



# BEGINNER'S GUIDE TO ICF-ACC CREDENTIALING





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## WHAT IS COACHING?

Coaching has been defined in many ways. The essence of coaching is:

- Enabling a person explore and realize their potential fully, thereby helping them achieve their aspirations and goals
- Coaching supports a person at every level in becoming who they want to be.
- Coaching builds awareness, empowers choice and leads to change.
- It unlocks a person's potential & maximizes performance by helping them learn, rather than teaching them.



Coaching has traditionally been associated with sports. Every top athlete has a coach. In the last few years, coaching has also become applicable in every area, in business and in every aspect of life, as well.

Now, it is quite normal for someone to seek a coach to help them achieve their goals in their life and work. Coaching is a partnership between Coach and Client.

The Coach helps the Client to achieve their personal best and to produce the results they want, in their personal and professional lives. Coaching ensures the client can give their best, learn and develop in the way they wish.

The coach need not be an expert in their clients' field of work.

**MHRF's ICF credentialling program equips a Coach with the level of knowledge & expertise that is needed to create an impact on individuals / Teams / Organisations.**

## WHAT IS INTERNATIONAL COACH FEDERATION – (ICF)?

Thomas Leonard, one of the pioneers in Coaching, started ICF in 1995 as a non-profit organization for coaches around the world, to support each other and grow the profession. With the support of volunteers and growing interest, ICF began its efforts to raise the profile of professional coaching.

**ICF created Core Competencies and built a Code of Ethics**, setting the standard in the coaching field. An Ethical Conduct Review Process and Independent Review Board (IRB) were established, allowing consumers to file breach-of-ethics complaints. ICF's obsession with ethics is one of the things I admire the most about it, and also the profession.

**ICF also defined curriculum standards (accreditation), to ensure consistency in coach training, and developed an ICF Accreditation system, requiring all training providers to renew their accreditation every three years. Training providers are also assessed every 6 months on their delivery format and adherence to ICF norms.**

ICF is the world's largest organization of professionally trained coaches. So, being ICF credentialed, the coach is part of a vibrant, global coaching community of over 17,000 members.

## WHAT IS ICF CERTIFICATION?

The International Coaching Federation has been leading the evolution of professional coaching for over two decades now and provides three ICF credentials –

- ACC
- PCC
- MCC

There are now 15,892 ICF credentialed coaches worldwide, each of whom have participated in at least one of these coaching sessions, thereby chiseling their coaching skills and professional fulfilment.

The ICF credential stands for knowledge, accountability and a strong ethical code when it comes to professional level coaching.

The various holders of ICF credentials have completed rigorous training and practice requirements which stand as “testimony to their commitment to excellence in coaching.”



## WHY ICF CERTIFICATION?

ICF certification program fulfils following important purposes:

- Protects the rights and interests of the consumers of ICF Coaching, thereby preventing them from unnecessary exploitation.
- Measures and certifies the coaching related potential of an individual.
- Provides credibility to a coach and ensures that (s)he works in a certain ethical domain.
- Inspires the various certification holders to strive for excellence and proactive development.
- Forges an international community of coaches wherein all the members learn through their personal and vicarious experiences.

ICF's very raison d'être is to 'create positive changes and achieve extraordinary results' for/by/of the client, with the support of a coach.

**A coach helps the client to move from the current state to a more resourceful state. As human beings, we are uniquely placed to achieve extraordinary results. It is our reluctance, resistance through self-limiting beliefs, that prevents us from being in a more resourceful state. We are already there. We just need to be reminded, believe and operate from that space. A trained, credentialed & experienced coach can do it, with humility and detachment.**



## WHAT IS ICF COACH TRAINING?

ICF accredits programs that deliver coach training. ICF does not offer coach training directly. ICF Coach training ensures its curriculum aligns with their own definition of coaching, Core Competencies and Code of Ethics.

By opting for **ICF-approved** coach training, the aspirant can be confident of high-quality training.

For more information on ICF Coach Training, contact our expert at [mohana@mhrf.co.in](mailto:mohana@mhrf.co.in) or please call **9820317089**.

### Additional ICF Credential **Requirements**

To complete the ICF credential process, participants must submit the following to ICF online:

- Relevant coach training hour certificate (Email [mohana@mhrf.co.in](mailto:mohana@mhrf.co.in) for details on how to get this)
- Coaching experience hours log and verification
  - If ACSTH path, coaching conversation recording
- Online ICF CKA Test



## WHICH ICF CREDENTIAL IS RIGHT FOR ME?

### 1. ACC | For the Practiced Coach

Hours Spent Training : **60 hours**

Coaching Experience: **100 hours**

Application Path Options: **Portfolio, ACSTH, or ACTP**

### 2. PCC | For the Proven Coach

Hours Spent Training (CCEUs): **125 hours**

Coaching Experience: **500 hours**

Application Path Options: **Portfolio, ACSTH, or ACTP**

### 3. MCC | For the Expert Coach

Hours Spent Training (CCEUs): **125 hours + 75 hours (PCC is a must)**

Coaching Experience: **2,500 hours**

Application Path Options: **One Option**



## I KNOW I WANT TO BE A COACH; WHICH PATH IS RIGHT FOR ME?

That's great news !! The first step is knowing you want to be a coach. To understand which path is right for you, simply call us on **9820317089**.



## WHAT IS ACCREDITATION?

**Accreditation indicates that a school has had their program undergo rigorous external scrutiny and quality testing by the ICF Assessors.**

The curriculum is mapped across core competencies, with the faculty, assessment and learning processes all assessed.

ICF has several Organisations that are accredited as per the ICF process to deliver the ACC, PCC & MCC programs.

## WHAT IS CREDENTIAL?

With coaching, a credential designates a recognized level of expertise in coaching, as assessed by an industry peak body such as the ICF.

This is represented by designations such as ACC, PCC or MCC.

## WHAT IS CERTIFICATION?

In the case of coach training, certification is a globally recognized statement of attainment that indicates you have been assessed by an Accredited Coach Training Provider as having the industry recognized skills and expertise required to practice as a coach.

## WHAT ARE THE DIFFERENT PROGRAM ACCREDITATIONS OF ICF??

ICF credentialing requires the following –

### (A) Provided by ICF Accredited Training Providers

- Approved Coach specific training hours
- 10 Mentored coaching hours
- Coaching knowledge performance evaluation

### (B) To be completed by those who seek the ICF credentialing -

- Coaching experience hours
- Coaching Knowledge Assessment



### ACSTH (Approved Coach Specific Training Hours)

The ACSTH program accreditation is considered a ‘a la carte’ training program, which offers the Coach Specific Training Hours (minimum contact hours can be as low as 30 hours!). Such programs may or may not offer the 10 mentored coaching hours and do not offer ‘coaching knowledge performance evaluation’.

The minimum contact hours can vary from 30 hours and can go upto 200 hours for MCC credentialing.

The ACSTH path can be used for the ACC, PCC and MCC credentialing.

### ACTP (Accredited Coach Training Program)

The ACTP program accreditation is considered an ‘all inclusive’ training program, which offers the training hours, mentored coaching hours and ‘coaching knowledge performance evaluation’. The ACTP path can be used for ACC and PCC credentialing.

### The Portfolio Path

If you are counting Continuing Coach Education (CCE) units and/or non-approved training toward your training requirements, you are required to follow the Portfolio path.

The Portfolio path can be used for the ACC, PCC and MCC credentialing.

### Continuing Coach Education Units (CCEUs)

Is ICF accredited professional development for coaches. This training and Units are to be accumulated by all credentialed coaches and used towards the renewal of an ACC, PCC or MCC credential.

## IF I JOIN YOUR PROGRAM WILL I RECEIVE MY ICF CREDENTIAL??

If you join our program, on successful completion of our program, you will receive our ‘MHRF P2P’ certificate for **the requisite number of hours** of coach training.

To get your ACC credential –

- Fill in the ICF application on the ICF website
- Upload our MHRF P2P certificate for 60 hours of ACSTH Training
- Upload one peer coaching recording + transcript

The same will be reviewed by ICF Assessors and if successful, you will then need to pass the ICF Coach Knowledge Assessment.

If you clear the CKA, you will then receive your ICF ACC Credential.