



Live Authentic University

Accelerated Life Coach Certification
Online Course | 8 week-Cohort | 2023 Syllabus

Live Authentic University, is a division of Authentic Perspectives Counseling and Coaching, LLC. We are a co-ed counseling and coaching training center that train and certify men and women to become Certified Christian Counselors and Life Coaches. For more information go to www.latanyadwalker.org/liveauthenticuniversity

Course Title	Certified Life Coach
Format	Accelerated Instruction via Zoom or Microsoft Teams
Instructor	La Tanya D. Walker
Office Hours	Tuesdays: (by Appointment)
Contact Information	latanya@latanyadwalker.org
Instructional Support Associates Contact	info@latanyadwalker.org

Personal Introduction:

Welcome to Live Authentic University. I am La Tanya D. Walker, and I will be your instructor for your Certified Life Coach course. By way of a very brief introduction, I am a Master Life Coach with over 10 years as a Coach. I earned an Associates and Bachelor of Arts in Interdisciplinary Studies with a focus on Business & Religion. I have advanced training in Mental Health Wellness Coaching, Health & Wellness Coaching, Executive Leadership, and Advance Coaching skills. I am also graduate intern (under supervision) earning my Master of Education in Clinical Mental Health Counseling. I have been self-employed since 2001.

Course Description/Overview:

This course serves as an 8-week accelerated certified Life Coach program, established to support the current need of helping people regain a sense of hope for their lives that is found in Jesus Christ. LAU Certification is **NOT** to be confused with state licensing. LAU recognizes that there is no state regulations to become a life coach. For this reason, we strive to attain the same standards of ethics as the International Coaches Federation (ICF) Code of Ethics and Core Competencies, American Counseling Association 2014 *Code of Ethics*, American Association of Christian Counselors, new tools, techniques, research, and industry trends.

Primary Skills acquired under LAU's Certification Program:

- LAU Coaching Process
- The GROW Model
- Ethical Standards of Life Coaching
- Co-Creating the Relationship
- Communicating Effectively
- Coaches self-development

Measurable Learning Outcomes

Upon successful completion of this course, the student will receive:

- One (1) - Wood-framed Certificate of Completion as a Certified Life Coach
- One-year annual board certification paid (\$75 dollar value)

Course Resources

To successfully complete training, student will need:

- Life Coach business worksheets (provided the 1st day of class)
- Access to a printer (to print manual)
- Laptop or computer with basic audio and video equipment

- Internet access (broadband recommended)
- Access to email
- Adobe PDF or Microsoft Word
- A heart ready to receive

Course Schedule (subject to change)

Students meet every Monday [except for holidays] from 8:00 – 9:30 p.m. eastern daylight time. Classes are held via LAU's virtual classroom via Zoom or Microsoft Teams. Please be flexible in your learning, as this syllabus is subject to change without notice.

Part I: The Coaching Paradigm

The modules under this section studies the foundations of coaching, the power of coaching, ethical standards.

- **Modules 1-4**
 - The Foundation of Coaching
 - Core Coaching Skills
 - What Makes a Good Coach
 - ICF Core Competencies & Ethical Standards of Life Coaching

Part II: The Coaching Process

The modules under this section studies conversational models in coaching, SMART Goals, and defining problems

- **Modules 5-8**
 - The Coaching Relationship
 - Rapport Building
 - Building Trust
 - Understanding Permission
 - Things to Observe
 - The GROW Model
 - Goals
 - Reality
 - Options
 - Wrap Up
 - Crafting Ask Questions
 - Asking Questions
 - What Makes a Good Question
 - Types of Questions
 - Advanced Skills in Coaching
 - Managing Strategy, Action, and Obstacles in Coaching
 - Six Human Needs
 - Meeting Rules & Etiquette
 - Appropriating Styles of Feedback

Part III: Assessment and Certification

- **Required Reading**
 - Christian Coaching: Helping Others Turn Potential into Reality, by Gary Collins
 - Coaching Questions: A Coach's Guide to Powerful Asking Skills, Tony Stoltzfus
 - Leadership Coaching: The Disciplines, Skills, and Heart of a Christian Coach

Course Structure

This course is presented in an intensive 8-week online format. Each week includes readings from assigned texts on the topic, weekly discussion with the facilitator, discussion with your colleagues* and assignments for you to apply the concepts discussed in each week.

Course Attendance

Attendance is measured by physical class attendance or any submission of a required assignment within the enrollment dates of the course (such as written papers where applicable, exams, etc.) or initiating any communication with one's instructor regarding the course subject matter. Regular attendance in online courses is expected throughout the length of the term with full participation. However, one (1) documented exception will be granted for extenuating circumstances. **You cannot be driving or on a phone while in class. You must be in a private/confidential setting for the full hour and approximately thirty minutes, as confidential information among your peers may be disclosed. Do not come to class in bed or in pajama's.** It is the student's responsibility to get with facilitator and/or peers for any missed assignments.

The link to class is a recurring link and can be used for all classes. Please check your email, Microsoft Teams, or your calendar for the link before contacting the administrator.

Homework and Late Assignment Policy

Course assignments are due no later than 11:59 p.m., eastern standard time each Sunday. If student is unable to complete an assignment on time, then he or she must contact the Facilitator or Office Administrator, immediately by email. All missed assignments must be completed and submitted no later than Week 7 in order to receive your certificate. Certificate of completion will not be granted until 80% of assigned work is completed.

Gaining Your Certificate

During your 8-week intensive, you will be required to complete a series of practical coaching sessions, a self-study, and a written assignment and/or oral exam.

Practical coaching sessions – You will be required to complete two practical coaching sessions during which you will get to take on the role of coach, client, and observer. Your coaching session should not exceed 15 minutes, along with a PowerPoint presentation demonstrating your work.

Self-study – You will be required to review and complete all assigned exercises. You will also need to prepare a self-study assignment paper or video documenting what you learn throughout the program.

Written Assessment – You will be required to complete a 2-3 page written assessment in the form of a reflective essay, summarizing what you learned from the training program and documenting your intentions for your coaching practice.

Instructional Associates

Each course section is led by La Tanya D. Walker. Please contact the facilitator with any questions related to the course process. In the subject line, put your name and program when sending an email. Questions related to course content should be directed to La Tanya D. Walker for resolution. Often students have the same question. When this is the case, we collect the questions and post a general response in via email or in the **LAU Christian Counselor/Life Coach Facebook Group Page**. However, if your issue is not resolved, please feel free to contact the course instructor directly.

The course facilitator will respond to student emails within 24-72 business hours. This turnaround time does not apply to instructor on weekends, holidays, and self-care days. All assignments will be graded or a provided a response within 72 hours of the due date with course deadlines.

Course Evaluation

At the conclusion of this course, you will be asked to complete the evaluation survey regarding: (a) the presentation of coursework, (b) the content of coursework, and (c) the delivery of the coursework. This is sent to the email you provided at enrollment. Please check your email often.

Syllabus Subject to Change

While information and assurances are provided in this course syllabus, it should be understood that content may change per instructors discretion. Students will be informed of any information or substantive occurrences of syllabus changes.

COURSE REQUIREMENTS AND ASSIGNMENTS

All assignments must be completed in Microsoft Word or using Google Docs. No other format will be excepted (i.e., pictures, handwritten, etc.)