

Level Two Student Certification Policy

TTEC April 2019

Background: KRI has been getting more and more requests for Level Two certificates from students who are taking the Level 2 modules either too fast, or starting them before they have finished Level 1.

Policy Regarding When the Level Two Module is Taken in Relation to Level One:

- At the lead trainer's discretion, anyone may take a Level 2 module, even if they have not graduate from a KRI Level One program. We want to ensure that the courses go deep and truly help each participant to transform, and so we caution trainers about allowing non-Level One graduates in. We trust the Level Two Lead Trainer's discretion as to when letting in a non-Level One graduate will both serve that student as well as not slowing down or otherwise negatively affecting the whole course.
- In order for a student to get a letter of completion for that module, and to have it count towards their Level 2 certification, they have to have completed a KRI Level One program.
- KRI recognizes that there may be certain circumstances in which someone can and should get credit for a level 2 module before their certification date in Level 1. Therefore, at the Level Two Lead Trainer's discretion, they can allow a student to get credit (indicated by them being issued a Letter of Completion for that module) for one and only one Level Two module taken before Level One certification to count.
- It is up to the Level Two Lead Trainer (they can delegate this responsibility as long as they ensure that it happens) to check with each student about their Level One status, and only issue Letters of Completion to those students that either have their KRI Level One certificate, or who are being given the one-module exception.
- Some students take different Level Two modules with different trainers. Therefore, please make sure that students understand this policy so they are not disappointed later on. This also means that as a Level Two Lead Trainer, before giving a student the one-module exception for your program, you may need to check to see if they already have taken one Level Two with another trainer already.

Policy Regarding When a Student Can Take the Five Level Two Modules:

- Each Level Two Modules is a deep and transformative process, asking the students to commit to a lengthy personal practice and self-reflection period. It is important that the personal transformation potential of each module be maximized by allowing the participants to really focus on implementing positive changes in that facet of their life.
- Therefore, KRI highly recommends students to have at least 6 months between each Level 2 module.
- We have a firm policy that all five modules must be completed in 2 years or more.
- Some students take different Level Two modules with different trainers. It is up to the Level Two Lead Trainer (they can delegate this responsibility as long as they ensure that it happens) to check in with each student wanting to register (since they may have taken other Level Two courses with other trainers) about the timing of their Level Two process. Please make sure that students understand this policy so they are not disappointed later on.