



## FAQs - AC Accreditation Scheme

### **1. What is the AC's position on accreditation?**

The Association supports Accreditation as a way of assisting the public and the purchasers of coaching services to identify effective coaches. If a Coach has taken the time and care to meet the criteria for coaching accreditation it should go a long way to demonstrating his or her commitment to client care. Accreditation cannot eliminate bad practice totally but it does minimise the chances of it occurring, and used in conjunction with an effective Code of Ethics, Guidelines of Best Practise and Complaints Procedures encourages standards of excellence.

### **2. What level of membership do I need to apply for accreditation?**

You must be a full Member of the AC (AC Member Grade and above), or an Organisational (as Primary Contact or named representative) or Corporate Member Level (as Primary Contact or named representative) and have held this membership for at least 3 months.

### **3. What type of coach mentoring or supervision should I have to be eligible to apply for accreditation?**

Providing you are in regular ongoing professional coach mentoring or supervision within a clearly defined arrangement, it is acceptable for this to be any or all of the following: 1-2-1; group or peer mentoring/supervision.

You need to have attended at least one Coach Mentor/Supervisor conference call. Calls run every month and details are regularly posted on the AC Forum.

For further guidelines on coach mentoring and supervision please read the document entitled **Coach Mentoring and Supervision** on <http://www.associationforcoaching.com/memb/ACSuper2.doc>

### **4. I am already an accredited coach with another professional body, is this transferable to the AC?**

There are currently no reciprocal arrangements with other professional bodies. You will therefore need to complete your AC accreditation application in full and meet the AC's criteria.

### **5. What if I stop coaching and decide to cancel my AC membership any time after gaining accredited status?**

If your membership is not maintained and renewed annually, then your accredited status will no longer be valid. You would then need to reapply.

### **6. The scheme requires a case study; what if my client refuses?**

You will need to ask your client to sign a consent form. Although we ask for a case study to be presented in such a way as to preserve anonymity and client confidentiality, some employers are sensitive to their employees agreeing to be case studies. Therefore it is important to gain their agreement before spending too much time writing up a case study that you cannot then use in your application.

### **7. What if my application for accreditation is not successful?**

Before completing the application forms, ensure that you feel confident that you meet the key criteria that are listed in the introductory letter and are able to demonstrate best practice. If you are not successful, you will be informed as to the reasons. Then at your own discretion you are welcome to reapply in full when you feel you have addressed the issues raised in the refusal.

### **8. I have a question that is not answered here or in the application pack, whom do I contact?**

Please email [accreditation@associationforcoaching.com](mailto:accreditation@associationforcoaching.com) and a member of our accreditation team will get back to you as soon as possible.

[www.associationforcoaching.com](http://www.associationforcoaching.com)

*"promoting excellence & ethics in coaching"*