading List in the resources section available for members at www.usfca.org.

- [Electric Foil Fencing](#) by Lukovich, 1998
- [Epee: A Complete Theory](#) by Vass, 1998
- [Fencing Foil: A Practical Training Guide for Coaches, Parents and Young Athletes](#), Handelman and Louie, 2014, Pattinando Publishing, San Francisco, CA
- [Fencing Sabre: A Practical Training Guide for Coaches, Parents and Young Athletes](#), Handelman and Louie, 2010, Second edition 2015, Pattinando Publishing, San Francisco, CA
- [USFCA glossary](#) – found in the Reference area of the USFCA website
- [Theory, Methods, and Exercises in Fencing](#) by Wojciechowski, 1989
- [Understanding Fencing. The Unity of Theory and Practice](#), by Czajkowski, 2005
- [Risk Management Essentials for Local Sports Organizations](#)

Other important References and Resources for Prévôt (Level 4) Candidates

- USA Fencing rule book and operations manual



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- USFCA - The Swordmaster
- USOC Olympic Coach Magazine

Evaluation Process

Written Exam

The written exam will include questions covering the following topics:

Risk Management

Questions on the exam are based on an article in the Fall 2001 issue of the Olympic Coach Magazine entitled “Risk Management Essentials for Local Sports Organizations” available in the references section of the USFCA’s website for current members.

Basic fencing rules

Prévôt candidates should be familiar with all of the rules of USA Fencing, particularly those pertaining to the weapons in which they are testing. The current USA Fencing rulebook and Athlete’s Handbook are available on the USA Fencing website.

Teaching and Promoting Fitness

It is becoming increasingly important for all teachers in all levels of sport to have a basic understanding of the principles of fitness.

- The Prévôt (Level 4) fitness related questions are from Brian Sharkey’s book, *Sport Physiology for Coaches*, Human Kinetics Publishers. <http://www.humankinetics.com/>. Also refer to *Fencing: A Practical Guide for Training Young Athletes* by Handelman and Louie, 2010 and the Addendum by Handelman to the main text.

Terminology

The Prévôt (Level 4) Candidate should know all of the basic fencing terms in the [USFCA Glossary](#), and should be able to explain those terms in depth. Demonstrations may be required by the examiners as proof of a candidate’s understanding during the practical examination.

Candidates should consult the “How To Become a Moniteur (Level 4)” document on the USFCA’s website for specific knowledge requirements that will be expected in addition to those covered in this document. A study guide is also available for the written exam. This guide includes sample questions for all sections of the written Prévôt exam and is available on the USFCA’s website in the “References” area which is available to registered members.

Practical Exam Policies

Two Fencing Master (Level 5) Certified Examiners must sit on a board to give the Prévôt practical exam. Both of these must be current USFCA members and certified examiners with the USFCA. The candidate should take the test at an official USFCA coaches clinic, or a face-to-face mixed online hybrid test. Upon



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request, the Certification and Examination Board can assemble boards to take place at other occurrences.

If the candidate is registering in advance for an examination at a seminar, workshop, conference, etc., the candidate will be assigned a board. In preparation for the practical exam the candidate should refer to the appropriate books, suggestions and materials on the practical exam study guide.

Practical exams consist of demonstration of the candidate's ability to instruct fencing to individuals. Candidates should be prepared to demonstrate any of the actions listed below in their weapon.

After the exam the Board member(s) will tell the results to the candidate, discuss the exam, and answer the candidate's questions. The primary examiner will copy the results on the appropriate forms and forward them to the Secretary of the Certification and Accreditation Board. Any fees should be paid online before the exam. The candidate will receive Proof of Exam Form after the test is completed validating the results and, if passed, later a certificate from the USFCA Secretary of the Certification and Accreditation Board.

Practical Examination

For a detail of the lesson that should be presented in the Prévôt exam - please see the latest scoresheet on the USFCA website

<https://www.usfca.org/index.php/files/26/Practical-Scoresheets/78/PREVOT-Practical-Scoresheet.pdf>

Tips For Taking The Practical Exam

- Be on time and have students ready.
- Warm up, you may need to demonstrate some movements.
- You have the right to ask any questions and express any concern during the exams in a polite and professional way.
- The examiner anticipates that you will introduce yourself, give a brief synopsis of your fencing program and your students.
- Your uniform should be sharp, clean and professional.
- Speak clearly and in a voice loud enough for the examiner(s) to hear you.
- Orient the lesson so that you face the student and the examiners as much as possible.
- Be confident, energetic and pleasant – an appropriate sense of humor never hurts.
- Be rested and ready for the exam so that it will be a positive and fun experience.
- Teach in a natural way – as you would do at your own fencing program. The examiners are interested in hearing your verbal explanations, seeing your demonstrations and seeing how you organize the lessons.
- At the conclusion of the exam the candidate should salute and shake hands with the examiner(s).



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- Do your homework, study and feel free to seek help from others in the fencing community. Any member of the *Certification and Accreditation Board* will be glad to answer any questions.