

Sample Application: Advanced Accreditation in Team Coaching



rev. 2026.2.24

Advanced Accreditation in Team Coaching Sample Application

1. Enter Program Details

The screenshot shows a web browser window with the International Coaching Federation (ICF) logo and navigation menu on the left. The main content area is titled "Advanced Accreditation in Team Coaching" and contains a form to be completed. The form includes fields for Program Type, Organization Type, Program Name, Program Contact, Program Description, Coaching Specialties, Synchronous Delivery Methods, and Website. The form is currently empty, with "Required" labels in red text next to the Program Name, Program Contact, and Synchronous Delivery Methods sections. The "Continue" button is highlighted in green.

International Coaching Federation
https://coachingfederation.org
2365 Harrodsburg Road
Suite A325
Lexington, KY 40504
Primary Contact: International Coaching Federation

Company Dashboard
Company Roster
Invoices

Advanced Accreditation in Team Coaching

Complete the form below to begin the application for Advanced Accreditation in Team Coaching.

Apply for Accreditation

Program Type: Advanced Accreditation in Team Coaching
Organization Type: Non-profit Organization

Program Name:

Required

Program Contact:

Required

Program Description:

Coaching Specialties:

<input type="checkbox"/> ADD/ADHD	<input type="checkbox"/> Leadership
<input type="checkbox"/> Business/Organizations	<input type="checkbox"/> Life Vision & Enhancement
<input type="checkbox"/> Career/Transition	<input type="checkbox"/> Mental Well-Being
<input type="checkbox"/> Coaching Other Coaches	<input type="checkbox"/> Personal/Organizational
<input type="checkbox"/> Creativity	<input type="checkbox"/> Relationship
<input type="checkbox"/> Executive	<input type="checkbox"/> Small Business
<input type="checkbox"/> Health & Fitness	<input type="checkbox"/> Spirituality
<input type="checkbox"/> Internal	<input type="checkbox"/> Other

Required

Synchronous Delivery Methods:

In Person
 Virtual

Required

Website

This is An Internal Or Non-Public Facing Program (No ESS Listing Needed).

Publicly Accessible URL:

Continue **Cancel**

International Coaching Federation
2365 Harrodsburg Rd
Suite A325
Lexington, KY 40504
coachingfederation.org
f x in @ v y

Your program information will be displayed on the ICF Education Search Service (ESS). You will be asked for:

- Organization type
- Program name
- Scope of hours
- Program description
- Delivery methods
- Program specialties
- Publicly accessible website
 - If your organization is internal only, please check the box that says, "This is an internal or non-public facing program (no ESS listing needed)."

2. View application summary

The application summary is an overview of the requirements you will need to complete before submitting your application. Click "Start Now" on any of the requirements to begin. Requirements can be completed in any order.

International Coaching Federation

Advanced Accreditation in Team Coaching Application

Application For: Sample
 Status: ● The application is in process.
 Started: 02/08/2025
 Due: 02/28/2027
[Continue Application ->](#)

Advanced Accreditation in Team Coaching → View Program

IT: 1078 Status: In Progress
 Name: Sample Primary Contact: Coaching Federation International
 Organization: International Coaching Federation

Step 1: Submit Your Application → **Step 2: Application Review Timeline** → **Step 3: Accreditation Approval Interview** → **Step 4: Final Approval**

Requirements Hide Completed

- Languages**
Select the languages in which your program is offered.
 1 Select language(s)
[Start Now](#)
- Locations**
Select the locations where your program is offered.
 1 Select location(s)
[Start Now](#)
- Course List**
Enter your course information.
 1 Enter your program courses
[Start Now](#)
- Coaching Sessions**
ICF Advanced Accreditation in Team Coaching providers must provide a minimum of two observed team coaching sessions for each participant. Written feedback must be provided for at least one of the two sessions.
 1 Enter observed coaching session information
[Start Now](#)
- Coaching Supervision**
ICF Advanced Accreditation in Team Coaching providers are required to provide or verify each participant receives at least five hours of coaching supervision with an eligible coaching supervisor or ICF mentor coach with coaching supervision training and experience.
 1 Provide your coaching supervision information
[Start Now](#)
- Credentialed Faculty**
Your organization is making a real and measurable difference in people's lives, which is why we're passionate about making sure our coaches and the organizations that educate them are well-equipped to do their jobs.
 1 Enter program faculty information
[Start Now](#)
- Faculty Professional Development**
Enter information on how your organization supports and develops faculty.
 1 Enter faculty professional development information
[Start Now](#)
- Assessment, Evaluation & Effectiveness**
ICF-accredited providers must undertake and submit a set of self-study surveys annually. These surveys serve as a concise compliance assessment to verify the organization's adherence to all ICF accreditation standards and requirements.
 1 Pending Agreement
[Start Now](#)
- Submit Application**
Submitting your Application will include:
 - Statements of Agreement, Compliance and Limitations
 - Application Fee[Submit Application](#)

International Coaching Federation
 2335 Harrodsburg Rd
 Suite A-225
 Lexington, KY 40504
 coachingfederation.org
 Facebook, LinkedIn, Instagram, YouTube icons
 Powered by Creatio

3. Enter program languages. Select all that apply.

International Coaching Federation

Advanced Accreditation in Team Coaching Application

Application For: Sample
 Status: ● The application is in process.
 Start Date: 02/08/2020
 Due: 02/28/2021

Languages
 Select the languages in which your program is offered.
 Select language(s)

Registered Program Languages

Languages:

- Afrikaans
- American Sign Language (ASL)
- Arabic
- Armenian
- Audiotran
- Bulgarian
- Catalan
- Chinese
- Chinese - Complex
- Chinese - Simplex
- Croatian
- Czech
- Danish
- Dutch
- English
- Farsi
- Finnish
- Flemish
- French
- Georgian
- German
- Greek
- Hebrew
- Hindi
- Hungarian
- Icelandic
- Indonesian
- Italian
- Japanese
- Kazakh
- Korean
- Latvian
- Lithuanian
- Macedon
- Norwegian
- Polish
- Portuguese
- Punjabi
- Romanian
- Russian
- Serbian
- Slovakian
- Slovenian
- Spanish
- Swedish
- Tagalog
- Taiwanese
- Tamil
- Telugu
- Thai
- Turkish
- Ukrainian
- Vietnamese

International Coaching Federation
 2355 Harrodsburg Rd
 Suite 4325
 Lexington, KY 40504
 coachingfederation.org

Powered by CRE@E

4. Enter program locations. Select all that apply.

For locations in the United States, Canada, and Australia, you will be prompted to provide a state or territory.

International Coaching Federation

Advanced Accreditation in Team Coaching Application

Application For: Sample
 Status: ● The application is in process.
 Start Date: 02/08/2020
 Due: 02/28/2021

Locations
 Select the locations where your program is offered.
 Select location(s)

Program Locations

- ▶ US States
- ▶ Canadian Provinces
- AFGHANISTAN
- ALBANIA
- ALGERIA
- AMERICAN SAMOA
- ANDORRA
- ANGOLA
- ANGULLA
- ANTIGUA
- ARGENTINA

International Coaching Federation
 2355 Harrodsburg Rd
 Suite 4325
 Lexington, KY 40504
 coachingfederation.org

Powered by CRE@E

5. Enter course information

You may enter multiple courses as part of your program information. Be sure to complete all required fields on the screen before saving.

International Coaching Federation

Advanced Accreditation in Team Coaching Application

Application For: Sample
Status: **1** The application is in process.
Started: 02/06/2020
Due: 02/26/2021

Course List
Enter your course information.
Enter your program courses

Course

Title:

Required!

Description:

Required

Primary Delivery Method:

Please select

Required!

Team Coaching Competencies Taught:

- Demonstrates Ethical Practice
- Embodies a Coaching Mindset
- Establishes & Maintains Agreements
- Cultivates Trust & Safety
- Maintains Presence
- Listens Actively
- Evokes Awareness
- Facilitates Client Growth

Required

Course Hours

Core Competency:

Required

Resource Development:

Required

Of These Hours, How Many Are Synchronous?:

Required

Education / Training Materials

Course Outlines:

Choose File: No file chosen

Select Existing:

Please select

Participant & Instructor Materials:

Choose File: No file chosen

Select Existing:

Please select

Powerpoint Slides/Other Graphic Handouts:

Choose File: No file chosen

Select Existing:

Please select

Save **Cancel**

International Coaching Federation
2355 Harrodsburg Rd
Suite 4120
Lexington, KY 40504
coachingfederation.org

Facebook, LinkedIn, Twitter, YouTube icons

POWERED BY CREDIQ

6. Confirm Course List

When you are done entering courses, confirm that the courses added to your program are correct. The system will show green checkmarks if the requirements have been met (80% core competency, 50% synchronous). You may adjust or remove courses as needed. When complete, click "Complete Course List" to verify that your course list is correct.

International Coaching Federation

Advanced Accreditation in Team Coaching Application

Application For: Sample
 Status: ● The application is in process.
 Started: 02/08/2020
 Due: 02/28/2022

Course List
 Enter information for each of the courses in your program. Your program must meet the following requirements:

- At least 50% of all education must be delivered in synchronous activities and 80% focused on the ICF Core Competencies. The remaining 50% of the education and education hours can be delivered asynchronously and remaining 20% focused on subjects not directly related to the ICF Core Competencies.
- Contact hours: Clock hours spent in synchronous (real-time) interactions between faculty and participants. It may include time spent in direct instruction, real-time discussions, observation and feedback or practice coaching sessions, and mentoring participants.
- Homework/Independent study: Clock hours spent outside of real-time interaction between faculty and participants (asynchronous). These may include outside reading, writing, research, journaling, practice coaching and various other activities that may occur outside of the synchronous setting. All asynchronous hours require some method of validating that the activity was completed by the participant.

Verification Required
 You will need to mark the course list as complete to submit your application.
[Complete Course List](#)

Core Competency	Resource Development	Synchronous	Asynchronous
10.00 hours	1.00 hours	10.00 hours	1.00 hours
90% Core Competency 80% of all education must be focused on the ICF Core Competencies.	90% Synchronous At least 50% of all education must be delivered in synchronous activities.		

Program Courses

Sample	Synchronous	Asynchronous	Core Competency	Resource Development
Total: 11.00 hours	10.00 hours	1.00 hour	10.00 hours	1.00 hour

Courses Not In Program

Sample	Synchronous	Asynchronous	Core Competency	Resource Development
Total: 12.00 hours	10.00 hours	2.00 hours	10.00 hours	2.00 hours
Total: 11.00 hours	10.00 hours	1.00 hour	10.00 hours	1.00 hour
Total: 12.00 hours	10.00 hours	2.00 hours	10.00 hours	2.00 hours
Total: 12.00 hours	10.00 hours	2.00 hours	10.00 hours	2.00 hours

Showing 1 to 4 of 4 entries

International Coaching Federation
 2395 Harrodsburg Rd
 Suite 4325
 Lexington KY 40504
 coachingfederation.org

Powered by Credentia

7. Enter observed coaching session information

Describe your observed coaching session process and provide an example of written feedback. Check the box to verify that your program follows the guidelines for observed coaching.

The screenshot shows the 'Advanced Accreditation in Team Coaching Application' page. On the left is a navigation menu with items like 'Dashboard', 'Registered Programs', 'My Accredited Program', 'Sample Application', 'Sample', 'Program Information', 'Application Summary', 'Languages', 'Locations', 'Course List', 'Coaching Sessions', 'Coaching Supervision', 'Credentialed Faculty', 'Faculty Professional Development', 'Assessment, Evaluation & Effectiveness', 'Sample', 'Test', 'Sample U Application', 'My Accredited Program', 'Staff Roster', and 'Invoices'. The main content area shows application details for 'Sample' with status 'The application is in process.' and dates 'Stored: 02/08/2020' and 'Due: 07/28/2022'. A 'Coaching Sessions' section contains a message: 'ICF Advanced Accreditation in Team Coaching providers must provide a minimum of two observed team coaching sessions for each participant. Written feedback must be provided for at least one of the two sessions. Enter observed coaching session information.' Below this is a form titled 'Observed Coaching Sessions' with a 'Describe Process:' text area, a 'Written Feedback:' section with a 'Choose File:' button (showing 'No file chosen'), and a checkbox for 'We Provide A Minimum Of Two (2) Observed Coaching Sessions For Each Participant. And We Provide Written Feedback For At Least 1 Of The 2 Sessions.' with 'Save' and 'Cancel' buttons at the bottom right. The footer includes the ICF logo, address (2305 Harrodsburg Rd, Suite 4328, Lexington KY 40504), website (icfcoachingfederation.org), social media icons, and 'Powered by CredHQ'.

8. Enter coaching supervision information

Describe your coaching supervision process and indicate the total number of hours of coaching supervision your program provides.

The screenshot shows the ICF application interface. On the left is a dark blue sidebar with a navigation menu including: Dashboard, Registered Programs, My Accredited Program, Sample Application, Program Information, Application Summary, Languages, Locations, Course List, Coaching Sessions, Coaching Supervision, Credentialed Faculty, Faculty Professional Development, Assessment, Evaluation & Effectiveness, Sample, Test, Sample LI Application, My Accredited Program, Staff Roster, and Invoices. The main content area is titled "Advanced Accreditation in Team Coaching Application" and shows application details for "Sample" with a status of "The application is in process" and a due date of 02/28/2025. A "Coaching Supervision" section contains a text area for "Describe Process:" and a field for "Hours Of Coaching Supervision Per Participant:". A "Save" button is visible at the bottom right of the form. The footer includes the ICF logo, address (2395 Harrodsburg Rd, Suite 4-325, Lexington, KY 40504), website (coachingfederation.org), social media icons, and "Powered by CredHQ".

9. Enter faculty information

Complete the required fields to add faculty to your program. Use the checkboxes to indicate which role(s) apply to each individual.

The screenshot displays the 'Advanced Accreditation in Team Coaching Application' interface. On the left is a dark sidebar with navigation links: Dashboard, Registered Programs, My Accredited Program, Sample Application, Sample, Program Information, Application Summary, Languages, Locations, Course List, Coaching Sessions, Coaching Supervision, Credentialed Faculty, Faculty Professional Development, Assessment, Evaluation & Effectiveness, Sample, Sample, Test, Sample U1 Application, My Accredited Program, Staff Roster, and Invoices. The top header includes the ICF logo, the text 'International Coaching Federation', and a 'Switch View' button. The main content area features a 'Credentialed Faculty' section with a message: 'Your organization is making a real and measurable difference in people's lives, which is why we're passionate about making sure our coaches and the organizations that educate them are well-equipped to do their jobs. Enter program faculty information.' Below this is a 'Faculty' form with fields for Organization (International Coaching Federation), Individual (Add New Individual), Start Date, First Name, Middle Name, Last Name, Email, ICF Credential (Please select), and Title. A 'Program Roles' section contains checkboxes for Director Of Education, Instructor - Coach Specific Education, Instructor - Resource Development, Observer, and Coaching Supervisor. 'Save' and 'Cancel' buttons are at the bottom right of the form. The footer includes the ICF logo, address (2020 Harrodsburg Rd, Suite A325, Lexington, KY 40504), social media icons, and 'Powered by Cred IQ'.

10. Confirm faculty list

Confirm that all faculty have been entered correctly and that each required faculty role has been filled.

Advanced Accreditation in Team Coaching Application

Application For: Sample
 Status: ● The application is in process.
 Status: 02/08/2023
 Due: 03/28/2027

[Continue Application](#)

Credentialed Faculty
 Your organization is making a real and measurable difference in people's lives, which is why we're passionate about making sure our coaches and the organizations that educate them are well-equipped to do their jobs. That's why we require the following qualifications for key faculty positions.

Director of Education
 Directors must hold an active PCC or MCC credential from ICF and subscribe to the ICF definition of coaching, ICF Team Coaching Competencies, ICF Core Competencies, and ICF Code of Ethics.

Instructors
 All instructors who are teaching content based on the ICF definition of coaching, ICF Team Coaching Competencies, ICF Core Competencies, and ICF Code of Ethics must hold one of the three ICF credentials (ACC, PCC, or MCC). Those teaching other optional content not related to the ICF definition of coaching, ICF Team Coaching Competencies, ICF Core Competencies, or ICF Code of Ethics are not required to hold an ICF credential. (This is considered Resource Development/ Instruction).

Observers
 All observers of participant team coaching sessions, and those responsible for providing written feedback, must hold one of the three ICF credentials (ACC, PCC, or MCC).

Coaching Supervisors
 All coaching supervisors must meet at least one of the following criteria:

- Hold an active coaching supervision certification, credential, or accreditation by a coaching or coaching supervision professional body.
- Have completed a coaching supervision education program of at least 60 hours and have at least 120 hours of coaching supervision experience.
- Be an eligible ICF mentor coach with 60 hours of coaching supervision education and at least 120 hours of experience.

Completed

Credentialed Faculty		+Add Faculty
Director of Education	1 PCC or MCC Required	
Sample, Sample Credentials: MCC Email: Sample@sample.com Status: Pending		
Instructor - Coach Specific Education	1 ACC or PCC or MCC Required	
Sample, Sample Credentials: MCC Email: Sample@sample.com Status: Pending		
Instructor - Resource Development	0 Required	
Sample, Sample Credentials: MCC Email: Sample@sample.com Status: Pending		
Observer	1 ACC or PCC or MCC Required	
Sample, Sample Credentials: MCC Email: Sample@sample.com Status: Pending		
Coaching Supervisor	1 ACC or PCC or MCC Required	
Sample, Sample Credentials: MCC Email: Sample@sample.com Status: Pending		

International Coaching Federation
 2385 Harrodsburg Rd
 Suite A325
 Lexington, KY 40504
 coaching@education.org

 Powered by Creati2

11. Enter faculty professional development information

Enter information on how your organization develops and supports faculty. Upload an example of a feedback form used by participants or the Director of Education to provide faculty feedback.

The screenshot shows the 'Advanced Accreditation in Team Coaching Application' page. The left sidebar contains a navigation menu with options like 'Dashboard', 'Registered Programs', 'My Accredited Program', 'Sample Application', 'Program Information', 'Application Summary', 'Languages', 'Locations', 'Course List', 'Coaching Sessions', 'Coaching Supervision', 'Credentialed Faculty', 'Faculty Professional Development', 'Assessment, Evaluation & Effectiveness', 'Sample', 'Test', 'Sample U Application', 'My Accredited Program', 'Staff Roster', and 'Invoices'. The main content area displays the application status: 'Sample', 'Status: The application is in process.', 'Started: 02/08/2020', and 'Due: 02/28/2022'. A 'Checklist' icon is visible in the top right. The 'Faculty Professional Development' section is highlighted, with a sub-section titled 'Faculty Professional Development' containing the text: 'How Do All Current And Prospective Faculty Receive Professional Development In Facilitating Adult Learning And Engagement In The Classroom (In-Person And Virtual) And In The Use Of The Technology They Will Rely On.' Below this is a text area with a 'Choose file' button and a 'No file chosen' message. 'Save' and 'Cancel' buttons are at the bottom right of the form. The footer includes the International Coaching Federation logo, address (2395 Harrodsburg Rd, Suite A325, Lexington, KY 40504), website (coachingfederation.org), and social media icons. It is powered by CredHQ.

12. Complete attestation on Assessment, Evaluation & Effectiveness

Review the information provided and agree to the terms by clicking the checkbox.

The screenshot shows the 'Advanced Accreditation in Team Coaching Application' page, similar to the previous one. The 'Assessment, Evaluation & Effectiveness' section is highlighted, with a sub-section titled 'Assessment, Evaluation & Effectiveness' containing the text: 'ICF accredited providers must undertake and submit a set of self-study surveys annually. These surveys serve as a concise compliance assessment to verify the organization's adherence to all ICF accreditation standards and requirements. Please indicate your agreement with completing these surveys by checking the box below. If granted accreditation, you agree to fulfilling accreditation incremental or renewal surveys annually or as directed by ICF Coaching Education. You also agree to uphold compliance standards by partnering with ICF to maintain the gold standard of coaching education. It is agreed that you will assess and integrate feedback and data collected by ICF Coaching Education into your practice.' Below this is a checkbox labeled 'We Agree To The Terms Identified Above'. 'Next' and 'Cancel' buttons are at the bottom right of the form. The footer is identical to the previous screenshot.

AATC Sample Application

12. Agree to Statement of Agreement, Compliance & Limitations

Review the information provided and agree to the terms by clicking the checkbox.

International Coaching Federation

Advanced Accreditation in Team Coaching Application

Application For: Sample
Status: The application is in process.
Started: 02/05/2025
Due: 07/26/2027

Statements of Agreement, Compliance and Limitations

Scroll to bottom of attestation text to enable confirmation checkbox.

As a condition of submission of this application for organization accreditation/approval, we hereby acknowledge and agree to the following binding terms and conditions:

1. We shall continuously comply with the rules, regulations and procedures of the ICF approval/ accreditation process;
2. The ICF has sole discretion to issue, amend and/or revoke the rules, regulations and procedures governing such approval/accreditation process;
3. We will abide by any decision of the ICF regarding the matters of approval/accreditation, including but not limited to changes in rules, regulations and procedures and the revocation of credentials, approvals and/or accreditation;
4. This application fees for Accreditation(s) and fees for the review of the application only and payment of the same does not guarantee organization approval or accreditation;
5. All fees paid to ICF for Accreditation(s) are non-refundable, and that ICF retains the exclusive right to increase such fees without prior notice;
6. That ICF and the applicable ICF committees, members and/or volunteers have the right to validate/verify the accuracy of any and all information and documentation we provide in the course of the application process, and that ICF requested by ICF to provide additional or supplemental information or documentation in support of the application that we shall do so in a timely and responsive manner;
7. We agree to strictly adhere to the rules, regulations and procedures of the ICF approval and accreditation process and that ICF has the sole and exclusive discretion to issue, amend and/or revoke the rules, regulations and procedures governing such approval/accreditation process;
8. We agree that we shall abide by any decision of ICF regarding the matters of approval/accreditation, including but not limited to changes in the rules, regulations and procedures from time to time as well as the revocation or suspension of credentials, approvals and/or accreditation;
9. The approval or accreditation of this organization, if granted by ICF, will apply only to the specific organizational program operated by the owner(s) identified in this application and that such approval or accreditation shall not apply to nor may it be transferred, licensed or used by any franchisee, licensee, or secondary distributor of any kind or by any organization that does not use the existing infrastructure identified in the application and administered directly by the disclosed combination owner(s), owner, Director of Training. Any such organizations will be treated as new organizations and must file separate, independent applications for approval or accreditation.

By Checking This Box, We Consent.

Next **Cancel**

International Coaching Federation
2385 Harwooding Rd
Suite A326
Wellington, K1 4G6G4
coaching@icfederation.org

Powered by CredIQ

13. Submit application and complete payment

After all requirements have been completed, you will be prompted to submit your application and complete payment. Once payment is submitted, your application will be added to the queue for review.



Inspire. Transform. Thrive.

