

Our mutual agreement

Transpersonal Leadership Coaching Programme

In Summary:

Our (LeaderShape Global's) Commitment

- To comply with the agreed schedule of training. We will endeavour never to change the schedule unless all the members of the cohort agree or there are conditions of force majeure.
- To ensure participants receive the correct materials at the right time, to have video conferencing facilities available and to make best reasonable efforts that internet services are available.
- To ensure the LeaderShape trainers are qualified to the appropriate standard.
- To maintain the ICF accreditation.
- To provide participants who complete the course with a certificate of completion and accreditation.
- The accreditation will continue subject to qualified TLC Coaches meeting their ongoing accreditation requirements to practice TLC.
- During the training programme LeaderShape will set up a WhatsApp community of practice where trainee TLC coaches can keep in contact, share experiences and get advice.
- CPD will be provided as part of the ongoing accreditation package.
- We are planning to offer an optional Stage 3 training package which will enable coaches to take teams or groups through a transpersonal leadership programme using LeaderShape's learning materials. We will notify all accredited coaches at the appropriate time.

Your (Participant's) Responsibilities

- To complete all assignments on time and to the required level and attend all video conference meetings. *Under normal circumstances there is no exception to this but if there is an unavoidable situation which makes compliance impossible, we will work with you to find a solution using an established process. Always give as much notice as possible.*
- To be familiar with using the video conferencing platform, the ALIVE online platform and making best reasonable efforts to have an adequate internet or telephone connection for video-conferencing.
- For Stage 2 candidates, to acquire a copy of "Leading Beyond The Ego: How to Become a Transpersonal Leader" (Routledge, 2018) before the start.
- To pay all fees on time in accordance with the agreed terms.
- Once qualified it is important that you regularly practice your skills to maintain your accreditation and the credibility of the TLC programme. To do this we have set a minimum requirement per year.
- For Stage 1 accreditation (LEIPA Facilitator), during the calendar year you qualify, the only requirement is to purchase one LEIPA for your supported feedback session. This is charged at the reduced price of £100 + VAT (\$130). In subsequent years you must purchase at least 3 LEIPAs for clients at the standard retail price less your discount. To maintain accreditation for a single year when you have not purchased the required number of LEIPAs, a fee of £250 (\$330) will be due. Failure for more than one year requires revision training at a cost of £500 (\$655). *The current retail price of LEIPA is £360 (\$470) for which you get a 20% discount. There are larger discounts available for multi-purchases.*

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Your (Participant's) Responsibilities continued

- As with any accreditation, the ongoing maintenance of quality of delivery is key to upholding the benefit of the qualification for you and your fellow TLC Coaches. Benchmarked against similar programmes, each TLC accredited coach (stage 1 + 2) needs to fulfil a minimum requirement to maintain their accreditation as set out below.
 - » **1st year**
 - 3 x 2 hour virtual CPD sessions
 - 1 x LEIPA* (provided at discounted guinea pig price)
 - 1 x Intermediate stage individual TLC programme (includes coaching sessions, 1 x LEIPA, 4 x ALIVE online learning modules)
 - » **2nd Year**
 - 3 x 2 hour virtual CPD sessions
 - 1 x LEIPA*
 - 1 x Intermediate stage individual TLC programme (includes coaching sessions, 1 x LEIPA, 4 x ALIVE online learning modules)
 - » **Subsequent Years**
 - 3 x 2 hour virtual CPD sessions
 - 1 x LEIPA*
 - 1 x Intermediate stage individual TLC programme (includes coaching sessions, 1 x LEIPA, 4 x ALIVE online learning modules)
 - 1 x Advanced stage individual TLC programme (includes coaching sessions, 5 x ALIVE online learning modules)**
- * This can be part of the Intermediate stage TLC programme requirement.
- ** This can be a previous Intermediate stage client taking their coaching on to the Advanced level. In this case, the client will only require the addition of the transpersonal ALIVE module (having already done 4 modules for their previous Intermediate level coaching programme).

To maintain accreditation a support package including marketing and delivery materials and CPD is made available. Further information available at:

www.leadershapeglobal.com/ongoingaccreditation

General Terms and Conditions

Transpersonal Leadership Coaching Programme

1. Services provided

- 1.1. These terms and conditions form an integral part of any Contract for the provision of Transpersonal Leadership Coach Training to the Client by LeaderShape Global Limited ("LeaderShape").
- 1.2. A Contract between the Client and LeaderShape will be entered into by the Client completing an Application Form, agreeing to the responsibilities detailed in "Our Contract" and accepting these General Terms and Conditions
- 1.3. No binding Contract will come into existence until acceptance of it by the Client and the down payment has been received by LeaderShape.
- 1.4. LeaderShape and Client are the Parties ("Parties" or "Party") to this Contract.

2. Fees & Prices

- 2.1. The fees and product prices provided in the Application Form are correct at the time of publication. These fees and prices may be changed by LeaderShape at its own discretion at any time.

3. Payment

- 3.1. The Client agrees to pay the fees according to the terms of the Contract explained in the Application Form. Down-payments will not be refunded.
- 3.2. If the Client does not complete the training programme for any reason that is outside LeaderShape's control, the fee will not be refunded. At LeaderShape's sole discretion it may be possible to reassign training to another cohort in certain circumstances.

4. Termination

- 4.1. All sums owing LeaderShape from the Client which are not paid by the due date (without prejudice to the rights of LeaderShape hereunder) shall render the contract null and void.
- 4.2. If conditions develop which impair the successful completion of the training or lead to a conflict of interest or other problems of an ethical nature LeaderShape may cancel the contract. LeaderShape will not be responsible for any Client costs thereby incurred.
- 4.3. LeaderShape reserves the right to terminate the contract without notice on the event of encountering illegal or unethical activities and to comply with any associated legal obligations.

5. Performance

- 5.1. LeaderShape will not be liable to the Client for any direct, indirect or consequential losses, including (but not limited to) loss of revenue, profits or claims by third parties.
- 5.2. LeaderShape shall not be liable to the Client for any loss, damage, delay or expense incurred by the Client as a result of implementing recommendations given by LeaderShape to the Client.
- 5.3. It is understood by the Client that LeaderShape's personnel implementing any training on behalf of LeaderShape in agreement with the Client may be directors or employees, or associates of LeaderShape.

6. Indemnity

- 6.1. The Client is an independent contractor and is not an agent of LeaderShape unless there is a separate agreement to that effect.

7. Confidentiality

- 7.1. LeaderShape and Client shall treat any information about the affairs of the other Party to this contract gained in the course of the training as confidential and will not disclose such information without the express permission of the other Party unless it has already been disclosed.
- 7.2. Confidential information of one Party will not be divulged by the other Party to any third party without the written permission of the first Party.
- 7.3. During the training Client will be provided with intellectual property and know-how that is owned by LeaderShape. The Client agrees to only use such information in their role as a Transpersonal Leadership Coach accredited by LeaderShape (Stage 1 and/or Stage 2) and for no other purpose.

8. Jurisdiction

The interpretation of the terms of the consultancy services provided will be in keeping with English Law and the parties agree to the jurisdiction of the English Courts.

Current course prices

Stage 1			Stage 1 + 2 Combined				
				Standard		20% Discount	
Payment method	Single Pay	Instalments		Single Pay	Instalments	Single Pay	Instalments
Deposit	£200	£200	Deposit	£200	£200	£200	£200
Pre-Self LEIPA	£1,000	£525	Pre-Self LEIPA	£1,750	£525	£1,360	£375
Pre-2nd ALIVE		£525	Pre-1st ALIVE		£525		£375
Total	£1,200	£1,250					
Stage 2							
Payment method	Single Pay	Instalments					
Deposit	£200	£200					
Pre-Cohort Intro	£650	£350	Pre-Cohort Intro		£425		£365
Pre-Triad Session 4		£350	Pre-Triad Session 4		£375		£325
Total	£850	£900					
Grand Total	£2,050	£2,150		£1,950	£2,050	£1,560	£1,640

Note: Payments to be made 2 weeks before the start of session named.