



**International Association
of Coaching-Institutes (ICI)**

www.Coaching-Institutes.net

www.nlp-worldcongress.net

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FAQ regarding the different membership levels and the sealing process

1. Which free of charge membership levels has the ICI?

There are the following membership levels without yearly membership fee:

1. „**Fundamental Coaching Skills, ICI**“ (60 hours/8 days)
2. „**Coach, ICI**“ (220 hours/30 days – “NLP Practitioner, IN” can be accounted)
3. „**Master Coach, ICI**“ (“Coach, ICI” + “NLP Master, IN” + 45 hours/6 days)

You need a certificate with an ICI seal (can be post sealed) for the respective membership level.

The one-time admission fee is 40 €.

You find the required qualification needed for the respective membership level on the website:

www.coaching-institutes.net/standards.php (for the short version see the table under FAQ 7).

Special qualification, for example "Health Coach, ICI", "Business Coach, ICI", "Sport Coach, ICI", "Team Coach, ICI", "Systemic Coach, ICI", ... (Requirements see FAQ 6.) are listed on the website under the respective basic membership level: "Coach, ICI", "Master Coach, ICI"

<http://www.coaching-institutes.net/infoszeigen/members.php>

Here is a listing according to countries: www.coaching-institutes.net/infoszeigen/searchICI.php

2. Which fee required membership levels has the ICI?

There are the following membership levels with a yearly membership fee:

- a) „**Coach Master Trainer, ICI at an experienced ICI Member Institute**“ (100 € yearly membership fee). Certificates of these Coach Master Trainer, ICI are certificates of the experienced ICI Member Institute. These Coach Master Trainer, ICI seal only for the experienced ICI Member Institute under supervision of the Head of the experienced ICI Member Institute.
- b) „**Coach Master Trainer, ICI in cooperation with an experienced ICI Member Institute**“ (150 € yearly membership fee). Certificates of these Coach Master Trainer, ICI are certificates of the respective Coach Master Trainer, ICI. The cooperation exists, as agreed, in the form of supervision, counselling, coaching and/or mentoring.
- c) „**Coach Master Trainer, ICI**“ as Head of an experienced ICI Member Institute (150 € yearly membership fee for the Institute and 100 € for each „Coach Master Trainer, ICI“)

In the first membership year, the membership fee is reduced according to the amount of month.

Only the 3 membership levels a) to c) are entitled to seal. Every seal entitled ICI member is shown in alphabetically order under: www.coaching-institutes.net/infoszeigen/seal.php

Only Coach Master Trainer, ICI who are listed there have the right to seal.

You find the required qualification needed for the 3 seal entitled membership levels a) to c) in the table below (see FAQ 7.).

3. Who can appoint somebody as Coach Master Trainer ICI in the form of a) to c)?

Only the appointment commission of the ICI can appoint someone as seal entitled „Coach Master Trainer, ICI“ in the form of a) to c) and as experienced ICI Member Institute.

The appointment commission of the ICI can in individual cases (after consulting the authorized ICI-President of the relevant country) ask for a written description of the work as „Coach Master Trainer, ICI“ (30 pages: self-conception, competencies, USP, Seminar concepts, adjoining methods), in special cases with colloquium (4 days), as foundation of the appointment decision.

4. Who has the right to conduct post sealing at the ICI?

Every sealing authorized „Coach Master Trainer, ICI“ of the levels a) to c) (see FAQ 2.) may post seal other people qualified in Coaching, when convinced that the coach competences of the person in question meet the requirements of the ICI. The new ICI sealed certificate needs to note “Post sealed on the basis of.... (Keywords on what has been accredited)...”.

As an alternative, the ICI Office is as well authorized to post seal. The ICI Office charges 120 € for post sealing plus a fee of 15 € for each seal. Post sealing of certificates of institutes well-known to the ICI (e.g. ECA, DVNLP) are charged only 60 € plus 15 € for each ICI seal.

A sealing authorized „Coach Master Trainer, ICI“ sets his/her own price for ICI seals and for post sealing including the verifying of documents.

4. Who validates comparable competencies at the ICI?

The ICI President of the country in question needs to assess the comparable competence of the submitted documents and certificates due to his/her ability to speak the native language and understand the national culture. If needed, the ICI president of the country will carry out any necessary post sealing. It is his/her responsibility and decision to set the price for ICI seals and for post sealing including the verifying of documents.

If there is no ICI President in the country in question then the **ICI Office** is in charge.

6. Who can certify special qualifications at the ICI?

Special qualification, such as "Health Coach, ICI", "Business Coach, ICI", "Sport Coach, ICI", "Team Coach, ICI", "Systemic Coach, ICI", ... are only allowed to be sealed with a written approval of the responsible commission of the ICI. The content of the special qualification, the build up on the initial qualification and the testing of the specialization should be presented thoroughly to the responsible commission of the ICI for the allowance. For the above mentioned qualifications the initial basic qualification would be "Coach, ICI". The specialization would need at least 3 more days of live training with at least 22 full hours. For qualifications like "Business Master Coach, ICI" or "Team Master Coach, ICI" the initial basic qualification would be "Master Coach, ICI".

Advanced Qualification do not need a written allowance: Anyone, who books at least a minimum of 10 coachings in addition to his or her "normal" ICI certificate, to implement the contents of the respective standard, can obtain from a "Coach Master Trainer, ICI" (see level a to c at FAQ 2.) an ICI certificate of the Advanced Level. The coach needs to be certified at least as a "Master Coach, ICI". The content of the (Advanced) coaching needs to be the application of the content of the respective training. The coachings need to take place in substantial agreement with the "Coach Master Trainer, ICI" who certifies.

We offer with the Advanced Certificates a support for the application of the content of the Coach trainings for everyday life and for business.

For Neuro Linguistic Psychology see point 12 at FAQ 10.

7. How profound is the competence of a „Coach Master Trainer, ICI“?

You can see in the table at the next page, that a seal entitled „Coach Master Trainer, ICI at an experienced ICI Member Institute“ and a „Coach Master Trainer, ICI in cooperation with an experienced ICI Member Institute“, has acquired at least 150 days with all in all 1090 hours live qualification.

The Head of an experienced ICI Member Institute has acquired at least 234 days with 1.720 hours live qualification.

Please compare our Ethics and quality standards (Counselling/Supervision/Mentoring of Coach Trainer, Assistant qualification, training hours, ...) with other Coach associations.

8. What are the requirements at the ICI for assistanceship?

Assistanceship, which is required for the appointment of a seal entitled membership level, needs to take part **after a trainer training**. A trainer training is needed in order to verify the quality of the professionalism of the qualification between the „Coach Master Trainer, ICI“ and the participants on the level of a trainer.

Practical examination takes part within the assistanceship through multiple take over of the training under supervision/coaching/mentoring for a respectively limited time and a respectively limited task with always 360 degree feedback.

A written examination takes part through an appropriate written assistance report in which the assistant demonstrates his or her learning experience in a qualified manner.

Exceptional regulations; In substantiated exceptional cases with respective competencies an assistanceship can take part through conducting trainings in close and intensive cooperation with the head of an experienced ICI Member Institute and under close and intensive coaching, supervision and mentoring. These exceptional cases need permission in each individual case through the training commission of the ICI.

More details about the requirements of assistanceship are discussed in the training commission of the ICI.

A sealing of the assistanceship is only obligatory after the respective results of the training commission of the ICI.

9. Are there any more regulations regarding the certification process?

There are the following general regulations regarding the certification process:

- 1. Rule 1:** A certification training with an ICI graduation can be offered and conducted only by an ICI appointed and on the ICI website officially listed "Coach Master Trainer, ICI" (see the 3 levels of Coach Master Trainer, ICI under FAQ 2 and the table at FAQ 7) who is approved by the ICI (see: www.coaching-institutes.net/infoszeigen/seal.php). Every training has to be conducted from the very beginning by a "Coach Master Trainer, ICI", who is responsible for the training and supervises the written and oral tests. This also applies to cooperation with other seminar providers.
- 2. Rule 2:** The above-mentioned certification training has to be conducted, at least 80% of the time, by an approved "Coach Master Trainer, ICI". The remaining 20% of the training can be conducted under the supervision and responsibility of the approved "Coach Master Trainer, ICI". It depends on the responsible "Coach Master Trainer, ICI" whether the presence of the trainer is necessary during the training or if a systematic preparation and wrap-up is sufficient.
- 3. Rule 3:** To emit ICI certificates, the ICI approved "Coach Master Trainer, ICI" has to conduct the training for at least 20% of the time. The other 60% of the training can be conducted by another trainer from the organization, if that trainer has been accepted by the heads of the ICI. To make things easier some organizations or trainers can be generally declared as accepted (e.g. ECA, DVNLP,...).. The remaining 20% of the time are handled as mentioned in rule 2.

An ICI certificate has to include the following: A Statement that all ICI guidelines have been met, the ICI seal, the duration of the course with precise information regarding training days and hours, date of the first and last day of the course, signature of the "Coach Master Trainer, ICI", title of the correct qualification: "Fundamental Coaching Skills, ICI", "Coach, ICI", "Master Coach, ICI".

The following statement is optional: "Because of the high quality of this training it may be recognized as ECTS credit points in academic studies in psychology with a focus on NLP and Coaching."

10. Which advantages has a membership at the ICI?

A membership at the ICI has the following advantages:

1. The active **promotion of the good reputation of Coaching** through the spreading and support of the very high ethics and quality standards for which the ICI stands.
2. The active **support of the scientific research of Coaching** through active promotion of researches regarding Coaching, such as they are conducted at the Universidad Central de Nicaragua as part of MA and Ph.D. studies in psychology with a focus on NLP and Coaching: www.nlp-institutes.net/UCN.php
3. The active **participation in the practical further development of Coaching**, e.g. through the exchange of scientific findings, that proof contents of Coach trainings, through the development of new coaching interventions, through participating in researches regarding coaching, through initiating new research regarding coaching, ...
4. The active **exchange with other committed coaching experts** in relevant coaching issues on professional high level in the intern discussion forum for ICI members. The content that is mentioned under 3. is listed in the intern membership area too.
5. The promotion of the **NLP & Coaching World Congresses of IN & ICI** with the opportunity to exchange opinions and experiences live on an international level about the actual further developments of NLP and coaching: www.nlp-worldcongress.net
6. **Free of charge presentation of your profile** that you can always update with the possibility to have links to your website. This profile shows up on the ICI website and can be used for coaching related promotion and activities.
7. **Free of charge advertising of your own Coach profile** (English and German) that you can always update yourself www.coaching-institutes.net/infoszeigen/search.php with the advantage to have links to your website. An additional random selected mini part of these profiles is shown at the right border on the very highly visited index website of the ICI.
8. **Free of charge use of the ICI-Logo** on your own website, your business card, your letter paper, your t-shirt, ...
9. **Certification with ICI seals:** „Coach Master Trainer ICI“ on all 3 levels (see FAQ 2. and table on FAQ 7.) can certify the international high quality and ethical ICI standards.
10. **Recognition of ECTS credit points:** „Coach Master Trainer ICI“ on all 3 levels (see FAQ 2. and table on FAQ 7.) may write on their certificates: „Because of the high quality of this training it may be recognized as ECTS credit points in academic studies in psychology with a focus on NLP and Coaching.“
11. **Free of charge membership at the International Association of NLP Institutes IN** when you are qualified in NLP (Fundamental NLP Skills, IN“, „NLP Practitioner, IN“, „NLP Master, IN“, „NLP Trainer, IN“): www.coaching-institutes.net with the advantage to advertise there your own NLP related seminars and activities that you can always update yourself and have links to your website. An additional random selected mini part of these advertisements is shown at the right border on the very highly visited index website of the IN.
12. **Sealing of. „Neuro Linguistic Psychology“** (instead of Neuro Linguistic Programming) when you are qualified in NLP on the level of a „NLP Master Trainer IN“ (for all 3 levels see on the IN website FAQ 2. and the table on FAQ 7.) you can seal on all NLP qualifications levels of the IN „Neuro Linguistic **Psychology**“ through participation in scientific accompanying research and the integration of professional psychological knowledge in your NLP trainings. Neuro Linguistic Programming can be sealed too.