ENROLLEE INFORMATION

Title

First Name

Last Name

Date of Birth (mm/dd/yyyy)

Nationality

Address

City

Province/State

Postal Code/Zip Code

Country

Phone

Cellular

City

Province/State

E-mail

EMERGENCY CONTACT

First Name

Last Name

Relationship

Phone

E-mail
COURSE DESCRIPTION

**Trauma Informed Coaching Certification (T.I.C.C.)**
The Trauma Informed Coaching Certification (T.I.C.C.) has been designed to address the growing need for qualified Trauma Informed Coaches in the many different areas Coaching is being used and offered.

This Trauma Informed Coaching Certification Program is best suited to enhance the learning of Coaches who have already completed a recognized accredited Coaching Program and hold an ACC, PCC or MCC level of Coaching Competence. This Program is also available for other Professionals and those who wish to increase their knowledge in this area - in support of themselves and their clients.

**T.I.C.C. Delivery Method**
The Trauma Informed Coaching Certification is a five (5) consecutive days in person training being conducted in English. The course in its entirety will be delivered in a total 46.75 hours of training.

Start date is November 21, 2019 and ends November 25, 2019, 9:00 am - 5:00 pm each day.
Taking place at 1260 Hamilton Street, Vancouver, British Columbia, Canada.

Attendees are required to attend all days outlined in this agreement and to complete the assigned homework as well as pass the final exam in order to be granted the Trauma Informed Coaching Certification. For those who are attending this course to gain ICF CCEU’s, you will be awarded 25.75 Resource Development Hours and 21 Core Competency Hours after successful completion.

**T.I.C.C. Course Material**
All attendees will receive a Trauma Informed Coaching Certification Manual/Workbook for class note taking and reviewing.

**COURSE COST & TERMS**

**T.I.C.C. Payments**
This pilot program is being offered for a one time only $1,400.00, which is half the price of the program moving forward. The cost after this pilot program will be $2,800.00. In exchange for the 50% reduction in price, feedback will be required from all participants so Moving the Human Spirit (MTHS) can further develop, improve and refine the course content and delivery.

By signing this contract the enrollee will be enrolled in this course and will agree to pay the following fees in Canadian currency: $1,400.00 + $70.00 = $1,470.00

Payment in full is required in order to secure enrollment in the above mentioned course and must be received not later than ten (10) days prior to the beginning of the course training. Enrollee’s may pay either by Visa, Master Card, America Express via Paypal on the web site or e-transfer.
T.I.C.C. Refunds & Cancellation
Attendees who have enrolled in the T.I.C.C. and cancel before the course begins must do so no later than thirty (30) days prior to the commencing of the course. At that time they will be refunded the full amount minus a $100.00 office prepossessing fees for the application. Refunds will take thirty (30) business days from the last day of the course to be refunded (minus the $100.00 office processing fees).

Attendees who have enrolled in the T.I.C.C. and choose not to attend while the course is being conducted, will not be entitled to a refund nor will they be returned any amount of the funds they have paid to MTHS and the attendee will be marked as absent/incomplete and will not be eligible for certification in the T.I.C.C.

Attendees who have any enrollment concerns must discuss and resolve those concerns before attending the T.I.C.C. course. Once the course has commenced we will not be able to address enrollment concerns until after its completion. And at which point we may or may not be able to resolve such concerns that have gone unstated and this may result in the attendee not being eligible for certification at the discretion of MTHS.

If for some unforeseen circumstances or acts of nature outside of MTHS's control the course is cancelled, attendees will be refunded the full amount of the course in Canadian currency: $1,400.00 + $70.00 = $1,470.00. MTHS will not be held responsible for travel cost associated with attending the course nor will MTHS be held liable for expenses occurred as a result of traveling to attend the course should it be cancelled through unforeseen circumstances or acts of nature outside of MTHS’s control.

INTELLECTUAL PROPERTY & PRIVACY

Confidentiality
Attendees recognize by enrolling and attending this course that it is being conducted in a respectful and safe environment. That each attendee is participating in a personal and private experience. That all attendees are entitled to respect and confidentiality within the confines of the classroom environment. That all comments, experiences, personal stories or information will not be shared outside of the classroom environment.

Coach Conduct
By signing this contract and as an attendee of the T.I.C.C., I agree to all that it states herein and will be bound by the terms and agreements of this contract. I enter this contract as a professional with the intent to learn, engage and participate openly where I see fit. I will honor and respect each attendee as I would want to be honored and respected. I will hold in strictest of confidence that information shared by and for my further learning experience and understanding.

Name          Date

Please e-mail your signed contract to susan@movingthehumanspirit.com