



INTERNATIONAL COACHING & LEADERSHIP INSTITUTE (ICLI)

ASSOCIATE COACH IMMERSION (ACI) PROGRAM CERTIFICATION & CREDENTIALING CHECKLIST - ACI CERTIFICATION

1. ROAD 1 - ACI Certification with ICLI (56 Hours)

- Completion of Associate Coach Immersion (ACI) Program
- Receive Certificate 1 (56 Hours)
- 7 hours of Mentor Coaching (achieved during the program)
- I'M AN ICLI CERTIFIED COACH! NOW I'M READY FOR THE CREDENTIALING TRACK!

2. ROAD 2 - Credentialing Track Requirements (16 Hours)

Path for participants planning to pursue an International Coaching Federation (ICF) credential.

- Completion of Associate Coach Immersion (ACI) Program
- Best Practice: Create a Coaching Log (no longer an ICF requirement)
- 16 hours of Independent Study Coursework (includes homework)

1-on-1 Mentor Coaching Track (3 Hours)

Schedule these sessions directly with your Mentor Coach. Upload your recorded call and transcript in the Canvas student portal **at least one week** prior to the mentor coaching session.

#	Description	Duration (hours)
1	Connection Call Session Purpose: To get connected, review the mentor coaching process, get support from your mentor coach.	0.5
2	Mentor Coaching Session 1 - Recorded Call 1 Purpose: Review your recorded call and assess your demonstration of coaching core competencies.	1
3	Mentor Coaching Session 2 - Recorded Call 2 Purpose: Review your recorded call and assess your demonstration of coaching core competencies.	1
4	Completion Call Session Purpose: Reflect on the entire mentor coaching process.	0.5
Total		3

- Receive Certificate 2 (This certificate is needed for the ICF credentialing application process)
- Best Practice: Become an ICF member*
- I AM READY TO TAKE THE ROAD TO ICF CREDENTIALING!



CERTIFICATION AND CREDENTIALING CHECKLIST (CONT'D)

3. Road 3 - ICF Credentialing ACC ACTP Path*

- Completion of an ICF Accredited Coach Training Program (ACTP)
- Document Coaching Experience
- At least 100 Client Hours
 - At least 70** paid coaching hours
 - 30 of the total hours can be pro bono
 - At least 8 clients
 - 25 of the total hours must occur within 24** months of the start of the coach training program
- 10 hours of Mentor Coaching
- Best Practice: Create a Coaching Log
- Performance Evaluation (audio recording and written transcript of a coaching session)
- Submit Application (fee, coaching certificate 2, etc.)
- Complete Coach Knowledge Assessment (CKA)
- Get ICF Application Results
- I AM A CREDENTIALLED COACH!

TERMINOLOGY

Associate Certified Coach (ACC)

Associate Coach Immersion (ACI)

Approved Coach Specific Training Hours (ACSTH)

Accredited Coach Training Program (ACTP)

Coach Knowledge Assessment (CKA)

Coach Training Program (CTP)

International Coaching & Leadership Institute (ICLI)

International Coaching Federation (ICF)

Master Certified Coach (MCC)

Professional Certified Coach (PCC)

*To determine the appropriate ICF credentialing path and for more detailed information on ICF, visit: [coachingfederation.org](https://www.coachingfederation.org)

**Temporarily changes in response to the COVID-19 crisis are valid until December 31, 2021: [coachingfederation.org/experience-requirements](https://www.coachingfederation.org/experience-requirements)