



## APPLICATION

CERTIFIED PROFESSIONAL COACH TRAINING COURSE (CORE)

Name: \_\_\_\_\_  
First Name Last Name

Mailing Address: \_\_\_\_\_  
City/State/Zip code

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Emergency Contact Information: \_\_\_\_\_

*We would like to know more about you.*

*Although not required for admission, we would appreciate any additional information you choose to share:*

Relationship Status:

Married  Separated  Divorced  Single  Partnered  Widowed

Name of Spouse/Significant Other: \_\_\_\_\_

Children – Names & Ages: \_\_\_\_\_

\_\_\_\_\_

Educational Background - Colleges, degrees, non-degree training, etc. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Current or Most Recent Employer: \_\_\_\_\_

Job Title: \_\_\_\_\_ Length of Time with Current Employer: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# ICF - CERTIFIED PROFESSIONAL COACH TRAINING PROGRAM (CORE) ENROLLMENT AGREEMENT

*Please carefully read the information below and initial each statement*

I understand and agree that New Vibe Training requires a \$500 deposit with my **admission** documents (or pay full amount \$3,900.00) in order to reserve my space in the ICF Certified Professional Coach Training Course. The deposit is credited toward my full tuition.

I understand and agree that if I choose to utilize New Vibe Training's tuition payment installment program, my balance must be paid in full prior to receiving my ICF Certified Professional Coach Certificate.

I understand and agree that I must complete all required course work prior to receiving my certification. In addition, NVT has no responsibility of opinions and statements from other students and is free from any liability.

I understand that should circumstances arise and I am unable to complete all the requirements for Certification within 30 days after Module 5 weekend, Integration and Graduation, there is a continuance fee of \$250.00. Each month beyond 30 days, a maintenance fee is charged of \$25.00 per month. To avoid these fees, complete all required coursework and satisfy your account as paid in full prior to Module 5.

I understand and agree that I will satisfy my entire debt as outlined above or New Vibe Training will take a necessary course of action to collect the balance by sending my delinquent account to a collection agency. My unpaid debt will be sent to collections 4 months from the Graduation date of the course enrolled unless a written agreement stating otherwise is in place between student and New Vibe Training.

I understand and agree to sign and complete the enrollment application prior to beginning the ICF Certified Professional Coach Training course.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# (ICF) CERTIFIED PROFESSIONAL COACH TRAINING (CORE)

## TUITION & FEES

It is the policy of New Vibe Training to maintain an academic and work environment free of discrimination. All students shall have equal access to admission, facilities, and programs, regardless of race, color, religious creed, national origin, age, ancestry, disability or handicap, sex, sexual orientation, or veteran status.

### **ICF - Certified Professional Coach Training (CORE):**

- **Tuition:** \$3,900.00 - five modules, comprehensive ICF Certified Professional Coach Training
- This includes the following:
  - Exemplary Professional Instruction
  - Innovative and Relevant Curriculum
  - Books (2) from various authors, 5 Training Models, 5 Assessments
  - Personal Mentor Coach for One Intake and Four Sessions
  - Multiple Applied Coaching Experiences
  - A Supportive Community of Like-Minded Individuals
  - 60 ICF accredited Coach Training Hours (Certification)
  - On-going support before, during, and after the Accreditation Program
- Deposit: \$500.00 (due with Application and Enrollment Agreement)

For your convenience, we accept the following: Checks, Money Orders, Visa, MasterCard, American Express and Discover.

60 ICF Professional Coach Training (CORE)

\$3,900.00

**Interest Free Payment Options:** New Vibe Training also offers an interest free payment plans. A down payment of \$500.00 and an authorization for an automatic recurring charge to your credit card is required for this option.

## PAYMENT AUTHORIZATION FORM

To pay using a Credit Card, complete the following Credit Card Authorization Form and return it to our office or you can also pay by credit card over the telephone by calling New Vibe Training directly, at (503) 372-6101.

**There is a monthly \$25.00 Processing Fee for monthly payment options.**

- I will submit Payment in Full by Check or Money Order
- I hereby authorize Payment in Full by Credit Card
- I request to be set up on a payment plan. *Must be Paid in Full prior to graduation.*
  - I hereby authorize a \$500 down payment to be processed immediately and \_\_\_\_\_ monthly installment payments in the amount of \$\_\_\_\_\_ to be made on the \_\_\_\_\_ day of the month, beginning on \_\_\_\_\_, (date).

- VISA** CARD # \_\_\_\_\_
- MASTER CARD** EXPIRATION DATE: \_\_\_\_\_
- AMERICAN EXPRESS** CVV: \_\_\_\_\_ N/A
- DISCOVER** PRINT NAME: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_  
DATE: \_\_\_\_\_

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**Payment:**

Tuition is paid by the starting date of the course. Pay via check, money order, Visa, Master Card, American Express, Discover or PayPal. You may pay online or by calling New Vibe Training directly to register by telephone. There are no payment plans for this individual course; payment plans are only available when enrolled in the full certification course.

**Certified Professional Coach Training (CORE)****Tuition and Fees:**

Tuition for the Certified Professional Coach Training course (CORE) is \$3,900.00 - see Cancellation and Refund Policy.

**Payment:**

If tuition is paid in full by the starting date of the course, a discount is available. Pay via check, money order, Visa, Master Card, American Express, Discover or PayPal. You may pay online or by calling New Vibe Training directly to register by telephone. There are payment plans available when enrolled in the full certification course (CORE).

Certificates for completion of courses will not be issued until all accounts are paid in full.

**Cancellation and Refund Policy:**

A student may cancel enrollment by giving written notice to the school. If notice occurs:

- a) Within 3 business days of the date of enrollment and prior to the start of classes, all monies paid shall be refunded; or
- b) After 3 business days of the date of enrollment and prior to the start of classes, the school will retain the Registration Fee, and will fully refund the student for any tuition paid less the cost of any books/materials retained by student at the time of cancellation; the student may return all books and materials in pristine condition to avoid this charge.

If the student or the school terminates training after classes have started, unless the school has discontinued the instruction program, the student is financially obligated to the school according to the following:

- If a student withdraws prior to completion of 50 percent of the contracted instructional program, the student shall be entitled to a pro-rata refund on the tuition charged and paid for such instructional program.
- If a student withdraws upon completion of 50 percent or more of the contracted instructional program, the student shall be obligated for the tuition charged for the entire instructional program and shall not be entitled to any refund.
- Pro rata means a refund of tuition paid for that portion of the program offered by the school as of the date of student's withdrawal. The date for determining that portion shall be the published course schedule and the last date of attendance by the student.

Please sign and return this Application & Enrollment Agreement, along with your other enrollment documents. (Keep a copy for your files) Upon acceptance, you will receive a copy of the final agreement with both signatures, information regarding course location and logistics, and reading materials to review in preparation for the first meeting of the course.

The effective date of this agreement is the date it is signed by the student. If you have any questions regarding the above, please feel free to call New Vibe Training at 503.372.6101. Thank you.

Any inquiry a student may have regarding this contract may be made in writing to New Vibe Training, 11650 SW 67<sup>th</sup> Avenue, Suite 230, Portland, Oregon 97223. My signature below indicates:

- ✓ I have received a copy of this enrollment agreement, I have read it, and I accept the terms therein. I have also received a copy of the Course Outline, Course Schedule, and School Policies, and accept the terms therein.
- ✓ I understand my enrollment may be terminated from the program for failing to respect the rights, privileges, and property of others or for interfering with the school operation, or endangering the health and/or welfare of others.
- ✓ I agree to read materials provided in preparation for the first meeting of the course.

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*Signature of Student*

*Date*

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*Signature of School Official*

*Date*

**Additional ICF Coach Training Course**

- Entrepreneurial Training (Bringing Your Business into Focus) • 25 (CTH)
- Emotional Intelligence/Appreciative Inquiry • 20 (CTH)
- Executive Leadership Coaching • 20 (CTH)