

# The EMDR Center of Canada Inc.

## Basic Training in EMDR Therapy

## Registration Application

### Registration Information and Training Fees

**Please read this registration information in full before submitting your registration application and payment.**

## Eligibility

To be accepted for The EMDR Center of Canada Inc. Basic Training in EMDR program you must have at minimum a Master's Degree in a mental health field (Counselling, Counselling Psychology, Psychology, Psychotherapy, Psychiatry, Psychiatric Nursing, Marriage and Family Therapy, Social Work) or other related Mental Health Discipline **and** are registered or licensed to practice with a Professional Organization that has a Code of Ethics.

Graduate students, Intern clinicians, and non-licensed or non-registered clinicians **must** submit additional documentation with their application. See the "Non-Licensed or Non-Registered Applicant Form."

## Training Requirements

### Attendance

You must attend all eight training days and actively participate in all supervised practice exercises and group consultation sessions in order to receive a Certificate of Completion for this training.

### Study

**You must plan to read in their entirety and thoroughly study portions of both** Shapiro, F. (2018). *Eye Movement Desensitization and Reprocessing, Basic Principles, Protocols and Procedures* (3rd ed.). New York: The Guilford Press, **and** Leeds, A. M. (2016). *A Guide to the Standard EMDR Protocols for Clinicians, Supervisors, and Consultants*. (2<sup>nd</sup> ed.) New York: Springer Publishing. **There is also a Pre-Reading List participants are expected to read prior to the start of the training.**

### Homework

Consultation sessions require participants: 1) to prepare written summaries about their actual clinical use of specific procedures which are taught and practiced in the training; 2) and to complete and discuss structured self-evaluations forms about their actual clinical experiences.

### Readiness for Experiential Practice

This training includes extensive experiential practice. You **must** be prepared to work on **personal issues** in these practice sessions. The experiential practice portion of the training is for training purposes only and is not to replace personal psychotherapy. Participants who are not willing or able to participate in experiential work on stressful life experiences should not apply. If due to trauma, illness, or other life stressors, or you are not emotionally, mentally or medically stable, you should **not** take the training at this time. If you have any uncertainty or doubts about these training requirements, please contact the Director of Training prior to submitting your registration application. In addition, as disturbing material can emerge during practice sessions, you should be prepared to seek private treatment at your own expense if the need arises.

### Opportunities for Clinical Practice

This training is focused on the application of EMDR Therapy for treating disorders related to trauma and neglect. Participants will be required to discuss their clinical experiences in applying what they learn over the course of the training program.

Please make sure your Curriculum Vitae reflects your clinical experience. You may enclose a letter if you wish to explain your clinical experience and current practice setting.

Our goal is to ensure that all participants have sufficient education and clinical experience to begin applying EMDR Therapy over the course of the training **and** have access to a clinical setting where the use of EMDR would be appropriate and possible.

**Clinicians with few opportunities to use EMDR in their clinical setting over the course of the training program will not derive much benefit from the training.** With the small group format for practice exercises, such lack of practice may negatively impact the learning experience of others. Please consider this when you make application for this training. You should have **at least two or more clinical cases available to you** with whom you can apply EMDR Therapy during the course of this training.

### People with Disabilities

The training facility is accessible for those with disabilities. If you are disabled or have special needs, please inform The EMDR Center of Canada Inc. at the time you submit your application so we can review and discuss any needs for special requests or accommodations.

### Allergies

To respect those who have allergies or sensitivities, **please do not wear any scented / perfume products to the training. Please do not bring any products containing nuts to the training.**

### **Training Fees and Refund Policy**

Early advanced tuition for the complete 8-day basic training is \$2,244.

Early advanced discounted tuition of \$2,088 is available for employees of non-profit agencies, full-time graduate students, interns and individuals reviewing their Basic Training in EMDR. To be eligible for this reduced tuition, the Non-Profit Agency Discount Form or Student Discount Form must be completed and submitted with your registration package.

### Tuition in advance by e-Transfer

If you would like to pay your tuition in advance before the start of training, you must submit a \$500 deposit by e-Transfer **after** receiving your acceptance letter for the training. The balance is due **by e-Transfer 14 days before the first day of training**. If the balance is not paid in full 14 days before the first day of the training, the standard registration price will be charged. Applications submitted within 14 days of the first day of training must be paid in full at the time of registration. For early registration, licensed or registered clinicians will pay a total of \$2,244; discounted early registration will pay a total of \$2,088. For standard registration, licensed or registered clinicians will pay a total of \$2,358; discounted standard registration will pay a total of \$2,202. All prices are in Canadian (CDN) funds.

## Tuition by installment plan

The EMDR Center of Canada Inc. offers an installment plan via credit card only. Only Visa and Mastercard are accepted for the payment plan. Those who prefer may complete an installment contract authorizing payments by credit card with your application for registration. For early registration, licensed or registered clinicians will pay 3 installments of \$766 for a total of \$2,298; discounted early registration will pay 3 installments of \$714 for a total of \$2,142. For standard registration, licensed or registered clinicians will pay 3 installments of \$804 for a total of \$2,412; discounted standard registration will pay 3 installments of \$752 for a total of \$2,256. All prices are in Canadian (CDN) funds.

Three installments will be charged as follows:

- 1) On acceptance of your application
- 2) the 1<sup>st</sup> training weekend
- 3) the 3<sup>rd</sup> training weekend

Note: If you request a single credit card charge, the total will be the same as for the three applicable installments listed above.

## Acceptance into the training

Please allow three to five business days for the review of your application for registration. You will be promptly notified of your acceptance into the training program. Your letter of acceptance will include a list of suggested readings and other study materials to help you prepare for the training.

## Tuition Refunds

After your application has been accepted, tuition is refundable upon written request up to 14 days before the first day of training less a \$50 administrative fee.

Within 14 days of the training, a refund will only be made if the vacancy can be filled from the waiting list. If the vacancy can be filled, there will be a \$100 administrative fee. Should you need to withdraw prior to the training, the sooner you notify us, the more likely it is that we may be able to fill the vacancy.

After the beginning of the training, due to the small size of the training, no accommodations, refunds, or credits will be made for changes in personal, family or business situations including medical events. We do not fill vacancies that take place after the beginning of the training.

## Registration Package Instructions and Checklist for Basic Training in EMDR

Please email **all** of the following to: < [training@emdrcenterofcanada.com](mailto:training@emdrcenterofcanada.com) >

- 1) The Registration Application Form
- 2) The Payment Information Form. On Page 1 of the Payment Information Form, indicate if you would like to pay for the training via e-Transfer, or if you would like to pay for the training using the credit card payment plan.
- 3) A signed and dated copy of the Participant's Agreement Form
- 4) A current copy of your Curriculum Vitae
- 5) A copy of your current professional license or registration, OR if you are not licensed or registered as an independent practitioner, include the additional documentation described in the Non-Licensed or Non-Registered Applicant Form. If you are a student, please include a letter from the registrar's office confirming you are a full-time student.
- 6) If applying for a discount, include the Non-Profit Agency or Student Registration & Discount Form.
- 7) If you are requesting the reviewer's discount, please enclose a copy of your Certificate of Completion from your EMDRIA Approved Basic Training in EMDR.

**Note: Incomplete registrations will not be processed and may face significant delays.**  
**We must receive all of the listed forms and requested documents to process your registration.**