



5145 Pontiac Trail • Ann Arbor, MI 48105 • USA
 Phone: 734-761-6268 Fax: 734-663-6861 Website: www.metapsychology.org
 Email: info@metapsychology.org

TIR TRAINER CERTIFICATION APPLICATION

Applicant : (PRINT clearly, as you wish your name to appear on your certificate)

INITIALS

- _____ **A)** I hereby apply for Certification as a TIR Trainer, qualified to teach the TIR Workshop.
- _____ **B)** I am a Certified TIR Facilitator.
- _____ **C)** I attest that I have successfully completed the *TIR – Expanded Applications Workshop* on _____ (date) and the *Life Stress Reduction - Case Planning Workshop* on _____ (date) with AMI Certified LSR Trainer(s) (or higher level AMI Certified Trainer) _____.
- _____ **D)** I attest that I have successfully completed a TIR Instructor Program and apprenticeship under AMI Certified STIRT (or higher level AMI Certified Trainer of Trainers) _____, consisting of having observed a TIR Workshop as a trainer-in-training, co-lead at least one TIR Workshop, and lead with supervision/co-lead as many workshops as necessary to have lead *all* parts of the workshop to my trainer's satisfaction.
- _____ **E)** I attest that I am able to organize and deliver a TIR Workshop from start to finish.
- _____ **F)** I attest that I am sufficiently conversant with the materials and skills needed to deliver a successful TIR Workshop and to provide technical direction at this level.
- _____ **G)** I have a current TIRA membership, or I am renewing my membership along with this certification application. I understand that I need to keep my membership current in order to maintain the validity of my certification.
- _____ **H)** I understand that my certificate is valid for a period of three years and that at the end of three years I will need to apply for recertification, documenting at least 21 hours of continuing education in the field. I understand that I will only need to renew my highest level of certification.
- _____ **I)** I understand that if I allow my certification to lapse for a year or more, that further training and supervision will be needed to the satisfaction of the AMI Certification Committee for me to be able to reapply for certification at this level, and that I may be required to co-lead, or lead under supervision, at least one workshop before my application for re-certification will be accepted.
- _____ **J)** I attest that I have read and am thoroughly familiar with the AMI Policy & Procedure Book, and all forms contained in the Trainer Kit.
- _____ **K)** I enclose the certification application fee.
- _____ **L)** I enclose a signed copy of the *Agreement for Licensing of Use of Names, Logos, and Copyrighted Materials*.
- _____ **M)** I enclose a signed copy of the *Trainer Agreement*.
- _____ **N)** I enclose my completed Trainer Kit & Policy Book Quiz.

Signature: _____ Date: _____

Certification Application Fee: Category A Countries - \$150.00 Category B Countries - \$125.00

Method of Payment Visa MasterCard Discover Check in US dollars, drawn on US bank, payable to AMI, or
 _____ PayPal (Send to finance@tir.org)

Card Number: _____ CCV Code (last 3 digits on back of card): _____

Expiration Date: _____ Card Holder's Signature: _____

_____ **APPLICANT: PLEASE SEND YOUR COMPLETED APPLICATION & FEE(S) TO YOUR TRAINER.**

_____ **TRAINER: Please send completed certification application and fee(s) to AMI 5145 Pontiac Trail, Ann Arbor, MI 48105, USA, along with all attachments and, your letter of recommendation once the applicant has completed both study and apprenticeship to your satisfaction.**



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AMI Trainer Agreement

1. I agree to use AMI-approved training manuals, providing one for each student. I will print the manuals from a master which I will be given access to in the AMI Trainer Kit on-line under a secure user name and password.
2. I will not give out my user name and/or password to anyone without prior written permission from AMI.
3. I will pay AMI a licensing fee for every student that I train in accordance with Policy 2-9.
4. I agree that in addition to those materials provided by AMI, any new promotional material that I create or hire another to create in my name to promote any/all AMI approved trainings will be created and/or used under the guidance of Policy 2-4 (this includes all sorts of printed material - flyers, brochures, etc. - email broadcasts, and any websites, other than the AMI and TIRA sites or the other sites listed in Policy 2-4, where my workshops have been mentioned).
5. I agree to provide copies of most frequently used promotional pieces and/or additional handouts to workshop training materials that I use, to AMI upon request. I understand that this request will be made as a quality control check and that my materials will not be copied, shared, or given out to anyone without my prior permission.
6. I agree to provide AMI with a typed list of the names and full contact information for every student I train in AMI materials, techniques, methods and programs. I will submit this list, along with an AMI quiz and evaluation form for each student, the Workshop Reporting Checklist (which I will be given in Section 1 of the Trainer Kit) and full payment of the licensing fee within 20 days of the last day of each workshop.
7. I agree to abide by all other AMI policies, not mentioned in this agreement, in regards to all AMI trainings, programs, copyrighted materials, and their delivery.
8. I understand that as a Trainer I represent AMI in all my interactions with students and the public. My actions and behavior as such will hold the subject and the organization in repute.
9. I agree to treat my fellow Trainers with respect. This includes, but is not limited to, strict adherence to *Policy 1-4 Professional Conduct and Internal Conflict*.

Signature: _____

Date: _____



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Agreement for Licensing of Use of Names, Logos & Copyrighted Material

The undersigned (hereinafter called *the Trainer*), acknowledging and having an interest in preservation and protection of the names and materials of Applied Metapsychology International (hereinafter called *AMI*), agrees to the following provisions. This signed document and the maintenance of the Trainer's current and up-to-date Certification as a Trainer in good standing with AMI, give the Trainer the license to use the names of Traumatic Incident Reduction, TIR, Life Stress Reduction, LSR, Applied Metapsychology, AMP, and the copyrighted training materials, including names of specific programs and techniques.

I _____ (Trainer's name) acknowledge and agree that:

The names, logos, and symbols covered in Schedule A, attached, and the copyrighted training materials of TIR, LSR, and AMP are the intellectual property of AMI, a U.S. nonprofit corporation.

My permission as a Certified Trainer to use the names, logos, symbols and copyrighted materials is contingent upon my keeping my Certification current and maintaining my good standing with AMI.

My use of these names, logos, symbols and materials does not affect AMI's ownership of them.

My use of these names, logos, symbols, and materials is under the agency of, and with the permission of AMI.

Signature: _____

Date: _____



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Applied Metapsychology
AMP
Applied Metapsychology International
AMI
Traumatic Incident Reduction
TIR
Life Stress Reduction
LSR
The AMI logo
The AMI/TIRA logo
The TIR Association
TIRA
The TIRA logo
The $\psi + \infty$ symbol
Any other devices that may be adopted by AMI



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Trainer Kit & Policy Book Quiz

Instructions: Answer all questions as fully as you can. Do use the Trainer Kit to make sure you have covered everything. This is an "open book" test.

Please answer questions A – F if you ever, or think that you may ever, offer continuing education credits. If this does not apply to you, start with question #1.

A. In what document can you find the statements required to be included verbatim in all promotional announcements or literature for workshops you give that will be offered for continuing education credit?

B. What should we call continuing education credits? (Hint: It is **not** "CEUs".)

C. By when must the AMI Management Office receive your paperwork for a workshop offering NASW continuing education?

- D. By when do you need to inform AMI of a workshop where you are going to offer CCPA continuing education credit?
- E. What is wrong with this statement: “This workshop is approved by the APA for CEU credit”? (Hint: Two points.)
- F. What additional form(s) will you need to have during your workshop (and completed to send into AMI with the rest of your workshop paperwork) for each student receiving NASW or APA credit?

All applicants please answer the questions from here to the end.

1. What are the seven basics that must be covered in a TIR Workshop?

2. What documents do you *always* send in with your completed workshops?

3. Are there any circumstances under which you are allowed to issue your own certificates with the names TIRA, or AMI on them?

4. How does AMI monitor the quality of training and why is this important?

5. If you have students interested in getting on-going supervision or in becoming Certified as facilitators, explain the forms and procedures you will go over with them.

6. If you are Certified as a TIR Trainer and are interested in becoming a Life Stress Reduction Trainer (LSRT), list the steps you will need to take to reach that point.

