

Name:	Date:
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Check box complete	Description of Course:		Total Hours	Certification Requirement	Total Score*/hours
	Level One - Pursuit of Human Greatness				
	1.	Play-Two-Win Method™ Coaching (12 wks) – Required	24	✓	
	2.	Basic Coaching (6 wks) - Required	12	✓	
	3.	Proficiency Coaching (6 wks) - Required	12	✓	
	4.	Mentor Coaching - Group - LIVE ATTENDANCE REQUIRED	7/5	✓	
	5.	Practicum Observer Required	5	✓	
	6.	Practicum Participant - Required	5	✓	
	7.	Practicum Participant - Required	5	✓	
	8.	Practicum Participant - Required	5	✓	
	9.	Conduct and track coaching sessions - Required 100 HOURS	*	✓	
Submit for CoachVille CVACC Certification					
	10.	Complete the above list for the Starter Program curriculum and confirm all attendance codes and “marked complete” boxes in the syllabus are checked for each class. * Can log a total of 12 self directed audio hours		✓	
	11.	Complete Mentor Coaching - Group – 6 weeks. 7 hours mentor coaching/5 hours core competency training. Must attend all 6 classes live for required 7 mentor coaching hours. (Each class is 1.25 mentor hours/.75 training hours)		✓	
	12.	Confirm all classes have game card average score of at least 50.		✓	
	13.	Confirm completion of 3 Practicum Participants with one scoring at ACC or higher.		✓	
	14.	Complete CoachVille Starter Program Certification Application.		✓	
	15.	Complete and submit a coaching log of a minimum of 100 hours (75 paid) of coaching experience with at least 8 clients.		✓	

ICF Certification: ACSTH Path Application for ICF - ACC – Additional Requirements	
These additional items are for independent certification through the ICF- it is not a CoachVille requirement and is provided for your information only. Go to the www.coachfederation.org website for more information and to apply.	
	<p>1. Complete and log 100 hours (at least 75 must be paid hours) with a minimum of 8 clients for Associate Certified Coach (ACC). You can and should be coaching regularly and documenting these hours while you are attending school rather than waiting until after you graduate, to make it easier to meet this requirement. <i>Paid hours – defined by the ICF - include bartered services</i></p> <p><u>Upcoming: Changes to ACC Requirements Above</u></p> <p>Existing policy: coaches may count client-coaching experience hours logged prior to the start of coach-specific training toward requirements for the ACC.</p> <p>New policy: The ICF will require ACC applicants to complete 100 hours of client-coaching experience following the start of their coach-specific training. At least 25 of these hours must occur within 18 months of the application for the credential. ACC applicants will still be required to have a minimum of eight clients and 75 paid client-coaching experience hours.</p> <p>When do these go into effect?</p> <p>The ICF Global Board has approved a 12-month phase-in period for the new requirements. Beginning October 1, 2015, PCC applicants who meet these requirements will be able to begin applying under the new criteria. Beginning October 1, 2016, all PCC applicants will be required to meet the new criteria.</p>
	<p>2. Submit ICF application online and pay the fee (<i>go to www.coachfederation.org for details</i>). You will be submitting your application through the ICF ACSTH path. The ACSTH path is for coaches who have completed training via an Approved Coaching Specific Training Hour (ACSTH) program or a partial ACTP program (like our Starter or Summer Intensive Program).</p> <p>Your application will require online submission of the below listed documents in digital form:</p> <ol style="list-style-type: none"> 1. Your letter of completion documenting 60 coach specific training hours and 10 mentor coach hours from Coachville. 2. Your client coaching hours log (PDF is preferable). <p>Note: The requirement for “One recorded coaching session between 20 and 60 minutes in MP3 or WMA format. File size must 95 megabytes or less.” has been removed. Effective April 1, 2014 per ICF a recorded coaching session is only required for ACC Portfolio applicants if any part of your training was not from an ICF accredited training program.</p>
	<p>3. Complete the ICF Coach Knowledge Assessment (CKA). ACTP, ACSTH and Portfolio applicants at all three Credentialing levels (ACC, PCC and MCC) are required to pass the assessment in order to earn an ICF Credential. The ICF Coach Knowledge Assessment is a multiple-choice, web-based exam that applicants can take on their home or work computers. The objectively-scored exam includes questions around the ICF definition of coaching, the ICF Core Competencies and the ICF Code of Ethics.</p>

Name: SAMPLE COMPLETED FORM

Date: 04/01/2015

Check box complete	Description of Course:	Total Hours	Certification Requirement	Total Score*/hours
Level One - Pursuit of Human Greatness				
	1. Play-Two-Win Method™ Coaching (12 wks) – Required	24	✓	156 pts
	2. Basic Coaching (6 wks) - Required	12	✓	112 pts
	3. Proficiency Coaching (6 wks) - Required	12	✓	125 pts
	4. Mentor Coaching - Group - LIVE ATTENDANCE REQUIRED	7/5	✓	85 pts
	5. Practicum Observer Required	5	✓	5 hours
	6. Practicum Participant - Required	5	✓	ACC
	7. Practicum Participant - Required	5	✓	ACC
	8. Practicum Participant - Required	5	✓	ACC
	9. Conduct and track coaching sessions - Required 100 HOURS	*	✓	112 hours
Submit for CoachVille CVACC Certification				
	10. Complete the above list for the Starter Program curriculum and confirm all attendance codes and “marked complete” boxes in the syllabus are checked for each class. * Can log a total of 12 self directed audio hours		✓	
	11. Complete Mentor Coaching - Group – 6 weeks. 7 hours mentor coaching/5 hours core competency training. Must attend all 6 classes live for required 7 mentor coaching hours. (Each class is 1.25 mentor hours/.75 training hours)		✓	
	12. Confirm all classes have game card average score of at least 50.		✓	
	13. Confirm completion of 3 Practicum Participants with one scoring at ACC or higher.		✓	
	14. Complete CoachVille Starter Program Certification Application.		✓	
	15. Complete and submit a coaching log of a minimum of 100 hours (75 paid) of coaching experience with at least 8 clients.		✓	