

Prospectus
of the
World Guild of Metaphysical and Spiritual Counsellors

W.G.M.S.C.

World Guild of Metaphysical and Spiritual Counsellors (W.G.M.S.C.)

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This prospectus will be revised and updated from time to time.

The next scheduled revision will include an updated list of Founder Members.

New versions will be available as downloads from the website.

World Guild of Metaphysical and Spiritual Counsellors

This prospectus sets out the structure, aims and ownership of the WGMSC, its levels of membership, benefits to members, divisions of membership, administration, code of ethics, and other information about the Guild.

Name of the Guild

The original intent was to use the name International Guild of Metaphysical and Spiritual Counsellors. However, to avoid possible issues with UK trading names bureaucracy, this was changed to World Guild of Metaphysical and Spiritual Counsellors. We now have a robust name that can function as a UK business name and, if necessary, can be additionally registered and/or relocated in another country using the same name.

The Guild incorporates The Holistic Alliance, a similar association proposed several years ago which has been dormant. The Holistic Alliance had registered the web domain www.holliance.org and this is now the domain of the Guild.

Aims of the Guild

1. To be a privately run professional body for persons practising forms of counselling, coaching, advice-giving and helping that involve a strong element of intuition, metaphysics, spirituality, and/or interfaith counselling.
2. To issue certificates of membership and other non-academic forms of certification and achievement.
3. To foster dialogue and friendship between those practising different forms of metaphysical and spiritually-based counselling.
4. To make contact with schools and training bodies that are interested in making WGMSC membership available to their students or trainees.
5. To make links with other organisations and bodies with similar aims.
6. To promote education and training in the fields of counselling, coaching, metaphysics and spirituality in accordance with the principles of the Guild.
7. To raise the awareness of spiritual and metaphysical forms of counselling, coaching or helping as part of complementary care.
8. To provide an alternative form of registration and recognition for therapists who are qualified in a certain area but who are not allowed to practice it openly due to unfair and unnecessary prohibitions: for example, a fully-qualified hypnotherapist who cannot use that title due to restrictions in his/her home country, and who wishes to be known as a "Guided Visualisation Counsellor" instead through W.G.M.S.C. membership and a Guild-Certified qualification in Guided Visualisation.
9. To provide approval and accreditation services for courses and trainings.
10. To engage in any other legitimate trading or non-trading activity conducive to the above aims.

Benefits of membership

This list of benefits is issued at the foundation stage of the Guild and is provisional. This list is not a guarantee of the provision of any service (except for a Certificate of Membership and right to use the Guild initials) within a particular timescale. Since we are a new organisation, we ask all participants to be patient. However, every effort will be made to provide all stated benefits as soon as is reasonably possible.

Benefits immediately available are asterisked (*) below.

- * **Membership certificate** suitable for framing. Life members/ fellows will have a prestigious certificate, enhancing your professional image, saying "Life Member" or "Life Fellow"! Life Membership /Life Fellowship of an organisation is an honour that is rarely available.
- * **Duplicate membership certificates** (at extra cost) if you have more than one practice at different addresses, or if you wish to travel with a copy.
- * **The right to use the Guild initials** in the form MWGMSC for Members and Life Members, Assoc.WGSMC for Associate Members and FWGMSC for Fellows.
- **The right to use the Guild logo** on stationery, business cards, your website, etc. (subject to conditions).
- * **"Guild Certified" speciality certifications in your particular type of work** (subject to conditions and to fees for each certificate).
- * **Opportunity for suitably experienced members, after a qualifying period of membership, to become Guild Certified Supervisors or Trainers** in their particular category (available immediately to members the Guild executive can vouch for personally or who can prove that they have adequate qualifications and experience).
- * **Approval or Accreditation** of your spiritually-related or metaphysical courses and trainings [we are now open to negotiations with suitable training providers]
- The opportunity to have one's name, activities/services, location, URL and email address listed on a database at the Guild website. You can also have an additional line listing the URL of your school or business name if you have one. [At the time of writing, this facility is almost ready.]
- Supplies of Guild leaflets to give to clients, students, customers, visitors, etc. [Electronic templates of leaflets will be provided free – a charge will be made for printed sets plus postage.]
- A site award scheme to help spread the Guild's name across the Internet.
- Introductory book lists on many subjects to be provided on the website for the benefit of members and the public.
- E-mail newsletter.
- The chance to contribute articles, links and notices to the Guild website.
- The opportunity to advertise your services, courses, events, books etc. to other members via the e-mail newsletter or newsgroup.
- Discounts on services and courses provided by other members.
- Discounts on externally-provided services where appropriate.
- Introduction to a UK telecoms service providing personal numbers, voicemail boxes, fax-to-email services and virtual switchboards for your UK business, organisation or practice.
- List of UK insurance brokers you can approach for public liability/professional indemnity cover (UK law means we cannot run an insurance scheme ourselves or advise you on the best cover)

- The possibility of e-conferences: website-based presentations where articles or papers are written by members on a certain theme, then commented on by other members, and the proceedings published as a PDF download.
- Access to trial versions of new distance learning courses at special discounts (when available).
- Guild merchandise to be available from on-line stores in UK and USA (T-shirts, mugs, mouse mats and/or other suitable items to publicise your practice and membership, and motivational items bearing inspiring pictures, affirmations, slogans, etc.)
- *Affordable proofreading service for your professional literature, including your email notices and newsletters – avoid those embarrassing grammar and spelling mistakes that undermine your professionalism! Proofreading of websites also undertaken – English is not the best talent of many web designers! (Quotations given for these services).
- Proofreading and editing for articles and books by members. (Subject to availability and to quotations).

Management and Structure of the Guild

The Guild was founded under private management and is a trading name of its founder, Morris Berg. Morris Berg is an accredited hypnotherapist and counsellor and also holds the qualifications of Master Practitioner of NLP, Reiki Master, Diploma in Colour Therapy, and Accredited Past Life Healer, amongst other awards and certifications. He is a Fellow of several UK professional bodies and a member of two American professional organisations. Morris holds a UK honours degree in Psychology and higher degrees from overseas alternative universities in hypnotherapy, psychology, management and religious studies. His company, Calamus Extension College Ltd., offers distance education validated by a non-UK university.

Morris is on extended sabbatical from private practice and is involved in distance tutoring, course development, further study, management consultancy to the private adult education sector, and writing. However he still maintains his professional memberships as a therapist. At a suitable time he intends to launch a range of specialized coaching and therapeutic services to be delivered over the Internet, as well as new personal development courses with exciting original content. Guild members will be amongst the first to receive exclusive preview material from those courses.

Morris Berg has had a lifelong and eclectic interest in spiritual and transpersonal development and has, since the 1970s, been part of various personal growth, “New Age” and similar movements and groups. He has also experienced many therapies. His interests include the paranormal, survival after death, spiritual hypnotherapy, Jewish spirituality, past life regression, dowsing, affirmations, comparative religion and Jung. In his own therapeutic work he has sought to unite therapeutic and spiritual principles, and has worked with clients from diverse spiritual and ethnic backgrounds.

Morris has also had years of experience in educational administration in the public sector concentrating in the admission of students to accredited undergraduate and postgraduate university programmes and alternative international adult education. His knowledge of both mainstream and private qualifications at all levels, from various countries, including holistic qualifications, enables the Guild to offer a well-informed and knowledgeable assessment and educational consultancy process for granting Guild-Certified qualifications on the basis of prior achievements to suitable candidates who can document their previous learning and skills.

In the UK, there are no registration regulations for the setting up of a private business. (However permission would have been required to prefix the Guild’s name with “International”). Therefore the name of WGMSC is not presently on any government register. It is legal for private qualifications to be awarded under a trading name, and there are many small distance learning schools, therapy businesses and associations under private management.

For the Guild to become a company entity, it will have to meet various requirements including having a strong membership base and steady income, and the expenses of professional bookkeeping and an annual audit. It is possible that the Guild will become a different type of business entity in the future, either in the UK or in another country depending on what is most efficient for its purpose. Obviously its growth and success will be the main factor in deciding what form the Guild will take.

The Guild's founder has been a member of the hypnotherapy and counselling professions for over 25 years, has served on committees of a number of therapy organisations, and has served various committees in his former career in public service. He has seen many therapy organisations come and go, split up, become amalgamated, change their names, or disappear. Change is part of life of any individual and organisation and no doubt the Guild itself will change over the years. However, our founder has noticed that the more formal and bureaucratic an organisation becomes, the more it can either dissolve into bitterly rival factions or else become a welter of over-regulation that stifles intuition and creativity. Private management will, for the foreseeable future, determine that the Guild's character is not diluted and that factions do not attempt to take over the entire organisation or split off from it.

Our American friends might wonder why the Guild does not become a tax-exempt non-profit body. However, that is much easier in the US and often only means that the founder is paying himself/herself a good salary for administering the organisation, whilst maintaining the appearance of a "non-profit". US organisations often become "religious" or call themselves "churches" for similar tax-advantageous reasons, which does not happen in the UK.

The Life Memberships of the Guild, as well as saving administrative time, mean that Life Members cannot be annual sources of renewable income for the Guild, and that the Guild can only obtain more revenue through gaining more members and through providing additional services. There is therefore a built-in limitation to the income of the Guild. On the other hand, Life Members are likely to stay with the Guild so it will not, in its early years, have the high turnover associated with other young organisations.

Many heads of training schools have established private associations just for graduates of their schools and it is not unknown for the school owner to also own the association. The W.G.M.S.C is not intended to be just for one school's graduates. Any school teaching methods or skills within the broad spectrum of W.G.M.S.C activities can apply to have its courses approved by the Guild so that graduates earn Guild membership for life at special rates.

Members of the Guild will not own or have shares in any part of the Guild or its assets. In this way they will be regarded as subscribers to a private association or private club catering to specific vocational interests, and being entitled to services or benefits given in return for membership subscriptions.

The World Guild of Metaphysical and Spiritual Counsellors and W.G.M.S.C. are trading names of Morris L Berg. The W.G.M.S.C. is a division of Massive Practice, a business set up to provide practice management and business services to self-employed holistic and other small businesses. Massive Practice is a trading name of Morris L. Berg. (Massive Practice is currently developing its own website.)

Operations of the Guild

The Guild envisages itself operating largely via the Internet and using e-mail and e-mail newsletters as its chief means of communication. This will permit more efficient use of time than the use of the telephone and letters. The virtual elimination of routine paperwork (apart from certificates etc.) will also be environmentally beneficial.

Members are therefore asked to communicate by email whenever possible.

The Prospectus of the Guild will only be available in electronic form as a PDF download.

A website has been set up at www.holliance.org . When a membership list is displayed on-line, it will be restricted to name, location (town and country), email address, services offered, and link to member's own website. Personal addresses and telephone numbers will not be given.

The Guild, being international by nature, does not intend to take out paid advertising in many countries as the cost of this would be prohibitive. Instead, it will advertise its presence through two main means – firstly, through internet marketing, site links and search engines, and secondly through publicity generated by members who use the Guild letters as part of their credentials, recommend the Guild to their students, offer to put Guild leaflets at their stands at holistic fairs and events, etc.

Data Protection: Data will be stored in the UK under the terms of the Data Protection Act and the Data Controller will be registered under the Act.

As indicated by its name, the Guild is international and open to membership from all countries. However, we do not have reduced subscription rates for developing countries, since when averaged out over the years, the lifetime membership we offer is cheap and membership is a one-time investment. Also, taking on large numbers of people at very low rates would be a drain on our resources and would put the economic viability of the Guild at risk because of the extra workload involved. Most professional societies only have one scale of fee that applies to all countries.

Payment for Guild services and membership may be made by PayPal, UK cheque or bank draft in Pounds Sterling.

The International President and the Guild Council

Once our first phase of membership recruitment is complete, selected members will be co-opted as honorary Council members onto the Council of the Guild. Council service will be voluntary though expenses and/or honoraria, where approved, will be provided. The roles of Council members may entail specific tasks, such as editing a newsletter or moderating a newsgroup, or may be a role as the Guild's expert in a particular subject area, whom members may contact for advice on further professional development, etc, or for professional supervision or mentorship at a remuneration to be arranged between both parties.

An International President may be appointed. The position of International President will be symbolic and the executive power will remain in the hands of the Guild's private management.

Accreditation Officers

Council members and, exceptionally, ordinary Members/Fellows, who are experts in particular subject areas, may be given the opportunity to assist with the evaluation and assessment for approval/ accreditation of courses and trainings by the Guild. An honorarium will be paid for this work.

Principles of the Guild

1. The Guild as a whole does not have any beliefs beyond the recognition that our being extends beyond the physical brain and body to a greater reality linked to a Higher Power.
2. The Guild is not a religious organisation and is not in any way a ministry. It does not ordain people or represent any particular religion. Although members of clergy of any faith are welcome to apply for membership, the Guild is a "lay" organisation for spiritually-minded people engaged in using their skills and abilities to help others.
3. Models of spirituality. The Guild encourages its members to think in terms of models (sets of ideas) as well as beliefs. Ever since realising that a greater reality exists, humanity has been building models (some of them aided by revelations) of spirituality. These models have coalesced into religious beliefs, which themselves have produced further models of how people should behave, what people should think, and what awaits us after physical death. Beyond all

of these models lies an ultimately ineffable reality. [An article about “models” will appear on the Guild website in due course.]

4. The Guild does not define “spirituality” beyond its being a link with levels of consciousness, beings, powers, realities or a Supreme Being beyond the boundaries of our everyday selves. There are secular and non-monotheistic views of spirituality seeing it in culture, society and our relationship with Nature. There are religious views placing spirituality within the confines of one religion and its teachings. There are open views looking to transcendence, enlightenment and altered or higher states of consciousness or perception. All these views are not mutually exclusive. The Guild is open to all forms of spirituality including traditional, pagan, goddess-based, shamanic and neo-shamanic traditions as well as monotheistic spiritualities.

5. The definition of “metaphysical” is likewise multiple and open-ended. Originally metaphysics was a branch of philosophy, and the word referred to certain writings of Aristotle and then came to mean the study of “speculative philosophy”. However, metaphysics has had another meaning for at least a hundred years, associated with the Western esoteric traditions and with the precursors of New Thought and other alternative forms of spirituality in the United States. This “metaphysics” can encompass the study of mystical, paranormal, esoteric, New Age, New Thought and other non-mainstream subject areas and traditions offering interpretations of non-physical realities. It is the application of techniques based in such fields to help others at any level that we call “metaphysical counselling.” The exact philosophies and techniques used by each practitioner will differ, and may overlap with other forms of work.

6. The word “Counselling” will be interpreted loosely by the Guild to include not only professional psychological counselling as understood by major counselling organisations, but also using any legally permitted means or techniques to aid, help, coach or advise clients concerning personal, social or spiritual issues.

7. Fundamentalism, dogmatism, evangelism, preaching and attempts to convert others do not have a place in this Guild. However, this clause is not meant to prevent educational activities of an interfaith or personal growth nature that will lead to greater understanding and tolerance between people of different beliefs and traditions.

8. Every human being has the ability to progress spiritually, and the lack of belief in any one path or religion is not a barrier to such spiritual evolution. There is no attempt made here to define spiritual evolution since different models of it exist.

9. Membership of the Guild is open to anyone who meets the Criteria of Membership (as shown by the Categories of Membership, Code of Ethics and Application Form) and who accepts in broad terms the Principles of the Guild.

10. This set of Principles is a work in progress and may change over time.

A Provisional List of Broad Types of Spiritual Counselling Suitable for Guild Membership
(not in order)

- New Age Counselling
- New Thought Counselling
- Spiritual Life Coaching
- Holistic Therapist
- Meditation Training and Coaching
- Active Meditation (any form of meditation that involves an altered state of consciousness plus focus on a particular thought or vision)
- Spiritual Counselling (General category)
- Metaphysical Counselling (General category)

- Religious Counselling (the use of general counselling skills within a specific religious community – applicants to this category must have qualifications or training in counselling skills)
- Psychic Counselling and Mediumship
- Channelling
- Psychic and Paranormal Investigation
- Tarot and other Divinatory Counselling
- Astrological Counselling
- Psychic Artist
- Shamanic Counselling [evidence of suitable training and/or experience will be required]
- Spirit Release Work
- Lightworking (Guild Certified Lightworker)
- Self-Hypnosis Instruction
- Stress Management
- Spiritual Radionics and Radiesthesia Practitioners
- Pagan Counselling
- Interfaith Counselling (the use of general counselling skills within an interfaith framework, for example with mixed couples – applicants to this category must have qualifications or training in counselling skills)
- Bereavement, Loss and Transition Counselling (Suitable training or qualifications required)
- Intuitive Counselling (covering other types of intuitive work not specifically categorised)
- Past Life Regression (applicants to this category must be qualified hypnotherapists or hypnotists)
- Past Life Reading/ Karmic Reading
- Yogic and Vedic Therapies and Counselling (excluding Ayurveda and physical therapies)
- Buddhist Counselling and Therapies (Suitable training or qualifications required)
- Energy Work (including Reiki and Energy Therapies, for which existing qualifications are required)
- Feng Shui, (relevant existing qualifications required)
- Space Clearing and Earth Energy Work
- Spiritual and Transpersonal Hypnosis (applicants to this category must be qualified hypnotherapists or hypnotists)
- Affirmation Work
- Guided Visualisation Work
- Therapeutic Dreamwork
- Healing for Animals (applicants in this category will need to submit relevant details of their work)

Members can propose other categories if there are none suitable.

Brief definitions of each of these activities will be developed for the Guild website.

Levels of Membership

Associate – a student, friend of the Guild or retired person who wishes to support the Guild but who is not practising any form of spiritual counselling. (Membership letters: Assoc.WGMSC)

Member – a practitioner of one of the “broad types of spiritual counselling” listed in this document. (Membership letters: MWGMSC)

Honorary Member – A person who is not practising any form of spiritual counselling but has been granted Honorary Member status by the Guild in recognition of services performed to the Guild or friendship of the Guild. (Membership letters: Hon.WGMSC)

Fellow – A person who meets criteria for Member status and who is also a graduate of an approved university or has a qualification of equivalent status. (Membership letters: FWGMSC)

Honorary Fellow – A person who is not practising any form of spiritual counselling but has been granted Honorary Fellow status by the Guild in recognition of services performed to the Guild. (Membership letters: Hon.F.WGMSC)

Life Member – A person eligible for Member status who is accepted by the Guild for Life Membership. (Membership letters: MWGMSC) Your certificate will say “Life Member” and you can describe yourself as such.

Life Fellow – A person eligible for Fellow status who is accepted by the Guild for Life Fellowship. (Membership letters: FWGMSC) Your certificate will say “Life Fellow” and you can describe yourself as such.

First Phase of Membership: Allocation of Lifetime Founder Memberships and Fellowships

Honorary lifetime founder memberships and fellowships are being offered to a select few individuals in a number of countries. When that process is complete, a list of those founder members will be published on the website. From that time on, further free founder memberships will be offered to the first suitable applicants in countries that do not already have founder members.

Life Memberships and Life Fellowships

Initially, all memberships and fellowships granted by the Guild will be Life Memberships/Fellowships and the first few such memberships in each country, as decided by the Guild, will not pay fees and will be known as Founder Members or Founder Fellows.

Life Memberships and Life Fellowships of an organisation are normally a rare honour and we are pleased to make these awards available to persons with a suitable record of professionalism and expertise.

Life memberships are an experiment. It will remain to be seen whether the Guild can sustain itself by issuing life memberships alone and not annual memberships. This is felt to be the right move to attract as many people as possible and retain their membership without the administrative burden and high lapse rate of annual memberships in a new organisation. However it might be necessary in the future to provide renewable annual memberships, but if so, any existing life members/fellows will still retain their life membership status and there would be the option to convert annual membership to life membership.

All life memberships are for the lifetime of the member but also for the lifetime of the Guild and are depending upon its continuity.

All life member and life fellow certificates remain the property of the Guild and may be used by the member as long as he or she remains in good standing, which means that no action has been taken against the member to cancel his/her membership due to any gross breach of the code of ethics of the Guild.

Life Members may resign their membership in writing at any time and on so doing must return any certificates or awards obtained, including “Guild-Certified” awards, and must cease all use of the postnominal letters, logo and mention of the Guild. Resigned members are welcome to reapply at a later date, for example if they have trained in a new form of practice that makes Guild membership more relevant to them, or if their circumstances have altered and they have resumed their previous metaphysical work. However a new membership fee may be charged.

Duties of Members

Apart from abiding by the code of ethics, members have no other duties just by belonging to the Guild at any level. Members may be sought to become involved in various tasks but this will be at their discretion, and individual tasks may be either voluntary or paid on a freelance basis as decided by the Guild from time to time. Members may also be co-opted onto the Guild's Executive Council.

Guild-Certified Qualifications

As a major benefit, the Guild will offer certifications (bearing the words "Guild Certified") to members based upon knowledge, skills and experience. These qualifications will not be diplomas or degrees and will not be academic awards. They are not bought titles. They cannot be obtained just by being a member or through paying a fee alone. In order to become Guild-certified in a particular discipline, the Member will normally either have to show (a) evidence of prior qualifications and/or professional memberships in the field, or (b) to submit a portfolio of educational achievements and/or private study, an account of experience in the specific field, a statement of the methods used, and two references or testimonials from people the member has helped.

A similar system has already been used with success by some associations in the fields of business management, hypnotherapy, counselling and other fields.

Since we believe that once a qualification is issued, it should last forever, members who have had annually renewable qualifications via other organisations can submit them as evidence of required training and thereby gain a Guild-Certified certificate, even if the renewable qualification has lapsed. This can avoid payment of expensive renewal fees in order to continue doing the same work.

Guild-Certified qualifications can only be issued in fields which are not unique trading names, whether or not trademarked or copyrighted, since we cannot infringe the proprietary name of someone else's copyrighted or trademarked therapy or system. If you have been trained in a copyrighted or trademarked system, we can issue a Guild-Certified certificate in a similar "generic" type of work, or use a form of wording that will not infringe the copyright. If you are in doubt about whether the name of the therapy is trademarked, ask the originators or their representatives (your own teacher might not have the correct and up-to-date information). If you are told that anyone can use the name, obtain a written statement to that effect from the founder or the current leader of the particular discipline.

Through the Guild-Certified system, members who are self-taught or self-developed, who have trained in folk methods through family lineages, who have trained with masters or gurus who do not issue qualifications, or who have obscure though genuine foreign qualifications, can through producing an appropriate portfolio be granted the nearest possible Guild-Certified certificate as a mark of their professionalism and skills.

Guild-Certified qualifications may be sought also where a member wishes to change the title used for his/her work due to emigration or changes of the law in one's own country: for example a hypnotherapist who is prevented from practising hypnotherapy by new laws can apply to re-certify in "Stress Management", "Guided Visualisation", etc. Such additional certifications may also be useful if you are visiting a country with restrictions and want to arrange to see clients, give workshops, etc., while you are there.

Guild-Certified qualifications may be sought also if you have qualified in one discipline that has included other sub-fields without issuing certificates for them. For example, your hypnotherapy training has included training in NLP or past-life regression but does not certify you specifically in those fields. If we are satisfied that the subsidiary training has been thorough enough, or that it has been topped up by additional knowledge and experience, we can issue a Guild Certification in the subsidiary field.

The Guild reserves the right not to grant a Guild-Certified qualification in any instance, and if that decision is made, the Guild will advise the Member on what further work may be needed in order to earn the qualification (in most cases we envisage setting a task such as a detailed case study, or an essay based on recommended reading.)

Fees will be charged to apply for Guild-Certified qualifications. Fees will not be refundable as the fee will be charged for the evaluative work and not the issue of the Certificate. If the evaluation is successful the certificate will be issued. If the evaluation falls short, advice will be given but there will be no additional charge for resubmission and issue of the certificate later.

The list of subjects which may be Guild-Certified is provisionally based on the list entitled "A Provisional List of Broad Types of Spiritual Counselling Approved by the Guild" which is set out earlier in this brochure. However requests may be made to certify other similar fields.

The Guild will also offer certification as Supervisor, Mentor or Trainer in certain activities subject to having been a member for at least a year and evidence of providing training or supervision activities. (Founder Members may apply for the year's qualifying period to be waived).

Before submitting a request for Guild Certification in a field not listed, the applicant for certification MUST be a paid-up member of the Guild or a person holding free Founder membership. We cannot give advice on possible further certifications to non-members.

Code of Ethics and Rules of Membership

Preamble

We really wish to have a simple – and short – code of ethics, but in today's world we need to take account of many factors in order to be professional. Nevertheless, we have avoided many of the unnecessary – and sometimes quite silly, unreasonable or unworkable – restrictions and taboos found in some other organisations. We hope that what we have produced is fair and reasonable. Most of it should, we believe, be common sense, and it is intended to help and not hinder the member. We are not just a register of members that you just pay to join and to whom anybody is admitted. The professionalism of our Guild, and the respect for it, will rest upon our code of ethics.

Full, Associate, Lifetime and Fellow Members shall all be known as "members" for the purpose of this code of ethics. This code will be divided into two sections. Section A contains clauses applicable to all members. Section B contains "contingency" clauses that only apply to certain activities or certain locations, where legal, professional or other regulatory issues demand special treatment of a particular circumstance. Section B will be expanded over time to provide guidance regarding various activities.

Section A

1. Members may also be members of any other legitimate professional or trade organisation or learned society. Membership of other bodies is encouraged and the Guild does not seek to poach members from other organisations, nor does it seek to exclude members of any other organisation. Members are encouraged to retain memberships of any other body to which they belong.
2. Members are asked to respect and tolerate other members' beliefs, religion, spirituality, politics and points of view. Doing so does not exclude debate, discussion and expression of ideas and opinions as long as this is done in the spirit of friendly communication. Where members disagree they are asked to voice their disagreements with tact, good taste and good manners.
3. Members undertake to practise their particular skills and therapies to the best of their ability and should not practise beyond their level of competence. If a member encounters an issue he or she is not

qualified to handle, or beyond the member's abilities, the member should seek to refer the client to another suitable practitioner.

4. Members undertake to explain to clients what they practise, what it entails, how much it costs and any other relevant information. If a member offers multiple therapies, services or treatments, it is up to the client to decide which ones are chosen, although the member may recommend a course of action combining several methods or therapies.
5. Members must keep all communications with clients and all professional records strictly confidential (unless stipulated otherwise by the law), and computerised records should be as secure as possible. If the member wishes to describe a case in an article, book, course, etc., permission should be sought from the client and both the client's name and any possibly identifiable details should be disguised, unless the client gives written permission for the material to be used without restriction. In the UK all records should be kept securely under the terms of the Data Protection Act, and outside the UK should conform to local legislation and/or professional guidelines.
6. Members should not promise or guarantee to "cure" any condition and should never give a "diagnosis" in the medical sense. Some therapists and alternative practitioners use the term "diagnosis" informally for an assessment of the situation, but that term should be avoided as it can sound as if the member is practising medicine.
7. Members should not normally offer money-back guarantees for services, since such guarantees are not a hallmark of professional behaviour (they are not offered by doctors, lawyers, and practitioners of the best-known complementary therapies). Members should always charge clients for their time and not for results, as results for any complementary or alternative treatment or method cannot be guaranteed. However, money-back guarantees can be offered for goods sold (such as CDs and other products). If you are working in a centre or clinic whose policy permits refunds, act in accordance with the centre's policy.
8. Members undertake not to exploit clients in any way, including by charging unreasonably high fees for the service provided.
9. Members undertake not to abuse clients in any way: physically, sexually or emotionally.
10. Members should observe the ethical principles commonly found within their particular discipline. In particular, members providing professional therapies should not have sexual relationships with clients.
11. Members offering any form of hypnotherapy, hypnosis or past life regression must normally have a qualification in hypnotherapy or clinical hypnosis. [The Guild regards past life regression as a form of hypnosis because it involves an induction into an altered state of consciousness, guided work while in that state, and then a de-induction or a bringing back into the normal state of awareness.] Exceptions will be made if the Guild member is practising in a country or state where he/she is not allowed to legally practise hypnosis.
12. In the case of many "New Age" services, it might be common to have clients from within one's circle of friends, acquaintances and community, and the duration of the service offered might be very limited. In such cases it is suggested that members take care to act at all times according to the best interests of the client and in accordance with the prevalent customs within one's community.
13. Members undertake to have public liability and professional indemnity insurance, wherever available, to cover their activities. However, it is realised that cover cannot be obtained in all countries or for all forms of work that people may practice. Where cover is not or cannot be obtained

the member is responsible him/herself for any possible liability to clients and/or members of the public. The Guild will not be responsible under any circumstances whatsoever for the outcome of any action or non-action, professional or otherwise, by any of its members.

- 14. Members should not make private or public attacks upon the personality or reputation of any other member.*
- 15. Members are personally responsible as individuals for their conduct and for what and how they practise. The Guild does not normally supervise its members and is not responsible for how they conduct their activities or practices. Many forms of metaphysical or spiritual work do not have supervision arrangements so we cannot make supervision mandatory. The Guild does not examine its members for competence in their particular skills or arts, unless the Guild offers a specific training programme.*
- 16. Members should not use Guild membership as a justification or rationale for using any particular practice. Therefore one cannot say, "I am allowed to work this way because I am a Guild member." Rather, members bring to the Guild their existing diverse ways of working.*
- 17. Members undertake not to use their Guild membership in any way to endorse any CD, remedy, book, download, or other product that they manufacture, distribute or sell, without written permission from the Guild. The Guild cannot undertake to test and evaluate health-related products.*
- 18. Members should conduct all their activities subject to the relevant laws of the countries or places in which they operate. If a person provides services across borders and they are legal in one country and not in another, this should be made clear by the provider (for example, radionics for treating people is illegal in the USA but legal in Canada and the UK).*
- 19. Members working with children or vulnerable adults should be appropriately registered and vetted by the authorities in countries (such as the UK) where appropriate vetting and registration schemes exist, whether or not they are compulsory. Also, when treating children or vulnerable adults there should always be another person present who is either the client's parent or guardian, or another responsible person who is also appropriately registered and vetted. Any appropriate laws should be followed strictly at all times.*
- 20. Members should not touch clients in any way that could be misinterpreted. If your therapy or practice involves the use of touch you should have appropriate professional insurance for that therapy and should explain to clients in advance what you are going to do and why.*
- 21. Members undertake to be explicit to clients about their involvement in any metaphysical or spiritual organisation or sect when this has an impact on their practice, for example if they teach meditation or spiritual philosophy according to the teachings or practice of a particular sect, this should be made clear. Clients should not be discouraged from discovering other similar or alternative practices on their own. Members should not present or teach their method as "the only correct" way of meditating or doing any other spiritual activity.*
- 22. Members undertake not to use Guild membership for the purposes of recruiting clients or members of the public to any religion or sect. If a client knows that the member belongs to a certain sect and wishes to learn more about it, the client should be referred to another member of the sect to deal with the enquiry, or be given the relevant general contact details. Reiki is not considered to be a sect or religion for the purpose of this clause.*
- 23. Members who also belong to other organisations should work according to the ethics of those other organisations when engaged in any relevant activity. If the codes of ethics of more than one*

organisation make conflicting demands on the practitioner, he/she should seek clarification and advice from the organisations concerned. If a practitioner belongs to two or more organisations that make rules about the same behaviour, but having different levels of strictness, the strictest approach should be followed.

24. Members are encouraged to further their continuing professional development in as many ways as possible. The true professional never stops learning.
25. Members should not participate in any activity that involves cruelty or harm to animals. Any animal materials used for healing purposes, etc. should be obtained from humane sources. Healing for animals should only be offered as a complementary service and not as a substitute for veterinary care. Owners of ill or diseased animals should always be advised to consult a veterinarian. Healers should not attempt to treat skin conditions in animals as they can be symptoms of serious and/or contagious illnesses, some of which might pose risk to humans.
26. Members should not administer any remedy that is ingested, applied to the skin, or physically absorbed in any way unless they are suitably qualified in the relevant therapy and insured for the use of those particular remedies. Members are reminded that the Guild is not an organisation for “physical” therapists of any kind, and such practitioners should be members of suitable professional bodies, though such practitioners are welcome to join the Guild in addition if their work has a spiritual or metaphysical dimension.
27. Members should only work with clients if they are fluent in the client’s language or if the client is fluent in the therapist’s language, unless a competent translator is present who has a working knowledge of the relevant therapy.
28. Members agree to report immediately to the Guild any of the following concerning themselves: allegations of any therapy-related offence or misconduct by the member; allegations of any criminal offence by the member (except minor motoring or other minor offences for which fixed penalty fines are issued); any other convictions (except those regarded as “spent” by law); any public liability or professional indemnity insurance claims lodged by the member; and being struck off from membership of any professional body. If you are in doubt whether something should be reported, then it should be reported. Members who fail to do any of these risk immediate suspension or cancellation of membership and must immediately cease to use the Guild qualifications, logo and certificates until advised otherwise.
29. Expressions of any form of racism, hatred, excitement to violence, or anti-Semitism shall be grounds for dismissal from membership and cancellation of all certifications issued, without refund. A relevant public statement may be made on the Guild website.
30. The Guild will not take disciplinary action where the member is already under investigation by another body (or the law enforcement authorities) for the same alleged conduct. Instead the Guild may decide to suspend the member pending the outcome, when the Guild will decide what action to take.
31. The Guild reserves the right to refuse membership to any person without giving a reason.
32. All certificates and qualifications issued by the Guild shall remain Guild property and may be used as long as the member is in good standing. In the case of alleged breach of discipline or other circumstance requiring the Guild to request the return of certificates, they must be returned promptly. Members should not alter their certificates or add to them in any way. The certificate designs are Guild copyright – photographs or scans of your certificates must not be published on your website or in your literature without permission in writing from the Guild.

33. *If a course receives accreditation from the Guild, it must be made clear in the course literature and in the school/college literature that the accreditation is private and not government-recognised.*
34. *Members agree to be responsible for their own welfare and to stop or temporarily cease providing services to clients if they are unable to do so because of illness or changes in circumstances that would interfere with their practice.*
35. *We will check Members' email addresses at intervals of approx. one year. Members should advise the Guild if they intend to be unavailable for a significant period of time (a reason need not be given). If a member fails to respond to emails and/or emails bounce over a period of a month, and we have not heard from the member for a year, we will delete the member's entry.*
36. *Members agree to be subscribed to an email newsletter which will be the main means of conveying general news and announcements to members. The member's entry may be deleted if a news email bounces, but can be reinstated on request when we have the member's new email address. The newsletter may contain advertising of possible interest to members, and members may announce their own courses, services and products via this newsletter when its readership is large enough. However your email address will not be sold or used for spam purposes.*
37. *This code of ethics is a work in progress and may change over time.*

Section B – Special Circumstances

(i) *Psychic phone lines and premium numbers*

Members should not own, run or be employed in any enterprise that offers psychic telephone lines using premium rate numbers. However, self-employed members may offer advice, guidance and counselling services using 07-type personal numbers or mobile numbers where appropriate, but not premium rate (09-type) numbers. The definition of premium rate number shall be the one applied by the telecommunications company or network or any relevant telecommunications watchdog, regulatory, Trading Standards or consumer protection body.

(ii) *Predictions*

Members should never make any predictions of death, disaster or accident under any circumstances. In particular, you should be aware that predictions of crashes, explosions, etc. are irresponsible. In today's security-conscious climate, such announcements may cause panic and security alerts, and may be thought to be hoaxes likely to attract maximum attention from law enforcement authorities and possibly criminal penalties. If you seriously believe, on the basis of your intuition, that a client should not go on a particular journey, your advice should be given in a roundabout way without making any specific prediction.

(iii) *Members providing entertainment or broadcasting*

Guild membership and Guild-awarded certificates (Guild Certified awards) should not be used in connection with any form of public or private entertainment including stage hypnosis, parties, stag or hen nights, pub psychic evenings, cruise ship shows, radio or television broadcasting (including religious shows), corporate events, competitions, etc. The mention of religious shows is because the Guild includes many paths, and wishes to avoid the impression, which could be given by a Guild-linked religious show, that the Guild supports or is linked with one particular religion or the opinions of one particular broadcaster or interviewee.

(iv) Use of Symbols

Members are asked to realise that certain symbols or expressions they might favour using may not be well received by clients from different cultural backgrounds, and care should be taken not to use such sensitive expressions when inappropriate (for example, non-Christians should not be requested to ask Jesus for help; Hindu or pagan deities should not be invoked for Christians, and the cross should never be used as a healing symbol for Jews; the name “Jehovah” is only used by some Christians, and not by Jews. Muslims do not appeal to any power or guide except Allah.) If any procedure involves a form of prayer or a request to the Supreme Being for help, the client should be asked initially what sacred names or phrases would be appropriate to use. Members should ascertain that the client is comfortable with their approach and answer any questions regarding it. Members should not assume that the client practises or believes in any particular faith (if in doubt – ask.) Clients will vary in their degree of observance of their own faith or tradition, and their openness to other views and models. Some clients have eclectic spiritual beliefs or even have an outlook that combines two or more faiths. It should be noted, though, that in an altered state of consciousness (e.g. trance or regression) clients may perceive symbols or figures that are outside their conscious culture.

(v) Use of Titles

After much thought, it has been decided that the Guild will not list members’ titles (such as Doctor, Professor, Reverend, Swami, Sensei, etc.) in any public lists of members, and will only list Guild membership letters and Guild-certified awards after the member’s name. In this way, the Guild is acting in a similar way to certain other UK and US therapy organisations, and is only providing information on its own qualifications.

This policy avoids us having to verify and find out about thousands of possible titles and qualifications and to constantly update our records as people’s qualifications change or are affected by laws and regulations elsewhere. Also, it avoids various dilemmas and legal minefields for an international organisation – if a qualification is legal to use in one country or state but not in another, or for one therapy and not another, should it be displayed and will this lead to problems for the member or for the Guild?

The policy will also avoid the existence of any “class system” within the Guild based upon having higher academic or theological qualifications which often bear no relation to the spiritual gifts and/or talents of the member. It will also avoid the situation of a member without a degree being in awe of another member introducing himself/herself as “Professor Doctor” or “Reverend Doctor”, or one member insisting that (s)he is entitled to a specific high form of address whilst another member with similar status is quite relaxed about just using his/her name.

We urge the style of communication between members to be informal wherever possible, using first names, as is common in English-speaking countries and increasingly in international contacts. However we do recognise that certain cultures preserve a greater degree of formality.

Members will still be asked to supply details of their qualifications when applying for membership, as naturally we are interested in your knowledge and achievements and they are an essential part of your application. Many of us will have higher degrees and titles, but the Guild will strive to be a guild of equals with different gifts.

You will also be free to use whatever qualifications you have on your own website and in your own business literature and advertising, etc, alongside the Guild membership letters, as long as they are reasonable and not misleading. And by all means, you are encouraged to earn more qualifications!

However, it is your responsibility to be aware of any relevant restrictions within your state, country or profession and to use your qualifications in a way that is fair. For example in the UK, in January 2008 a voluntary regulatory body for hypnotherapists voted to restrict use of the titles Doctor, Reverend and Professor. If you are a hypnotherapist in the UK who might be affected by this decision, you should look out for guidance on this matter from your professional hypnotherapy organisation.

In the UK, unless you are medically qualified and registered to practise medicine, the title “Doctor” should not be used in any way that could suggest it is a medical qualification, and an explanation should be given for the use of the title. We recommend avoiding the use of the title “Doctor” before the name, and giving an explanation of any doctoral initials used after the name, such as “Doctor of Philosophy in...” or “Honorary Doctor of Divinity”. In the UK, doctorates from non-UK universities should also be noted as such, for example, “holds a Ph.D. in Psychology from an overseas university”.

Knighthoods, medals and aristocratic titles should not be used in connection with therapy or metaphysical practice, even if they are issued by a religious or esoteric organisation.

The matter of use of titles, initials, etc. will be kept under review as various professional groups and/or authorities issue guidelines from time to time.

These guidelines do not mean that we disapprove of titles. The Guild has no collective opinion about them. However we wish to be responsive to indications about the issue from within the world of therapies and complementary medicine especially in the UK where the Guild is based at present and where we hope to have a growing membership.

Disciplinary Action

Where a possible breach of the code of ethics or an allegation of gross misconduct is brought to the attention of the Guild, the Guild Executive will first seek an informal explanation from the Member. If this is not satisfactory, or if the Guild decides that an investigation is necessary, the Guild may co-opt an ad-hoc committee consisting of Founder Members which may convene by any feasible means (including teleconferencing or a secure Internet link) to consider the matter.

If the committee considers there is a case to answer, the Member will be advised of the procedures. Members against whom an infringement is reported will be responsible for bearing the cost of any expenses relating to any investigation of their conduct, though every attempt will be made to minimise such expenses. If expenses are likely to be significant the member will be presented with an estimate, and will have the opportunity to decide whether to proceed or whether to withdraw from the Guild. Members will be bound by the decisions of the Guild.

Life Members may, if faced with a disciplinary enquiry by the Guild, decide to withdraw their membership in writing and on so doing must return any certificates or awards obtained, including “Guild-Certified” awards, and must cease all use of the postnominal letters, logo and mention of the Guild.

A withdrawal is different from a resignation. Members who withdraw are barred from reapplying for three years, but are not regarded as having been expelled from the Guild.

A fuller statement on disciplinary action will be elaborated at a later date.

Terms of Payment and Refunds

All membership and certification fees are payable in advance and are non-refundable unless membership is refused. If a refund is given due to refusal, reasonable deductions may be made for the cost of making the refund. However, cheques will be returned by ordinary mail at no cost to the applicant.

Sales from one business to another are not controlled by the EU Distance Selling Directive and Consumer Protection (Distance Selling) Regulations 2000. If you are a self-employed professional, and you have availed of our services for professional development purposes, we interpret that to be a business-to-business transaction. This will normally be the case for sales of all Guild services and/or products.

The World Guild of Metaphysical and Spiritual Counsellors and W.G.M.S.C. are trading names of Morris L Berg. The W.G.M.S.C. is a division of Massive Practice, a business set up to provide practice management and business services to self-employed holistic and other small businesses. Massive Practice is a trading name of Morris L. Berg.

Disclaimers

The Guild cannot accept any liability whatsoever for the provision of services or goods by members or for any acts by members. People should exercise normal cautions as when engaging any other services.

The Guild cannot accept any liability whatsoever for loss or damage (including loss of earnings) as a result of interruption of service of the Guild's website or any changes or interruptions to any services offered by the Guild or any errors in member's details or any failure to publish details provided by the member. Guild members are responsible for ensuring their details on the website (if published) are correct and that they notify any changes of address, email address, etc. to the Guild.

The Guild cannot accept any responsibility for the accuracy of details provided regarding any member.

Guild Advertising

Guild advertising will primarily be internet-based, though obtaining links on popular health and spiritually-related Internet portals and links on members' and supporters' websites, including various educational sites. Reciprocal links with other sites will also be sought, and a web award scheme put into operation to publicise the Guild name on suitable sites. Suitable schools who wish to recommend Guild membership to their graduates will also be approached. There will be a limited amount of advertising in printed media, generally in the "New Age" press. We may also release press releases to suitable sectors of the media from time to time.

Legal jurisdiction

The legal jurisdiction of all transactions with the Guild will be England and Wales as long as the Guild is not registered in any other country.

Contact details

Write to:

Dept. W.G.M.S.C.,
Massive Practice,
27 Old Gloucester Street,
LONDON
WC1N 3AX
United Kingdom

Email: info@holliance.org

Fax: UK: 020 7748 3126 International: +44 20 7748 3126
(Please mark all fax messages FOR ATTENTION OF WGMSC)

Telephone: UK: 07005 938 880 International: +44 7005 938 880

(This is an answering service only. We cannot return calls to mobile phones. Please leave a landline number if you wish a return call. However, unless you are already a member, your enquiry will receive priority attention if it is made by email. We cannot deal with requests for finding a local member by telephone. Member information is only available via the website and is presently under development.)

(Please note that this telephone is not constantly manned and you will probably be diverted to voicemail. We cannot undertake to telephone you at a specific time. If you leave a number please ensure it is a landline as we cannot return calls to mobiles. We prefer communications by email wherever possible and queries by email will be given priority.)

Please ensure you read this brochure thoroughly before contacting us as it is meant to answer most common questions about the Guild.

APPENDIX 1 - SCALE OF MEMBERSHIP FEES

All fees are in Pounds Sterling (GBP). For currency conversions see www.xe.com

Remember that most of these fees are for life* and that is reflected in the initial cost. So if you hold membership for 10, 15 or 20 years, the cost when averaged out is extremely low! You may have already paid out more than this to another organisation! Also it is only through life membership that we can award lifetime Guild-certified practitioner qualifications! And you will have a more prestigious certificate saying "Life Member" or "Life Fellow"! Life Membership /Life Fellowship of an organisation is an honour that is rarely available. Therefore we cannot reduce the fees quoted below. Please note that we cannot accept payment by instalments.

Associate – a student, friend of the Guild or retired person who wishes to support the Guild but who is not practising any form of spiritual counselling. (Membership letters: Assoc.WGMSC) Fee £ 35 per annum. (Not eligible for Guild certifications).

Honorary Member – A person who is **not practising** any form of spiritual counselling but has been granted Honorary Member status by the Guild in recognition of services performed to the Guild or friendship of the Guild. (Membership letters: Hon.WGMSC) - Honorary members are not charged a fee but cannot apply. **Honorary membership is strictly by invitation only, and practitioners are ineligible.**

Fellow – A person who meets criteria for Member status and who is also a graduate of an approved university or has qualifications of equivalent status. (Membership letters: FWGMSC) – see Life Fellow below.

Honorary Fellow – A person who is not practising any form of spiritual counselling but has been granted Honorary Fellow status by the Guild in recognition of services performed to the Guild. (Membership letters: Hon.F.WGMSC) Honorary fellows are not charged a fee but cannot apply. **Honorary fellowship is strictly by invitation only, and practitioners are ineligible.**

Life Member – A person eligible for Member status who is accepted by the Guild for Life Membership. (Membership letters: MWGMSC) Fee £ 150.00 Your certificate will say “Life Member” and you can describe yourself as such.

Life Fellow – A person eligible for Fellow status who is accepted by the Guild for Life Fellowship. (Membership letters: FWGMSC) Fee £ 150.00 Your certificate will say “Life Fellow” and you can describe yourself as such.

Fee for upgrade from Associate membership to Life Membership or Life Fellowship: £ 50.00

Fee for upgrade from Life Membership to Life Fellowship: £ 50.00

Bank charges: People paying by electronic bank transfer (wire transfer) from the following regions must add the following amounts to cover our bank charges:

Australia, New Zealand, Africa, Asia, South America - £ 15.00
Europe (EEA) - £ 10.00
Europe – non-EEA £15.00
U.S.A. and Canada – no charge
Rest of World - £15.00

People paying by Euro cheque from the Republic of Ireland should add 20 Euros and allow up to 6 weeks for clearance. The Euro total will be advised on request.

These fees are subject to change at any time.

APPENDIX 2 - SCALE OF CERTIFICATION FEES

Please note that we cannot accept payment by instalments, and we cannot reduce the fees quoted below under any circumstances.

Practitioner Certifications

Application fee for a single Guild Certification in a particular practitioner field: £ 125.00

Application for a second practitioner Certification made at the same time: £ 75.00

Application for any further practitioner Certifications made at the same time: £ 50.00

Duplicate of any certificate (to display at an additional place of work)- £ 25.00 (if ordered at the same time as the original).

Application for an additional practitioner Certification made at a later date: £ 75 per subject. (You may keep adding Certifications as you acquire new knowledge and do formal or informal study).

Trainer Certifications

Application fee for a single Trainer Certification in a particular practitioner field: £ 250.00

Application fee for a further Trainer Certification ordered at the same time: £ 125.00

Application fee for Practitioner and Trainer Certifications in the same field at the same time: £ 295.00

Notes

Only Founder Members/ Founder Fellows or fully-paid Life Members/Fellows are eligible for certifications.

Applicants for Trainer Certifications must first hold a Guild-Certified Practitioner Certification.

Trainer Certifications will not be issued for nutrition, physical therapies or therapies involving touch or administration of any remedies, essences, etc.

If you are paying by bank transfer (wire transfer) from outside the UK, extra charges are payable (see Appendix 1 – Scale of membership Fees) If these extra charges are not paid, the certificates will not be issued.

Guild-Certified Practitioner Certificates are not time-limited. They are yours to use as long as your membership is in good standing. However the actual documents remain the property of the Guild.

The certificate application fee includes the actual document suitable for framing. However, you are paying for the application and the work and research done to evaluate your information. If your application is refused, no refund will be made. However we reserve the right to award a certificate in a different discipline in cases where we determine that the applicant is not entitled to a certificate in the field or speciality actually applied for. Alternatively, we may request that you provide an essay or case study in cases of doubt. All decisions made by the Guild will be final and by paying the fee, you agree to abide by our decisions.

APPENDIX 3 - SCALE OF COURSE APPROVAL AND ACCREDITATION FEES.
(Provisional)

Fee for initial evaluation of course materials – from £125 depending on length and complexity of the course. Evaluation advice will include a brief report on how to improve courses if not immediately acceptable for accreditation. A reapplication fee will be charged for resubmission of the evaluation after a period of time has passed..

Fee for course approval - from £ 125 for 3 years, payable in advance.

Fee for course accreditation – from £250 for 3 years, payable in advance.

Notes

Guidelines regarding approval and accreditation will be published in a separate document.

Schools or Trainers applying for evaluation and approval/accreditation of their courses must first be either individual or institutional members of the Guild.

The status of “Approved” may be issued to any type of course.

The status of “Accredited” may only be issued to courses that are not university courses and that are not similar in title or scope to nationally-accredited qualifications. The Guild will issue appropriate guidelines to applicants.

We cannot give advice on prospective approval/accreditation to non-members. However our guidelines document will contain indications of what the Guild will be seeking in a successful application.

Certain trainers and institutes may be asked, *by invitation only*, to submit their details for fast-tracking to accreditation. These will be institutes or trainers which are well known to the Guild as having sufficiently high standards.

For the time being, courses being evaluated must be delivered in *English* only, or in English with translations into other languages.

If a trainer is having difficulty with completing and answering the questions on the forms for evaluation, approval or accreditation, the Guild can provide help with this process, which will be charged at £ 40 per hour, and will require all relevant documentation (for example, syllabus and lesson outlines) to be made available to the Guild. Estimates of fees can be given.

Because the Guild is not a religious or sectarian organisation, it does not approve or accredit courses or trainings leading to the qualification or status of minister, pastor, priest, initiate or any religious or esoteric title.

However it can approve general courses run by religious or sectarian organisations if they are fair-minded and comparative in nature (for example, a world religions course or a counselling skills course) and if they do not promote the view that the authoring organisation holds the only correct path to spirituality.