



Helping coaching professionals thrive through coaching, training and consulting.

www.reidready.com

Training Courses Policy

Who can benefit from Reid Ready Coach Training?

- Individuals interested in a coaching career and professional development for coaching professionals.
- Coaches who want professional training or certification that leads to the ICF ACC credential.
- Entrepreneurs who want to enhance customer service or client engagement using coaching tools.
- Businesses who want to enhance their staff's coaching proficiencies to improve performance outcomes and build a culture of coaching/culture of excellence.

About Enrollment, Tuition Fees & Cancellation for Training Programs:

Program Entry Requirements: All participants must complete the registration application (online or paper). No coaching experience or prior coach training is required for RRMCoaching training programs. Completing an initial coach training program is a prerequisite for our CCE-accredited courses. CCE-accredited programs are used for professional development and continued education purposes. Those who choose not to pursue industry accreditation can still take Reid Ready® courses with specific provisions. Please contact our offices to learn more before you register.

Tuition & Fee Arrangements: Participants enrolled in the Reid Ready® Master Coach (RRMC) training program can pay tuition in total before classes begin or in a Tuition Installment Plan. All Tuition Installment Plan accounts and/or tuition fees owed must be paid in full 30 days before the participant's course program ends. All other programs must pay tuition fees in full before the participant's course begins. If you need financing to invest in your training, please contact us. We have recommendations of companies who can offer services. We also accept employer sponsorship and scholarships. Participants who receive funding from third-party institutions are responsible for interest, payment obligations, and fees associated with a lending institution. Reid Ready® Life Coaching, LLC (RRLC), its owner, or affiliates, and partners are not accountable or responsible for third-party relationships the participants agree to enter into to pay RRLC tuition fees.

Delivery Options: Programs are delivered virtually through a web-based conference application. Most courses have both instructor-led and self-paced options. For in-person instructor-led training delivery, please contact our offices. Self-paced options are not eligible for Level 1 certification because they do not meet the minimum requirements for live or in-person training hours. If you need training hours and CCEs for recertification, please register for our instructor-led training programs.

General Notices: Reid Ready Site Members and ICF Global or Chapter Members may receive discounts for purchasing programs with RRLC. Review Site Membership policies, terms of services, and site page for more information on member discounts. There may be "limited" time discount offers for which prospective participants must act quickly or become ineligible for discounts. The investment for some coach training promotions is not applicable with some discounts or coupons.

You cannot transfer to another course after registering and paying for an initially selected course. Course fees are subject to change without notice. Some course discounts or special fees do not apply to group training, coaching, or program consultancy and development services. If you have any questions about which tuition fees receive discounts or do not, please contact our office or attend one of our available free info sessions.

You may still earn credit, CCEs, or training/mentoring hours for completed portions of a course/program, even if you do not complete the entire curriculum. For example, you may complete only the live training and not the asynchronous training, or you may not have completed the required coaching hours, but you completed all training modules in the course. In those cases, you will receive a certificate of completion for only those items you completed. However, failure to complete a curriculum/program in its entirety may impact the type of certification of completion you receive and your ability to apply for your Level 1 coaching credential.

No Guarantees: We do not guarantee your success, ability to complete the course, or ability to become a credentialed coach. Your outcomes depend on many factors, including your determination, motivation, and commitment to your selected program and continued development after the program is complete.

General Finance/Payment Policy: Your tuition must be paid in full at least 30 days before graduation. Payment plans are available at no additional cost. You will not receive your certificate of completion if you do not fully pay your account balance. Additional fees apply for financing. Financing is available to those who qualify through third-party organizations to help you finance your training. Because financing is through a third-party vendor, we cannot guarantee your financing approval. You are still responsible for balances on your account if you do not qualify for financing. Failure to satisfy account balances will impact your graduation and completion of the course, and you may not receive a certificate of completion.

Cancellation Policy: You can cancel without penalty if you cancel two weeks (14 calendar days) or more before your class begins. You can receive a partial refund (50%) if you cancel less than 14 days and up to 48 hours before the course starts. There is no refund if you cancel less than 48 hours before or any time after your class begins.