



ADMISSION AUDITS ICR COACH REGISTER

Document: ICR.AD.005.INT ADMISSION AUDIT CHILD COACH V1-PILOT

GENERAL PROVISIONS

The following applies to document ICR.AD.005.INT (Admission audit child coach):

1. Document GNG.RD.003.INT General clauses for all documents
2. Document GNG.PD.001.INT Rules for audits
3. Document ICR.AD.001.INT Admission audit document requirements (*)

The aforementioned documents are published on our websites and are hereby designated as a repeat and insert.

(*)

!! Consult this document !!

In this document: the complete description and all qualification requirements (allowed evidence) with regard to the documents to be supplied by you.

DOCUMENT TYPE

- Yes = required document
- N.A. = not applicable
- Optional = optional document
- Notification = You will receive a notification with regards to required documents

DOCUMENT FORWARDING

- Documents can not be uploaded.
- Documents can only be forwarded via email info@icr-coachregister.com or WeTransfer.

EXTENSION OF YOUR CERTIFICATION | ADD A SCOPE

Documents delivered for another main/subscope do not have to be submitted again.
You only submit documents that have not been submitted before.

UPGRADING FROM ASSOCIATE TO FULL LEVEL

Documents delivered for an associate-level do not have to be submitted again.
You only submit documents that have not been submitted before.

AN INCOMPLETE ADMISSION FILE EQUALS NO REGISTRATION/CERTIFICATION

The registration/certification is granted as soon as the admission file is complete.

COMPULSORY: PERSONAL PROFILE

A personal profile is compulsory.

OPTIONAL: COMPANY PROFILE

A company profile is optional and associated with basic company registration and company certification.

Exception: if you want to enter on full level certification and have ≥ 5 years experience + ≥ 75 client assignments, the company certification is mandatory. You receive an exemption for documents PF.021 - 024.



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| | Levels of Certification ► | Associate = | Full IF | Full IF |
|-----------------|---|---|---|---|
| | DESCRIPTION ▼ | Experience (*) < 2 years & < 15 assignments | Experience (*) ≥ 2 years & ≥ 15 assignments | Experience (*) ≥ 5 years & ≥ 75 assignments |
| Part | Certification Scheme | | | |
| Scheme | ICR international coachpractitioner® | | | |
| Norm | GNG-ICR-ISO | | | |
| Main scope | ICR Coach Register International Certified Child Coach® (ICR.C®) | | | |
| Subscope | Not applicable | | | |
| Subtype | Not applicable | | | |
| | PERSONAL PROFILE (INDIVIDUAL ADMISSION FILE) | | | |
| Document | Identification | | | |
| PF.001 | Online application form | Yes | Yes | Yes |
| PF.002 | Registration form subscopes, subtypes, specialisms | Optional | Optional | Optional |
| Document | Background | | | |
| PF.010 | Police clearance (proof: no criminal history) | Yes | Yes | Yes |
| PF.011 | 2x general letters of recommendation | Yes | N.A. | N.A. |
| PF.012 | 2x client reference letters, issued by own clients | N.A. | Yes | Yes |
| Document | Prior education | | | |
| PF.020 | Prior education level ≥ EQF 5 | Yes | Yes | Yes |
| Document | Professional Competencies | | | |
| PF.021 | Completed qualifying training program child coach or equal work-, knowledge- and experience level | Yes | Yes | = CF.050 |
| PF.022 | Completed qualifying specialization training | Optional | Optional | Optional |
| PF.023 - 024 | Completed knowledge and skills audit | = PF.021 | = PF.021 | = PF.021 |
| PF.025 | Other recognitions, certifications, memberships | Option | Option | Option |
| Document | Experience | | | |
| PF.030 | Curriculum vitae | Yes | Yes | Yes |
| PF.031 | Own statement of experience, the minimum period | N.A. | Yes | = CF.050 |
| PF.032 | Own statement of experience, minimum numbers of assignments | N.A. | Yes | = CF.050 |
| Document | Liabilities | | | |
| PF.040 | Public Indemnity Insurance | N.A. | Yes | Yes |
| Document | Process/Procedures | | | |
| PF.050 | See, CF.050, process/procedure audit | Optional | Optional | = CF.050 |
| Other | Further documents at the discretion of ICR Coach Register | Notification | Notification | Notification |
| | COMPANY PROFILE (COMPANY ADMISSION FILE) | | | |
| Document | Company/Organisations | | | |
| CF.001 | Online Notification Form | Optional | Optional | Yes |
| CF.002 | Proof of official Company registration | Optional | Optional | Yes |
| CF.050 | Proces/Procedure audit(s) (=company certification) | Optional | Optional | Yes |

(*) Experience can also be measured against the number of hours and/or turnover. See document ICR.AD.001.INT (Admission audit document requirements) for the replacing criteria for hours or turnover.