



**Internal Family Systems Therapy  
Level 1 IFS Training Program (861)**

**September 2023-January 2024**

**Hybrid Schedule:**

**On-Site Sessions: Washington, DC**

**Online Sessions (Live/Real Time):**

**U.S. Eastern Time Zone**

**Nickname: Redbud Trail**

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## **Hybrid Format**

- **On-site sessions of this training are only available on-site (Washington DC), and all training members attend the on-site sessions.** They are not available on Zoom or other online platforms, and recordings are not available.
- Online sessions of this training are only available online (live, real time), and all training members attend the online sessions.

## **COVID-19**

Before applying to this training, please review the “Health and Safety Protocols for On-Site Sessions” page of this brochure for details about IFS Institute’s COVID-19 policies.

## **Training Site Layout & Accessibility**

This training’s site has stairs that training members need to use during the course of the training to access all of the meeting rooms. Please be sure to email [Eryca@IFS-Institute.com](mailto:Eryca@IFS-Institute.com) before applying to the training if you have questions.

## **IFS and Training Information**

**This brochure contains essential details about this training. Please be sure to read it!**

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## **The Internal Family Systems Model**

**Internal Family Systems** is at the forefront of a movement toward a more collaborative therapeutic approach that relies on clients' intuitive wisdom. IFS offers a clear, non-pathologizing, and empowering view of human cognitive and emotional life and provides a dynamic therapeutic approach that allows both therapist and client to enter into a transformational relationship in which healing can occur.

Richard C. Schwartz, PhD, has been developing the IFS model for more than 30 years, with IFS now practiced by thousands of licensed therapists and other professionals throughout the United States and internationally. Mental health care professionals and others trained in the IFS model can easily integrate it into a wide variety of practices using the unique methods IFS offers to create safe environments for clients to become Self-transforming. Internal Family Systems therapy is a simple yet sophisticated integration of psychology, spirituality, and intra-psychic and family systems theory that:

- Works well with couples, families, groups, and children;
- Can effectively treat trauma;
- Is a client-led approach that respects each client's pace and goals;
- Establishes a productive, trusting, and collaborative partnership between therapist and client;
- Helps therapists remain centered and open-hearted.

## **Internal Family Systems: An Evidence-Based Practice**

Internal Family Systems (IFS) is posted on NREPP as an evidence-based practice. NREPP is the National Registry for Evidence-Based Programs and Practices, a national repository that is maintained by the U.S. government's Substance Abuse and Mental Health Services Administration (SAMHSA). Interventions listed in NREPP have been subject to independent, rigorous scrutiny, and are deemed to show significant impact on individual outcomes relating to mental health.

As a clinical treatment, IFS has been rated effective for improving general functioning and well-being. In addition, it has been rated promising for improving phobia, panic, and generalized anxiety disorders and symptoms; physical health conditions and symptoms; personal resilience/self-concept; and depression and depressive symptoms.

These scientific findings and the listing of IFS on NREPP affirm the vast potential of IFS therapy for advancing emotional healing and mental well-being. In particular, they indicate promising effects on mind (depression, anxiety), body (physical health conditions), and spirit (personal resilience and self-concept).

## **Curriculum**

**Overview:** The Level 1 Training Program is a comprehensive, professional training in which participants can develop an understanding of the conceptual basis of IFS and learn how to apply IFS techniques to various clinical populations. Participants are also invited to explore their own inner worlds within a training's supportive context.

**Learning Objectives:** Please visit our website FAQ page [here](#).

**Format and Program Hours:** The training includes lecture, discussion, demonstration, video review, experiential exercise, and small group practice. This training comprises three, 4-day sessions totaling 80 program hours (26.5 or 27 hours per session), plus two separate Bridge Days totaling 9.5 program hours (4.75 program hours per day).

**Session and daily schedules are listed later in this brochure.**

## **Trainers**

**Lead Trainer: Kathy Cox, MSW, LICSW, IFS Certified**, is a licensed social worker, a Certified IFS Therapist and IFS Trainer. She has been a psychotherapist for more than 25 years and has been learning, using and teaching the Internal Family Systems model since 2003. She lives in Olympia, Washington where she offers IFS therapy, training and consultation to therapists and practitioners learning IFS. Kathy feels called to support folks to work with and heal the emotional, cognitive and spiritual barriers that limit their full participation in life. This includes addressing and working with the impact of systemic racism and other societal forces on one's life. Kathy has a special interest in trauma, grief and loss, and spirituality, and is known for her humor and warmth.

**Lead Trainer: Kirsten M. Lundeberg, LPC, LMFT, IFS Certified**, has a private practice in Northern Virginia where she works with individuals and couples using the IFS model, and she provides supervision and consultation to individuals who use the IFS model in their practices. She credits IFS for the growth and healing she has experienced individually, and for how it has allowed her to deepen her work with her clients.

**Assistant Trainer: Analía Castaños-Davis, MA, LMHC, IFS Certified**, received her master's degree in systems counseling in 2009 from Bastyr University, and has worked in community mental health and private practice since then, primarily with Spanish-speaking individuals and couples. Analía created the first online IFS Intro in Spanish and is also on a path to becoming a certified psychedelic therapist through the Multidisciplinary Association of Psychedelic Studies (MAPS). She is originally from Guadalajara, Mexico, and lives in Seattle with her husband and son enjoying nature around Seattle and traveling the world.

## **Training Schedule**

**This training has some online (live, real time) sessions, and some on-site (Washington, DC) sessions, and meets according to the dates and daily schedules below.**

- **On-site sessions are only available on-site**, and all training members attend the on-site sessions. They are not available on Zoom or other online platforms, and no recordings are available.
- **Online sessions are only available online (live, real time)**, and all training members attend the online sessions.
- **Online sessions use the U.S. Eastern Time Zone** in effect during each online session of the training.
  - Please visit [www.24timezones.com](http://www.24timezones.com), [www.timeanddate.com](http://www.timeanddate.com), or a similar resource to determine how this relates to your own time zone.
  - **You can use New York, NY, in the U.S. Eastern time zone as a reference location to determine how the Eastern time zone relates to your own time zone for each training session.**
  - Please be sure to account for Standard vs. Daylight Savings time!
- **Online sessions meet on Zoom**
  - Please download and take some time to understand Zoom software well before the training begins. To do this, go to [Zoom.us](https://zoom.us), sign in (or “sign up”), and create your account.
  - If you have questions about downloading or using Zoom, please contact Zoom: 888.799.9666, or click “support” at the bottom of the [Zoom.us](https://zoom.us) home page. IFS Institute cannot provide this type of technical support.
  - Please ensure that your computer, any related equipment, and your internet connection are sufficient to attend a live Zoom event. IFS Institute cannot provide technical support related to your system.
  - Training members will receive Zoom links close to the start of the training, and these links are how you can access this online training.
  - Please note that the training is only for training members, so please take care to be in a private space when attending the training.
- **On-site portions of the training meet in the Washington, DC area**, and site information is listed later in this brochure. On-site portions of this training are not available online, and no recordings are available.

## Training Dates

4-Day Session 1: September 7-10, 2023, **on-site only**, Washington, DC

4-Day Session 2: November 2-5, 2023, **online only**

4-Day Session 3: January 11-14, 2024, **on-site only**, Washington, DC

Bridge Day 1: October 6, 2023, 12:00pm-5:30pm (including three 15-minute breaks), **online only**

Bridge Day 2: December 8, 2023, 12:00pm-5:30pm (including three 15-minute breaks), **online only**

## Daily Schedule for the 4-Day Sessions

<b>SESSION 1 On-Site only Stuart Center</b>	Morning Meeting	Morning Break	Lunch	Afternoon Meeting	Afternoon Break	Training/ CE Hours
September 7, 2023	9-12:15	15 min	12:15	1:30-6:00	15 min	7.25
September 8, 2023	9-12:15	15 min	12:15	1:30-5:45	15 min	7.0
September 9, 2023	9-12:15	15 min	12:15	1:30-5:45	15 min	7.0
September 10, 2023	9-12:15	15 min	12:15	1:15-4:00	X	5.75
						27.00
<b>SESSION 2 Online only via Zoom</b>	Morning Meeting	Morning Break	Lunch	Afternoon Meeting	Afternoon Break	Training/ CE Hours
November 2, 2023	9-12:15	15 min	12:15	1:30-5:45	15 min	7.0
November 3, 2023	9-12:15	15 min	12:15	1:30-5:45	15 min	7.0
November 4, 2023	9-12:15	15 min	12:15	1:30-5:45	15 min	7.0
November 5, 2023	9-12:15	15 min	12:15	1:15-3:45	X	5.5
						26.5
<b>SESSION 3 On-Site only Stuart Center</b>	Morning Meeting	Morning Break	Lunch	Afternoon Meeting	Afternoon Break	Training/ CE Hours
January 11, 2024	9-12:15	15 min	12:15	1:30-5:45	15 min	7.0
January 12, 2024	9-12:15	15 min	12:15	1:30-5:45	15 min	7.0
January 13, 2024	9-12:15	15 min	12:15	1:30-5:45	15 min	7.0
January 14, 2024	9-12:15	15 min	12:15	1:15-3:45	X	5.5
						26.5

## Certificate of Completion and Attendance Requirements

A Certificate of Completion (non-CE) is awarded by IFS Institute and each participant must complete 75 of the 89.5 program hours offered in order to be eligible to earn this certificate. This means each participant may miss a maximum of 14.5 training hours over the course of the entire training program, if necessary. Participants are responsible for ensuring that they attend enough training hours to earn the Certificate of Completion. The daily schedule is included in this brochure.

## IFS Certification

Participants are not IFS Certified until they successfully complete the IFS Certification process. Please visit our website's [Certification page](#) or email [Certification@IFS-Institute.com](mailto:Certification@IFS-Institute.com) for more information.

## To Apply

We welcome applications from:

- Mental and medical health care professionals
- Pastoral counselors
- Mental health care masters or doctoral students
- Professionals in allied health care fields
- Dance, art, music therapists

**Application Form questions are available on our website FAQ page.** The actual application form will be made available to those chosen by the lottery to apply.

## Continuing Education Contact Hours

- This training program is co-sponsored by IFS Institute and The Institute for Continuing Education (ICE).
- Continuing education contact hours are offered for the professional disciplines as listed.
- The course offers 26-27 contact hours per session (total of 80 contact hours per course) – please see the training’s Daily Schedule in this brochure. Continuing education credit is offered only for the multi-day sessions of this course. Continuing education credit is not offered for the two separate Bridge Days.
- CE hours are awarded on a session-by-session basis, with full attendance required at sessions attended. Partial session CE credit is not offered.
- Attendees must complete all CE materials, comply with attendance monitoring requirements, and complete a session evaluation.
- Applications for continuing education contact hours will be provided by IFS Institute at the initial course session, along with other pertinent continuing education information.
- **If you would like CE credit for this training, you must sign up for it at the first session. You will need your license information (as applicable) to complete the CE forms.** No late CE applications can be accepted.
- CE verification is mailed to participants by ICE (the CE sponsor) following each session that is eligible for CE (within 30 days of receipt of completed CE materials).
- There is no additional fee to make application for CE credit.
- It is the responsibility of attendees to contact their state licensing/certification board to determine if CE credit offered by The Institute for Continuing Education meets the regulations of their state licensing/certification board.
- Non-U.S. Professionals: The Institute for Continuing Education holds no CE provider status with any Canadian or other non-U.S. licensing/certification boards. It is your responsibility to check the regulations of your licensing/certification board to determine CE requirements for training activities.

- Learning objectives are on the FAQ page at [www.IFS-Institute.com](http://www.IFS-Institute.com).
- If you have questions regarding continuing education credit, please contact The Institute for Continuing Education (ICE): [800-557-1950](tel:800-557-1950). Email: [instconted@aol.com](mailto:instconted@aol.com).
- Instruction Methodology: May include didactic, lecture, audio-visuals, demonstrations, experiential exercises, case examples, small and large group discussions.

**Psychology:** The Institute for Continuing Education is approved by the American Psychological Association to sponsor continuing education for psychologists. The Institute for Continuing Education maintains responsibility for this program and its content. **New York:** The Institute for Continuing Education is recognized by the New York State Education Department's State Board for Psychology as an approved provider of continuing education for licensed psychologists #PSY-0043.

**Counseling:** The Institute for Continuing Education and Internal Family Systems Institute are co-sponsors of this program. This co-sponsorship has been approved by NBCC. The Institute for Continuing Education is an NBCC approved continuing education provider, ACEP Provider No. 5643. The Institute for Continuing Education is solely responsible for this program, including the awarding of NBCC credit. **New York:** The Institute for Continuing Education is recognized by the New York State Education Department's State Board for Mental Health Practitioners as an approved provider of continuing education for licensed mental health counselors. Provider MHC-0016.

**Social Work:** This program has been approved for 80.00 social work continuing education hours for re-licensure, in accordance with 258 CMR, NASW-MA Chapter CE Approving Program. Authorizations: D-91233-1; D-91233-2; D-91233-3. **New York:** The Institute for Continuing Education is recognized by the New York State Education Department's State Board for Social Work as an approved provider of continuing education for licensed social workers, Provider SW-0025. **New Jersey:** This program has not been submitted for pre-approval to the New Jersey State Board of Social Work Examiners. **Ohio Board Counseling/ Social Work:** Ohio Board of Counseling and Social Work Board, Provider RCS 030001. **Illinois Dept. Professional Regulation:** Social work provider 159-000606. **Florida Dept. Health:** Division Social Work, Counseling, MFT, Provider BAP 255.

**Marriage/Family Therapy:** The Institute for Continuing Education is recognized as a provider of continuing education in marriage-family therapy by New York State Education Department's State Board for MFT, Provider MFT-0012. **California:** The Institute for Continuing Education, Provider 56590, is approved by the California Association of Marriage and Family Therapists to sponsor continuing education for LMFTs, LCSWs, LPCCs. The Institute for Continuing Education maintains responsibility for this program and its content. This Course meets the qualifications for continuing education credit for LMFTs, LCSWs, LPCC, as required by the California Board of Behavioral Sciences. **Ohio Board MFT:** Provider RTX 100501. **Illinois Dept. Professional Regulation:** MFT Provider 168-000108.

## **Required Pre-Training Reading and Other Materials**

1. **Reading Materials:** All books listed below are available at IFS Institute's website store ([www.IFS-Institute.com](http://www.IFS-Institute.com)). Bundle pricing may be available. If you need assistance with the Store, please contact [Info@IFS-Institute.com](mailto:Info@IFS-Institute.com).

**Required reading before the training begins:**

Schwartz, RC and Martha Sweezy (2019). Internal Family Systems Therapy (2nd edition).

Goulding, RA, and Schwartz, RC (2002). The Mosaic Mind: Empowering the Tormented Selves of Child Abuse Survivors, Oak Park IL: Trailheads Publications, The Center for Self Leadership, ISBN 0-9721480-1-9.

### **Suggested reading before the training begins:**

Schwartz, RC (2001), Introduction to the Internal Family Systems Model, Oak Park IL: Trailheads Publications, The Center for Self Leadership, ISBN 0-97211480-0-0. **This book is required reading for those with no prior experience with the IFS model.** Class content is designed on the assumption that the reading is completed.

### **Other suggested reading:**

Anderson, Frank G., Sweezy, Martha, and Schwartz, Richard C. (2017). Internal Family Systems Skills Training Manual: Trauma-Informed Treatment for Anxiety, Depression, PTSD and Substance Abuse, Eau Claire, WI: PESI Publishing & Media, ISBN-10: 1683730879, ISBN-13: 978-1683730873.

2. **Required Training Materials:** Everyone involved with the training should bring the following supplies to the training:
  - a. Small box of crayons or sharpened colored pencils
  - b. Several sheets of unlined paper
  - c. Notebook (for things like journaling and taking notes)
  
3. **Additional Training Materials:** Each program's trainers may ask participants to purchase up to \$20 in additional training materials. If additional training materials are required, participants will be notified by the trainers as the starting date of the training approaches.

## **Financial Assistance and Scholarships**

**Payment plans (for tuition only)** are listed below. If you have questions about the plans, billing, receipts, or credit card matters, please contact IFS Institute Controller, Mary Mitrovich, at [Mary@IFS-Institute.com](mailto:Mary@IFS-Institute.com).

**Costs for the training may be tax-deductible:** Please consult with your tax advisor.

**Employers can be a good source of funding for continuing education.** Please check with your supervisor and/or human resources department.

**IFS Institute tuition scholarships:** IFS Institute may provide partial tuition scholarships to help defray the tuition cost for those who qualify. Scholarships are not available for travel-related expenses. Scholarship information, the application deadline, and the application form are available [here](#).

## **Tuition and Fees**

**All amounts are in U.S. Dollars (USD).**



**Application Fee:** The \$15 non-refundable, non-transferrable application fee is charged when you apply for the training.

**Program Deposit:** The non-refundable, non-transferrable \$500 deposit is due and charged at the time you are accepted into the training, and this is required to hold your place in the training. (Scholarship applicants will be given the chance to withdraw from the training when they receive their scholarship notification; if they withdraw at that time, the \$500 deposit will be refunded. Any withdrawals after that time are subject to the remaining terms of the withdrawal/refund policy.)

IFS Institute understands that participating in an IFS training involves a considerable financial commitment for tuition and, sometimes, travel costs. The tuition for hybrid trainings reflects additional costs associated with organizing and running these trainings. We are pleased to offer many fully online trainings and encourage you to consider this option if it would better suit your financial circumstances.

**Program Tuition:** \$4,300 (\$500 of which is the deposit)

**Lodging, meals, and any other travel-related expenses** are not included in tuition. IFS Institute does not provide lodging or meals, or make any other travel arrangements for this training.

**Late Payment:** There is a \$20 fee for each late payment, and if an amount due isn't paid in full within 7 days of the due date, IFS Institute reserves the right to withdraw a participant from the training.

**Payment Plans:** Tuition payment plans for this training are listed below, and you select your plan when you apply for the training. If you have questions about the plans, billing, receipts, or credit card matters, please contact IFS Institute Controller, Mary Mitrovich, [Mary@IFS-Institute.com](mailto:Mary@IFS-Institute.com).

Payment Plan 1: \$3,800 (\$4,300 Tuition - \$500 Deposit) due and charged on August 1, 2023.

Payment Plan 2: Two (2) payments of \$1,910 each, due and charged on July 1 and August 1, 2023 (\$4,300 Tuition – \$500 Deposit + \$20 Carrying Fee).

## **Withdrawal/Refunds**

**Participants who wish to withdraw from the training program must do so in writing (please email [Training@IFS-Institute.com](mailto:Training@IFS-Institute.com)).**

**Deposit:** The \$500 deposit is non-refundable and non-transferrable, and is due and charged when you are accepted into the training. (Scholarship applicants will be given the chance to withdraw from the training when they receive their scholarship notification; if they withdraw at that time, the \$500 deposit will be refunded. Any withdrawals after that time are subject to the remaining terms of the withdrawal/refund policy.)

**Tuition Balance:** The tuition balance (total tuition minus the deposit) is refundable if written notice of withdrawal is received by the IFS Institute office 21 or more calendar days before the first day of the program. The tuition balance is forfeited if written notice of withdrawal is received by the IFS Institute office 20 or fewer calendar days before the first day of the program.

**Refund Processing Fee:** There is a \$50 processing fee for all refunds.

**Application Fee and Payment Plan Carrying Fee:** These are non-refundable and non-transferrable.

Travel, Lodging, Incidental Expenses: At no time is IFS Institute responsible for training participants' travel, lodging, or incidental expenses. IFS Institute reserves the right to postpone, cancel or otherwise change any training program schedule prior to its beginning.

**Admission/withdrawal:** Internal Family Systems Institute, Inc. reserves the right to deny acceptance to any training program applicant and to withdraw a training participant from all or part of a training program at any time if IFS Institute determines a participant's behavior could damage the quality of a training program. IFS Institute, in its sole discretion, may terminate a participant's participation at any time and, in such event, will refund tuition paid to IFS Institute for portions of the training the participant will not attend as a result of their termination. If IFS Institute terminates a participant's participation, the participant is not eligible for a Certificate of Completion from IFS Institute.

## **Health and Safety Protocols for On-Site Sessions**

### **During on-site training sessions**

- IFS Institute follows the guidance of training venues and/or relevant government agencies regarding health and safety protocols for on-site sessions of this training.
- If required by the training site and/or relevant government agencies, all training participants and staff must observe health and safety protocols in effect at the training site (for example, wearing a mask, being vaccinated, practicing social distancing, getting tested, reporting, etc.).
- As has occurred previously, required protocols can change; they can be imposed or lifted at any time before a training starts, before individual sessions start, and while a training is actively in session.

### **Before applying, please consider:**

- **On-site sessions are only available at the training site, in the site's meeting area. On-site sessions are not available on Zoom or other online platforms, and recordings are not available.**
- Each training typically includes about 50 people, meeting in both large and small groups.
- Training members may be traveling from places near and far, sometimes internationally.
- We understand that an individual's comfort level regarding on-site, indoor meetings can change as COVID levels, COVID protocols, or personal circumstances change, sometimes unexpectedly.

### **Please do not apply to this training if:**

- You are uncomfortable with the possibility of health and safety protocols being imposed or lifted at any time, or
- You cannot or do not wish to attend an on-site session where no protocols are required, or
- You cannot or do not want to abide by protocols that may be required (or if you may need something other than these protocols).

### **Instead, please consider a fully online training.**

- For details about IFS Institute withdrawal/refund policies, please see information in this brochure.

## **While traveling**

Training members are responsible for determining, following, making, and adjusting travel plans related to any protocols that might be in effect during their travels.

## **Current COVID Information**

As of this writing (April 2023) there are no required COVID protocols. Training members are welcome to wear masks at any time, but are not required to do so at this time.

## **If Running an On-Site Session Online Is Required**

IFS Institute is eager and fully intends to run on-site sessions of this training at the site listed. However, if circumstances change and COVID-19 health and safety restrictions are imposed by government or other entities with authority, it may be necessary to move on-site sessions to an online platform. As has happened previously, protocols can be imposed or lifted at any time. If any on-site sessions must be moved online, IFS Institute will act as quickly as possible to keep training members informed.

## **Diversity, Equity, and Inclusion**

Our goal at IFS Institute is to create learning environments and a community that teach and support the internal welcoming of parts that have been exiled, shamed, or marginalized within our systems so that they may be seen, heard, valued, and ultimately healed. Our hope is that this work will lead to greater Self leadership where all of us are more connected, curious, and compassionate with ourselves and with each other.

We recognize that IFS was developed and is still primarily taught and managed through a white lens. This has made it difficult to create an inviting space for everyone to feel safe and welcome and to contribute fully to the evolution and growth of the community. As a result, we have not been as effective as we could be in the ongoing fight for freedom and healing for all peoples.

To focus our efforts and hold ourselves accountable, we have developed specific commitments to reflect our desire for all peoples to find solace and healing from IFS, while we hold space for individuals to contribute their unique gifts, voices, and perspectives to the IFS movement.

Please review IFS Institute's commitments regarding diversity, equity, and inclusion [here](#).

## **Substance Use at Trainings**

IFS Institute understands that many people have had positive therapeutic experiences with psychedelics, however, due to health and safety concerns for all of our participants, please refrain from taking psychedelics or any other consciousness-altering substances during IFS Institute's trainings.

## **Code of Conduct**

Please review IFS Institute's Code of Conduct [here](#), or on your copy of your program application.

## **Site and Travel Information**

**Training Site:** Stuart Center  
821 Varnum St. NE  
Washington, DC 20017  
Phone: (202) 635-7987  
<https://stuartcenter.org/>

**Site layout and accessibility:** This training's site has stairs that training members need to use during the course of the training to access all of the meeting rooms. Please be sure to email [Eryca@IFS-Institute.com](mailto:Eryca@IFS-Institute.com) before applying to the training if you have questions.

### **Questions about the site:**

- Please review all relevant sections of this brochure.
- Training site websites often have information about parking, etc.
- If you have other questions, please contact IFS Institute's Site Sourcing and Management Specialist, Alexandra DeWald, [Alexandra@ifs-institute.com](mailto:Alexandra@ifs-institute.com).

**COVID-19 health and safety protocols:** Please see earlier parts of this brochure, and note that there may be no COVID-19 protocols in effect.

**Pets are not permitted, even if the training site allows them.** This is for the benefit of everyone involved with the training and to ensure that no issues arise due to the presence of pets.

**Lodging and meals:** We realize that this training, which has some online sessions and some on-site sessions, may have training members who live locally and others who may come from a distance. We also know that people have different budgets, needs, and preferences for lodging and meals, especially since COVID entered our lives. For these reasons, IFS Institute is not providing lodging or meals for this training.

**Travel information:** Please visit your favorite travel websites or services, or contact a travel agent for information about airlines, rental cars, restaurants, alternative hotels, and other travel needs.

**Site affiliations:** IFS Institute training programs occasionally meet at sites that have religious affiliations, though IFS Institute is not, itself, religiously affiliated, and does not, as an organization, espouse any religious point of view. If you need information about the site before choosing to apply to the training, please visit the training site's website and/or contact them directly (see above for their website address).

**Individual requests:** IFS Institute offers professional training programs and, while we make reasonable efforts to enhance your experience at the training site, it may not be possible to address each person's unique or individual needs or requests as may be possible when on a vacation, visiting a spa, or going on a personal retreat experience.

## **IFS Institute Contact Information**

Please also visit the [Contact Page](#) of the IFS Institute website.

Billing, receipts, payment plans, credit card matters: [Mary@IFS-Institute.com](mailto:Mary@IFS-Institute.com)

Site questions (please read this brochure and visit the site's website first!): [Alexandra@IFS-Institute.com](mailto:Alexandra@IFS-Institute.com) Webinars – IFS Circle/Continuity Program: [Help@IFS-Institutue.com](mailto:Help@IFS-Institutue.com)

IFS Certification: [Certification@IFS-Institute.com](mailto:Certification@IFS-Institute.com)

IFS Store, Find a Professional Directory: [Info@IFS-Institute.com](mailto:Info@IFS-Institute.com)