



Before You Enrol: Coach Training Checklist

Coaching Tool





What Is The Best Coaching School For ME?

Accreditation Verification

- The school is listed on the official **EMCC** directory (www.emccglobal.org/find-an-accredited-provider)
- The school is listed on the official **ICF** directory (coachingfederation.org/find-education)
- The accreditation logo in the footer links to the official verification page
- I have confirmed the accreditation status directly with the accrediting body

Cost & Value

- I know the **total cost to completion** (not just the monthly or upfront price)
- I have asked about and received a written list of **all potential fees** (assessment, textbooks, practicum supervision, credential application)
- I understand the **cancellation policy** and any penalties for early withdrawal
- I have compared the total cost against at least **two other accredited schools**





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Programme Delivery

- I have seen a detailed, week-by-week syllabus (not just a brochure)
- I understand the time commitment per week and the total duration
- I know the format (live online, self-paced, in-person, or blended)
- I have tested the technology platform (if online) to ensure it works for me

Support & Outcomes

- I have asked: "What percentage of your graduates earn EMCC or ICF credentials within 12 months of graduation?"
- I have spoken to a current student or recent graduate (not a staff member or ambassador)
- I understand what practicum hours are required and how they are supervised
- I know what mentor coaching is included and who provides it





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Next Steps

- I have attended a live taster session or introductory workshop
- I have written down three specific questions for the admissions team
- I have set a decision deadline (to avoid endless research)
- I have trusted my goals, my budget, and my schedule - not fear or pressure

This checklist is yours to keep, share, and reuse. A good school will welcome your questions. A great school will answer them all honestly.





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