



**Internal Family Systems Therapy  
Level 1 IFS Training Program (973)  
May – September 2024  
Online Training (Live, Real Time)  
U.S. Central Time Zone  
Nickname: Veil Falls**

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**This training is only available for legal residents of Canada who currently live in Canada and have a Canadian mailing address.**

- This training will be conducted entirely in English. Fluency in spoken and written English is required, and services for translation, interpretation, or transcription into other languages will not be provided.

**Continuing Education credit is not available for this training.**

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## **The Internal Family Systems Model**

IFS 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. For more information about the IFS model and its founder, Dr. Richard Schwartz, PhD, visit the [IFS Institute Website](#).

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

Internal Family Systems is posted on the National Registry for Evidence-Based Programs and Practices (NREPP). 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. For more information about IFS as an evidence-based practice, please visit the [Foundation for Self Leadership Website](#).

## **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. For more information about IFS Institute's commitment to diversity, equity, and inclusion, please visit: [IFS Institute Diversity, Equity, and Inclusion](#).

## **Curriculum**

**Overview:** The Level 1 Training Program is a comprehensive, professional, continuing education 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.

**Scope of Practice:** Materials and methods included in this course may include interventions or practices that are beyond your scope of practice. As a professional in your given field, you are responsible for reviewing the scope of practice, including activities that are defined by applicable law as beyond the boundaries of your practice, and applying your learning in compliance with your professional standards.

**Learning Objectives** are listed on IFS Institute's website: [Level 1 IFS Training Learning Objectives](#).

**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).

**This online training meets according to the dates and daily schedule using the U.S. Central Time Zone** in effect during each session of the training. Please refer to [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. Be sure to account for Standard vs. Daylight Savings time. **For U.S. Central Time Zone use Chicago, IL as a reference location to determine how it relates to your time zone.**

- **This online training meets on Zoom.** Please visit the [Zoom website](#) for information about how to access a Zoom account before the training begins.
- Please ensure that your computer, any related equipment, and your internet connection are sufficient to attend a live Zoom event.
- Training members will receive Zoom links close to the start of the training.
- The training is only for training members. Please attend the training in a private space.
- IFS Institute cannot provide technical support related to your device, internet service, or Zoom account.

## Training Schedule

- Session 1: May 13-16, 2024
- Bridge Day: June 17, 2024
- Session 2: July 10-13, 2024
- Bridge Day: August 19, 2024
- Session 3: September 18-21, 2024

<b>SESSION 1</b>	Morning Meeting Includes 15-minute break	Afternoon Meeting Includes 15-minute break	Training/CE Hours
May 13, 2024	9:00-12:15	1:30-6:00	7.25
May 14, 2024	9:00-12:15	1:30-5:45	7.0
May 15, 2024	9:00-12:15	1:30-5:45	7.0
May 16, 2024	9:00-12:15	1:15-4:00 (no break)	5.75
			<b>Total: 27</b>
<b>BRIDGE DAY</b> Includes (3) 15-minute breaks	Start Time	End Time	Training Hours (No CE)
June 17, 2024	10:00am	3:30pm	<b>Total: 4.75</b>
<b>SESSION 2</b>	Morning Meeting Includes 15-minute break	Afternoon Meeting Includes 15-minute break	Training/CE Hours
July 10, 2024	9:00-12:15	1:30-5:45	7.0
July 11, 2024	9:00-12:15	1:30-5:45	7.0
July 12, 2024	9:00-12:15	1:30-5:45	7.0
July 13, 2024	9:00-12:15	1:15-3:45 (no break)	5.5
			<b>Total: 26.5</b>
<b>BRIDGE DAY</b> Includes (3) 15-minute breaks	Start Time	End Time	Training Hours (No CE)
August 19, 2024	10:00am	3:30pm	<b>Total: 4.75</b>
<b>SESSION 3</b>	Morning Meeting Includes 15-minute break	Afternoon Meeting Includes 15-minute break	Training/CE Hours
September 18, 2024	9:00-12:15	1:30-5:45	7.0
September 19, 2024	9:00-12:15	1:30-5:45	7.0
September 20, 2024	9:00-12:15	1:30-5:45	7.0
September 21, 2024	9:00-12:15	1:15-3:45 (no break)	5.5
			<b>Total: 26.5</b>

## Certificate of Completion and Attendance Requirements

A Certificate of Completion (non-CE) is awarded by IFS Institute for the completion of the training. Participants must complete 75 of the 89.5 program hours offered to be eligible to earn this certificate.

- Over the course of the entire training participants may miss a maximum of 14.5 training hours due to illness or other reasons.
- No recordings or transcripts are available for missed training hours.

- Participants are responsible for ensuring that they attend the required number of training hours to earn the Certificate of Completion.

**IFS Certification:** Earning the Certificate of Completion for this training is not the same as being IFS Certified. To become IFS Certified, one must successfully complete the IFS Certification process. Please visit [IFS Institute Certification](#) for more information.

## **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 Tuition: \$3,990**

**Tuition Deposit:** The \$500 non-refundable, non-transferrable tuition deposit is due and charged at the time you are accepted into the training. It is required to hold your place in the training.

**Tuition Balance: \$3,490** (\$3,990 Tuition - \$500 Tuition Deposit) **due and charged on March 1, 2024.**

- This is a single, one-time payment. IFS Institute does not offer payment plans.

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

**Questions about billing, receipts, credit/debit card matters:** Contact [Finance@IFS-Institute.com](mailto:Finance@IFS-Institute.com).

## **Withdrawal/Refund**

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

**Application Fee:** The \$15 application fee is non-refundable and non-transferrable.

### **Tuition:**

- Tuition Deposit: The \$500 tuition deposit is non-refundable and non-transferrable.
- Tuition Balance: 75% of tuition paid minus the \$500 tuition deposit is refundable if written notice of withdrawal is received by IFS Institute on or before March 31, 2024.
- No refunds are issued if written notice of withdrawal is received by IFS Institute on or after April 1, 2024.
- Scholarship applicants will be given the chance to withdraw from the training when they receive their scholarship notification, at which time the \$500 tuition deposit will be refunded. Withdrawals after that time are subject to the remaining terms of the withdrawal/refund policy.

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

**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/IFSI-Initiated 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.

## **Scholarships and Other Financial Resources**

**Scholarships:** IFS Institute acknowledges the personal, professional, and financial investment that each person makes in order to participate in a training. Though we cannot significantly reduce all costs associated with participating in a training, we can offer the gift of a modest scholarship to those who may be eligible. The current average scholarship gift, if awarded, is \$250. Scholarship information, including the application form and deadline are available here:

[Scholarships – North American Trainings](#)

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

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

## **Trainers**

For information about IFS trainers, including their biographical statements, please visit: [Our Team: Trainers](#).

**Gwen Hurd**, LCSW, IFS Certified

**Risa Adams**, MD, CCFP, IFS Certified

**Assistant Trainer Mentee: Anna Gartshore**, MSW, RSW, IFS Certified

## **Required Reading and Other Materials**

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

### **Required Training Materials:**

- Small box of crayons or sharpened colored pencils
- Several sheets of unlined paper
- Notebook (for journaling and taking notes)

**Additional Training Materials:** Trainers from each program 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.

## **ADA**

For ADA accommodations, please contact Eryca Rockwell [Eryca@IFS-Institute.com](mailto:Eryca@IFS-Institute.com) as soon as you are accepted into this training.

## **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 the IFS Institute Code of Conduct in the General FAQ section of the IFS Institute website [here](#), or on your copy of the training program application.