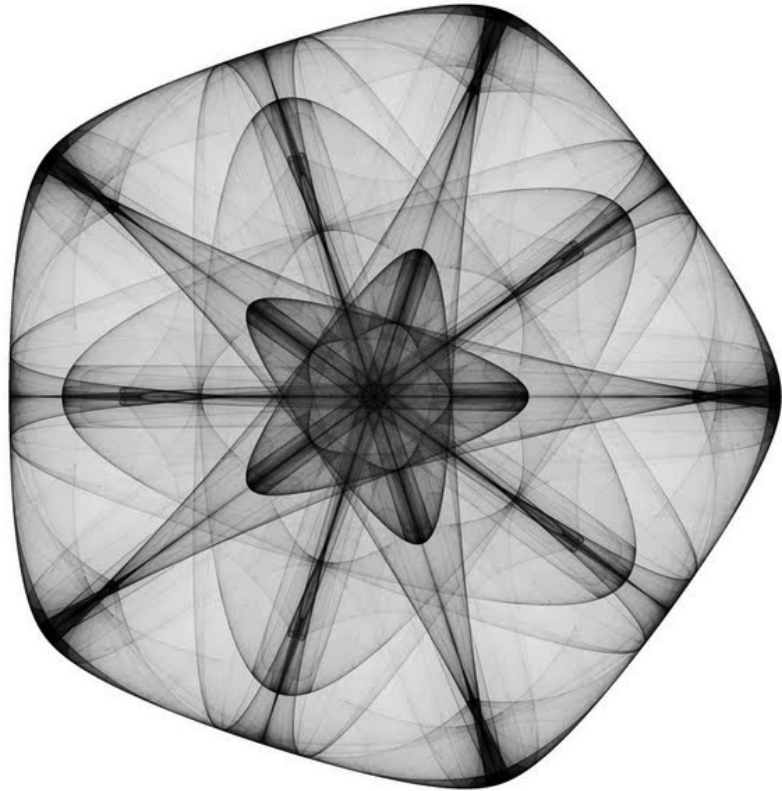


Sonoma Psychotherapy Training Institute



Basic Training in EMDR

Registration Information and Training Fees

Please read this registration information in full before submitting your registration application and payment.

Eligibility

To be accepted for the SPTI basic training in EMDR program you must be licensed for independent practice as a mental health clinician or meet alternate [EMDR International Association eligibility criteria](#).

Graduate students, post-graduate pre-licensed clinicians, and non licensed clinicians must submit additional documentation with their application. See the “Non Licensed Applicant Instructions.”

Clinicians who have completed or are enrolled in a program in Art Therapy or Drug and Alcohol Counseling must submit detailed information to [EMDRIA](#) about their program in order to determine their eligibility. If EMDRIA approves your education and licensure status, please submit approval documentation from EMDRIA with your application.

Training requirements

Attendance

You must attend all training days and actively participate in all supervised practice exercises and group consultation sessions in order to receive a certificate of completion for this training. Those who attend this workshop in full and complete all the appropriate evaluation forms will receive CE credits. Those arriving more than 15 minutes after the start time or leaving more than 15 minutes before the training is completed will not receive CE credits.

Study

You must plan to read in their entirety and thoroughly study portions of both Shapiro, F. (2018). *Eye Movement Desensitization and Reprocessing, Basic Principles, Protocols and Procedures* (3rd ed.). New York: The Guilford Press and Leeds, A. M. (2016). *A Guide to the Standard EMDR Therapy Protocols for Clinicians, Supervisors, and Consultants*. (2nd ed.). New York: Springer Publishing.

Homework

Consultation sessions require participants: 1) to prepare written summaries about their actual clinical use of specific procedures, which are taught and practiced in the training; 2) and to complete and discuss structured self-evaluations forms about their actual clinical experiences.

Readiness for experiential practice

This training includes extensive experiential practice. You must be prepared to work on personal issues in these practice sessions. However the experiential practice portion of the training is for training purposes and is not personal psychotherapy. Participants who are not willing or able to participate in experiential work on stressful life experiences should not apply. If due to trauma, illness, or other life stressors, you are not emotionally or medically stable, you should not take the training at this time. If you have any uncertainty or doubts about these training requirements, please contact the Training Director prior to submitting your registration application. In addition, as disturbing material can emerge during practice sessions, you should be prepared to seek private treatment at your own expense if the need arises.

Opportunities for clinical practice

This training is focused on the application of EMDR to the treatment of disorders related to trauma and neglect. Participants will be required to discuss their clinical experiences in applying what they learn over the course of the training program.

Please make sure your CV or resume reflects your clinical experience. You may enclose a letter if you wish to explain your clinical experience and current practice setting.

The goal is to ensure that all participants have sufficient education and clinical experience to begin applying EMDR over the course of the training and have access to a clinical setting where the use of EMDR would be appropriate and possible.

Clinicians with few opportunities to use EMDR in their clinical setting over the course of the training program will not derive much benefit from this training. With the small group format for practice exercises, such lack of practice might negatively impact the learning experience of others. Please consider this when you make application for this training. You should have at least two or more clinical cases available to you with whom you can apply EMDR during the course of this training.

Special needs

The training facility is in compliance with the Americans with Disabilities Act. If you are disabled or have special needs you must inform SPTI at the time you submit your application so that we can review and discuss any needs for accommodations.

Training Fees and Refund Policy

You may choose between

- a) paying in advance by personal check, cashier's check or money order or
- b) making installment payments by credit card.

Please see the registration form for the early registration cutoff and tuition details.

A reduced early registration tuition is available for full-time employees of non-profit or government agencies and full time graduate students. To be eligible for this reduced tuition, the Agency Discount Form or Student Discount Form must be completed and submitted with a letter from your supervisor and the other registration materials.

Reviewer Discount - Licensed clinicians who provide documentation of having completed an EMDRIA Approved Basic Training in EMDR can qualify for the Agency/Student Discount. Reviewers can earn 10 group hours toward EMDRIA Certification.

Tuition in advance by check

Those prepared to pay their tuition in advance before the start of training must submit a deposit **by personal check, cashier's check or money order** of one-half the applicable tuition with the application for registration. The balance is due **by personal check, cashier's check or money order** 30 days before the first day of training. Applications submitted within 30 days of the beginning of training must be paid in full at the time of registration.

Payment by check

If you are paying by personal check, casher's check or money order, please mail this with your registration package made payable to "**Sonoma Psychotherapy Training Institute**" or to "**SonomaPTI**". Checks with alternate payee names will be returned and your registration will be delayed. If you wish to fax or email your registration package, please note on your application that you are mailing your check separately. If you are not accepted into the program, your check will be returned to you. **Credit card payments are only accepted for installment plan contracts.**

Payment by credit card on an installment plan

Those who prefer may complete an installment contract authorizing installment payments by credit card with the application for registration. Note: total tuition is slightly higher under an installment contract than when paying in full in advance. See the installment contract for details. If you submit a credit card installment contract, the initial charge will made to your account only upon your acceptance into the training.

Acceptance into the training

Please allow three to five business days for the review of your application for registration. You will be promptly notified of your acceptance into the training program. Your letter of acceptance will include a list of suggested reading and other study materials to help you prepare for the training.

Tuition Refunds

After your application has been accepted, tuition is refundable upon written request up to 30 days before the first day of training less a \$50 administrative fee.

Within 30 days of the training, a refund will only be made if the vacancy can be filled from the waiting list. If the vacancy can be filled, there will be a \$150 administrative fee. Should you need to withdrawal prior to the training, the sooner you notify us, the more likely it is that we may be able to fill the vacancy.

After the beginning of the training, due to the small size of the training, no accommodations, refunds, or credits will be made for changes in personal, family or business situations including medical events. We do not fill vacancies that take place after the beginning of the training. If you requested to pay on an installment plan, you will continue to be charged the balance of your agreed upon tuition.

Should you need to withdraw after the start of the training for which you have registered, you may request a transfer to the next training cycle by submitting a request in writing along with the transfer fee of \$150. At the next training cycle, you may repeat the portions previously completed, or merely those portions not yet completed. A transfer is not a new registration. Your original tuition is not refundable should you be unable to attend the next training program.

See Registration Package Instructions and Checklist on next page.

Registration Package Instructions and Checklist for Basic Training in EMDR

Please mail, email or fax all of the following to:

Sonoma Psychotherapy Training Institute
1049 Fourth St., Suite G
Santa Rosa, CA 95404-4345

<sonomapti@gmail.com>

Fax: (707) 703-5334

- 1) Both pages of the Registration Application Form.
- 2) A signed and dated copy of the Participant's Agreement Form.
- 3) A current copy of your CV or resume.
- 4A) A copy of your current professional license

OR

4B) **If you are not licensed** for independent practice, include the additional documentation described in the Non Licensed Applicant Instructions.

5) If you are applying for a **mental health agency or student discount**,

- Include the Agency or Student Discount Form and
- A letter from your supervisor on agency letterhead.

6) If requesting the reviewer discount, include a copy of your Certificate of Completion from another EMDRIA approved basic training in EMDR.

7) Include your personal check, casher's check or money order made payable to "**Sonoma Psychotherapy Training Institute**" or "**SonomaPTI**" or complete the installment contract form on page three of the Registration Application Form.

Note: Incomplete registrations will not be processed and may face significant delays. We must receive all of the listed forms and requested documents to process your registration.