



The Art & Science of Coaching

Completion Requirements for the Erickson Solution-Focused Coach Qualification (ESFCQ)

The Erickson Solution-Focused Coach Qualification (ESFCQ) is comprised of Modules I & II of the Art & Science of Coaching Program and the Mentor Bundle. The ESFCQ is designed to prepare you for your ACC ACSTH Path application to the International Coach Federation (ICF).

ESFCQ Completion Requirements Overview

1. Attendance & Participation
2. Erickson Coaching Knowledge Assessments
3. Triad Practice Sessions
4. Reflective Journals (*for Online Learners only*)
5. Mentor Bundle

Mentor Bundle Overview

- I. Preparation
- II. Group Mentoring Sessions
- III. One-on-One Mentor Coaching Sessions

Detailed explanation of each completion requirement:

1. Attendance & Participation	<p>All Learners are required to complete 100% of the Program by attending all on-site lessons and/or online sessions outlined in the Program Schedule. To achieve full participation Learners are required to complete all lessons and assignments provided.¹</p> <p>If a Learner is absent from class, the Teaching Assistant (TA) and/or Facilitator will provide instructions on how to make up the missed content. Failure to complete the make-up requirements will result in the Learner being withheld from attending the next Module.</p> <p>The maximum amount of hours that a Learner may be absent and make-up is equal to 30% of the Module's total instructional hours. Additional make-up hours above and beyond 30% are not available regardless of the reason for absences or time missed. If absences exceed the 30% maximum, the Learner is required to retake that Module in its entirety.*</p> <p><i>*Full tuition rates apply for Module(s) repeated under these circumstances.</i></p>
2. Erickson Coaching Knowledge Assessments	<p>Successful completion of a total of two (2) Erickson Coaching Knowledge Assessments with a minimum passing score of 70%.</p> <p>The Knowledge Assessments are delivered online via the Erickson Online Academy and are comprised of both multiple-choice and true-or-false</p>

¹ See the *Attendance & Participation Policy* section of the Learner Enrollment Contract for full details.

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	questions. Login instructions for the Erickson Online Academy are delivered via email prior to the commencement of Module I.
3. Triad Practice Sessions	<p>Complete and log two (2) Triad Practice sessions. Full instructions are available in the "TRIADS SECTION - TRIADS INSTRUCTIONS LOGGING AREA" of the Erickson Online Academy.</p> <p>The Facilitator will support the setting up Triad Practice groups during Module I, however, organization, completion and logging of Triads are the sole responsibility each Learner.</p>
4. Reflective Journals For Online Learners Only	Learners who have selected Online delivery of Module I and/or Module II are required to complete two (2) Reflective Journal per Online Module. If both Modules are delivered Online a total of four (4) Reflective Journals are required. Instructions on how to complete and upload the Reflective Journals is included as part of the Curricula Lessons in the Academy.
5. Mentor Bundle	Complete a total of ten (10) mentor coaching hours. Three (3) of these ten hours will be one-on-one sessions assessed by an Approved Erickson Mentor Coach. The remaining seven (7) hours will be provided by seven (7) one-hour Group Mentoring sessions.

Mentor Bundle Overview

I. Preparation	Preparation such as directed reading and/or watching of videos is required prior to the Group Mentoring sessions. All preparation material are available in the Erickson Online Academy.
II. Group Mentoring Sessions	<p>Group Mentoring is comprised of seven (7) one-hour sessions. 100% attendance is required. If a Learner is absent for any portion of a Group Mentoring session, the Learner will be required to retake that Group Mentoring session in its entirety. Administration fees apply.</p> <p>The seven (7) Group Mentoring sessions will be scheduled to begin after the end of Module II². The Group Mentoring sessions are offered on a once per week or twice per week schedule.</p>
III. One-on-One Mentor Coaching Sessions	<p>Complete a total of three (3) one-on-one Mentor Coaching sessions with an Erickson Approved Mentor Coach. The Mentor will complete a <u>Mentor Coaching Feedback Form</u> following the session. The completed feedback form will be provided to the Learner via the Erickson Online Academy.</p> <p>Learners are required to receive Mentor Coaching from a minimum of two (2) different Erickson Approved Mentor Coaches.</p> <p>Clients for Mentor Coaching You may conduct one (1) Mentor Coaching Session with Erickson colleagues, classmates and/or Alumni. The two (2) remaining sessions must be conducted with someone who is not affiliated or familiar with coach training. You can complete a maximum of two (2) Mentor Coaching Sessions with the same person.</p>

² Enrollment numbers and Statutory Holidays may affect standard scheduling. Please confirm all session dates with your Enrollment Advisor.

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Program Completion Deadlines

Learners have an additional three (3) months from the **end date** of the Group Mentoring session to complete all Erickson Solution-Focused Coach Qualification (ESFCQ) program requirements.