Dear Future Coach,

Congratulations on taking the first steps towards an exciting career and amazing personal development. It is often a daunting process when choosing a training partner once you have decided on your choice of study.

As Australasia’s foremost Life Coach training organization we can help you recognize your true gifts and where they add value in the world. We can help you master the art of connecting those gifts to a real career. The fact is if we could see ourselves with perfect objectivity, we wouldn’t need training. But we can’t. We need trained eyes to help us maximize our gifts. We need real-time feedback to reveal our true potential.

Getting the right training and guidance at the right time is one of the most important steps of your life and career. Without this you may be missing life-changing opportunities. At the Life Coaching Academy your future is secure. The LCA offers both Nationally Recognized* and Internationally Accredited (ICF & ANZI)** programs with continuous learning opportunities, enabling students to upgrade to a higher level of accreditation at any time throughout their studies. This is extremely cost effective and encourages students to find their niche whilst studying towards their chosen field.

The Life Coaching Academy offers you the opportunity to develop your skills and knowledge to the extent that you are able to assist others to reach their goals and objectives in a structured environment. These Nationally Recognized and Internationally Accredited training programs have been specifically developed to train prospective coaches in all the facets of this highly sought after and lucrative profession.

You are guided through a series of seminars and workshops led by some of Australia’s leading, practicing coaches. Your optional Coaching Mastery Weekend Intensive and Xcelerator Virtual Learning Seminars include multiple themed sessions with many opportunities to practice as you learn. You work in small groups, so your learning speed is greatly increased and you benefit from lots of individual attention.

We will ensure you maximize your gifts and become a confident and competent Life Coach. We will teach you a method of networking that will increase the number of introductions and clients you will have.

All studies, with the exception of the optional Coaching Mastery Weekend Intensive, are completed via online, interactive learning activities. The core of your program takes about 6 - 9 months to complete and 12-24 months for the entire program with a commitment of 8 hours per week consistently, to maximise the benefits of the program.

And that's just the tip of the iceberg! Finding the right path in life or career can transform your life. Shouldn’t you have an expert training partner on your side? We at the Academy can provide the right guidance and training to ensure your success.

We look forward to supporting your chosen coaching future!

Kind Regards

The Life Coaching Academy Team.

RTO: 31275

* See Life Coaching Academy programs are Nationally Recognised.

** See Life Coaching Academy programs are Internationally Accredited.
What is life coaching?

A Life Coach gives people confidence and the ability to move forward in a positive manner in the areas of their life where they crave change.

Life Coaching is about breaking down the barriers which prevent this change from happening and creating the ideal environment for positive action to take place. It is a totally holistic approach which looks at the present and sets goals for a successful future.

Life Coaching begins with an awareness that every human is born with the ability to be, do or have whatever they want in life. By the time we become adults, many of us have lost this ability. But eventually, we experience the feeling that our lives are drifting off course and that there must be something better than this. Coaching can take place face to face or over the telephone. It can be used with private individuals or within a business environment.

Life Coaches can specialise in particular areas or offer a general service.

In essence, Life Coaching is a highly practical and portable skill which can be tailored to suit you and your clients.

What is NLP?

Neuro-Linguistic Programming (NLP) is an incredibly powerful discipline that allows people to unblock the structures of human communication and human excellence. By understanding NLP people can think, communicate and manage themselves and others more effectively and more successfully.

NLP explores the relationships between how we think (neuro), how we communicate (linguistic) and our patterns of behaviour and emotion (programmes).

By studying and learning from these relationships people can effectively transform the way they traditionally think and act, adopting new, far more successful models of human excellence. (This activity is called modeling and is a key feature that distinguishes NLP from psychology.)

In effect, NLP is a powerful change management tool that transforms the way people think and act to have the greatest impact both professionally and personally. That’s why NLP is one of the most powerful skills used in business management, psychology, sales, sports coaching, relationship coaching, life coaching and all forms of personal development.

What can NLP do for you?

- Be more successful by learning to influence your emotional and psychological states
- Replace negative behaviours and habits with positive ones
- Transform the way you go about your everyday tasks
- Be more aware of your impact on others and how to manage your behaviour for optimal results
- Better understand your own motivations, needs and behaviors and use these positively to have the greatest impact.
- Better understand your client and customer needs, motivations and behaviours.
- Improve and enhance your interpersonal communication in the work environment as well as at home.
Why do people use a life coach?

If it was easy to alter those things that prevent us from changing our ways or moving forward then wouldn’t we all do it tomorrow? The reality is that many of us put off change. We accept our lot and just live our lives, still wishing for change.

One could argue that help should come from family, friends or work colleagues. The truth is that these people often come to us with preconceived ideas and prejudices about us.

Why Choose The Life Coaching Academy

7 Reasons why The Life Coaching Academy’s Training is Unique...

- The Life Coaching Academy has courses that are **Nationally recognised**: 10116NAT Certificate IV in Life Coaching BSB42615 Certificate IV in New Small Business

  **The International Coach Federation (ICF)** granted ACTP Accreditation to the LCA Professional Coach Program

  **ANZI** has also accredited the LCA Professional Coach programs

- It is interactive, personal and fun! The content of the face to face component of the course is also included in the initial online training phase as we believe that a ‘people skill’ such as coaching is best taught in an interactive manner.

- The courses have been specifically developed for Australasia and we know from experience that our style of training is exactly the right balance of ‘listening and experience’.

- The Life Coaching Academy’s courses are designed in such a manner that students can upgrade their qualifications by attending further programs.

- The number one reason the Academy’s courses have become the pre-eminent courses in Australasia is because our trainers help you recognise your true gifts and where they add value in the world. We will help you maximise these gifts, thus ensuring you become a competent and confident Life Coach with the ability to apply these gifts to an emotionally and financially rewarding career in coaching.

- The courses have been specifically designed so that they can be completed within a reasonable time frame – especially suited to those who want to be coaching as soon as possible. Once graduated, coaches are able to load their professional profiles on The Life Coaching Academy website at no cost.

- The back up and support you get during and after the course is second to none and at no time do you feel as though you are ‘on your own’. Help is always as close as your nearest telephone or computer.

  Our friendly staff are here for you during office hours to keep you advised of future events whenever you call. Your telephone link is your route to answers about pricing, marketing, sources of information or help with difficult coaching situations.

  Our in house Business Coach is available to all our students and graduates for support in establishing, maintaining and growing their coaching business.

- **NO MENTOR FEES**  •  **NO HIDDEN COSTS**
The Life Coaching Academy offers Nationally Recognised Qualifications

Essentially it is all about quality control and national recognition. The Life Coaching Academy is a Registered Training Organisation and offers the following nationally recognised qualifications:

- 10116NAT Certificate IV in Life Coaching
- BSB42615 Certificate IV in New Small Business

The Academy has its roots in personal development and has been at the forefront of Life Coach training in Australia.

The Academy

The LCA operates nationwide and also has a presence in New Zealand, Singapore and Hong Kong. The Head Office is located on the Gold Coast.

The LCA has trained over 2000 Life Coaches in Australia. These people have backgrounds in the areas of education, health care, alternative medicines, counseling and therapy, sports coaching, human resources training and many more backgrounds where ‘getting the most out of people and moving them forward’ is seen as an essential skill. Our Coaches go on to run full or part time practices or they take the skills back into the workplace. Some of our Life Coaches operate solely in the private sector, or as business coaches in the business world, others work in both.

We pride ourselves in the fact that our Life Coaches are sought after people! We regularly receive enquiries from prospective clients, who may be private individuals seeking personal coaching or multi-national companies looking for life coaching consultancy within their organizations. All of these leads are passed onto our coaches via our Head Office and our coaching network located across the country.

The Life Coaching Academy offers Regionally Accredited Programs

ANZI Coaching

The Australian and New Zealand Institute of Coaching, is an Australian based coaching industry body offering coaches membership and accreditation as either Accredited Associated Coach (AAC), Accredited Professional Coach (APC) or Accredited Master Coach (AMC).

The Life Coaching Academy offers Internationally Accredited Programs

The International Coach Federation - ICF

The International Coach Federation (ICF) is the largest worldwide resource for business and personal coaches as well as the source for those seeking a coach. The ICF is a nonprofit, Individual membership organisation formed by professionals worldwide who practice Executive, Business and Life Coaching and has accredited the LCA Professional Coach Program as an ACTP.

Why Pursue an ICF Credential?

ICF Credentials are highly recognised coaching qualifications with credibility throughout the world. If you are serious about building or maintaining your coaching business and care for being part of a well-respected, self-regulating profession, you will be interested in gaining ICF Credentials.

There are three ICF Credentials: Associate Certified Coach (ACC), Professional Certified Coach (PCC) and Master Certified Coach (MCC). Each credential requires a specific set of required hours of coach-specific training and coaching experience.

Benefits of an ICF Credential:

- Enhances your credibility and reassures potential clients that you are an experienced and professional coach.
- Demonstrates that you have high professional standards.

International Coach Federation Core Purpose:

TO ADVANCE THE ART, SCIENCE AND PRACTICE OF PROFESSIONAL COACHING.
# COURSE PROGRAMS

## PROFESSIONAL COACH

<table>
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### QUALIFICATION
- 10116 NAT Certificate IV in Life Coaching

## PROFESSIONAL COACH ICF

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### QUALIFICATION
- 10116 NAT Certificate IV in Life Coaching
- ICF ACTP
- ANZI AAC

## 10 STEP PLAN TO CHOOSING THE PROGRAM BEST SUITED TO MY NEEDS.

**STEP 1**
- Choose the program that best reflects my area of interest i.e.:
  - Coaching
  - Coaching and Business
  - Coaching and NLP
  - Coaching and Wellness
- Which level of program do I wish to complete i.e.:
  - Professional Coach (Certificate IV)
  - Master Coach (Diploma)
  - Executive Master Coach (Advance Program)
- Do I want a Nationally Recognised qualification?
- Do I want both a Nationally Recognised qualification and an Internationally Accredited qualification (ICF)
- Do I want to attend Face2Face workshops? If so, which ones?
  - Coaching Mastery Weekend Intensive
  - NLP Weekend Workshop
  - Wellness Coaching Workshop

**STEP 2**
Enrol online by going to the LCA website, clicking on “Enroll Now”, “Online Enrollment”, completing and submitting the Online Enrollment Form.

**STEP 3**
Commence your program by connecting with the LCA Student Support Services and attending the next available Xcelerator Virtual Learning Session webinar.

**STEP 4**
Complete your initial online coach training via live, interactive webinars.

**STEP 5 (optional)**
Attend Face2Face workshops as selected in Step 1 (if applicable)

**STEP 6**
Commence your practical coach training with your fellow students and Coach Mentor.

**STEP 7**
Finalise your Accreditation requirements

**STEP 8**
Complete your final practical coaching assessment with LCA Head Coach.

**STEP 9**
Graduation

**STEP 10**
ICF Credentialing (if applicable)
### MASTER COACH (10116NAT Certificate IV in Life Coaching)

1. Establish coaching agreements
   - COAECA401
2. Co-actively communicate
   - COACOM401
3. Create a safe & supportive coaching environment
   - COAENV401
4. Coach clients using the GROW model
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5. Establish and maintain client records
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6. Maintain and enhance professional practice
   - BSBLED503
7. Apply NLP within a coaching context
   - COANLP401
8. Establish legal and risk management requirements of small business
   - BSSSMB401
9. Market the small business
   - BSSSMB403
10. Undertake small business planning
    - BSSSMB404

### EXECUTIVE MASTER COACH (10116NAT Certificate IV in Life Coaching)

1. Establish coaching agreements
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2. Co-actively communicate
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3. Create a safe & supportive coaching environment
   - COAENV401
4. Coach clients using the GROW model
   - COAGRO401
5. Establish and maintain client records
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6. Maintain and enhance professional practice
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7. Apply NLP within a coaching context
   - COANLP401
8. Establish legal and risk management requirements of small business
   - BSSSMB401
9. Market the small business
   - BSSSMB403
10. Undertake small business planning
    - BSSSMB404

### PLUS

**Diploma of Coaching**

11. Plan and implement a coaching strategy
12. Provide small and micro business coaching
13. Lead personal and strategic transformation
14. Provide mentoring and coaching within the workplace
15. Write complex documents
16. Analyse and present research information
17. Develop and use emotional intelligence
18. Make a presentation
19. Apply advanced NLP models & processes

### PLUS

**BSB42615 Certificate IV in New Small Business**

20. Plan small business finances
    - BSSSMB402
21. Coordinate business resources
    - BSBADM409
22. Report on financial activity
    - BSBFIN402
23. Profile the market
    - BSBMNG401
24. Analyse consumer behaviour
    - BSBMNG419
25. Analyse and present research information
    - BSBRE401
26. Investigate micro business opportunities
    - BSSSMB301

### QUALIFICATION

- Diploma of Coaching
- 10116 NAT Certificate IV in Life Coaching
- ICF ACTP
- ANZI APC
- LCA NLP Coach Practitioner Certificate

### PLUS

**LCA Executive Coaching Certificate**

- Diploma of Coaching
- 10116 NAT Certificate IV in Life Coaching
- BSB42615 Certificate IV in New Small Business
- ICF ACTP
- ANZI APC
- LCA NLP Coach Practitioner Certificate
- LCA Executive Coaching Certificate
Meet the Trainers

Deb is the Senior Course Director at the LCA and is an inspirational coach professional with over 10 years experience in coaching. Deb is an expert at guiding others to achieve transformational change in their own lives and in the lives of others. An experienced coach, trainer, and facilitator in both coaching and business Deb has utilized her extensive marketing and communication experience to achieved international success, which has resulted in a large client base around the world.

As a PCC Deb’s skills are in demand professionally across various sectors of business, coaching executives for leadership and excellence in the workplace through one on one coaching and workshop facilitation.

David has been applying his informative, entertaining and thought provoking training style at the LCA since its inception in 2001. He is extremely well qualified in a range of fields which, together with his extensive business background and ongoing advocacy for continued personal and professional growth makes David a favorite amongst the coaching students, graduates and staff at the LCA.

Gayle Lawrence works with individuals who desire a higher level of health and well-being. The dream of potentiating people’s level of wellness was fostered during a long standing nursing career. Since completing the LCA course Gayle has undertaken further study to become a licensed wellness inventory coach. This has enabled her to work with clients on a national and international front. As part of her commitment to professional development Gayle has worked as part of the ICFA team (Qld chapter). Gayle’s passion for coaching is reflected in her varied roles as a mentor, facilitator and speaker.

Jane is a wellbeing coach, mindfulness trainer and speaker who is a highly qualified professional having held executive positions in national sporting bodies and education.

As a Master NLP Trainer, Master Coach Jane now supports leaders, entrepreneurs and coaches to be themselves and live authentic lives.

Cindy is widely experienced, versatile and qualified coach after nearly two decades of dedication to the personal development field.

Her absolute passion is to wake people up to their full potential to witness others being engaged, present and passionate about life with increased options and expanded awareness.

Michelle is a NLP Master Practitioner. Michelle has been involved in this field since 2000 both as a coach and a trainer. Operating with clients throughout Australia she has created and delivered a unique workplace capability development training and change strategies.

Michelle’s training of executive coaches internationally has ensured her ongoing development which she willingly imparts to her NLP students.
Frequently asked questions

Q 1. What is the method of delivery of this program?
A: There are two methods of delivery - Online or Blended, where you will attend some face to face training.

Q 2. What is a Webinar?
A: An interactive live web broadcast where the guest lecturers cover many topics relating to Coaching, NLP, Business and various specialty streams. Our webinars are broadcast live and recordings are available to all students should they not be able to attend a live session.

Q 3. What are Triads?
A: Triads are your practical coaching sessions where you will, as part of a team of 3 students, take part in 45 hours of practical coaching utilising Skype technology. These sessions provide you with hands on practical coaching and are also an excellent support network between you and your fellow students. You will practice in the roles of Coach, Client and Listener ensuring a complete experience of coaching.

Q 4. How does the mentoring process work?
A: The LCA will provide you with a mentor who is a graduate from the Academy and is a practicing Life Coach. Your mentor will have 6 sessions to assist you in all aspects of your program focusing primarily on developing your practical coaching skills. There is no extra cost to you for this.

Q 5. What student support do you provide?
A: We at the Academy provide our students with support in many ways i.e. Student Support Services, Business Support Services, Mentor Coaching, Question and Answer sessions (Q & A) and Coaching Teams. You can contact the Academy for one to one support at any stage in your training.

Q 6. How long is the course and how many hours do I need to devote to it?
A: You have one year to complete the Professional Coach Courses and 2 years for the Master Coach Courses. Most students complete within these time frames giving about 8hrs a week to study.

Q 7. How soon can I realistically be coaching clients?
A: We at the Academy advise students to only start coaching once you have finished your practical coaching triads and webinars which should take about 8 to 12 weeks. We have a duty of care to you and your clients to ensure you are practically and emotionally prepared to commence coaching.

Q 8. What ongoing graduate support do you provide for your students?
A: Graduates can contact the Academy for one to one support at any stage. A forum exists where LCA Members can interact and support each other throughout their coaching careers. All our graduates can upload their profiles to our website at no charge. The LCA forwards all requests for coaching to our graduates at no charge.

Q 9. What business building support do you provide?
A: All our programs include business units which provide students with the knowledge, practical tools and confidence to establish, maintain, promote and grow a successful coaching practice. We also have live webinars dedicated to helping students with the core elements required to establish, maintain and grow a successful Coaching business. Our Business Support Services unit is available to all graduates for advice and assistance.

Q 10. Do I get lifetime membership and can I repeat classes and workshops?
A: Yes, you get lifetime membership of the Academy at no cost. You can attend repeat webinars at any time and Coaching Mastery Weekend Intensives for a nominal fee.

Q 11. What do you believe distinguishes your course from the rest?
A: Established in early 2001 in Australia, The Life Coaching Academy offers a Nationally recognised coaching qualification - 10116NAT Cert IV in Life Coaching. The Life Coaching Academy responded to the needs for a representative body for coaches, a training resource, and a service for people seeking coaches. The Academy is dedicated to establishing and maintaining the highest levels of professionalism in coaching whilst developing, innovating, and responding to changes in the profession. The LCA recognizes that coach training is one of the foremost personal development procedures for coaches and their clients. Essentially, it is all about quality control and national accreditation. The Academy has its roots in personal development and has been at the forefront of Life Coaching training in Australia. The Life Coaching Academy has trained or is currently training over 2000 Life Coaches.

Q 12. What is the name of your International Coach Federation (ICF) accredited training program?
A: Professional Coach ICF (ACTP)

Finally, our trainers and mentors are experienced Coaches, running their own businesses and able to impart practical experience as well as skills and knowledge.
### About the courses

**PROFESSIONAL COACH - ICF**

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<tr>
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<th>10116 NAT Certificate IV in Life Coaching</th>
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<tbody>
<tr>
<td>Course Duration:</td>
<td>12-24 Months</td>
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<tr>
<td>Prerequisites:</td>
<td>Language, Literacy, Numeracy at Year 10 level</td>
</tr>
<tr>
<td>Who should attend this course:</td>
<td>Students who wish to obtain a formal qualification with practical coaching skills that has professional industry accreditation.</td>
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**PROFESSIONAL COACH - ICF BUSINESS**

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<tr>
<td>Course Duration:</td>
<td>BSB42615 Certificate IV in New Small Business</td>
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<tr>
<td>Prerequisites:</td>
<td>Language, Literacy, Numeracy at Year 10 level</td>
</tr>
<tr>
<td>Who should attend this course:</td>
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**PROFESSIONAL COACH - ICF NLP**

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<td>LCA NLP Coach Practitioner Certificate</td>
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<tr>
<td>Prerequisites:</td>
<td>Language, Literacy, Numeracy at Year 10 level</td>
</tr>
<tr>
<td>Who should attend this course:</td>
<td>Students wishing to obtain a formal qualification with practical coaching skills that has professional industry accreditation (ICF) supported by NLP knowledge</td>
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**MASTER COACH**

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<tr>
<th>Course Code:</th>
<th>2015MCLCA</th>
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<tbody>
<tr>
<td>Course Duration:</td>
<td>12 - 24 months</td>
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<tr>
<td>Prerequisites:</td>
<td>Certificate IV in Life Coaching</td>
</tr>
<tr>
<td>Who should attend this course:</td>
<td>Students wishing to obtain an advanced formal qualification which includes NLP training and has professional industry accreditation. Students complete the 10116 NAT Certificate IV in Life Coaching as the first step in order to achieve ICF accreditation. This is the ultimate course for the student aspiring to become a professional Life Coach. In addition, students may opt to include the BSB42615 Certificate IV in New Small Business Management to gain relevant business skills and knowledge.</td>
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**TESTIMONIALS**

**What do our students think?**

This is a professional organisation, always striving for improvement in its performance and delivery of material, with excellent staff and back up facilities.

Clifford Richmond

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**What do our students think?**

The course content was very well balanced with learning skills, enthusiasm and most importantly expertise.

Barry Williams

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All these courses are available as online courses.
Life Coaching Academy

www.lifecoachingacademy.com.au

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Telephone: 1800 032 151 / 07 5574 3995