



European Association for Gestalt Therapy
Established 1985

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FOLLOW UP PROCEDURE for ACCREDITED TRAINING INSTITUTES

The process of the accreditation of training institutes ends with a decision by the TSC: it is quite usual that institutes have to make some changes in order to fulfil the EAGT training standards. TSC can suggest some recommendations (this is the case when the TSC suggests some changes that are not strictly necessary for the accreditation) or can put some conditions (in this case the changes are necessary for meeting EAGT training standards and for accreditation). The conditions have to be fulfilled in a defined period of time. If the said conditions are not fulfilled, TSC has to decide whether to suspend or to withdraw the accreditation.

The follow up procedure has the aim to verify that the accredited institute is making the changes required in the established period of time and to support TI's when help is needed. This phase is followed by the TSC's expert/s that visited the institute.

The expert:

- verifies with the EAGT office manager if the institute has provided all the requested documents within the time limits:
 - **if yes:** the expert verifies whether the institute fulfils the criteria of EAGT and closes the procedure with a letter to the institute (and to the chair of the TSC and office manager) confirming this conclusion (from that moment graduates of the institute can directly become EAGT members without the signature of the institute's coordinator).
 - **if not:** the expert will send a letter to the institute asking for the conditions and needed documents (that have to be sent to the expert and to our office manager).
- s/he supports the institute if something is needed and s/he discusses with the TSC chair if something is going wrong. If needed the chair of TSC will directly contact the institute and explain the consequences of not fulfilling the conditions.
- the procedure is closed with the fulfilment of all conditions and with a letter to the institute (and to the chair of the TSC and to our office manager) confirming this conclusion (from that moment graduates of the institute can directly become EAGT members without the signature of the institute's coordinator).
- if the institute does not fulfil the conditions in the defined period of time, TSC has to make a decision whether to suspend or to withdraw the accreditation. The TSC informs the Executive Committee about the decision. Suspension means that the institute temporarily loses its rights as ordinary member (OM) and that its graduates have to be scrutinized by EAGT's Secretary in case they apply for ordinary membership. During the suspension the institute has to pay its fees as OM. When conditions are fulfilled the institute is getting back ordinary membership. Withdrawal means that the institute loses its accreditation. After that, in case it wants to apply for accreditation, the institute has to start with the process of accreditation from the beginning.

Amsterdam, March 2010