

FranklinCovey Executive Coach Training Program | Absentee Policy

Q: What is the absentee policy for Courses 1-3?

A: There are three Live Online instructional courses and one mentor coaching course in the initial training program for ICF Associate Certified Coach (ACC) credential.

Participants can miss a total of 9.5 Live Online instruction hours during the three courses and still meet the attendance requirements for their ICF credential application. Note that courses will typically consist of 17–21 Live Online instruction training hours each.

Participants who miss Live Online instruction, will need to make up the missed hours through special asynchronous assignments. For example, if a participant misses three hours of Live Online classroom teaching, the participant would need to listen to the missed session via the zoom recording within one week of the class missed. This would be followed up by writing a summary and reflection of the learning obtained through the missed instruction.

Q: What happens if I miss more than 9.5 hours of instruction in Courses 1-3?

A: Participants will not be able to complete certification and would need to attend a future cohort for the necessary amount of time in the respective module. However, observed coaching sessions cannot be made up, so participants must ensure that they have achieved the necessary five hours of observed coaching in order to receive certification.

Q: What is the absentee policy for Mentor Coaching?

Mentor coaching hours are completed via group and individual coaching to provide a total of 10 mentor coaching hours. Seven of those hours are completed via group coaching and 3 hours are completed via individual coaching. These 10 hours are included in the fees for the FC-ECTP. Should a participant miss any of the seven group coaching meetings, that participant would need to make up the missed hours by paying for additional individual coaching to ensure the completion of 10 hours of mentor coaching.