



# Successful Steps to Becoming a League Cycling Instructor (LCI)

---

Certification as an LCI requires successful completion of a two- to three-day seminar. Below is an explanation of the process leading up to, and including that seminar. [Most of this same information is available on the League's website at <[www.bikeleague.org](http://www.bikeleague.org)>.]

## The successful seminar graduate will:

1. demonstrate competence in the principles and skills of the BikeEd program, including vehicular cycling, bicycle equipment, bike maintenance, specialized handling maneuvers and nutrition;
2. understand basic teaching principles and techniques as they apply to both children and adults, and demonstrate them through practice teaching during the seminar;
3. be familiar with specific BikeEd materials and existing courses and how cyclists will benefit from BikeEd classes;
4. be able to evaluate the skills of others and to offer constructive criticism;
5. possess an understanding of the organization, structure and mission of the League of American Bicyclists;
6. be able to plan and organize classes, including required equipment and supplies, audio-visual aids, course marking and the logistics of ordering materials and insurance;
7. have an understanding of the "need to know" principles and how they can be incorporated in customized presentations;
8. know how to market classes, including using partners and marketing materials.

## Basically, the prerequisites for the seminar are these:

- First, and foremost, potential LCIs must be experienced and knowledgeable cyclists with credibility as such within their local cycling community. [Yes, this one is somewhat subject to interpretation. If you are not sure whether you meet this requirement, please contact the Education Director at LAB for clarification.]
- Potential LCIs must successfully complete a BikeEd Road I course with a score of 85 or higher for both the written and on-bike tests. Road I is the League's basic adult cycling course and the framework used during the instructor seminars, so it is imperative that each candidate meet this requirement. [For best results a candidate should take Road I at least several weeks before attending a seminar.]
- the process for acceptance into an LCI Certification Seminar is to fill out an application form (available on the League website) and send it to the League with a registration fee of \$175. [This must be done at least six weeks prior to the scheduled seminar.]
- an applicant must also become a member of the League of American Bicyclists.

League of American Bicyclists  
1612 K St., NW, Ste. 800 • Washington, DC 20006  
Ph 202.822.1333 • Fax 202.822.1334  
[www.bikeleague.org](http://www.bikeleague.org) • [bikeleague@bikeleague.org](mailto:bikeleague@bikeleague.org)

— on receipt of the application form and registration fee, (should be at least four week prior to Seminar) the League will mail each candidate a materials package with the John Forester book, *Effective Cycling* and a video by the same name. The applicant will also receive a study guide sheet indicating which parts of the book and video are most relevant to the next requirement below.

— the prospective candidate will also receive a pre-seminar open-book exam to be completed and submitted to the trainer assigned to the seminar they will attend. That trainer's email address and other contact information will be included. Exam answers must be submitted to the trainer at least 10 days before the seminar. The trainer will use the applicant's test results along with their biographical information from the application form to assess the applicant's readiness for attending a seminar. If necessary, the trainer may contact the applicant by phone or email for further information.

[Applicants do not lose their registration fees if not accepted by the trainer. The fee — less the cost of the book and video and an administrative charge — will be refunded or the trainer will recommend that the candidate work further on particular subject areas and attend a future seminar at no additional charge.]

The seminar itself is, depending on the trainer and number of candidates, 2.5 to 3 days in length (usually beginning on a Friday afternoon or evening and ending on Sunday) and involves both classroom and on-bike activities. Candidates are responsible for their own travel and lodging, though many site coordinators try to arrange home-stay accommodations for candidates upon request.

Each candidate is responsible for bringing their own bicycle, bicycle helmet and any other accessories they require. At the trainer's option, there may be a night ride (usually on Saturday), so bring bike lights that meet at least the minimum legal requirements and any other conspicuity devices or clothing you wish to ride with.

[Use of special-case bicycles such as folding bikes, recumbents, trikes, etc. must be approved in advance by the seminar trainer.]

At the seminar, candidates will receive the official LCI Instructor's manual, including both instructor and student manuals for Road I and the other courses in the BikeEd program. Candidates will also receive a VHS video entitled *Kid's Eye View*, which is part of the child and parent curricula. Candidates may wish to bring their *Effective Cycling* books as they will each, during the course of the seminar, be required to plan and present a short "mini-module" based on some part of the Road I curriculum. Mini-modules will be critiqued by the other candidates and the trainer. [Graduates of the seminar have found this experience to be one of the most educational of the seminar along with the on-bike skill exercises.]

Candidates not receiving certification at their LCIC seminar may attend another seminar on a future date for no additional charge. They need only contact the trainer assigned to that seminar for approval and to ensure there is space available.

Certified LCIs in good standing may audit an LCIC Seminar at any time to refresh their knowledge and possibly help in the on-bike activities. They need only contact the assigned trainer for approval.

Note: Qualified candidates who fail to appear at their seminars may forfeit their refund options and/or be subject to other penalties unless previous arrangements have been made.]

For any additional questions, please contact the League Education Director at: 202-822-1333 or at: <sami@bikeleague.org>.