

## AMI Policy Book

### Policy 3-3

#### Waiving a Requirement for Certification

AMI policy and certification applications cover the procedure and requirements for facilitators and trainers to become certified by AMI. These policies and procedures exist to maintain a high professional standard for TIR, LSR, and for Applied Metapsychology as a whole. In rare instances, a trainer may deem that waiving one or more requirements for certification for a particular applicant will provide the best service to the public. This policy covers the procedure to follow. The trainer takes care to explain to the applicant that while an exception is being applied for, the trainer cannot promise the outcome. Also, additional steps might be required by the Certification Committee.

Examples:

1. The applicant was trained and interned in a war-torn county, an area hit by natural disaster, or a place that is economically very depressed, making one or more requirements very difficult to meet or to document.
2. The applicant was close to applying for certification, loses his/her trainer through death or other unforeseen circumstance, where requirement of the letter of recommendation from the original trainer is waived and another trainer or the Chair of the Certification Committee reviews the situation and writes the letter.
3. An applicant who suffers a major illness has demonstrated fine competence but is physically unable to deliver a workshop in one consecutive period of time, and so cannot attest to being able to do so. However the applicant would like to be certified as a trainer so as to provide technical direction and work with others towards certification.

The applicant then follows the following procedure:

1. The applicant completes a full Situation/Data/Resolution and sends it to [certcom@tir.org](mailto:certcom@tir.org) outlining:
  - a. Who the applicant is and where s/he resides
  - b. The applicant's training, background, experience and any other relevant information
  - c. Specifically what requirement or requirements the applicant is requesting to be waived
  - d. In detail why the applicant believes that it best serves the public interest to waive the requirement(s) in question
2. The trainer sends in the applicant's application package including this petition.
3. The Certification Committee Chair calls for discussion, and when there has been sufficient opportunity for discussion, a vote.
4. A majority of the Certification Committee members must accept such a request for it to be approved. Members of the committee have 1 week to vote from the time the chair

## **AMI Policy Book**

calls for a vote. After that period, votes will not count in the final tally. As soon as a majority of votes are in, the matter is concluded.

5. The Certification Chair will inform both the applicant and his/her trainer of the result of the application.