



**Me-B INSTITUTE and its SCHOOL OF TRANSFORMATION
POLICY AND PROCEDURES'**

www.mebschooloftransformation

PAYMENT: *Unless other arrangements are made, upon completion of the first training, full payment should be rendered for the year program. \$250 per training, about \$20 an hour. \$100 for the 400 Page Training Manual. There are a total of 12 classes. You can also make special arrangements so that the \$250 payment is due at least two-weeks before each training.*

MISSED SESSIONS: There are no refunds for any missed sessions. You must pay the complete fee. Efforts will be made to tape any sessions missed and a Teaching Assistant will be available to help you review the material.

CONFIDENTIALITY: Because sensitive personal material may be revealed as part of the training, all sessions are considered to be held in complete confidence.

SELF-RESPONSIBILITY/PERSONAL PROCESS REQUIREMENTS: Self-responsibility is expected. Maintain clear intention that any triggers or projections not develop into blame of others. If emotional material is revealed to you and is not addressed during the course of the training, you are responsible to seek professional assistance at your own cost. Additionally, you are required to purchase at a discount rate, a minimum of 6 Me-B Guide Sessions with Carolyn Eberle and/or her head teacher.

COMPLETION OF THE FULL-TRAINING: Upon completion of the full training there will be two Certificates available. One that everyone will receive -- a Certificate of Completion of the ME-B Institute's Energy Psychotherapy Year Training. If over the following three years, you complete 200 clinical hours that are overseen by an approved Therapist, you will receive an Advanced Certification Diploma. The ratio of supervised/consultation hours to clinical hours must not exceed 45. Also, upon completion of the training, it is expected you follow rules and procedures outlined by Colorado state law and register on the unlicensed database (or whatever state you practice).

TEACHING CLASS MATERIAL: You agree not to teach any of the class material. A written and signed License Agreement with Carolyn Bucey Eberle, Founder is the only exception to this rule.

FUTURE PLANS: Anyone interested in assisting future trainings must be approved by Carolyn Eberle. They will be allowed to retake subsequent trainings as teaching assistants for \$1500 teacher training fee. As the Mind Energy Body School of Transformation grows, it is our intention to hire teacher assistants and support them in expanding their practice.

VIDEO/AUDIO RELEASE: You give your permission so that classes may be taped for training or marketing purposes.

I read and understand all of the policies and procedures and I and any of my past or future agents will hold harmless Carolyn Eberle and/or the Mind-Energy Body Institute for any real or perceived injury or harm physically or emotionally over the course of the training and furthermore agree they shall not be personally liable for any damage or injury that may be sustained by me, either to my person or my property, while on any premises where she is practicing/teaching. I have read the preceding information, understand my rights and agree to participate in the training.

NAME (Print)

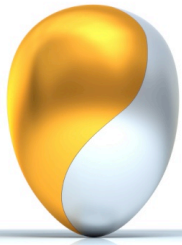
DOB

DATE

SIGNATURE

DOB

DATE



VIDEO/AUDIO RELEASE

Mind Energy Body School of Transformation
720/530-7621 Carolyn@mehschooloftransformation.com

I read and understand to be taped and any materials produced may be used for teaching and/or marketing purposes. I and any of my past or future agents will hold harmless Carolyn Eberle and/or the Mind-Energy Body Institute for any real or perceived injury or harm physically or emotionally over the course of the training and furthermore agree they shall not be personally liable for any damage or injury that may be sustained by me, either to my person or my property, while on any premises where she is practicing/teaching/taping/filming. I have read the preceding information, understand my rights and agree to participate in the video.

NAME (Print)

DOB

DATE

SIGNATURE

DOB

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Mind Energy Body Institute and its School of Transformation

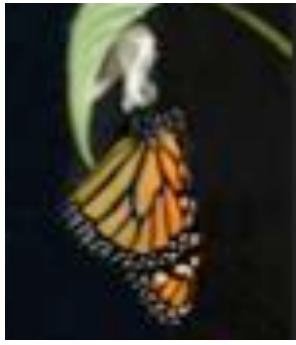
www.mindenergybodyinstitute.com

www.mehschooloftransformation.com

720/530-7621



APPLICATION FORMS



Mind Energy Body Transformation APPLICATION

**Mind Energy Body School
of Transformation**
720/530-7621

Name _____

Occupation _____

Age _____

Phone _____

Address _____

Email _____

I understand I am committing to the full 12-class certification program. YES _____

Have you ever been hospitalized for a mental illness or disorder? If yes, explain.

Describe your drug/alcohol use.

List any medication/supplements you are taking.

Describe any physical or emotional illnesses.

Are you motivated to do deep emotional work when your personal issues are triggered? Explain. How will you deal with negative transference in the group? Explain.

Are you committed to taking responsibility for your own emotional issues that may get triggered over the course of the training and not project them onto others? Yes/No Explain.

NOTE: An INTERVIEW IS REQUIRED BEFORE ACCEPTANCE INTO THE TRAINING

Learn to Guide Yourself and Others Home

**Give Form With a \$250 commitment check Made Out To Mind Energy Body Institute
6366 Fairways Drive; Longmont CO 80503; 720/530-7621 eberle01@sprynet.com.**

