



# Healing Touch Program

Level 6 Instructor Training Application - HTP-940

Revised December 2013

## Level 1 Instructor Training Eligibility

Applying to become a Level 1 HTP Instructor, and attending the Level 6 Instructor Training are the first steps toward becoming a Healing Touch Certified Instructor (HTCI). It is recommended that the applicant have at least one year of practicing as a certified Healing Touch practitioner (HTCP) before application. Once Level 6 is satisfactorily attended, the new Healing Touch Instructor embarks upon a journey, which requires several steps before s/he can be eligible to apply for status as a Healing Touch Certified Instructor (HTCP/I) with Healing Touch Certification (HTC). Certification is mandatory for teaching Healing Touch Program classes.

Level 6 classes are usually offered twice per year in North America.

Once HTCP/I status is achieved, renewal of certification with the HTC takes place every five years following the initial certification. Practitioner renewal may be completed at the same time, if desired.

## General Instructions

There are three steps to becoming a certified Level 1 Healing Touch Program Instructor.

1. Applicant must be a Healing Touch Certified Practitioner (HTCP)
2. Applicant must apply for, be accepted into and successfully complete Level 6 Training.
3. Applicant must complete requirements and submit application for instructor certification status.

Tuition for the Level 6 Training is set annually. Please contact the Healing Touch Program office for current tuition rates.

## Level 6 Training Application

### Application Layout

- Submit summary materials in the order listed in the application checklist (See Appendix)
- Use 8 ½ x 11 paper
- Use 1" margins
- Use a plain type such as Arial, size 12, for ease of reading
- Written summary statements should be one page in length and single-spaced
- Submit double sided copies

### Application Submittal

#### Option 1 – submit digitally (preferred)

- Upload the completed application and required materials as a single PDF file – go to <http://www.healingtouchprogram.com/certification> and follow the upload directions. Before you begin to upload your packet, you will be asked to choose which certification process you are applying for and how you wish to make payment. Packets will not be processed until payment is received.

#### Option 2 – submit manually

- Submit 3 copies of your completed application and required materials.
- Bind each copy individually with a single staple or round head fastener in the top left corner.
- Please place your name on each page of your document.
- Keep a complete copy of your application. Your application will not be returned.
- A copy of your application will be kept on file at the Healing Touch Program office through your application process.
- Include a check or money order for \$250.00 payable to Healing Touch Program (\$50 – non-refundable application fee and \$200 deposit on Level 6 class tuition. If your application is not accepted, \$200 will be refunded.)

- If you would like to use a credit card please fill out the Payment Information form.
- **Submit to:**  
Healing Touch Program  
Attention: HTP Class Coordinator  
20822 Cactus Loop, Suite 200  
San Antonio, TX 78258

### **General**

- Application fee - \$50 non refundable
- Tuition for the Level 6 class is \$900
- Deposit of \$200 on the Level 6 class must be paid with your application.
- The remainder of the class tuition, \$700, must be paid prior to the class. Payment can be made by credit card, call 210-497-5529 or by mailing a check to the HTP office.
- If you have questions or need further information contact the HTP Class Coordinator, email [classes@healingtouchprogram.com](mailto:classes@healingtouchprogram.com) or call 210-497-5529.

### **Application Forms**

All the application forms needed to complete the requirements are posted on-line at <http://www.healingtouchprogram.com/certification>. Please download and use as needed.

# Application Requirements for Level 6 Training

The Level 6 Training Application is submitted to determine your preparedness to begin training as a Healing Touch Program Level 1 Instructor.

## 1. Certification as a Healing Touch Practitioner

### Requirement:

Applicant is a Healing Touch Certified Practitioner (HTCP)

### Submission Guidelines:

Applicant will present a copy of her/his original Document of Certification as a Healing Touch **Program** (Certified) Practitioner (HTCP) along with the letter of renewal of Certification (if applicable). The correct title is Healing Touch Certified Practitioner

## 2. Current Professional Resume

### Requirement:

A professional resume provides an outline of experience, professional and educational background, and personal interests.

### Submission Guidelines:

Provide an updated Professional Resume, which includes the following:

- Formal education (location and dates)
- Work experience (location and dates)
- Additional education or training, including all Healing Touch and related classes
- Professional licensure/recognition/certifications
- Professional affiliations/memberships
- Special accomplishments/awards
- Published works
- Personal interests

## 3. Previous Teaching Experience

### Requirement:

A written document of your teaching experiences in any field of study, which shows your experience with teaching adult learners.

### Submission Guidelines:

Submit a summarized history of your teaching and/or professional experience

## 4. Ethics Reading

### Requirement:

Applicants are required to read and write a reflective report on Creating Healing Relationships by Dorothea Hover-Kramer prior to attending Level 6.

### Submission Guidelines:

Submit a 2-4 page double-spaced reflective report on this text. Focus on answering the following questions and provide examples as needed.

- What new information did you learn from this text?
- How will you apply the content of this book as a Healing Touch Program Instructor?

- What value does this book have to you as an Instructor and to your future HT students?

## **5. Ability to Convey a Deep Understanding of Healing Touch Concepts and Principles**

**Requirement:** A written reflective paper on your understanding of the Major Concepts and Principles specifically taught in the Healing Touch Program Curriculum.

### **Submission Guidelines:**

Submit a 3-4 page double-spaced reflective report creatively referring to all 30 concepts and principles in terms of how you might convey them within a Level 1 classroom. Concepts and principles may be grouped with like concepts and principles, as there is much overlap between many of them. Each time a reference is made to one or more, place the number (or numbers) of that principle in parentheses *such as* (6,7) after the statement, so that by the paper's end, all 30 have been referred to.

You may express understanding of the concepts and principles in your own unique way as long as the requirement is met. One option is to group similar items together and paraphrase them in your own words in terms of how you understand these concepts and principles using language appropriate to a Level 1 student. Another option would be to use the generic Level 1 class schedule and identify how the concepts and principles could easily be woven into the various curriculum blocks and content.

Some concepts and principles are referred to frequently during a Level 1 class (such as #s 4, 6, 11, 13, 18, 19, etcetera) while others may only be referred to only once or a few times (#s 1, 3, 10, 11, 22, 27). Also, some concepts and principles are self-evident (#s 27, 29) while others require more explanation based on the current level of experience and understanding of the student or students.

## **6. Motivation and Plans to teach the Healing Touch Program Curriculum**

### **Requirement:**

Description of your plans for teaching Healing Touch Program classes, which demonstrate your desires and motivation for teaching.

### **Submission Guidelines:**

Submit a written description of your desires and plans to teach Healing Touch including:

- Your desired teaching population
- Where you would like to teach
- How often you anticipate teaching
- How you visualize your future with the Healing Touch Program as an Instructor

## **7. Current Contributions to the Healing Touch Program Worldwide Community**

### **Requirement:**

List current contributions to and involvement with local or global Healing Touch community.

### **Submission Guidelines:**

Submit a written description of your recent activities and involvement within your local community or the regional/national/global Healing Touch Worldwide Community.

## **8. Previous Experience as a Healing Touch Coordinator, Helper, Class Mentor or Healing Touch Program Practitioner Apprentice Mentor**

### **Requirement:**

Describe your classroom experience, clinical mentorship involvement and desire to move into Instructorship.

### **Submission Guidelines:**

Submit a list, in chronological order, of your service with Healing Touch as a coordinator, helper, class mentor or Healing Touch mentor. State whether you are a Qualified Mentor (with number) or an HTCP mentor. Please include the following for each experience:

- Date of class
- Instructor
- Position in the classroom, i.e. coordinator, helper, class mentor
- A half page, single-spaced statement on how these experiences have influenced your decision to teach HT

## **9. Letter(s) of Recommendation**

### **Requirement:**

A professional letter(s) of recommendation indicating your preparedness to take the Level 6 Training.

### **Submission Guidelines:**

Include a recommendation from a Healing Touch Certified Instructor (HTCI). This should be from an Instructor who is in a position to evaluate you as a potential Instructor. You may also include a second letter of recommendation from a professional non-Healing Touch Practitioner who can speak to your teaching and/or leadership abilities. Multiple letters are accepted if the applicant would like to send recommendations from various sources.

*Note:* Upon approval of your Level 6 Training Application, the Level 6 Notebook will be sent to you to assist you in your preparation to attend Level 6. **It is expected that the applicant will read the entire Level 6 Notebook before attending the Level 6 Training.**

## **Application Forms**

The following forms are part of the required materials and need to be submitted with the application. Please include in your application packet in the order listed. These forms can be found on-line at <http://www.healingtouchprogram.com/certification>.

- Application Form (HTP-962)
- Payment Information (if submitting manually) (HTP-963)
- Level 6 Training Application Checklist (HTP-940-A)