

## Associate Instructor Agreement and Ethics Code

Dear *new Associate Instructor* in Master Mantak Chia's system,

Congratulations on having completed the necessary requirements for being certified and joining the system. The highest standard of ethical and moral conduct is required for certification. Upon receiving the certificate as an Associate Instructor—handed to me by either Master Mantak Chia or a Senior Instructor—I will be aware of the listed terms and conditions of certification and ethics as described below. Please read carefully and sign on the line below to indicate that you understand and agree to all of the terms and conditions.

### **Terms and Conditions of Certification**

1. Upon receiving the certificate, I must upload a scan into the international database to validate my certification.
2. Certification is limited to a period of 3 years from the date of issue.
3. I am only allowed to teach the practices I am certified in.
4. Do not teach course material from the system for which you are not yet certified in. If you wish to teach a certain topic beyond Tao Basics (Inner Smile, Six Healing Sounds, Microcosmic Orbit, associated simple qigong), you must get certified in a certification upgrade for that area first.
5. Records must be kept of all students with name, address, title, and date of course completed.
6. Certification carries no expressed or implied insurance coverage for liability incurred while instructing from the system. Liability insurance should be maintained by each individual Associate Instructor.
7. Certification carries no expressed or implied authority to engage in medical practices. Certification is for instructing individuals to care for themselves.
8. No instruction may be given to any person under the age of 18 years old without prior express written consent of a parent or legal guardian. Such express written consent must be maintained on file.

### **Ethics**

1. Respect Master Mantak Chia, students, and clients in our words and actions.
2. Represent qigong practices with integrity to our system.
3. Use honesty in representing one's background, qualifications, capabilities, and experience to students and public.
4. Explain financial arrangements to students and clients in a clear and understandable manner.
5. Be honest and straightforward when informing students about the conditions of a class, its duration, and/or expected results.
6. Endeavor to be truthful in the marketing, the advertising, and the promotion of workshops, retreats, and events.
7. Establish clear boundaries in all relationships with students/clients.

In particular:

- a. instructors shall not physically harass, verbally abuse, or otherwise exploit students/clients
- b. instructors shall not inappropriately touch (with sexual intent or otherwise) the body of any student under their professional influence, thereby maintaining a proper teacher-student relationship.
8. Maintain confidentiality for all written and oral communications that take place between instructors and students.
9. Give advice based on the best interests of a student or a client, rather than one's own self-interest or financial advantage.
10. Provide appropriate notification and referrals for:
  - a. students or clients that may need assistance in exploring other treatment options as appropriate; and
  - b. students or clients in the event that one needs to terminate trainings and/or professional services.

### **Revocation**

Violation of the above terms and conditions of certification, or ethics, or the rendering of improper training or instruction will result in the immediate revocation of the certification.

### **Additional Terms for Associate Instructor**

1. Within 3 years, I should complete my training to be a (full) Instructor.
2. I am sharing only Inner Smile, Six Healing Sounds, Microcosmic Orbit, associated simple qigong, with students in my local area for non-qualifying hours.

Name(Print): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_