

Coach Training Programme (ECI) application

ECI Accreditation for the Coach Training Programmes is awarded only to those training programmes that meet or exceed the standards outlined below.

*Fields marked with an * are mandatory fields.*

Organisation name *

Course name *

Contact name *

(The contact name entered in this field is the one to which all correspondence and emails will be addressed for the courses registered on this application. Therefore where the contact is different for different courses, a form for each contact and course must be completed.)

Address *

Postcode *

Country *

(choose your country)

Telephone *

(incl. international dialling code) *

Fax

(incl. international dialling code)

e-mail address *

(This is the email address that is displayed on the web-site to allow enquirers contact you, and to which emails and newsletters will be sent. It is important that this email address is not the same as an email address used by the Training Director or one of the Trainers or Mentor Coaches.)

Web-address *

How did you find out about the ECI? *



Course Description (no more than 250 words) *

Training Director membership number *

(Where the Training Director is applying for their Accredited Membership at the same time, please enter MECI for Accredited Master Coach (ECI) application or FECI for Accredited Fellow Coach (ECI) application – the cost of which will be included in the course application fee. Where the Training Director is an accredited member of the ECI, please enter the Training Directors membership number.)

Courses to be accredited:

Course classification	One off registration fee	Application fee (incl. Training Director)	Application fee (excl. Training Director)	Annual fee (applicable from one year after application)	Course to be accredited (tick course selection)	€uro
CTECI	€ 50.00	€ 1,000.00	€ 790.00			
				€ 750.00		
F2ECI	€ 50.00	€ 1,000.00	€ 790.00			
				€ 750.00		
F1ECI	€ 50.00	€ 1,000.00	€ 790.00			
				€ 750.00		
CWECI	€ 50.00	€ 1,000.00	€ 790.00			
				€ 750.00		
SCECI	€ 50.00	€ 550.00 € 680.00	€ 500.00			
				€ 350.00		
WSECI	€ 50.00	€ 300.00 € 440.00	€ 250.00			
				€ 200.00		
I enclose a cheque made payable to the 'ECI' for:					€uro	

We agree to abide by The European Coaching Institutes Standards and Ethics. (available at www.europeancoachinginstitute.org/about_eci/standards_and_ethics.php).

Signature: _____

Date: _____

PLEASE PRINT IN BLOCK CAPITALS.

CTECI – Full Coach Training Programme (ECI)	
One off registration fee	€ 50.00
Application fee – including Training Director application	€1,000.00
Application fee – Training Director previously accredited	€ 790.00
Annual fee (applicable from one year after application)	€ 750.00
Requirements:	
<ul style="list-style-type: none"> • 200+ hours of training • A minimum of 35 hours of direct contact training • Home studies • Reading • Research • Writing • Mentored Coaching where feedback is given by qualified, accredited, and practicing coaches • Training Director is an Accredited Master Coach (ECI) or above • Mentor Coaches are Accredited Corporate Coaches (ECI) or above • Trainers are Accredited Practitioner Coaches (ECI) or above • Completion of Declaration of Integrity • Payment of one-off registration fee and application fee. 	
Where the following is to be submitted:	
<ul style="list-style-type: none"> • Marketing literature • Information sent to Students • Course Agenda • Course Material • Contact details of 5 students that have completed the course • CV and/or biography of (they may be one and the same person): <ul style="list-style-type: none"> • Training Director • Person responsible for designing the course • Mentor Coaches • All trainers • Details of mentoring offered • Qualifications and accreditation of all Trainers and Mentor Coaches 	
The course is assessed on the following:	
<ul style="list-style-type: none"> • Quality of Training • Methods and Variety of Training • Quality of Materials • Qualification, accreditation and experience of Trainers • Back-up and support during training • Value for money • Marketing methods and materials • Provision of Mentoring Coaching including Qualification, accreditation and experience of Mentor Coaches • Student care during and after the training course • Quality of assessment and qualification • Financial stability of training organisation 	

F2ECI – Foundation Level 2 Coach Training Programme (ECI)	
One off registration fee	€ 50.00
Application fee – including Training Director application	€1,000.00
Application fee – Training Director previously accredited	€ 790.00
Annual fee (applicable from one year after application)	€ 750.00
Requirements:	
<ul style="list-style-type: none"> • 150 – 200 hours of training • Provides a good grounding and foundation in the area of Coaching, but is not as extensive as CTECI training • A minimum of 24 hours of direct contact training • Home studies • Reading • Research • Writing • Training Director is an Accredited Master Coach (ECI) or above • Trainers are Accredited Practitioner Coaches (ECI) or above • Completion of Declaration of Integrity • Payment of one-off registration fee and application fee. 	
Where the following is to be submitted:	
<ul style="list-style-type: none"> • Marketing literature • Information sent to Students • Course Agenda • Course Material • Contact details of 5 students that have completed the course • CV and/or biography of (they may be one and the same person): <ul style="list-style-type: none"> • Training Director • Person responsible for designing the course • All trainers • Qualifications and accreditation of all Trainers 	
The course is assessed on the following:	
<ul style="list-style-type: none"> • Quality of Training • Methods and Variety of Training • Quality of Materials • Qualification, accreditation and experience of Trainers • Back-up and support during training • Value for money • Marketing methods and materials • Student care during and after the training course • Quality of assessment and qualification • Financial stability of training organisation 	

F1ECI – Foundation Level 1 Coach Training Programme (ECI)	
One off registration fee	€ 50.00
Application fee – including Training Director application	€1,000.00
Application fee – Training Director previously accredited	€ 790.00
Annual fee (applicable from one year after application)	€ 750.00
Requirements:	
<ul style="list-style-type: none"> • 100 -150 hours of training • Provides a good grounding and foundation in the area of Coaching, but is not as extensive as CTECI or F2ECI training • Home studies • Reading • Research • Writing • Training Director is an Accredited Master Coach (ECI) or above • Trainers are Accredited Practitioner Coaches (ECI) or above • Completion of Declaration of Integrity • Payment of one-off registration fee and application fee. 	
Where the following is to be submitted:	
<ul style="list-style-type: none"> • Marketing literature • Information sent to Students • Course Agenda • Course Material • Contact details of 5 students that have completed the course • CV and/or biography of (they may be one and the same person): <ul style="list-style-type: none"> • Training Director • Person responsible for designing the course • All trainers • Qualifications and accreditation of all Trainers 	
The course is assessed on the following:	
<ul style="list-style-type: none"> • Quality of Training • Methods and Variety of Training • Quality of Materials • Qualification, accreditation and experience of Trainers • Back-up and support during training • Value for money • Marketing methods and materials • Student care during and after the training course • Quality of assessment and qualification • Financial stability of training organisation 	

CWECI – Coaching at Work Courses (ECI)	
One off registration fee	€ 50.00
Application fee – including Training Director application	€1,000.00
Application fee – Training Director previously accredited	€ 790.00
Annual fee (applicable from one year after application)	€ 750.00
Requirements:	
<ul style="list-style-type: none"> • 100 hours of training • A minimum of 16 hours of direct contact training • Home studies • Reading • Research • Writing • Mentored Coaching where feedback is given by qualified, accredited, and practicing coaches • Training Director is an Accredited Master Coach (ECI) or above • Mentor Coaches are Accredited Corporate Coaches (ECI) or above • Trainers are Accredited Practitioner Coaches (ECI) or above • Completion of Declaration of Integrity • Payment of one-off registration fee and application fee. 	
Where the following is to be submitted:	
<ul style="list-style-type: none"> • Marketing literature • Information sent to Students • Course Agenda • Course Material • Contact details of 5 students that have completed the course • CV and/or biography of (they may be one and the same person): <ul style="list-style-type: none"> • Training Director • Person responsible for designing the course • All trainers and mentor coaches • Details of mentoring offered • Qualifications and accreditation of all Trainers and Mentor Coaches 	
The course is assessed on the following:	
<ul style="list-style-type: none"> • Quality of Training • Methods and Variety of Training • Quality of Materials • Qualification, accreditation and experience of Trainers • Back-up and support during training • Value for money • Marketing methods and materials • Provision of Mentoring Coaching including Qualification, accreditation and experience of Mentor Coaches • Student care during and after the training course • Quality of assessment and qualification • Financial stability of training organisation 	

SCECI – Short Courses (ECI)	
One off registration fee	€ 50.00
Application fee – including Training Director application *	€ 550.00
Application fee – including Training Director application **	€ 680.00
Application fee – Training Director previously accredited	€ 500.00
Annual fee (applicable from one year after application)	€ 350.00
Requirements:	
<ul style="list-style-type: none"> • A short course can be 1 or more days in length • A short course is of a more instructional nature, as opposed to a practical or participatory nature • Training Director is an Accredited Practitioner Coaches (ECI) or above • Completion of Declaration of Integrity • Payment of one-off registration fee and application fee. 	
Where the following is to be submitted:	
<ul style="list-style-type: none"> • Marketing literature • Information sent to Students • Course Agenda • Course Material • Contact details of 5 students that have completed the course • CV and/or biography of (they may be one and the same person): <ul style="list-style-type: none"> • Training Director • Person responsible for designing the course • All trainers • Qualifications and accreditation of all Trainers 	
The course is assessed on the following:	
<ul style="list-style-type: none"> • Quality of Training • Methods and Variety of Training • Quality of Materials • Qualification, accreditation and experience of Trainers • Back-up and support during training • Value for money • Marketing methods and materials • Quality of assessment and qualification • Financial stability of training organisation 	

* where the Training Director is applying for Accredited Practitioner Coach (ECI) status.

** where the Training Director is applying for Accredited Corporate Coach (ECI), or Accredited Senior Coach (ECI), or Accredited Master Coach (ECI), or Accredited Fellow Coach (ECI) status.

WSECI – Workshops (ECI)	
One off registration fee	€ 50.00
Application fee – including Training Director application *	€ 300.00
Application fee – including Training Director application **	€ 440.00
Application fee – Training Director previously accredited	€ 250.00
Annual fee (applicable from one year after application)	€ 200.00
Requirements:	
<ul style="list-style-type: none"> • A workshop is of shorter duration than a short course, lasting either ½ or 1 day in length • A workshop is of a more practical or participatory nature • Training Director is an Accredited Practitioner Coach (ECI) or above • Completion of Declaration of Integrity • Payment of one-off registration fee and application fee. 	
Where the following is to be submitted:	
<ul style="list-style-type: none"> • Marketing literature • Information sent to Students • Course Agenda • Course Material • Contact details of 5 students that have completed the course • CV and/or biography of (they may be one and the same person): <ul style="list-style-type: none"> • Training Director • Person responsible for designing the course • All trainers • Qualifications and accreditation of all Trainers 	
The course is assessed on the following:	
<ul style="list-style-type: none"> • Quality of Training • Methods and Variety of Training • Quality of Materials • Qualification, accreditation and experience of Trainers • Back-up and support during training • Value for money • Marketing methods and materials • Financial stability of training organisation 	

* where the Training Director is applying for Accredited Practitioner Coach (ECI) status.

** where the Training Director is applying for Accredited Corporate Coach (ECI), or Accredited Senior Coach (ECI), or Accredited Master Coach (ECI), or Accredited Fellow Coach (ECI) status.

Course/Workshop Accreditation Application Requirements

To be eligible for ECI Course/Workshop Accreditation, the Training Director, Trainers, and Mentor Coaches (as required) must be Accredited Coaches with their current ECI accreditation/annual fees paid-up-to-date.

To proceed with your course/workshop accreditation application, please:

1.	Send your application form and payment to Finance Department, The ECI, P.O. Box 407, Ashford, Kent TN24 8HN, UK.
2.	Send 1 copy of your application material to Accreditation Department, 10 Aldsworth Close, Amberley Road, London W9 2RA, UK.
3.	Send 1 copy of your application material to Operations Department, P.O. Box 407, Ashford, Kent TN24 8HN, UK.
4.	Send your Declaration of Integrity to Operations Department, P.O. Box 407, Ashford, Kent TN24 8HN, UK.

To retain your course/workshop accreditation, Course/Workshop annual fees, the Training Director, Trainers, and Mentor Coaches (as required) must be Accredited Coaches with their current ECI accreditation/annual fees paid-up-to-date.

We are looking forward to receiving your accreditation application.

All correspondence and emails relating to the accreditation of your course and/or workshop will be sent to the contact registered on your application form. Therefore it is important that these details are current at all times. In addition it is important that accurate details relating to your organisation are current as these are the details that will be used to promote your course within the ECI's web-site and all internal and external communication. In line with our Data Protection policy, the ECI will not provide your details to any third party without your consent.

The ECI Newsletter is issued monthly. The newsletter includes outline details of all courses and workshops, and our newsletter team will be delighted should you wish to include specific dates or articles. This information is to be submitted to the ECI's Newsletter Editor using editor-newsletters@the-eci.org.

Course/Workshop Accreditation Explanatory Notes

<p>■ Hours of Training The hours of training are specific for each course accreditation level and as such will be found detailed below.</p>
<p>■ Marketing Literature All marketing literature that is used to market your course i.e. brochures, adverts, flyers, emails, and any other material that is pertinent to marketing.</p>
<p>■ Information sent to Students This includes all covering letters, emails, information packs and support material.</p>
<p>■ Course Agenda This should detail the amount of contact time i.e. the actual number of hours of the course where the students have contact with a trainer (excluding meal breaks).</p>
<p>■ Course Material This should include everything that is issued and used by the student both before and during the course and everything that is issued to and used by the trainer (i.e. trainers notes).</p>
<p>■ Contact details of 5 students that have completed the course This should include names, addresses, email addresses and phone numbers. The members of the ECI Accreditation Team will contact graduates of your course to validate the submitted documentation.</p>
<p>■ Contact details of Training Director and Trainers. This should include names, addresses (where these are different to the organisations registered address), email addresses, and phone numbers.</p>
<p>■ CV and/or biography of:</p> <ul style="list-style-type: none"> • Person responsible for filling the role of the Training Director • Person responsible for designing the course • All trainers <p><i>N.B. these may be one and the same person</i></p>
<p>■ Qualifications and Accreditation of Training Director, and all Trainers Please provide confirmation of the biography's and/or training qualifications and/or coaching qualifications of the trainers used to provide the direct contact training, teleclasses, teleconference calls and that these trainers are practicing coaches.</p>
<p>■ Signed copy of the Declaration of Integrity. Your Declaration of Integrity is your verification that the information provided and the documentation submitted as part of your accreditation application is accurate and genuine.</p> <p>Please complete and sign your Declaration of Integrity and submit it with the documentation submitted to the Operations Team.</p>

■ **Financial stability of training organisation**

Please provide the latest set of published accounts, showing the year of publication and the previous year.

CTECI – Full Coach Training Programme Course Accreditation Explanatory Notes

These notes are in addition to the Course/Workshop Accreditation Explanatory Notes above.

■ **Qualification of Training Director, Mentors and Trainers**

- Training Director is an Accredited Master Coach (ECI) or above
- Mentor Coaches are Accredited Corporate Coaches (ECI) or above
- Trainers are Accredited Practitioner Coaches (ECI) or above

■ **200+ hours of training**

The study hours included in this course must be a minimum of 200 hours or more.

These study hours must include the following learning methods:

- Attendance of a coach training programme which is delivered by an Accredited Master Coach (ECI) or above
- Home studying
- Reading
- Research
- Writing
- Direct Contact Training
- Mentor Coaching, where the feedback is given by qualified, accredited and practicing coaches.

Teleclasses and teleconference calls can also be included in this training.

■ **Direct Contact Training**

A minimum of 35 hours of direct contact training must be included.

The direct contact training must be provided by trained, qualified and practicing coaches. The trainers must be Accredited Practitioner Coaches (ECI) or above.

■ **Details of Mentoring**

Please include details of the type of mentoring that is offered to the student, the number and length of mentored coaching sessions and whether the mentoring is included in the price of the training course.

■ **Contact details of Mentors.**

This should include names, addresses (where these are different to the organisations registered address), email addresses, and phone numbers.

■ **CV and/or biography of:**

- All mentor coaches

N.B. these may be one and the same person as those roles above

■ **Qualifications and Accreditation of all Mentor Coaches**

Please provide confirmation of the biography's and/or coaching qualifications of the mentors used to provide mentored coaching to students attending the course. Confirmation is also required that the mentors are themselves practising coaches.

F2ECI – Foundation Level 2 Coach Training Programme Course Accreditation Explanatory Notes

These notes are in addition to the Course/Workshop Accreditation Explanatory Notes above.

■ **Qualification of Training Director, Mentors and Trainers**

- Training Director is an Accredited Master Coach (ECI) or above
- Trainers are Accredited Practitioner Coaches (ECI) or above

■ **150 - 200 hours of training**

The study hours included in this course must be a minimum of 150 - 200 hours or more.

These study hours must include the following learning methods:

- Attendance of a coach training programme which is delivered by an Accredited Master Coach (ECI) or above
- Home studying
- Reading
- Research
- Writing
- Direct Contact Training

Teleclasses and teleconference calls can also be included in this training.

■ **Direct Contact Training**

A minimum of 24 hours of direct contact training must be included.

The direct contact training must be provided by trained, qualified and practicing coaches. The trainers must be Accredited Practitioner Coaches (ECI) or above.

F1ECI – Foundation Level 1 Coach Training Programme Course Accreditation Explanatory Notes

These notes are in addition to the Course/Workshop Accreditation Explanatory Notes above.

■ **Qualification of Training Director, Mentors and Trainers**

- Training Director is an Accredited Master Coach (ECI) or above
- Trainers are Accredited Practitioner Coaches (ECI) or above

■ **100 - 150 hours of training**

The study hours included in this course must be a minimum of 100 - 150 hours or more.

These study hours must include the following learning methods:

- Attendance of a coach training programme which is delivered by an Accredited Master Coach (ECI) or above
- Home studying
- Reading
- Research
- Writing

Teleclasses and teleconference calls can also be included in this training.

CWECI – Coaching at Work Coach Training Programme Course Accreditation Explanatory Notes

These notes are in addition to the Course/Workshop Accreditation Explanatory Notes above.

■ **Qualification of Training Director, Mentors and Trainers**

- Training Director is an Accredited Master Coach (ECI) or above
- Mentor Coaches are Accredited Corporate Coaches (ECI) or above
- Trainers are Accredited Practitioner Coaches (ECI) or above

■ **100+ hours of training**

The study hours included in this course must be a minimum of 100 hours or more.

These study hours must include the following learning methods:

- Attendance of a coach training programme which is delivered by an Accredited Master Coach (ECI) or above
- Home studying
- Reading
- Research
- Writing
- Direct Contact Training
- Mentor Coaching, where the feedback is given by qualified, accredited and practicing coaches.

Teleclasses and teleconference calls can also be included in this training.

■ **Direct Contact Training**

A minimum of 16 hours of direct contact training must be included.

The direct contact training must be provided by trained, qualified and practicing coaches. The trainers must be Accredited Practitioner Coaches (ECI) or above.

■ **Details of Mentoring**

Please include details of the type of mentoring that is offered to the student, the number and length of mentored coaching sessions and whether the mentoring is included in the price of the training course.

■ **Contact details of Mentors.**

This should include names, addresses (where these are different to the organisations registered address), email addresses, and phone numbers.

■ **CV and/or biography of:**

- All mentor coaches

N.B. these may be one and the same person as those roles above

■ **Qualifications and Accreditation of all Mentor Coaches**

Please provide confirmation of the biography's and/or coaching qualifications of the mentors used to provide mentored coaching to students attending the course. Confirmation is also required that the mentors are themselves practising coaches.



SCECI – Short Course Accreditation Explanatory Notes

These notes are in addition to the Course/Workshop Accreditation Explanatory Notes above.

■ **Qualification of Training Director, Mentors and Trainers**

- Training Director is an Accredited Practitioner Coach (ECI) or above
- Trainers are Accredited Practitioner Coaches (ECI) or above

■ **1 or more days in length**

The study hours included in this course must be a 1 full day or longer course in length.

Short Courses are more of an instructional nature, rather than a practical or participatory nature.

WSECI – Workshop Accreditation Explanatory Notes

These notes are in addition to the Course/Workshop Accreditation Explanatory Notes above.

■ **Qualification of Training Director, Mentors and Trainers**

- Training Director is an Accredited Practitioner Coach (ECI) or above
- Trainers are Accredited Practitioner Coaches (ECI) or above

■ **½ or 1 day in length**

The study hours included in this workshop are ½ day or 1 full day in length.

Workshops are more of a practical or participatory nature.

Explanation of the Accreditation Process

1. Complete the course/workshop application form and pay the fees applicable. Please note that these fees are non-refundable.
2. Send your application form, as detailed in step 1 above. On receipt of your application form, the ECI will confirm your application by sending an invoice/receipt to the contact and address detailed on the application form.
3. Where the Training Director's accreditation application is included in the Course and/or Workshop accreditation application, the Training Director's accreditation will be processed in advance of the Course and/or Workshop Accreditation.
4. Where the faculty's (Trainers and Mentor Coaches) accreditation application are still to be processed, the faculty accreditation will be processed in advance of the Course and/or Workshop Accreditation.
5. It is important that all documentation submitted to support your Accreditation application is posted to the addresses detailed in steps 2, 3 and 4 above.
6. Two (2) copies of all materials required for your accreditation must be submitted.
7. The accreditation process is very thorough and all materials are reviewed as detailed above. Therefore it is to your advantage to provide as much information as possible with regards to each point.
8. The Accreditation Team will notify you on receipt of your accreditation materials. This notification will confirm whether all materials have been received or will detail what is outstanding.

The Accreditation Team will notify you on receipt of all your accreditation materials.
9. The normal processing time for a course/workshop accreditation from the acknowledgment of the receipt of all your accreditation materials is 60 to 90 days.
10. On successful completion of your accreditation application you will be notified by a member of the ECI Accreditation Team. Your accreditation certificate and ECI logo will be available for you to download and save. Your organisation will then be able to refer to your course as:
 - CTECI
 - Accredited Full Coach Training Programme (ECI)
 - Represented by the initials 'CTECI'
 - F2ECI
 - Accredited Foundation Level 2 Coach Training Programme (ECI)
 - Represented by the initials 'F2ECI'
 - F1ECI
 - Accredited Foundation Level 1 Coach Training Programme (ECI)
 - Represented by the initials 'F1ECI'

<ul style="list-style-type: none"> • CWECI <ul style="list-style-type: none"> <input type="checkbox"/> Accredited Coaching at Work Training Programme (ECI) <input type="checkbox"/> Represented by the initials 'CWECI' • SCECI <ul style="list-style-type: none"> <input type="checkbox"/> Accredited Short Course (ECI) <input type="checkbox"/> Represented by the initials 'SCECI' • WSECI <ul style="list-style-type: none"> <input type="checkbox"/> Accredited Workshop (ECI) <input type="checkbox"/> Represented by the initials 'WSECI'
<p>11. Your training course will also be listed on the ECI's Accredited Training Courses/Workshops web-page as an Accredited Course/Workshop with full contact details and details of your course/workshop accreditation grading.</p>
<p>12. The ECI will provide each organisation with a dedicated membership link to allow their students to initially become Associate Members of the ECI and on completion of their training, where applicable, Accredited Members of the ECI. The ECI will offer the organisation the opportunity to receive referral fees for each student that joins through their dedicated web-site link.</p>
<p>13. The ECI will provide a dedicated link for students who have received their qualification through an ECI Accredited Course, allowing the students who have completed their training to apply for their accreditation through the simplified coach accreditation process.</p>
<p>14. In line with the Standards and Ethics of the ECI, please ensure that your level of accreditation is always mentioned and you do not refer to your organisation or your course/workshop as simply an ECI Accredited Training Course.</p>
<p>15. It is not the ECI's policy to return any material submitted for your accreditation application.</p>
<p>16. Each training organisation is required to annually confirm the changes applied to their course/workshop.</p> <p>Where these changes apply to the course agenda or the course material or the mentoring offered, it may be required that the course is re-submitted for it's accreditation.</p> <p>Where these changes apply to the faculty – Training Director, Trainers or Mentors – the new faculty members must submit their CV and/or Biography and Accreditation Certificate (ECI).</p>
<p>17. Should your course/workshop not meet the standards required by the ECI for accreditation, you will be informed what you need to do in order to meet the required standards.</p> <p>Dependant upon the information required, as soon as you have made the changes necessary to meet those standards, you may submit two copies of the updated material, or you may need to re-submit two copies the full course/workshop material.</p> <p><i>Please note</i> – although there is an additional charge made for this, you will not be asked to pay the full application fee again. The additional charge will be based upon the areas that are to be re-submitted.</p>



18. It is not the ECI's policy to return any material submitted as part of your accreditation application.

If you have any questions concerning your application, please contact the Intl. Head of Accreditation (accreditation@the-eci.org). If you have any questions relating to the ECI or coaching, please do not hesitate to contact a member of our management team.

Declaration of Integrity

The organisation acknowledges that my signature on this Declaration of Integrity attests that they understand and certify that the following statements are true and correct.

I pledge that the material and evidence of our training course, which we have submitted to gain Accreditation by the European Coaching Institute (the ECI), is honest and genuine.

To be eligible for ECI Course/Workshop Accreditation, the Training Director, Trainers, and Mentor Coaches (as required) must be Accredited Coaches with their current ECI accreditation/annual fees paid-up-to-date.

We have read the ECI's Statement of Standards and Ethics as found on www.europeancoachinginstitute.org/about_eci/standards_and_ethics.php. We undertake to comply with this statement, to honour the obligations it places upon the organisation to act with integrity in all their dealings with the ECI, the coaching community, their coaching students, their coaching clients, and the general public.

If as an organisation running an Accredited Coaching Course/Workshop, we are found not to meet these requirements, we agree that the ECI in its sole discretion may hold the organisation accountable for their conduct and that non-compliance may result in loss of accreditation and a loss of their membership of the ECI.

The process to verify this is defined in the Complaints Process found on www.europeancoachinginstitute.org/about_eci/complaints_procedure.php.

We confirm that there are no adverse legal actions taken or pending against the organisation.

We confirm that the course/workshop accreditation with the ECI, once granted, remains with the organisation for the length of my coaching business. The organisation agrees to annually submit to the ECI their statement in relation to changes to the course, and to submit to the ECI, at given periods, updated copies of the training material to demonstrate their continuing professional experience and development.

We confirm that the Testimonials provided by the students as part of the Accreditation application release the students from their confidentiality agreement with the organisation, whether explicit or implied, but only for the purpose of validating the coach training course/workshop.

We accept that the ECI will maintain full confidentiality when verifying the training course/workshop material, during the accreditation process.

We accept that in line with the Coaching Industry, the ECI may change or modify the requirements for Accreditation at any time. In line with these changes, we accept that the ECI will honour the accreditation awarded and will not impact this with any changes made.

We confirm that the Accreditation Application Fee is non-refundable.

Signature: _____

Name (capitals): _____

Course Name: _____

Organisation: _____

Date: _____