

PARTICIPATION, PARTIAL COMPLETION, AND TRANSFER OF CREDIT POLICY

Success in our program requires full commitment by all participants. By enrolling in this course, participants agree to being fully present during all sessions and participate to the best of their ability. This includes arriving on time, abiding by the code of conduct, and engaging in course activities.

Attendance

In order to provide you with the minimum required training hours for certification, it is important that you are present at all course sessions.

If you have an emergency or become ill and are not able to attend a session, please refer to our Illness and Absence Policy available in the same folder or on our website.

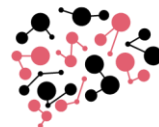
Course Engagement

Our courses are designed to be interactive and engaging for our participants. It is therefore an expectation that you participate in course activities, including dialogue with the course instructor and peers, mock coaching activities, and experiential learning exercises. If you are unable to participate in an activity, please inform your instructor as soon as possible. Please refer to the code of conduct for additional details.

Code of Conduct

Participants are expected to conduct themselves in a professional manner during all sessions. This includes, but is not limited to:

- Arriving on time to all sessions.
- Attending all live sessions and mentor coaching sessions.



- Having your camera on for virtual live sessions.
- Participating fully in all sessions and mentor coaching sessions. This includes being prepared for the session, involving yourself in discussions and activities, assuming responsibility for your learning, and contributing to the learning of others.
- Engaging in discussions with integrity and honesty.
- Being respectful of your fellow participants and instructors, including silencing your mobile phone, not texting, and other disruptive behaviors.
- Embracing diversity and inclusion while respecting the dignity and humanity of others.

Partial Completion Policy

At this time, we are not able to offer credit for partial completion of a course. You must complete the entire course to receive credit. Individuals with questions about this policy are encouraged to contact Julien Lefort – Director of Education at julien@wearefutureminds.com. *Diversity For Performance Professional Coach Training Certification and its parent organization Future Minds Consulting* will do everything in its power to support you in completing your course fully and offer you alternative options through individual support and/or joining other cohorts of our program.

Transfer of Credit Policy

At this time, we are not able to accept partial course credit from other organizations or programs. Even if you have completed a Level 1 program, you must enrol for the entirety of a Level 2 program.

Individuals with questions about this process should contact Julien Lefort – Director of Education at julien@wearefutureminds.com.