



IKC Professional School Professional Kinesiology Training Program Application

The undersigned _____ applies to be recognized as an IKC Professional Kinesiology

Affiliated Training Program

Campus Training Program

For level/s _____ by the IKC Professional School and submits the following:

1. Professional kinesiology training program history.
2. Professional kinesiology training program curriculum (make a clear distinction between the different levels if you are applying for more than one level).
3. Program length (for each level if you are applying for more than one level).
4. Professional kinesiology training program students' annual fee/s. Specify what is included in the fee, what has to be acquired extra by the student, and the cost of it.
5. Number of students graduated from the program for each year (and each level if applying for more than one level) since the program was started.
6. Total number of hours divided into classroom hours, home study/distance education hours, and practice hours outside the classroom (see "Credits computation").
7. Percentage of mandatory attendance both per subject and total classroom hours.
8. Subdivision of the kinesiology subject hours into hours dedicated to the following aspects:
 - a. muscle test learning
 - b. pretests
 - c. learning skills and brain integration
 - d. posture
 - e. muscle-skeletal approaches
 - f. organ-glands and other body systems approaches
 - g. nutritional and supplement awareness
 - h. environment and ecology approaches
 - i. time changes (eg, age recession, future progression, birth etc) and genetics
 - j. energetic modalities (meridians, chakras, etc.)
 - k. emotional stress management
 - l. communication balances
 - m. other aspects.
9. Type of assessments required for kinesiology and every other subject taught in the professional kinesiology training program.
10. What is recognized from prior learning, on what basis and at what level of learning.
11. How the classroom hours, distance study and/or outside practice hours and assessments are recorded. Send a copy of logbook and other record books.
12. Teachers background and competency for every subject.
13. Copy of textbooks when self-produced and a list of all mandatory texts and books for the students. List of all recommended texts and books, if any.
14. Final case study and/or thesis requirements. Provide three copies of final case studies done by past students.
15. Applicant qualifications.
16. Professional kinesiology training program director qualifications.



17. Contact head office at registrar@ikc.global for a Pay Pal invoice for your application fee.
18. A receipt showing the payment by Pay Pal of the application fee of € _____ (500 for one level, 650 for two levels, 800 for three levels) paid to the IKC Head Office:
International Kinesiology College Ltd., ACN 108 817 830.
The application fee is non-refundable. If the application has to be processed a second time because it is incomplete or improperly done, IKC will charge an extra fee of € 250 to the applicant to cover its administration expenses to complete it. After the second time costs will be counted according to the time needed to process the application (50 euros per hour).

The IKC Professional School is committed to:

- promoting the kinesiology profession worldwide
- cooperating with countries and international governments for the legal acceptance and recognition of the kinesiology profession.
- supporting the professional interests of the kinesiology profession in international matters.
- keeping, maintaining and updating an international register of IKC Professional Kinesiologists.
- organising and/or promoting meetings and seminars for the continuing education of IKC professional kinesiologists worldwide.

Applicant name _____
 Address _____ City _____ Zip Code _____
 Phone _____ Email address _____

Professional kinesiology training program director:

Surname _____ Lastname _____
 Address _____ City _____ Zip Code _____
 Phone _____ Email address _____

After having been issued an IKC professional kinesiology training program recognition authorize IKC to publish my name and address in its website and IKC publications.

Three copies of the application must be submitted, one to each of the following addresses:

Professional School Dean - Thomas Holvoet - email: kinesioteam@gmail.com

Professional School Vice Dean - Dominique Monette - Email: dominique.monette@gmail.com

IKC Registrar - Marti Braidwood

International Kinesiology College Ltd - ACN 108 817 830

Email: registrar@ikc.global

The IKC professional kinesiology Training Program certificate may be issued within 90 days from the date of completion of all the requirements.

Date

Signature

**IKC PROFESSIONAL SCHOOL: PROFESSIONAL KINESIOLOGY TRAINING PROGRAM'S
AIMS AND MINIMUM STANDARDS**

Professional Kinesiology Training Program Principles

Basic Philosophy

The IKC professional kinesiology training standards have been based on the experience of well established professional kinesiology schools that have gathered together under the IKC Professional School name and have formed international common basic standards.

The ideal of these schools is to offer such standards as a suitable foundation on which to build professional kinesiology training programs anywhere in the world. The desire to find common principles and education between all the forms of kinesiology in the world has been an inspiring thought all the way through the process of compiling these standards.

We want people to recognize kinesiology as one single profession that inspires them to grow on all levels and helps them find within themselves the answers they have not yet discovered.

Objectives

IKC professional kinesiology training, with its different courses of study and levels, has been designed to support the endorsed professional kinesiology schools worldwide to have a network that can assist them to be more recognized in their own field at all levels.

The IKC Professional School has made every effort to create a structure able to grant to each school a space for its personal needs while maintaining at the same time a highly professional common standard. By issuing one international certificate for each course of study and level of training to all kinesiology practitioners in the world who have graduated from a recognized IKC professional kinesiology training program, IKC creates a united network that helps each school and practitioner to benefit from the advantages obtained by other schools in different countries.

All IKC recognized professional kinesiology training programs conform to the Code of Ethics of the IKC.

Professional Kinesiology Levels of Training

The IKC Professional Kinesiology Training is divided into three different levels:

- Level 1 or Basic level
- Level 2 or Intermediate level
- Level 3 or Advanced level

Each course of study and level of training has its specific basic standards and can be pursued and offered independently from the others.

Professional Kinesiology Training Basic Standards

Length / Minimum Hours of level 1 or basic level



IKC professional kinesiology level 1 training programs shall have a minimum length of 2 years.

Each recognized program is considered of a minimum of total classroom hours according to the credits calculation as referred under “Credits computation”. Of this total, 480 hours are classroom hours while the remainder is credited for study and practical experience acquired outside the classroom.

The credit for hours completed outside the classroom may be computed according to the homework requirements of individual programs.

Distance study programs may be considered when outcome performance, competency and assessment are ensured.

Curriculum of level 1 or basic level

To allow a full spectrum of knowledge and experience an IKC professional kinesiology level 1 training program has to include basic sciences as well ethics, and supervised practice. The minimum number of hours has been defined for each group of subjects as follows:

- 240 Kinesiology (we count all the kinesiological work)
- 80 Basic sciences (e.g. Anatomy, Physiology, Biochemistry)
- 40 Communication, ethics and business administration
- 25 Supervised practice in kinesiology

The remaining hours are chosen by the School from the above list.

The above hours apply to the classroom hours only.

The program and the amount of hours for each subject have to be specified.

With regard to kinesiology subjects, the inclination and the choice of the courses need to cover the energy, nutritional, emotional and structural aspects in a balanced way.

Please note: First repeat recognizes full hours. Second repeat counts 50 % hours. Further repeat hours are not recognized.

Length / Minimum Hours of level 2 or intermediate level

IKC professional kinesiology level 2 training programs shall have a minimum length of 3 years.

An exception is made when a professional kinesiology training program is recognized by a government and in this case, is not less than two years duration.

Each recognized program is considered of a minimum of total classroom hours according to the credits calculation as referred under “Credits computation”. Of this total, 640 hours are compulsory classroom hours while the remainder is credited for study and practical experience acquired outside the classroom.

The credit for hours completed outside the classroom may be computed according to the homework requirements of individual programs.

Distance study programs may be considered when outcome performance, competency and assessment are ensured.

Curriculum

To allow a full spectrum of knowledge and experience an IKC professional kinesiology level 2 training program has to include basic sciences as well as complementary subjects, ethics, and supervised practice. The minimum number of hours has been defined for each group of subjects as follows:

- 320 Kinesiology (we count all the kinesiological work)
- 96 Basic sciences (e.g. Anatomy, Physiology, Biochemistry)

- 40 Complementary subjects (e.g. T.C.M., Nutrition, Herbology)
 - 40 Communication, ethics and business administration
 - 50 Supervised practice in kinesiology
- The remaining hours are chosen by the School from the above list.

The above hours apply to the classroom hours only.

The program and the amount of hours for each subject have to be specified.

With regard to kinesiology subjects, the inclination and the choice of the courses need to cover the energy, nutritional, emotional and structural aspects in a balanced way.

Please note: First repeat recognizes full hours. Second repeat counts 50 % hours. Further repeat hours are not recognized.

Length / Minimum Hours of level 3 or advanced level

IKC professional kinesiology level 3 training programs shall have a minimum length of 4 years.

Each recognized program is considered of a minimum of total classroom hours according to the credits calculation as referred under “Credits computation”. Of this total, 1200 hours are compulsory classroom hours while the remainder is credited for study and practical experience acquired outside the classroom.

The credit for hours completed outside the classroom may be computed according to the homework requirements of individual programs.

Distance study programs may be considered when outcome performance, competency and assessment are ensured.

Curriculum of level 3 or advanced level

To allow a full spectrum of knowledge and experience an IKC professional kinesiology level 3 training program has to include basic sciences as well ethics, and supervised practice. The minimum number of hours has been defined for each group of subjects as follows:

- 640 Kinesiology (we count all the kinesiological work)
- 192 Basic sciences (e.g. Anatomy, Physiology, Biochemistry)
- 100 Complementary subjects (e.g. T.C.M., Nutrition, Herbology)
- 40 Communication, ethics and business administration
- 100 Supervised practice in kinesiology

The remaining hours are chosen by the School from the above list.

The above hours apply to the classroom hours only.

The program and the amount of hours for each subject have to be specified.

With regard to kinesiology subjects, the inclination and the choice of the courses need to cover the energy, nutritional, emotional and structural aspects in a balanced way.

Please note: First repeat recognizes full hours. Second repeat counts 50 % hours. Further repeat hours are not recognized.

Attendance

The student’s minimum mandatory attendance is 90% for the total of classroom hours and 80% for each specific subject.

Recognition for Prior Learning

Some subjects attended previously in post secondary schools can be recognized, if the subject program corresponds to that required by the Professional kinesiology training program



recognized by the IKC Professional School and if a final assessment was passed for that specific subject.

Subject- assessments

To maintain a uniform evaluation of students' progress, every IKC recognized Professional Training includes students' assessments in every subject attended during the years of study. These assessments can be oral and/or written and/or practical. The type of assessment has to be appropriate to the subject taught. The results of the assessment along with the course attendance have to be recorded in a suitable student's record book, preferably the IKC Logbook.

For the **kinesiology subject** more than one assessment can be given. From September 1st 2001, a minimum of 3 assessments is required for the kinesiology subject.

A **kinesiology assessment** has to ascertain the student's competence in applying kinesiology procedures as follows:

muscle testing techniques, basic procedures, learning skills and brain integration, posture and all the human body systems studied in the Kinesiology program, nutrition, environment and genetics, energetic modalities and emotional stress management.

Scores and grades for every subject as well as the graduation assessment are computed according to the countries' educational system.

The assessments have to be organized according to the educational model so that they also represent a learning experience.

After completing any subject, a minimum time of 30 days has to be allowed for the student to prepare for the assessment.

Only material that has been taught in class or included in a homework assignment may be assessed.

If a subject is assessed in segments, students have to be informed on what segment they are going to be assessed.

Teaching Body

The teachers of a professional kinesiology training program require a qualification in the subject they teach. The teachers have to abide by the ethical principles established by the IKC. The applicant for the recognition of a professional kinesiology training program will provide the name and professional background of all teachers.

Textbooks - Written Teaching Materials

Each student is to be provided with a text for each subject or course of study, or given a list of recommended and / or required texts. A copy of the texts for courses which are self-produced exclusively for the professional kinesiology training program have to be sent to the attention of the Vice-Dean of the Professional School Board together with the IKC professional kinesiology training program application. Professional kinesiology courses that have been already recognized by the IKC Professional School do not need to resubmit this material.

Case Studies

Before the final assessment with the Examining Board, each student has to submit one (for level 1), two (for level 2) or three (for level three) thesis', or detailed case studies using the skills learned in the Professional Kinesiology Training Program. Details of case studies are available from the Vice-Dean of the IKC Professional School.



Professional Kinesiology Training Program Completion

Upon completion of one level of study, the Institute in which they are enrolled will present students to the Examining Board recognized by the IKC Professional School for the final assessment.

Students who have not formally attended an IKC recognised Professional Kinesiology Training Program, and yet fulfilled one level of the Professional Kinesiology Basic Standards applicable to them under this section, may apply directly to the IKC Professional School to be presented to the Examining Board recognized by the IKC Professional School for their final assessment.

Satisfactory completion of this assessment enables the new practitioner to apply for registration as an IKC professional kinesiologist for the level for whom he/she is graduating.

Standards for Professional Kinesiology Training Program Recognition

Country Requirements

If kinesiology has already been government recognized in a country, any school which applies for IKC recognition for anyone level must first fulfil the country's requirements.

The IKC Professional School Faculty of each country, in cooperation with the local IKC recognized professional association, will have to agree on a professional program that fulfils the IKC requirements for one or more levels of professional kinesiology training programs recognition.

Such program will then be presented by the country for IKC recognition. Once one or more levels are recognized, the IKC will consider only professional training of these levels that abides by the minimum standards accepted for that country.

Every professional kinesiology training program is initially recognized for one country only. If a recognized program is taught in a country different from the one for which it was originally recognized, it will have to abide by the standards accepted by the IKC Professional School for that country.

When a professional kinesiology training program is taught in a country different from that for which it was originally recognized, a notice must be sent to the IKC Professional School Board and the IKC Professional School Faculty member/s for the country for which the kinesiology professional training program was originally recognized.

The IKC Professional School Board may issue recognition to a professional kinesiology training program taught in a country different from that originally recognized.

Applicant Qualifications

The applicant may be a single person, a business enterprise or a non-profit organization. A professional kinesiology training director has to be appointed and listed in the application. The professional kinesiology training director has to be an instructor of a kinesiology school recognized at an international level and to have been in activity for at least five years. He must have attended a minimum of 500 hours in various kinesiology workshops. He also has to be either currently listed in the IKC professional kinesiologist register or to have been active in the profession for at least fifteen years.



The IKC professional kinesiology training program recognition certificate for one or more levels is issued to the applicant.

Applicant Experience

The applicant or applicant's company or school is eligible for recognition if one full professional training program of the applying level has been completed and its students have graduated from such course. Repetition of the professional kinesiology training program has to be demonstrated, in order to prove continuity. A minimum of 20 students have to have completed and graduated from the professional kinesiology training program

If a school has fulfilled all the prerequisites to be recognised by the IKC professional School for PKTP recognition of one level with the exception of the graduation of a minimum of 20 students, the school may still apply for Professional Kinesiology Program Training recognition. This will entitle the applicant to include IKC endorsement on its advertising namely, "This school delivers training done in accordance with the standards of the IKC" and/or "accreditation pending". Both statements should appear complete and in a consistent font type and size not less than 9. The applicant will receive notification to this effect, and until such time as all the prerequisites have been met, will be known as a "preaccredited Professional Kinesiology Training Programme". While preaccredited, all the usual fees apply. Full recognition will only be applied after all prerequisites are met and the application is ratified by the Dean and Board.

Teaching Facilities

Classes must be held in adequate teaching venues with appropriate support material. The location has to comfortably accommodate chairs and massage tables to allow enough space for the students' practice.

Where appropriate, facilities must comply with local authority conditions.

Application and Application Fee

Each level may have separate application. A common application is accepted when there is a request for recognition of more than one level.

An initial application fee, which varies according to the number of recognised levels, has to be included with the application to the IKC Headquarters.

If quality control is required at the school location there will be an additional charge to cover the expenses.

Certification Fee

A certification fee for one or more levels is due annually.

The annual certification fee is the same for probationary approval.

Certification

A certificate for the recognized professional kinesiology training program of one or more levels is issued by the IKC Professional School to the applicant or the applicant's business after all the requirements are fulfilled.

Changes in the Recognized Programs

The Vice-Dean of the Professional School Board of the IKC has to be informed in writing, if changes are made in program duration, total number of hours, curriculum, assessments, teaching facilities and similar matters within a year after the changes have occurred.



Quality Control

The IKC Professional Kinesiology School Board reserves the right for quality control of any professional kinesiology training program recognized or in process of recognition if it considers it necessary.

Campus Programs

Each recognised Professional Kinesiology Training Program may apply to be recognised as an “Affiliated program” or as a “Campus program”. Campus Programs commit to certify all their graduates with IKC Professional Kinesiologist certification and receive a 50% discount on their Annual Certification Fee and the IKC Professional Kinesiologists Final Assessment and Certification Fee paid by their students. They are also entitled of preferred recommendation for addressing prospected students, a special dedicated section in the IKC website and receive discounts on future teaching services provided by the IKC Professional School

Credits computation

Each credit for any in-class level of an IKC Professional Kinesiology Training Program corresponds to 25 total hours and is computed as follows:

- 8 classroom hours
- 17 distance study hours

A different computation is made for internship and supervised practise where 25 hours of these subjects correspond to 1 credit (no distance study hours).

CODE OF ETHICS FOR A PROFESSIONAL KINESIOLOGIST

General Principles

Respect of Life

The kinesiologist recognizes and complies with the widespread significance of the respect and defence of life.

Balance of Living Beings

Through muscle testing, the kinesiologist interacts with the human being's self regulating capabilities. The kinesiologist uses natural modalities to facilitate wellbeing.

Wholistic Approach

The kinesiologist works on all aspects of a person to facilitate his self-regulating abilities.

Quality has priority over quantity of actions during the balance.

The kinesiologist is aware of the broader meaning that may lie behind any imbalance.

The educational model the kinesiologist is using originates from the objective of educating people to discover their values.

Approach to Symptoms

A kinesiologist does not intervene with symptoms. The kinesiologist is interested in potentiality rather than pathology. A kinesiologist uses his professional competence to support the client in achieving a higher level of integration that enhances learning capabilities and quality of life.

**Self-responsibility Model**

It is a person's ultimate responsibility and choice to maintain a balanced state.

It is the kinesiologist's responsibility to assist the client in learning to deal with his condition.

The kinesiologist actively involves the client throughout the balancing process by educating the client on the principles of his method.

Awareness and participation of the client is important to make a change.

The relationship between kinesiologist and client is based on active cooperation to enhance self-responsibility. The kinesiologist is using the educational model. He considers himself a facilitator / educator, always ready to respect the client's choices.

Empathy

Lasting change and mutual satisfaction can be obtained when empathy is established between the client and the kinesiologist.

Positive Feeling

The aim of the kinesiologist is to evoke mental and behavioural patterns based on positive thoughts and feelings.

Professional Conduct**Ethical Commitment**

A kinesiologist commits to practice his work in a proper manner, to maintain a respectful behaviour with his client, partners and non professionals alike. With respect to the duties of his profession, he behaves with self-discipline and tact, avoiding all that can undermine the reputation of his profession.

Professional Commitment

The kinesiologist will work within the guidelines of his code of ethics and/or the code of conduct and/or the code of practice. During the kinesiological balance, use is made of techniques and modalities recognized by the IKC and/or the local professional organization recognized by the IKC.

The kinesiologist safeguards, in his actions and choice, both professional and private, the image and credibility of his profession.

Cooperation with Colleagues

Relationships with colleagues are based on the highest standards and professionalism. Defamation of colleagues constitutes a grave infraction.

A kinesiologist may not knowingly entice a client from another professional.

A kinesiologist substituting in a temporary position for a colleague will cease his relationship with his colleague's clients upon that colleague's return and will provide information relative to that client's records. Where required, for legal or another similar reasons, the principle kinesiologist will make the client's records available to the former substituting kinesiologist.

Payment of gratuities or gifts for client referral is unacceptable behaviour.

Cooperation with other Practitioners

The kinesiologist is conscious of his own area of competency. He will not encroach into the field of other professions and will adopt a positive stance with other professionals, in particular to other health care professionals.

**Professional Confidentiality**

The kinesiologist must observe confidentiality in all matters relating to his clients.

He is also responsible for maintaining confidentiality during consultations where others are assisting.

The kinesiologist may only disclose client information with that client's permission.

Respect for Client

The kinesiologist acts for the client's overall wellbeing and only by his personal request. The kinesiologist must give his client clear information on the possibilities and limits of kinesiology, thus avoiding unjustified expectations.

The kinesiologist, even when establishing the necessary emotional rapport of trust and support with his client, maintains a professional manner with him at all times.

Other than his fee, the kinesiologist will refuse any type of personal advantage or favour that he might obtain from the session that may interfere with the quality and duration of the professional rapport with his client.

The kinesiologist exercises choice around his decision to begin or continue a professional relationship with a client

In order to assist the client, the kinesiologist may provide information and / or advice to support the client's balances. It is his duty to recommend other types of support, should it be necessary for the well being of the client.

Appropriate Use of Muscle Testing

The kinesiologist uses muscle testing as a method of identifying the client's areas of stress. However, the quality of the rapport established with the client, and the client's wishes and needs should be taken into consideration first.

While being a helpful instrument of awareness, muscle testing should not override the kinesiologist's opportunity to maintain a communication that encourages and enhances the client's conscious participation.

The kinesiologist will assist the client to make meaning of the muscle test findings in relation to the client's history and session goal.

The kinesiologist recognizes that muscle testing results may vary according to the level of knowledge and awareness of both the practitioner and client.

While the decisions and outcomes reached during the client's session may have come from many processes, muscle testing may be used to clarify and support the client's understanding.

The kinesiologist does not measure his success with clients by kinesiological outcome only, but also by the client's personal satisfaction and experience of the balance.

The kinesiologist is aware that his own state of balance is an important part of accuracy and feedback during muscle testing sessions. He therefore considers time given to his own personal wellbeing a necessary condition for the successful improvement of his client's condition.

Continuing Education

The kinesiologist must satisfy the continuing education requirement of his country's professional organisation.

Continuing education may also include professional research, presentations at kinesiology meetings, and other activities aimed at increasing the framework of the kinesiology profession.

According to the professional organisation's requirements and the specific local legislation, the kinesiologist may be required to display evidence of his continuing education in his work place.

**The professional Office**

The kinesiologist's professional work place must satisfy requirements and conditions of any local laws.

Titles and Qualifications

The kinesiologist displays only academic certificates and titles that pertain to him.

The kinesiologist represents himself to the public in all respects of advertising, stationery, media and any other form of advertising and / or image representation in a manner that is honest and truthful and in a way that enhances the profession of kinesiology as a whole.