

WI PROFESSIONAL COACHING PROGRAM

THIS PROGRAM IS FOR YOU IF:

You are seeking an experiential and transformative journey of self discovery and growth.

You are seeking to become a Professional Certified Coach through the PCC credentialing path with the ICF.

You are an Executive, an entrepreneur or a senior manager who is looking to expand your business repertoire by integrating coaching competencies and principles.

WI COACHING PROGRAM GIVES YOU:

- 1.147 Coach Training Hours (Synchronous & Asynchronous hrs)
- 2.4 modules (3 days each plus one graduation day)
- 3.6 online group supervision cycles with a certified coach mentor
- 4.3 one on one mentoring session with a PCC coach
5. Written & oral exam through LCE
6. Direct inclusion in LCE coaching community of over 300 coaches.
7. 15% discount on any other program you take with LCE
8. 10% discount to any of your referrals for our programs

YOUR PCC CREDENTIALING PATH



WI PROFESSIONAL COACHING PROGRAM OUTLINE

MODULE ONE - FUNDAMENTALS

9 - 11 SEPTEMBER

1. Coaching Distinction
2. Design Alliance
3. Levels of Listening
4. 5 Principles of Coaching
5. Coaching Process Structure
6. 4 Coach Navigating Principles
7. Presence & Articulation

3 DAYS

MODULE THREE - CONNECTION

11 - 13 NOVEMBER

1. Exploring Systems
2. Experiential Coaching
3. Empathy & Trust
4. Relationships of Encounter & Misencounter
5. System Dynamics
6. The Power of Acknowledgements

3 DAYS

MODULE TWO - EXPLORATION

14 - 16 OCTOBER

1. Building a Self Reflective Capacity
2. Identifying Values
3. Neutralizing the Self Critic
4. Identifying the Power of Choice
5. Creating Fulfillment
6. Building Perspective
7. Forwarding Action

3 DAYS

MODULE FOUR - INTEGRATION

2 - 4 DECEMBER

1. Coaching For life Transitions
2. Creative Individuation
3. Creating Coaching Niche
4. Personal Branding

3 DAYS

6 GROUP SUPERVISION CYCLES

22 OCT., 26 NOV., 10 DEC., 2022 & 14 JAN,
4 FEB AND 4 MARCH, 2023 (ONLINE)

MODULE FIVE-GRADUATION

11 MARCH, 2023

1 DAY



WI COACHING PROGRAM IS AN ICF ACCREDITED LEVEL 2 PROGRAM (FORMERLY ACTP).

[SIGN UP HERE](#)

WI PROFESSIONAL COACHING PROGRAM

LANGUAGES

ARABIC AND ENGLISH

LOCATION

- *DUSIT THANI, NEW CAIRO*
- *ONLINE VIA ZOOM.US*

PRE-REQUISITES:

- *PASSING AN INTERVIEW*

CONTACT US:

info@lcecompany.net
+20 100 987 0000

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PROGRAM (FORMERLY ACTP).

[SIGN UP HERE](#)

Wisdom Integrated (WI) Professional Coaching Program:

Payment plans:

Full cash payment

- 5k Non-refundable registration fees to book your place after interview acceptance.
- Remaining amount at least 3 weeks before the program start date.

| Program | Program price | Early bird discount till 23 rd July |
|-----------|---------------|--|
| In-person | 80,000 LE | 75,500 LE |
| Online | 73,000 LE | 68,500 LE |

Payment methods:

Method 1: Bank deposit or online transaction to one of the following accounts:

Crédit Agricole:

- ❖ Company Name: Life Coaching Egypt.
- ❖ Bank: CREDIT AGRICOLE EGYPT- MARGHANY BRANCH (you can deposit any branch).
- ❖ Account No. 00081100043290
- ❖ Swift code: Agri EGCX.

OR

QNB Bank:

- ❖ Company Name: Life Coaching Egypt.
- ❖ Bank: QNB Redcon Branch (you can deposit any branch).
- ❖ Account No. 195/20317757953/30.

Method 2: Online payment link upon request.

Payment/Fees Policy

All registrations are secured on a first-come, first-served basis. Your registration in a course is dependent upon receipt of full payment. We accept payment by **Bank transfer** . All payment will be in **EGP**

Refund Policy

Cancellation of a course must be made a minimum of **30** business days prior to the course to be eligible for a full refund. Cancellations made less than **7** days before the course are not eligible for a refund. Written notice of cancellation shall be effective on the date the withdrawal is received by **LCE** Re funds will be made within **30** days following receipt of cancellation or withdrawal requests

Registration Modifications

Modifications to registration, including substitutions of participants or transfer of course dates, must be completed at least seven days before the program date. Participants may contact **LCE** to modify their registration at info@lcecompany.net Course changes will be allowed as long as there are spots available.

General Disability Policy

LCE supports individuals with disabilities and is committed to providing disabled individuals access reasonable accommodations. In addition, LCE prohibits discrimination on the basis of disability and ensures equal opportunity for all qualified individuals with disabilities. LCE is committed to providing reasonable accommodations in compliance with all local, state/territory, and federal laws. Individuals with questions about this policy, or who wish to request accommodation should contact **CRM at 00201009870000**.

Able to accommodate learning disability:

Our goal is to create a learning environment which meets the needs of each individual student. We are able to accommodate a variety of learning disabilities to make our program more accessible. Please contact **CRM at 00201009870000** before enrolling to determine if your needs can be met.

Unable to accommodate learning disability:

LCE is not able to accommodate learning or physical disabilities at this time. Individuals with questions about this policy should contact **CRM at 00201009870000**

DEIJ Statement

The ICF Global Board of Directors approved the ICF Statement of Diversity, Inclusion, Belonging and Justice in July 2020. Staff and volunteer leaders from ICF's six family organizations subsequently cosigned the statement. This statement of principles reflects a position we invite every ICF Member, Credential-holder and accredited provider to subscribe to.

ICF Members and Credential-holders live and work in more than 140 countries and territories. ICF is a vibrant global community committed to the shared vision of making coaching an integral part of a thriving society. Our mission is to lead the global advancement of coaching. To do this, we must reflect on our blind spots and be aware of opportunities for improvement. We cannot ignore the challenges that many coaches and coaching clients face due to systemic problems in their communities.

As members of the ICF community, we ascribe to the core values of integrity, excellence, collaboration and respect. The foundation of these values is a shared commitment to diversity, inclusion, belonging and justice.

We will place diversity, inclusion, belonging and justice at the forefront of every decision we make within our Association. As we continue the journey toward our vision, we will recommit ourselves to valuing the unique talents, insights and experiences that every coach and client brings to the world.

Non-Discrimination Policy

It is the policy of LCE that:

- Recruitment and hiring of all personnel is conducted without discrimination against any individual with regard to race, age, religion, color, creed, national origin, gender, sexual orientation, gender identity, marital status, disability, or veteran status.
- All staff and personnel will not discriminate against any employee or participant because of race, age, religion, color, creed, national origin, gender, sexual orientation, gender identity, marital status, disability, or veteran status.
- All individuals are welcome to participate regardless of race, age, religion, color, creed, national origin, gender, sexual orientation, gender identity, marital status, disability, or veteran status.
- All employees, students, and other participants should be able to enjoy an environment free of discrimination and harassment. This includes, but is not limited to, discrimination or harassment in the areas of race, age, religion, color, creed, national origin, gender, sexual orientation, gender identity, marital status, disability, or veteran status. Our organization does not and will not tolerate conduct by any employee, student, volunteer, contractor, visitor, or vendor which unreasonably interferes with an individual's ability to learn in a welcoming environment.

Participants who wish to report discrimination are encouraged to follow the grievance policy outlined **on this document**, LCE will promptly investigate all claims and reports of inappropriate conduct.

Grievance Policy

LCE seeks to ensure equitable treatment of every person and to attempt to solve any grievances in a timely and fair manner. Participants have the right to file a grievance regarding presentation or content, facility concerns, or instructor/faculty behavior. All grievances will be addressed to the best of our ability to prevent further problems. A process for filing grievances can be found below:

- A participant should first attempt to resolve the issue directly with the educator/trainer, staff, or participant with whom they have an issue. If participants are not comfortable approaching the individual, they can proceed to step 2.
- If participants are not comfortable approaching the individual with whom they have a grievance, or are unable to resolve the issue directly, participants should submit a written grievance to the program manager within two days. The program manager will review the issue and talk to the student within a **week** of receiving the complaint. The program manager will work with all parties involved to resolve the issue.
- If a participant does not feel the issue is resolved, a written request for an appeal should be sent to **info@lcecompany.net** for review. This appeal should include the original complaint and reason(s) the participant is unsatisfied with the resolution attempt(s). Appeals are reviewed and a written response will be provided to the participant within a **week**. All appeal decisions are final.

Participation Policy

Success in our program requires full commitment by all participants. By enrolling in this course, participants agree to being fully present during all sessions and participate to the best of their ability. This includes arriving on time, abiding by the code of conduct, and engaging in course activities.

Attendance

In order to provide you with the minimum required training hours for certification, it is important that you are present at all course meeting.

If you have an emergency or become ill and are not able to attend a coaching session, please contact your instructor and **Program planner** immediately. You will be expected to complete the session materials, review the session recording, and complete a coaching session outside the live session to make up for the missed session.

If you need to miss more than **4** hours of the course, you will have the option to work with the instructor to cover the missed material at your own expense or register for another course. If you miss more than **an hour** of mentor coaching, you will need to arrange and pay for individual mentor coaching sessions to complete the required 10 hours of mentor coaching to satisfy the International Coaching federation requirements.

Petitions to this policy are considered on a case-by-case basis and must be submitted in writing to the instructor and **LCE**

Course Engagement

Our courses are designed to be interactive and engaging for our participants. It is therefore an expectation that you participate in course activities, including dialogue with the course instructor and peers, mock coaching activities, and experiential learning exercises. If you are unable to participate in an activity, please inform your instructor as soon as possible. Please refer to the code of conduct for additional details.

Code of Conduct

Participants are expected to conduct themselves in a professional manner during all sessions. This includes, but is not limited to:

- Arriving on time to all sessions.
- Attending all live sessions and mentor coaching sessions.
- Having your camera on for virtual live sessions.
- Participating fully in all sessions and mentor coaching sessions. This includes being prepared for the session, involving yourself in discussions and activities, assuming responsibility for your learning, and contributing to the learning of others.
- Engaging in discussions with integrity and honesty.
- Being respectful of your fellow participants and instructors, including silencing your cell phone, not texting, and other disruptive behaviors.
- Embracing diversity and inclusion while respecting the dignity and humanity of others.

Partial Completion Policy

Will offer credit for partial completion of a course

LCE will offer credit for partial completion of a course. The number of hours awarded will depend on the number of hours of curriculum received. If you are interested in receiving partial credit for a course in which you are currently or were previously enrolled, please contact **Planner** at planner@lcecompany.net no more than **30** days after the course has ended. Please include details about the course in which you were enrolled, the number of credit hours you are seeking, and any additional relevant information. If approved, you will receive a certificate of credit from **LCE** indicating the number of training hours completed.

Will not offer credit for partial completion of a course

At this time, we are not able to offer credit for partial completion of a course. You must complete the entire course to receive credit. Individuals with questions about this policy are encouraged to contact **Planner** at planner@lcecompany.net

Transfer of Credit Policy

Will not accept partial credit from other organizations or programs

At this time, we are not able to accept partial course credit from other organizations or programs. Even if you have completed a Level 1 program, you must enroll for the entirety of a Level 2 program. Individuals with questions about this process should contact CRM at info@lcecompany.net

Illness Policy

In order to provide you with the minimum required training hours for certification, it is important that you are present at all course meetings. If you have an emergency or become ill and are not able to attend a coaching session, please contact your instructor and **planner** immediately. You will be expected to complete the session materials, review the session recording, and complete a coaching session outside the live session to make up for the missed session.

If you need to miss more than **4** hours of the course, you will have the option to work with the instructor to cover the missed material at your own expense or register for another course. If you miss more than **an** hour of mentor coaching, you will need to arrange and pay for individual mentor coaching sessions to complete the required 10 hours of mentor coaching to satisfy the International Coaching Federation requirements.

Petitions to this policy are considered on a case-by-case basis and must be submitted in writing to the instructor and **LCE**

Statement on Ethics, Integrity, Transparency

As an ICF Accredited provider, our organization adheres to and emphasizes the International Coaching Federation Code of Ethics. The ICF Code of ethics describes the ICF core values, ethical principles, and standards of behavior for all ICF professionals. Meeting these ethical standards of behavior is the first of the ICF core coaching competencies. You can read more about the [ICF Code of Ethics here](#).

Additionally, **LCE** commits to acting with integrity and transparency. We hold ourselves and our participants to the highest level of integrity and strive to be as transparent as possible by explicitly stating measures being taken to provide programs in an ethical manner. We do not believe in using manipulative or dishonest sales tactics and strive to provide a safe and ethical sales process. Further, we work to provide fair and equitable pricing for all programs to ensure access and quality of coaching education.

