

NTI Certificate of Applied Spiritual Counselling (CASC) Graduation Requirements *and*

OIIM CASC, Registered Spiritual Apprentice (RSA), LM Anointment (optional) and Registration Requirements

*The following are requirements that must be met in order to graduate from the NTI Certificate of Applied Spiritual Counselling (CASC) Program which is a **total of 1,520 hours of training**; and to meet the OIIM Registration Board's requirements to be anointed and registered as a Registered Spiritual Apprentice and Lay/Licensed Minister (if ready to commit to the Ministry) with the designation(s) of CASC, RSA and LM:*

- o Complete all your NTI **distance education** requirements (**620 hours of training**).
- o Complete 300 hours of personal development training in the spiritual/healing arts, half of which, when possible, should be at an Interfaith Centre – **this requirement can be met at the 8-10 day NTI Retreat**.
- o Attend the 8-10 day NTI Retreat (**100 hours of training**).
- o Have a **Criminal Check** for the Vulnerable population forwarded to the NTI Registrar.
- o Submit the **Proof of Therapy** form to the NTI Registrar. See Appendix A for an explanation and Proof of Therapy form.
- o Write and pass your **CASC EXAMINATION** for Modules I, II, III and IV. If you have received an average of 85% on any module, you will be exempted from writing the EXAMINATION for that module. If you attend the 8-10 day NTI Retreat prior to completing your distance education, you can write your exam with an accredited proctor in your home community.
- o As part of your **Apprenticeship**, (you are not expected to start this until at least halfway through your program) you will be required to discuss with the Registrar or the appropriate Mentoring Minister your work with a combination of: individual clients; offering a 2 hour Spiritual Workshop (following the template for Workshop Processes that follow know effective research from the disciplines of spirituality, counselling and education) in a safe, reverent and respectful environment; writing or editing, outreach; attend the compulsory Monday Tele-Learning sessions and administrative work (**totalling 500 hours of supervised training**). This will include submitting and discussing appropriate notes and/or records through www.counsellingtrac.com. See FORMS (www.OIIM.net) for greater detail about ethical recordkeeping and note-taking. For detailed information on recordkeeping and note-taking, read the article “COUN A-101-6: Forms, Notes and Recordkeeping - the seemingly unspiritual activity with a lot of spiritual intent” (see page 23 in the *OIIM Graduation Requirements Booklet* or go to <http://oiim.weebly.com/forms.html>). This is a topic that will be covered at Retreat. Additionally,

a copy of the "Client Evaluation Form" or the "Workshop Evaluation Form" (see page 21 in the *OIIM Graduation Requirements Booklet*) will need to be submitted anonymously to the NTI Registrar from ten of your clients. These will be discussed with you for training purposes.

- o As part of your Apprenticeship, you will be required to conduct at least one spiritual group following acceptable group therapy guidelines, designed to provide a credible workshop in a safe, uplifting, spiritual and growth promoting environment. See the template for "Workshop Processes" provided at www.OIIM.net and "Workshop Evaluation Form." Discussion with your NTI Mentor as to topic, structure, content and research (which should be submitted in writing) will need to be initiated. Group evaluation forms need to be submitted anonymously to the NTI Registrar by each participant for training purposes (100 hours of supervised training for each group with your proof of research).
- o Submit and be prepared at graduation to publicly express your (1) ***Ethical Commitment*** – based on the Ethics courses in Module II.
- o Submit and be prepared at graduation to express your ***Personal Dedication to Be of Service*** through OIIM as either or both a Registered Spiritual Apprentice and/or a Lay/Licensed Minister.
- o **Decide if pursuing the Ordained Ministry stream**, you will have the choice to be anointed as an OIIM Lay/Licensed Minister at the CASC graduation. You will need a robe of your choosing should you decide to wear one. A plain stole will be provided by OIIM.
- o You must **pledge** to adhere to the *International Code of Ethics for Spiritual Directors*, the *Code of Ethics for Naturotherapists* (should you seek membership), and the *OIIM Registration Board's requirements* (including acquiring 30 hours of CEU's every three years).
- o All **NTI fees** must be up to date.
- o **OIIM membership and registration fees** must be current. See attached "Application for Membership/Registration by OIIM's Registration Board" form (see page 26 in the *OIIM Graduation Requirements Booklet* or go to <http://oiim.weebly.com/forms.html>).