

Coach Training Alliance

Human Capital Coach Requirements for Certification

*The Requirements for Certification are listed below and they are the same for all Human Capital Coaching participants. Dates for submitting documentation and Final Exams are unique to each class. **Please contact your Mentor Coach for the customized version of this document.** On the customized version, you will be expected to “Certify” that you have received the information and acknowledge that you “Agree” to the terms for certification. All participants return the completed form to their Mentor Coach via email.*

1. **Participation**- Active verbal participation during every class attended.
2. **Attendance**- Absent for no more than Two (2) classes during the length of the course.
3. **Reading**- Complete reading of the Human Capital Accelerator. Document completion in the Syllabus.
4. **Weekly Assignments**- Complete 10 of 12 weekly Assignments. Document completion in the Syllabus.
5. **Practice Sessions**- Complete a minimum of 20 practice sessions by end of class and document sessions in the HCC Reporting Form.
6. **Role of Client**- Acts as coachable client twice in scheduled class sessions.
7. **Role of Coach**- Coaches another student twice as scheduled in class sessions.
8. **Final Exam**- Completes and e-mails the final exam to the HCC Master Coach.