

# **ICF Certification: MUIH's Synchronous Learning Overview and FAQs**

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## **Overview**

Through a program review of our coaching courses in Fall 2017 and in conversation with the International Coach Federation (ICF), we became aware of a gap at that time between ICF requirements and MUIH's health and wellness coaching program. This gap affected online and some hybrid students and alumni who would like to apply for ICF credentialing.

In the turnover between program directors in our health and wellness coaching programs, there was an unintentional misunderstanding of the ICF requirements specifically regarding synchronistic (real-time, instructor-supervised) learning. Because of this, we have designed an approach that will make up for the gap and allow you to be eligible for any level of ICF credentialing you are working toward.

## **Details About Synchronistic Learning Requirements**

While our course content has always met all ICF requirements, ICF requires 80% of that learning to be synchronistic. For those of you who participated in courses online at MUIH, there may be a gap in this 80% requirement. While this is a concern, we have created a free, comprehensive, and targeted approach to support you in making up this missing piece and achieving your goals. Even if you hadn't planned to apply to become ICF credentialed before, this might be an opportunity for you to reconsider.

## **About the Content and Experience**

This approach was designed to be simple, seamless, relevant, and interactive. We added mentor coaching hours as well as some content to help you prepare for ICF's Coach Knowledge Assessment. None of the options require additional preparation or homework, outside of attending on campus courses, which were first made available in the Spring 2017 trimester and continue through the Summer 2019 trimester or by attending live webinars, which began in Summer 2017 and run through summer 2019. This approach is actually a great way to refresh your learning and skills.

## **Who Does this Apply to?**

If you have received, applied for, or plan to apply for ICF credentialing at the ACC level\*, we have worked with ICF to design the approach below to insure the integrity of your credential. All Health and Wellness Coaching program (PBC or MA) students or graduates in the following groups may be impacted and are eligible.

- Current online students who enrolled prior to January 2017
- Current hybrid students who enrolled prior to January 2017
- Graduates of online or hybrid programs who enrolled prior to January 2017

\*Plans are in place for PCC and MCC. See additional information in FAQs.

## MUIH's Synchronous Learning Plans for ICF Credentialing

If you have taken <b>COA 610 and COA 620 Online Only</b>	If you have taken <b>COA 610 On Campus</b> and <b>COA 620 Online</b>	<b>*If you received IIN Advanced Standing</b> and did not take COA 610 Online or On Campus AND	If you have taken <b>COA 620 On Campus</b> and <b>COA 610 Online</b>
<p><b>Plan 1</b></p> <ul style="list-style-type: none"> <li>Required: Take either COA 610 or COA 620 on campus (audit).</li> </ul> <p><i>AND</i></p> <ul style="list-style-type: none"> <li>Optional: 3 individual mentor coach sessions</li> </ul> <p><b>Plan 2</b></p> <ul style="list-style-type: none"> <li>Required: Webinars: 12 consecutive weeks x 2.5 hours</li> </ul> <p><i>AND</i></p> <ul style="list-style-type: none"> <li>Required: 3 individual mentor coach sessions</li> </ul>	<p><b>Plan 3</b></p> <ul style="list-style-type: none"> <li>Required: Webinars: 2 consecutive weeks X 2.5 hour</li> </ul> <p><i>AND</i></p> <ul style="list-style-type: none"> <li>Required: 3 individual mentor coach sessions</li> </ul>	<p><b>Took COA 620 On Campus</b></p> <p><b>Plan 4</b></p> <ul style="list-style-type: none"> <li>Required: 3 consecutive weeks X 2.5 hours each</li> </ul> <p><i>AND</i></p> <ul style="list-style-type: none"> <li>Required: 3 individual mentor coach sessions</li> </ul> <p><b>Took COA 620 Online</b></p> <p><b>Plan 5</b></p> <ul style="list-style-type: none"> <li>Required: 17 consecutive weeks X 2.5 hours each</li> </ul> <p><i>AND</i></p> <ul style="list-style-type: none"> <li>Required: 3 individual mentor coach sessions</li> </ul> <p style="text-align: center;"><i>OR</i></p> <p><b>Plan 6</b></p> <ul style="list-style-type: none"> <li>Required: Take either COA 610 or COA 620 on campus (audit).</li> </ul> <p><i>AND</i></p> <ul style="list-style-type: none"> <li>Required: Webinars: 2 consecutive weeks x 2.5 hours</li> </ul> <p><i>AND</i></p> <ul style="list-style-type: none"> <li>Required: 3 individual mentor coach sessions</li> </ul>	<p>No additional requirements or hours needed</p>

### About the Mentor Coaching Sessions

Three one-on-one mentor-coaching sessions are required for webinar participants and optional for those selecting Plan 1. All mentor-coaching sessions must be completed by the end of the summer trimester. You will be assigned your mentor coach at the start of the trimester, and all mentor-coaching must be facilitated by an MUIH mentor coach. There is no cost for these mentor-coaching sessions.

**Schedule:** For specific course and webinar schedules, visit:

<https://www.muih.edu/campus-community/alumni/alumni-information/icf-credential>

## Frequently Asked Questions

### **1. If I am a current student, must I participate in either option while still in school?**

You may participate while still in school, however this is not required. You will have between January 2017-August 2019 to participate and complete.

Please note: You must have completed all core coaching courses which make up the Post-Baccalaureate Certificate (PBC) to participate.

### **2. When will this program first be offered?**

The on-campus coaching courses can be taken starting in the Spring 2017 trimester through the Summer 2019 trimester. The webinars will begin in the Summer 2017 trimester and will run through the Summer 2019 trimester.

### **3. If I can't participate when this is first offered, will I be able to participate in the future?**

We will continue to offer this through the Summer trimester 2019 for all remaining students and alumni. Our goal is to allow current students time to complete their academic program and then complete one of the ACC ICF Eligibility Options.

### **4. Where can I find information about future offerings?**

Future schedules and registration information will be available at <http://www.muih.edu/campus-community/alumni/alumni-information/icf-credential>.

### **5. Once I complete one of these options, will I have met all the requirements for the ACC ICF credential?**

If you follow one of the prescribed approaches, you will have met the requirements for Coach Specific Training Hours and Mentor Coaching Hours for ACC. All requirements for ACC ICF credential can be found on the [ICF website](#).

### **6. If I want to pursue the PCC and/or MCC ICF credential, what do I have to do?**

ICF requires 125 coach-specific training hours for PCC and 200 coach-specific training hours for MCC. If you have taken all of your courses on campus then you meet the coach training hours for both PCC and MCC.

If you have taken most of courses on campus you may be eligible for the PCC, but should work with the Program Director or the Program Administrator to determine your eligibility. Please refer to the [ICF website](#) for further details about credentialing.

For online students and hybrid students who have not taken COA 610 and COA 620 on campus, MUIH will provide live webinars to satisfy the 200-hour requirement for those students requesting these additional hours through Summer 2019.

### **7. What happens if I need to miss one or two sessions of the webinars?**

You will have to make up these sessions to meet all ICF training requirements. Please note that summer 2019 is the last offering for this program. You must attend all the requirements of your plan by the end of the term, or the end of the time period for the live webinars, in order to receive your letter of completion for ICF.

**8. What if I do not need to complete any additional requirements, can I attend the live webinars?**

You may attend if there is space available. This will be determined at the close of registration.

**9. What will I receive to prove that I have completed all requirements?**

You will receive a letter of completion to submit to ICF.

**10. How will I register for the campus courses and indicate it is to meet these requirements?**

Please follow the registration instructions found on the MUIH website: <https://www.muih.edu/campus-community/alumni/alumni-information/icf-credential>

**11. How will I register for the webinars to meet these requirements?**

Please follow the registration instructions found on the MUIH website: <https://www.muih.edu/campus-community/alumni/alumni-information/icf-credential>

**12. Are mentor coaching sessions required?**

Mentor coaching sessions are required for live webinar participants and those selecting Plan 6 as outlined above. Mentor coaching sessions are optional for participants auditing either COA 610 or COA 620 as shown in Plan 1.

- All mentor-coaching sessions must be completed by the end of the trimester in which you are registered
- All mentor coaching must be facilitated by an MUIH mentor coach
- You will be assigned your mentor coach at the start of the trimester
- There is no cost for these mentor coaching sessions

**13. How can I learn more?**

Please contact the Health and Wellness Coaching Experiential Learning Manager, Sherry Leikin, at [sleikin@muih.edu](mailto:sleikin@muih.edu).