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Decision No. 20220315 Board of Directors 15/03/22	

Professional Ontological Coaching Postgraduate Training Program - PPCO Accreditation Requirements

FICOP is pleased with the interest of your school in obtaining the international accreditation for your postgraduate training program. At the International Federation of Professional Ontological Coaching - FICOP, we promote the development of professional ontological coaching internationally; regulating, promoting, representing, integrating and accompanying national and regional organizations that, founded on the pillars of ethics, conceptual rigor and the capacity for effective transformation, engage professional ontological coaches for the sustainable development of the profession.

Please read carefully the following information:

1: INTERNATIONAL ACCREDITATION

The International Federation of Professional Ontological Coaching - FICOP, will grant the international accreditation to the Postgraduate Training Programs in Professional Ontological Coaching, when the requirements expressed in Art. 2 herein are met.

2: REQUISITS

To apply for the accreditation of a postgraduate training program corresponding to a School or Training Center, we invite you to first contact the National Association Member - ANM, which corresponds to your country.

Currently, FICOP has eleven National Member Associations, which are: AACOP Argentina, ACCOP Chile, APCO Paraguay, ACOP Uruguay, ACCOP Colombia, ACOPP Peru, ACOP Venezuela, AsoCOOP Costa Rica,

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AECOP Ecuador, ABCOP Brazil and o AAPCOP USA. Please visit our website and under the link: Contact Us, you will find information about each ANM, <http://ficop.info/contactenos>.

The ANM will accredit your program nationally, and will also grant our international certification, since each ANM represents the Federation.

If your School is not located in any of the countries where there are ANM, we invite you to apply directly with us with the following information:

- 2.1. The School must previously have an accredited program of Professional Ontological Coaching, please attach the number of the FICOP resolution for it.
- 2.2. he training program must include a minimum of 80 hours of classroom, online with live classes or blended learning. According to the number of hours of the program and its academic content, it will be evaluated whether it is part of the intermediate or advanced level as a postgraduate degree in Professional Ontological Coaching.
- 2.3. The training program director shall be accredited by FICOP as a MCOA.
- 2.4. The applicant School must fill out form F02: “APPLICATION TO ACCREDIT POSTGRADUATE TRAINING PROGRAM” on our web page, which can be found under the session Accreditate/ PPCO training programs in the following link: <https://mensajero.digital/formulario/publico/818/5VYAK7HddN>

In this form, the following information is requested:

- a. Certification diplomas of the coaches who are part of the program.
- b. Resume of the director(s) responsible for the postgraduate training with relevant data regarding the training program (studies, certification and accreditation as a coach, experience in the educational and training field for coaches).

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- c. Summary of the Professional Ontological Coaching Training program, including the main ontological, ethical and complementary contents and the benefits of this program for an Ontological Coach, duration and timetable; bibliography used; detail in a synoptic way the development of the classes, specify the physical/virtual spaces in which the program is currently conducted. Provide the URL address of the virtual campus or website of the virtual training space.
- d. Submit the diploma awarded by the School for the certification.
- e. Submit the ethical code or regulations governing the program to be certified (if applicable).
- f. Certified letter from the school principal stating the instrument to be signed by the graduating students stating their knowledge and subrogation to the ethical code or regulation. (affidavit, minutes, letter, etc.).
- g. The applicant school shall attach the advertising brochure of its training program.
- h. Within this form you will authorize the ANM and FICOP to audit the school when we consider it pertinent, in order to ensure compliance with the academic standards of the certified program.
- i. Attach two testimonials from coaches who have gone through the training, highlighting the contributions of the program to the development of the profession.

The School Director, as well as the Academic Director must take the Federation's free "Virtual Training in Pedagogy and Didactics" program, as well as the courses developed by FICOP for updating the curriculum. (Access to these programs must be requested by writing to the following email address: dirección.academica@ficop.org)

2.5. The School shall strictly comply with FICOP's all ethical frameworks.

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3: BENEFITS

The School granted the FICOP accreditation for its training program shall receive:

3.1. FICOP's International certification.

3.2. The national certification from the National Member Association - ANM, corresponding to its country, such as: AACOP Argentina, ACCOP Chile, APCO Paraguay, ACOP Uruguay, ACCOP Colombia, ACOPP Peru, ACOP Venezuela, AsoCOOP Costa Rica, AECOP Ecuador, ABCOP Brazil or o AAPCOP USA.

3.3. The accredited School will receive through the ANM or FICOP, the INSIGNIA that certifies that it is an ACCREDITED POSTGRADUATE TRAINING PROGRAM, with the corresponding right to its use and promotion in the Professional Ontological Coaching training service offer approved.

The insignia may also be used on all documents deemed pertinent, as long as they correspond to the certified program. The accredited postgraduate insignia may only be used directly and exclusively in relation to the program for which FICOP is granting the certification.

3.4. FICOP will grant the Resolution of international certification for the Postgraduate Training Program for Professional Ontological Coaches. Such international certification awarded by FICOP is of full use in the country where it was requested.

The international accreditation of the program in one country does not enable the School to use it in other countries, as each country must be applied for separately. However, when the certification has already been granted in one country, it can be approved in other countries where there is an ANM.

This resolution will be delivered through the ANM. If the School is located in a country where there is no ANM, the Resolution will receive it directly from FICOP. In case of extending the training to other countries,

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the ANM or FICOP Accreditation Directorate must be notified and accreditation for those countries must be requested.

FICOP's Resolution authorizes the accredited program indefinitely. However, such Resolution may be revoked by FICOP under the following circumstances:

- a) Changes not notified or authorized by FICOP in the accredited training program.
- b) When the program has not been adapted to the new policies within the period established by FICOP upon changes in the certification policies.
- c) When the annual renewal of the certification has not been paid.

In case the certification of a training program is revoked, FICOP will notify the School within three (3) months in advance, in which time the School may respond and update its status.

3.5. The School will be part of the FICOP International Network as an institution with a certified program.

3.6. The School will have its logo published on the FICOP website with a link to the School's website.

3.7. The School will have access to the agenda of academic events held by FICOP directly or through the ANM by which the school was accredited. Such events will be announced through networks, the FICOP website or via email.

3.8. The School may participate exclusively in meetings, conferences or refresher courses. It may obtain distinctions, as well as free passes to special FICOP events. It will also be able to receive free legal and professional business advice in various areas of coaching through specialized FICOP staff. To do so, the certified coach should contact the area in charge through our web page: www.ficop.info

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4: ACCREDITATION COSTS

The accreditation study fee is of USD \$40 and should be paid to the FICOP PayPal account: <https://www.paypal.com/paypalme/ficopinternational> In case the certification is applied for through a National Member Association, the payment shall be made to the account indicated by the Association. The study of the certification shall last less than thirty (30) days, time that shall elapse from the reception of the complete documentation, that is to say, that the School submits all the requested requirements.

If the accreditation is approved, the School shall pay the annual certification fee, corresponding to USD \$110, and payable to FICOP's PayPal account I: <https://www.paypal.com/paypalme/ficopinternational> In case the certification is requested through a National Association, payment shall be made to the account indicated by the Association.

Upon receipt of payment, the School shall receive the FICOP Resolution and insignia from the ANM or FICOP, within eight (8) days.

FICOP reserves the right to change the certification annual fee in subsequent years. The certification annual fee will appear on the web page: www.ficop.info

5: POLICY UPDATE

In view of the possible and different updates that the FICOP Accreditations Management and/or the FICOP Executive Committee may perform, with the purpose of increasing the professional standard, the School shall incorporate such updates within a period of 1 year and/or the reasonable time to be informed by FICOP, in order for the School to implement such updates, which shall be submitted to FICOP's Accreditations Management or the ANM. Should you have any questions about these policies, please do not hesitate to contact the Accreditations Division at the following email address: acreditaciones@ficop.org



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At FICOP, we are committed to the sustainability of our profession.

Thank you for your wish to be part of FICOP!


SANDRA ROZO ZAPATA - MCOA
Presidente


BLANCA LUZ GARCETE - MCOA
Directora de Acreditaciones