



Leadership Coaching

Program Information

How do I apply for the Leadership Coaching program?

Select [Apply Now](#) on the Leadership Coaching program page and create an applicant account. This account gives you access to both the application system as well as [scsConnection](#), which is a personalized page that provides you with the status of your application.

What are the minimum qualifications for admission?

A demonstrated openness to feedback and a large capacity for self-examination are the most important qualifications for admission. In addition, all students must have at least a bachelor's degree and five years of education, training and/or professional experience in coaching, human resources, leadership, organization development or a related field.

Do you need to see proof of my bachelor's degree?

No, the Center for Continuing and Professional Education (CCPE) operates within the [Georgetown University Honor System](#). Your resume is part of the application and your education information will be reviewed from this document.

How long is the program?

The Leadership Coaching program is six courses spread over six-seven months. Courses meet one time per month for three to four days. A 25 page paper is due one month after the final session. Students can expect 10-15 hours of work per week outside of class.

Can I work and take classes at the same time?

Yes. Courses take place during the day, but may fit into a fulltime work schedule.

Can the course CEUs be transferred into a master's degree?

The programs at CCPE are non-credit. They are not considered graduate programs/courses, and are not transferable to graduate programs at Georgetown University. Transfer policies may vary by institution.

Program Requirements

My work schedule conflicts with one of the class sessions, what are my options?

Attendance is required at each class session. As an applicant, if you can not commit to all session dates, you are encouraged to apply to the next cohort. As an accepted student, you must defer to the following cohort and commit to all the session dates.

I see that there are six required courses. Are there elective courses as well?

No. This is a cohort program that consists of six courses taken consecutively. You may choose to take additional courses to supplement your program of study. These courses will not count toward the certificate but may support your professional goals.

Registration & Payment Process

How do I register?

The Leadership Coaching program requires a competitive admission process, meaning that acceptance into the program is required before registration. Accepted students will be provided with registration instructions in their notification of admission.

What is the total cost of the program?

The total six-course program tuition is \$11,995 and does not include housing or required reading. Please review the [Withdrawal/Refund Policy](#) before registering. The total cost of the required reading for the program ranges from \$100-\$250.

Do I have to register and pay for the entire program at one time?

Upon notification of admission, students must register for the cohort of six courses to ensure their space in the program. An interest free payment plan is available to divide tuition into three installments due throughout the program.

Do you offer financial aid?

Georgetown does not offer financial aid for our non-degree certificate programs and courses. Loans and other types of financial assistance may be available through a variety of outside sources.

What are additional payment options?

Personal Loan - Some students may choose to finance their courses with private loans from their preferred lender. CCPE may certify loans from various lenders. CCPE has a unique campus code for Sallie Mae (Branch Code: 001445-99) and for Citigroup (school/campus code: 001445-61). Students must be approved for a loan before registering for classes.

Veteran Affairs Benefits - This program is eligible for funding through the Department of Veterans Affairs and under various parts of the GI Bill. CCPE participates in these programs:

- Montgomery GI Bill
- Yellow Ribbon Program - Read the August 2010 press release.
- Post 9/11 GI Bill

For additional information about Veteran Affairs Benefits contact Kelly Troxell at kat36@georgetown.edu.

What if my third party does not pay Georgetown?

Students are ultimately responsible for tuition costs if a third party does not make payment. Follow up directly with your third party to ensure that you are clear on the tuition payment they have authorized.

After Program Completion

What is the process for gaining the Associate Certified Coaching (ACC) or Professional Certified Coach (PCC) credentials by the International Coaching Federation (ICF)?

This program provides students with the education requirements up to the PCC level set by the ICF. Upon completion of this program and achieving the required paid coaching hours, students may apply for their credentials through the [ICF](#).

When will I receive the physical certificate of completion?

In order to receive a certificate you must submit a [certificate request form](#), successfully complete all required courses and have a zero balance with the university. Certificates are mailed 4-6 weeks after the final grades are posted, approximately two months after the last class session. (Students have one month to complete the final paper assignment and the instructors have one month to grade the paper.) If you need proof of program completion before you receive your certificate, you may request a letter of completion by emailing ccpecoaching@georgetown.edu.

May I join a Georgetown University Leadership Coaching network after completing the program?

Upon completion of the program students join the 1000+ program completers. This group stays well connected through a Yahoo group as well as a yearly Alumni Conference held by CCPE.