

# **EnKA® Course Accreditation**

## **Application Form**

**Established Course Authors**

**(More than 10 Approved Courses)**

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## **EnKA® Course Accreditation Application Requirements:**

### ***Submit via Email, or in hard copy and on computer disc***

1. Signed, dated and completed application *-if mailing, please attach to the top of your package submittal.*
2. Manuals and all Class Handouts / Printed Materials.
3. Evaluations from students - each student must complete a Standard Course Evaluation. Include the evaluations with your submittal.
4. Certificate of Proficiency provided to students, and the instructor's testing requirements to pass the course.
5. **Sign and Return the Code of Ethics.**  
All approved classes are required to include a copy of the EnKA® Code of Ethics with their course material submission.
6. **Copyright**  
Your course must comply with the current laws in the United States relative to copyright, including any treaties and obligations to the International community. Please be responsible. Each author is encouraged to assert copyright on his or her material.

*Note: It is the responsibility of the Course Author(s) to ensure that their material complies with all the current United States and International laws regarding copyright. EnKA®CAB will not tolerate any breach of copyright contained in submitted material, and applications will be rejected on this basis and authors of the plagiarized materials will be notified. When using copyrighted materials from other sources you must provide written permission from these authors to utilize their specific techniques or written materials.*

7. **Payment:** Submission and resubmission must include fee. Payment may be by credit card, check or money order. Please see attachment 4 for fee amounts.

*All material and manuals become the property of CAB for the purposes of reference and review and will remain strictly confidential. CAB board members adhere to strict standards of confidentiality. Any materials reviewed by the CAB members are strictly for review and accreditation purposes only.*

**We would appreciate your including an EnKA® membership application in your student materials.**

## Other Relevant Information:

- EnKA®-CAB reserves the right to refuse to accredit any material submitted which is deemed to be in conflict with EnKA® ethics and standards.
- After Accreditation has been granted, it is the responsibility of the course author to supply additions to, or alterations of the course if it substantially changes the nature of the material taught, or the way in which it is taught.
- Home Study: All courses with a self-directed learning component or completely self-directed learning (correspondence, distance learning) are also subject to evaluation.
- EnKA® CAB *reserves the right* to require courses to be resubmitted for re-evaluation on a **Seven-year cyclical basis** or as arranged with approval.
- At CAB's discretion there may be a fee if substantial changes have been made to the course.

## Choosing the Classification Category for your Course

### For Categories A and B:

- **Category A** courses must fully and accurately teach muscle monitoring.
- **Category B** courses must use muscle monitoring, pause lock, jaw stacking, alarm points, and accepted pre-checks, and reference a valid and approved category A course as a prerequisite (*See CAB Definitions Packet B for specific techniques*)

### For Electives

- **Electives** are considered “**non A, non B**” courses and may include:
  - \* Any course work that is related to kinesiology and can serve as part of the set-up or corrections/balancing in a session. These classes do not need to utilize muscle monitoring.  
*Examples include: Reiki, Angel Therapy, Results, Donna Eden's Energy Classes*
  - \* Any holistic course information that expands horizons or collaborates EnK findings that may be utilized in an EnK correction.

*Examples include but are not limited to: Flower Essences, Facial Analysis/Body Language, Tongue/Fingernail Analysis, Cell Salts/Vibrational Frequency, Indigenous Healing Techniques, Live Blood Cell Analysis.*

**EnKA®CAB Course Submission Form  
for Established Course Developers (brief)**

**Category A**\_\_\_\_ **B**\_\_\_\_ **Elective**\_\_\_\_

1. Title of classes: \_\_\_\_\_  
Developer(s): \_\_\_\_\_  
School: \_\_\_\_\_

2. Brief Course Description:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Total Number of Hours for the Course \_\_\_\_\_  
Detail of Hours: Kinesiology\_\_\_\_ Energy Work\_\_\_\_ Nutrition\_\_\_\_  
A&P\_\_\_\_ Communications \_\_\_\_ Business\_\_\_\_

4. List of Instructions certified to teach this Course: (attach separate page if needed)  
\_\_\_\_\_  
\_\_\_\_\_

5. Pre-requisites:  
\_\_\_\_\_  
\_\_\_\_\_

**Additional notes for Reviewer:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Submitted by: \_\_\_\_\_

Contact info: \_\_\_\_\_

**Submit to: [cab@energyk.org](mailto:cab@energyk.org)**

Date received: \_\_\_\_\_

Date approved: \_\_\_\_\_

Signature of Reviewer: \_\_\_\_\_

**Attachment 1**  
**Copyright Information**

For current requirements and fees, please check the Copyright Office Website at [www.copyright.gov](http://www.copyright.gov), contact the Copyright Office at the address below, or call (202) 707-3000.

Library of Congress

Copyright Office

101 Independence Avenue, S.E.

Washington, D.C. 20559-6000

**Declaration**

*This course complies with the current laws in the United States relative to copyright including any treaties and obligations to the International community. This course does not contain plagiarism. Where I have used other people's work it has been in a lawful manner, the original sources have been acknowledged and attributed to the author thereof.*

Name of course \_\_\_\_\_

Print Full Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Attachment 2

### Code of Ethics

This Code of Ethics is a summary of the general principles of acceptable, ethical, professional behavior within the Energy Kinesiology community.

Within the many different schools of Energy Kinesiology, we all share a common foundation: to provide services that promote the greatest good for the client.

In my willingness to promote awareness of ethics within the energy kinesiology community and myself, I agree

- Conduct business and professional activities with integrity, in a professional, honest, and fair manner.
- Perform only those services for which I am qualified and represent my education, certifications, professional affiliations and other qualifications honestly. I will make a referral, when appropriate and if possible.
- Acknowledge the inherent worth and individuality of each person by honoring clients' and students' religious, spiritual, health, education, political and social views, and life choices, and by not discriminating against, race, creed, color, gender, and sexual orientation.
- Accept responsibility to maintain my physical, mental, emotional and spiritual well-being.
- Refrain from diagnosing, prescribing, or treating any medical disorder unless licensed to do so.
- Strive for professional excellence through ongoing assessment of personal strengths, limitations and effectiveness, and by continued education and training.
- Abide by all applicable laws governing Energy Kinesiology. I shall consider working for the repeal or revision of laws detrimental to the legitimate practice of Energy Kinesiology.
- Acknowledge the confidential nature of the professional relationship with my client. I will respect each client's right to privacy, disclosing confidential information only when either authorized by the client or mandated by law.
- Respect the professional status of other Energy Kinesiologies and other health care practitioners.

Additionally, I acknowledge that my own development, personally and professionally, enhances the value of what I am able to offer to my clients and students. The foundation of ethical conduct is being mindful and discerning in my thoughts, feelings, words and behaviors. I will strive to include mindfulness and discernment in my personal and professional goals. In the conduct of my business and association, I am and continue to be, guided by the above ethics.

Name \_\_\_\_\_

Signature

\_\_\_\_\_

Date \_\_\_\_\_

**Attachment 3**  
**CAB Accreditation Determination**  
**Grievance Procedure**

This procedure applies in relation to the Accreditation of Energy Kinesiology courses.

Upon making an initial determination in relation to the accreditation of a kinesiology course, the Course Accreditation Board (CAB) must advise the author thereof of the CAB's initial determination.

If a person is aggrieved by an initial determination of the CAB, the person must, within 30 days of receiving written notice of the initial determination, discuss his or her grievance with the Chair of the CAB.

If the matter is still unresolved after the discussion referred to in the previous paragraph, the author may, within 3 months of receiving written notice of the initial determination, appeal the initial determination by making a written submission to the CAB which submission must set out concisely and comprehensively the decision (or the part thereof) which is sought to be reviewed, the reasons why the author believes the CAB's initial determination was wrong and details of the determination that the author would like to substitute for the actual initial determination. The author should, if applicable, submit written third-party material in support of his or her submission. The submission is made to the Chair of the CAB.

At the next scheduled meeting of the CAB or as soon thereafter as is practical, the CAB will consider the submission made in accordance with the previous paragraph and generally review the whole matter in its entirety, anew.

Within 14 days of the meeting of the CAB at which the author's submission was considered, the Chair of the CAB will notify in writing the author of the CAB's revised final determination.

Within 7 days of receiving the revised determination, the author may appeal the revised determination by making a written request to the President of the Association. The President of the Association must, within 60 days of receiving the request, review the submitted course, the initial determination, the submission made regarding the initial determination, the revised determination, and must make a final determination in relation to the matter.

The final determination will be sent in writing to the author within 90 days of the written request made by the author to the President of the Association.

The final determination shall be final and not subject to any further appeal.



