"IEA Accredited Enneagram School" Requirements:

An organization or institution that regularly offers basic and advanced Enneagram trainings, including one or more IEA Accredited Training Programs. To apply to become an IEA Accredited Enneagram School ("AES"), an organization must provide either (1) a comprehensive Enneagram education or (2) an in-depth Enneagram education for a particular application or in a particular field of professional work.   The organization must also meet all of the following requirements:

1. The organization must have existed for at least two years prior to application.
2. The organization must offer through one or more sponsored ATPs either (1) a comprehensive Enneagram education program (typically consisting of 100 hours or more of study) or (2) an in-depth Enneagram education relating to a particular application or field. Completion of the entire program must culminate in the ability to earn a _professional_ Enneagram Certification (as a teacher, coach or other professional). A professional Enneagram Certification entitles the program graduate to teach or perform certain specified services as a Certified professional graduate of such AES and is not simply a certificate of attendance.
3. Certification by an AES typically requires fieldwork and/or a formal assessment in addition to completion of the training program requirements.
4. A full program outline, including the sequencing of required courses and a description of the Certification programs offered and their requirements, including any required fieldwork and/or formal observation or assessment, must be provided.
5. The sponsoring IEA Accredited Professional(s) and all Enneagram faculty must be identified and be IEA Accredited Professionals who are current and in good standing. Any teaching or facilitation provided by faculty-in-training or others who are not IEA Accredited Professionals must be overseen in person by such IEA Accredited Professionals.
6. An AES typically also provides advanced programs and/or on-going learning and deepening practice opportunities for its graduates.
7. An AES may offer additional workshops, courses and retreats that are not part of its Accredited Training Program(s) and Certification program.
8. The AES, its staff, owners, and all sponsoring and affiliated IEA Accredited Professionals must adhere to the IEA's Ethical Guidelines and Code of Ethics. All students of the AES must be informed that the AES and its sponsors and faculty adhere to the IEA's Ethical Guidelines and Code of Ethics. If a complaint is filed alleging a violation of the IEA's Ethical Guidelines and/or Code of Ethics by the AES, the Sponsoring AP or of any of the AES' Enneagram faculty, the AES and its Sponsoring AP will be notified and advised of any steps necessary in connection with the investigation and resolution of such complaint and any impact it may have on the AES' accreditation status.
9. A summary of course offerings and/or a link to a current online description of the AES, its ongoing course offerings and its Certification program requirements must be provided for inclusion on the IEA website.

10. After an AES is approved, if there is any substantive change to the AES curriculum or Certification program requirements as described, or there is any change in the AES' Enneagram faculty (all of which must be and remain Accredited Professionals in good standing), the AES must notify the IEA and update the program's profile description. All such changes are also subject to the further review and approval of the Accreditation Committee.
11. The AES must adhere to the IEA Branding Guidelines and this policy in its use and placement of watermarks and descriptive language.
12. As a benefit to encourage AES certified graduates to become active members of the global IEA, the IEA will award a one-year IEA global participating membership (or credit the applicable amount to an extension of their existing membership) to each graduate of the AES' certification program if:
    o The AES certification program requires at least 100 hours of training,
    o The AES states that the graduate has completed the training and all other requirements for Certification by the AES, and
    o The AES forwards to the IEA staff (with the graduate's permission if required under applicable laws) the name, email address, country of residence and dues category (30 and under, regular, 65 and over, current Affiliate membership) of such graduate.

IEA Accredited Enneagram School Applications:

1. The IEA Accredited Enneagram School ("AES") online application form must be completed in English providing full and detailed responses to all items required.
2. The AES must have one or more clearly identified sponsoring Accredited Professionals who are owners, officers or principals of the organization.
3. The AES must offer one or more ATPs that are current and in good standing. (Note - The AES must offer the ATP(s) required to complete its Certification program in full at least once every two years.)
4. A brief description of the AES, its organizational structure, principals and/or officers and directors must be provided.
5. All Enneagram faculty teaching as part of the organization's ATP(s) or Certification program must be identified and must be IEA Accredited Professionals in good standing.
6. The AES must agree to adhere to the IEA's Ethical Guidelines and Code of Ethics and to inform its students that the AES and its faculty adhere to such Guidelines and Code.
7. A short description of the AES and the educational programs and certification(s) it offers suitable for inclusion on the IEA's website must be provided, along with a link to a current online source for more information.
8. A brief description of any other courses, workshops, retreats, deepening practice groups or advanced trainings regularly offered by the AES for its graduates or others must also be provided.
9. Testimonials must be provided from at least two graduates of the AES' Certification program describing their experience in the program, whether they would recommend the program to

other students and whether they believe the program meets all requirements for IEA Accreditation.

Application and Renewal Fees and Process:

1. **Application:**
   a) **If the AES already has a sponsored ATP in good standing –**
      - The initial Application fee for the AES is $400 and must be paid upon submission of the AES Application Form.
      - Once the AES Application Form has been completed and all required graduate testimonials and supporting information have been received, the AES application is sent to the Accreditation Committee for review. The Sponsoring Accredited Professionals for the AES will be interviewed by two Accreditation Committee members to confirm all necessary information is provided and clearly understood.
      - Following the interview, the application will be voted on at a meeting of the IEA Accreditation Committee and must receive affirmative votes of at least a majority of the eligible members of the Committee to be approved.
      - Administrative staff or members of the Accreditation Committee may request further information if needed for clarity or for inclusion on the IEA website.
      - Upon approval, a dated AES logo will be sent out to be used for the balance of the initial term. If an application is received between January 1 and September 30, the initial term will be the balance of the calendar year, with renewal required for the following year. If an application is received between October 1 and December 31, the initial term will run through the end of the next calendar year.

   b) **If the AES is simultaneously applying to accredit the AES and one or more sponsored ATPs -**
      - A separate ATP application must be filled out for each sponsored ATP.
      - A consolidated application fee of $700 must be paid upon submission of the AES and ATP applications. While there is no limit on the number of ATPs an AES might sponsor so long as the ATP requirements are met for each, the consolidated application fee will cover the AES and up to three ATPs. Each additional ATP would add an additional $25 to the consolidated application fee to cover the additional processing time required.
      - Consolidated AES and ATP applications are reviewed by and must receive the affirmative votes of at least a majority of the members of the IEA Accreditation Committee following an interview with two committee members as described above to be approved. Administrative staff or

members of the Accreditation Committee may request further information about each ATP if needed for clarity or for inclusion on the IEA website.

- Upon approval, a dated AES logo and a dated ATP logo for each approved sponsored ATP will be sent for use for the balance of the initial term. If an application is received between January 1 and September 30, the initial term will be the balance of the calendar year, with renewal required for the following year. If an application is received between October 1 and December 31, the initial term will run through the end of the next calendar year. The AES may choose which logo(s) to use in the marketing of its programs.

2. Annual Renewal –

a) Consolidated annual renewal notices will be sent out late in the calendar year to each AES for the AES and its sponsored ATP(s). At that time all information must be updated or certified to be current and a consolidated required annual renewal fee of $250 must be paid for the AES and up to three sponsored ATPs. Each additional sponsored ATP will cost $25 to renew.

b) The Accreditation Review Committee periodically reviews all AES renewals, including any updates or changes to the AES programs and faculty. If there appears to have been a significant change in the operations or staffing of the AES, the Accreditation Committee may request a meeting with representatives of the AES to review the qualifications and determine whether and what level of accreditation is to be renewed for the coming year. If a complaint is filed alleging a violation of the IEA's Ethical Guidelines or Code by the AES, its AP Sponsors, Enneagram faculty or others affiliated with the AES and its programs, the AES will be notified and advised of any steps necessary in connection with the investigation and resolution of such complaint and any impact it may have on the AES' accreditation status.

c) New dated AES logos for the new year will be distributed after renewal forms and payment of fees are received.

d) Renewal forms and fees must be returned by no later than February 28 for the AES and its sponsored ATP(s) to remain current and listed on the IEA's directories.