

## Brain Savvy Coaching Certification Agreement

**Directions:** 1) Please review the following agreement, 2) Initial the ground rules, 3) Sign at the bottom, 4) Scan and email the signed agreement to [anna@brainsavvytraining.com](mailto:anna@brainsavvytraining.com)

\_\_\_\_\_ 1. ***Coach-Training is not counseling.*** Nor is it therapy, mental healthcare, or treatment for substance abuse or any addictive behavior. The coach is not a licensed mental health professional, and coaching is not intended as a replacement for counseling, psychiatric interventions, or other professional services.

\_\_\_\_\_ 2. ***Coach-Training material is the property of Anna O'Coaching.*** In respect to intellectual property, trademarks, and confidentiality all products, processes, concepts, and graphics may not be reproduced without written permission of Anna O'Connor, CPLC, CCLC.

\_\_\_\_\_ 3. ***Coach-Training is confidential.*** Brain Savvy agrees to keep all information strictly confidential with the exception of situations where such confidentiality would be in violation of the law.

\_\_\_\_\_ 4. ***Coach-Training communication is straightforward and respectful.*** We connect via phone and Zoom, best results are achieved when everyone is an active participant in classes, when coached, and coaching others.

\_\_\_\_\_ 5. ***Coach-Training is focused.*** Coaching candidates agree to refrain from participating in or discussing other programs, methods, or products while being coached and/or trained in the Brain Savvy Coaching Certification, to maximize the effectiveness and efficiency in the certification process.

\_\_\_\_\_ 6. ***Coach-Training takes commitment.*** By signing on, the coach candidate agrees to practice the concepts, language, and tools of Brain Savvy Coaching, and to complete all assignments in a timely manner.

### Absence Policy

\_\_\_\_\_ With the exception of extenuating circumstances, 24 hours' notice of an absence is expected.

**Place an "X" next to the plan for you.**

| <b>Brain Savvy Coaching Certification Tuition = \$2000</b> |             |                    |                 |   |
|--|-------------|--------------------|-----------------|---|
| <b>X</b>   | <b>Plan</b> | <b>Service fee</b> | <b>Payments</b> | <b>Payments Due</b>   |
|  | 1 Payment   | No fee.            | 1 for \$2000    | Due by Oct. Oct. 1 <sup>st</sup>  |
|  | 2 Payments  | \$25 Process Fee   | 2 of \$1012     | 1 <sup>st</sup> Payment by Oct. 1 <sup>st</sup><br>2 <sup>nd</sup> Payment - Nov. 1 <sup>st</sup>   |
|  | 3 Payments  | \$25 Process Fee   | 3 of \$683      | 1 <sup>st</sup> Payment by Oct. 1 <sup>st</sup><br>2 <sup>nd</sup> Payment - Nov. 1 <sup>st</sup><br>3 <sup>rd</sup> Payment - Dec. 1 <sup>st</sup> |

\_\_\_\_\_  
Candidates Signature

\_\_\_\_\_  
Date

**Anna O'Connor, CPLC, CCLC**  
\_\_\_\_\_  
Trainer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name