



NZ School of Clinical Hypnotherapy

**Diploma Course
Information
Fast Track Course**

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This Course is Titled “Fast Track”, as it does not include within the Curriculum, many of the Elements / Components of the Standard Course, therefore the Timeframe for the Course is much shorter.

Those Elements / Components not included in the Fast Track Course, are covered by RPL (Recognition for Prior Learning). As those who enter the Course will already be working in Clinical Practice, and will already have relevant qualifications, training and experience.

This Course Option, whilst still incorporating the important and necessary Components of the Standard Course, in relationship to Hypnotherapeutic Elements, recognizes the pre-existing skill set, knowledge and experience of those Practitioners who will enter the Course.

The Course is designed specifically for those who have an interest in Clinical Hypnotherapy and who wish to add Clinical Hypnotherapy to their scope of practice. There are many benefits for including hypnotherapeutic methodologies and practices, as a natural extension to or inclusion within existing Clinical Practice.

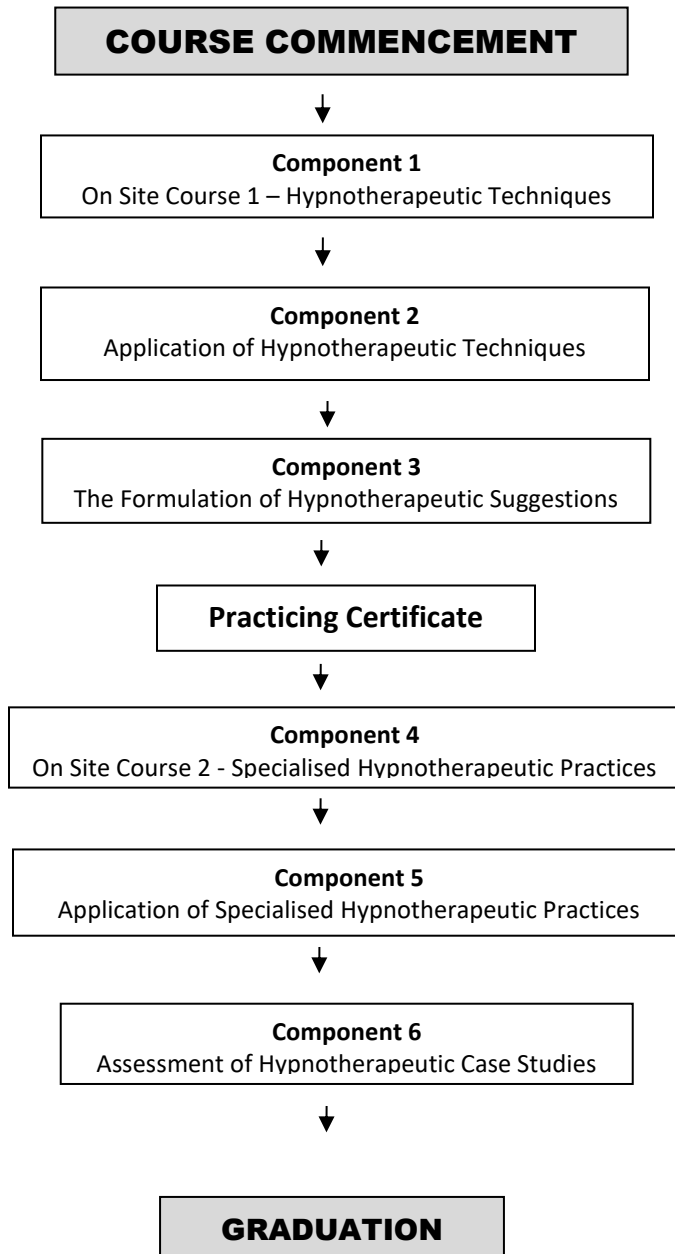
For entry into this Course, the School looks for those who come with training / qualifications / experience that may include but is not limited to:-

- Counsellors
- Psychologists
- Psychotherapists

The Course is suited to Practitioners who have training and qualifications, and who have been in clinical practice for a minimum of two years.

If you would like to discuss your eligibility to enter into this Course, or any other matters to do with the School Course or Clinical Hypnotherapy, do not hesitate to contact the School.

COURSE STRUCTURE



Qualification / Timeframes

Course Length

The Course takes place over six months.

Dates for On Site Courses Components

- On Site Courses are scheduled and dates are posted on the School Website.
- Students also receive a Timetable for all Course Components which is documented within the Commencement Letter.

Qualification

Upon successful completion of all of the Course Components within the Timeframe, students are awarded a Diploma of Clinical Hypnotherapy from the School.

Course Content

Commencement

- Upon acceptance into the Course and payment of the Commencement Fee, students receive a Student Handbook that contains information about the Course.
- A Commencement Letter is sent which documents the dates for On Site Courses and also the Submission Dates for Assignment Work.

Component 1

Hypnotherapeutic Techniques – On Site Course 1

This is the first On Site Course which comprises a mixture of:-

- Lectures
- Demonstrations
- Practice

This is a 3 Day Course that is conducted over a Friday, Saturday, and Sunday.

The topics covered at this Course include:-

- How Hypnosis & Hypnotherapy are used to change behaviour
- The two Minds and how they influence behaviour
- Hypnotherapy Components
- Stress Management – The Relaxation Exercise
- Susceptibility Test
- Voice Usage
- About Hypnosis – Stages of Hypnotic Sessions
- Hypnotic Inductions
- Deepening the Hypnotic State
- Ego Strengthening
- Adding Therapy into the Hypnotic Session
- The Signs of Hypnosis
- Compiling and Utilising Hypnotic Recordings
- Rapid Inductions
- Self-Hypnosis – The Process – Teaching Self Hypnosis – Therapies & Affirmations
- Treatment Plans & Therapies
- Equipment

As well as the tuition delivered by the experienced Tutors, students also receive a Course Manual that provides a Summary of the Components delivered at the Course.

Location:- This On Site Course is conducted in Tauranga.

Meals & Accommodation:-

The School provides refreshments and lunch.

Students are required to source their own accommodation.

The start and finish times for this On Site Courses are:-

Day 1 and Day 2:	Start time 9.00 am
	Finish time 4.30 pm
Day 3	Start time 9.00 am
	Finish time 3.00 pm

Component 2

Application of Hypnotherapeutic Techniques – Distance Study

Component 2 comprises Assignment Work that provides students with the opportunity to demonstrate the implementation of some of the Components delivered at On Site Course 1 and to receive Feedback and Assessment on these Components. Also included are some of the Requirements that are necessary for NZSCAH Membership and within the NZSCAH Membership Training Criteria.

Component 3

The Formulation of Hypnotherapeutic Suggestions – Therapy Writing Manual – Distance Study

This Component comprises a Manual, which provides information on the construction and writing of Therapy Suggestions.

Apart from reading the Manual, there are also Assignments to complete, which provide the opportunity to practice with Therapy Writing, demonstrating the understanding and implementation of Therapy Writing Processes, and also the opportunity to receive feedback on these Assignments, to further enhance understanding and skill level in this important facet of Clinical Hypnotherapy Work.

The importance of the giving of therapy suggestions to clients when they are in the state of hypnosis is discussed in the Manual and further expanded on within On Site Course 2. Therapy Writing is a vital component of our work as Clinical Hypnotherapists. This Manual and the Associated Assignments is the start of a learning process that is further built on throughout the rest of the Course. Especially at the On Site Course 2, Therapy Writing is further explored and the application of therapies put into further context in specialized areas.

Students receive Assessment and Feedback from the submission of their Work in this Component.

Component 4

Specialised Hypnotherapeutic Practices – On Site Course 2

This second On Site Course includes:-

- Lectures
- Demonstration
- Practice with Hypnotherapeutic Techniques

This is a 2 Day Course that takes place over Saturday and Sunday.

There is a larger emphasis in this Course on:-

- Diagnosing client problems
- Compiling Treatment Plans & Programmes
- Therapy Writing

The Topics covered in this Course include:-

Pain Management:-

- Induction / depth of hypnosis
- Triggers – Cue Words
- Self-Hypnosis for Pain Management
- Childbirth
- Treatment Programmes & Therapies

Sexual Problems:-

- Dealing with sexual problems with hypnotherapy
- Treatment Plans & Therapies

As well as the tuition delivered by the experienced Tutors, students also receive a Course Manual that provides a Summary of the Components delivered at the Course.

Location:- This On Site Course is conducted in Tauranga.

Meals & Accommodation:-

The School provides refreshments and lunch.

Students are required to source their own accommodation.

The start and finish times for this On Site Courses are:-

Day 1	Start time 9.00 am
	Finish time 4.30 pm
Day 2	Start time 9.00 am
	Finish time 3.00 pm

Component 5

Application of Specialised Hypnotherapeutic Practices – Distance Study

Students demonstrate the design and implementation of Treatment Plans within the Specialised Areas covered at On Site Course 2. These Assignments provide students with the opportunity to work on applying hypnotic techniques to these specialized areas and to the area of Self Hypnosis as well as designing Treatment Plans and Writing Therapies.

Component 6

Assessment of Hypnotherapeutic Case Studies – Distance Study

This Component provides the opportunity for Students to complete Case Studies, which are then sent to the School for Assessment and Feedback.

Assessment

- The Student Handbook details the process for Assessment of assignment work – distance study components.
- For all Distance Study Course Components, students receive Assignment Requirements.
- For all work sent to the School for Assessment, Assessment is completed by a Tutor and students receive typed feedback on their assignment work.
- If the assignment requirements have not been fulfilled, this will be identified in the feedback and details given on what needs to be added.

Appeals Procedure

If a student wishes to appeal an Assessment, the process is as follows:-

1. The student requests re-assessment in writing, the request and the assignment must be submitted to the Managing Director.
2. The Managing Director will review the assessment with a fellow Tutor and the student is notified in writing of the decision.
3. If the student is still not satisfied with the outcome, they can contact the President of the NZ Society of Clinical & Applied Hypnotherapy.

Complaints Procedure

If a student wishes to make a complaint about any of the School's activities, the procedure is as follows:-

- The complaint can initially be made verbally to the Managing Director.
- If the student is not satisfied with the outcome from this, a complaint should be made in writing to the Directors.
- In the event that satisfaction is not given by the Directors, on the written request of the student, the matter must be referred through to a mediator appointed by the Committee of the NZ Society of Clinical & Applied Hypnotherapy.

Any complaints received from students will be replied to in writing.

Rules of the School

The following Rules come into effect upon the student taking up the Studentship. If these Rules are breached, the student may be disciplined or expelled at the discretion of the Directors.

1. A student must not at any time copy, distribute or sell any part of the Course Material, except when copying for the purpose of the completion of an assignment, or otherwise directed by the Managing Director.
2. A student, before engaging in any hypnotic induction technique with clients, must first have completed a minimum of Components 1-3 and have received a Practicing Certificate, and then must only use induction techniques as taught by the NZ School of Clinical Hypnotherapy whilst enrolled as a Student of this School.
3. Once working with clients in clinical practice utilizing hypnotherapeutic techniques, students must display in their clinics, a current Practicing Certificate from the School.
4. A student must not work with clients utilizing hypnotherapeutic techniques for Sexual Problems or Pain Management, until they have successfully completed the On Site Course associated with these.
5. Whilst a student of the School, students must use only the hypnotic techniques and methodologies as taught by the School.
6. A student may not use the name of the School or any letters associated with the School unless authorized to by the School.
7. A student is only entitled to use the letters Dip Clin Hyp upon graduation.
8. A student is not permitted to use the letters of the NZ Society of Clinical & Applied Hypnotherapy Inc unless authorized to do so by the Society.
9. A student must at all times behave in a professional manner when talking to people about hypnosis or hypnotherapy, never making unsubstantiated claims.
10. A student must show respect to the Tutors and Directors of the School and fellow Students.
11. Studentship may be terminated if after acceptance into the School, it is found that false statements have been made on the Student's Application Form.
12. If a student is convicted of a criminal offence whilst being a student, their Studentship may be terminated.

Disciplinary Procedures

All disciplinary action will be preceded by the student receiving verbal and written notice of impending disciplinary action, so as to provide the student with ample time to prepare their own submissions.

A minimum of two weeks is given for the student to file their intention to file a submission and a further two weeks to file such submissions. This process applies to breaches of Rules 10-12. In the case of Rules 1-11, a student is given one verbal and written warning and if the breach continues, they may be expelled from the School.

The Disciplinary Committee may consist of three people – the two Directors of the School, and one Member of the Executive Committee of the NZ Society of Clinical & Applied Hypnotherapy Inc.

The student is entitled to advocacy by a person outside of hypnotherapy.

Withdrawal & Refund

- A student is deemed to have enrolled into the Course once the School has received the Commencement Fee and the student has received their Commencement Materials.
- From the time the student is in receipt of the Commencement Materials and the School has confirmed this with the student, the student commences an 8 Day Withdrawal Period.
- During that 8 Day Withdrawal Period, the student may withdraw from the Course by sending the Commencement Materials back to the School, along with a letter of withdrawal.
- If the Commencement Materials are received by the School within the 8 Day Withdrawal Period, in the same order they were received by the student, no marks or damage, the student is entitled to receive a refund of the Commencement Fee from the School less 30% which the School will retain as an Administration Fee.
- After the 8 Day Withdrawal Period, the student may withdraw from the Course at any time by sending the School notice of the intention to withdraw.

Student Guidance & Support

Students are advised to seek guidance from:-

- The Directors / Tutors of the School

Students are entitled and encouraged to seek any help, guidance and assistance they might need from the School.

The School is available to give any assistance with either the student's studies or any other matters.

Students receive a Student Handbook in their Commencement Materials. This Handbook provides information on a variety of subjects including:-

- Enrolment Procedure
- Contact with the School
- Course Structure
- Course Details / Components / Outline
- Assignments – Assessment
- Payment Schedules – for payment of Course Components

Course Costs

Component	Cost
Commencement Fee	\$100.00
Component 1 – On Site Course	\$1,200.00
Component 2 – Distance Study	\$250.00
Component 3 – Distance Study	\$400.00
Component 4 – On Site Course	\$800.00
Component 5 – Distance Study	\$400.00
Component 6 – Distance Study	\$250.00
TOTAL	\$3,400.00

On Site Courses

Payment is made for On Site Courses as they are attended.

Distance Study Components

Payment is made for each Component at the time of the submission of Assignment Work.

Information regarding the payment of Study Components and Timeframes is detailed in the Student Handbook.

Enrolment Procedure

Before proceeding with an Application for Enrolment ensure that you have done the following:-

- Read through the School Brochure thoroughly
- If there are any questions or queries, contact the School to have any issues clarified for you

If you would like to discuss anything about the Course or the School, contact the Managing Director.

If you would like to proceed with Enrolment:-

- Submit an Enrolment/Application Form with accompanying documentation if applicable
- Upon acceptance into the Course, students are requested to pay the Commencement Fee either by cheque or deposit into the School Bank Account
- Commencement Materials are sent

Payments can be made by Internet Banking. Details will be supplied.

Please send all Applications for Enrolment to:-

The Managing Director
 The NZ School of Clinical Hypnotherapy
 60 Victory Street
 Welcome Bay
 Tauranga 3112

OR

education@hypnotherapynz.com

If you have any questions or queries, please contact the Managing Director:-

07 9280288
 0272105404
 education@hypnotherapynz.com