

# Reiki Tradition

## School of Reiki

### **Accredited Reiki Practitioner Course Case Study and Presentation Policy**

#### Reiki Tradition Terms & Conditions

These Terms and Conditions apply to your contract with Reiki Tradition when you enrol our **Accredited Reiki Practitioner Courses**. We believe that they are fair and clear. Please read the notes below carefully.

#### Reiki Tradition is your Accredited Reiki Training Provider

1. When you book a course with Reiki Tradition our policy is to provide you with training towards an Accredited Reiki Practitioner Qualification in Reiki (ie Reiki 1<sup>st</sup> and 2<sup>nd</sup> Degree).
2. All our Reiki Courses are an Academic Degree in a Reiki Professional Qualification.
3. All our courses meet the syllabus standards of the Qualifications Credit Framework (QCF), the Core Curriculum (CC), the National Occupational Standards (NOS), the Standards and Code of Conduct as set out by the Federation of Holistic Therapists (FHT) the Complementary and National Healthcare Council (CNHC) the Complementary Health Professionals (CHP) and the Reiki Council (RC).
4. All courses have been Accredited Certified and Verified by the FHT, CHP, CNHC, and the RC.
5. All Reiki Tradition Accreditation Certification can be viewed upon request.
6. All Case Study & Treatment Forms will be supplied by us.
7. Upon receipt of the completed Case Study and Treatment Forms (as per Section 10 below) by Reiki Tradition a Presentation Evening for certification will be arranged.
8. The Presentation Evenings are usually held on a Sunday evening from 7.00pm until 9.00pm (two hours)

## Your Commitment to us:

When you book onto any of our Courses you agree to all our Terms and Conditions as in the policy set out by us.

### 9. To attend for the duration of the Course (s):

A total qualification time of **240** hours of study over a minimum period of **9** months. There is no maximum period, students can work at their own pace towards this qualification.

To include:

(a) Guided learning of **65** hours and **175** hours of documented case studies.

Comprising of:

- Reiki 1<sup>st</sup> Degree followed by completion of **30** documented self-healing treatments prior to commencing Reiki 2<sup>nd</sup> Degree (NB over a minimum period of 6 months);
- Completion of Reiki 2<sup>nd</sup> Degree followed by:
  - 1x workshop of **7** hours
  - 4x development days of **7** hours each (total of **35** hours)
- Plus **all** remaining case studies and treatments which can be completed in any order.

(b) Reiki 1<sup>st</sup> Degree element over 2 consecutive days, 10.00am until 5.45pm - **15** hours.

(c) Reiki 2<sup>nd</sup> Degree element over 2 consecutive days, 10.00am until 5.45pm - **15** hours.

(d) Presentation Evenings to be held 8 weeks after the student completes the required Case Studies and Treatments.

### 10. Reiki Practitioner Course – to comply with the CHNC Core Curriculum for Reiki (Published July 2017) continuing Case Studies (a) and (b):

a. Reiki 1<sup>st</sup> Degree self-healing **30** case studies

b. Reiki 2<sup>nd</sup> Degree:

Case studies of 4 named people (x 10 sessions)	40
Other documented client sessions	35
Documented self-healing or received healing	70

### 11. Upon returning the Case Study and Treatment Forms as per Section 10 above you will be required to attend a Presentation Evening as per Sections 7. This evening will comprise of:

a. Meet and greet with tea/coffee.

- b. A welcome introduction to the evening.
- c. A review of each students' progress since completing the course.
- d. A review of the students' Case Study and Treatment Forms and feedback.
- e. Question and Answer session.
- f. Presentation of certification (including photographs).
- g. Close.

12. The Presentation Evening is the completion process of your selected course.

### 13. Cancellation of Presentation

Although we do our utmost to keep to the Presentation Evening set dates, occasionally due to situations beyond our control, the date has to be changed. In event of a change in date:

- a. We will arrange a date to the nearest possible 'next Sunday' to the one set
- b. We will give you, the student, as much notice as possible of any new dates(s).
- c. We will try to keep times as per the original presentation 7pm until 9pm
- d. We will also try to contact all the students to see if the new date is acceptable (we aim to keep all students together in the same group wherever possible).

### 14. If a Student Cannot Attend the Presentation:-

1. We thoroughly understand that for many reasons a student may not be able to attend the presentation and may have to cancel. We must make it clear the presentation is part of the course the student attended (see Section 9 (d)). This is the section of the course where the student officially becomes accredited upon receiving certification. Students therefore have to attend a presentation within 12 months of completing the qualification.

In such circumstances we will:-

- a. Provide the student with the dates of our next presentation
- b. Offer a 2<sup>nd</sup> presentation date

2. If no presentation date is selected then Reiki Tradition will dispose of the certificate/presentation items after a period of 12 months has elapsed.

## 15. Privacy Notice

Training is provided in accordance with the General Data Protection Regulations issued on 25<sup>th</sup> May 2018 and in accordance with our Privacy Notice.

As part of these terms and conditions you are required to have accessed and have read the Privacy Notice via the following web-link: [www.reikitradition.me.uk/privacy-notice](http://www.reikitradition.me.uk/privacy-notice)

## 16. Cancellation of/Changes to the enrolled Course

- Cooling off period of 14 days from time of booking for a full refund.
- No refund will be given for any cancellation/changes after the 14-day cooling off period
- Students can change from an Accredited Qualification to a Non-Accredited Qualification but the following conditions will apply:
  - (a) No refund will be given
  - (b) A non-accredited certificate will be given which meets the student's level(s) at time of change
  - (c) The students details will remain on Reiki Tradition's accreditation system
  - (d) Students can recommence the accreditation process at any time

## 17. Review

1. This policy is reviewed regularly and updated as required.

a. Adopted on.....[1<sup>st</sup> June 2016]

b. Last reviewed.....[1<sup>st</sup> January 2026]

c. Next reviewed.....[1<sup>st</sup> January 2027]

d. Author.....[Mr M R Thirlwell]

**Please, Date, Sign, and Print this page and keep safe for personal use  
Please Date, Sign and Print pages (6) & (7) and hand back to,  
Reiki Tradition School of Reiki.**

## Acceptance Agreement for Accredited Reiki Practitioner Course

Course Provider: Reiki Tradition, 176 Oldham Road, Springhead, Oldham, Lancashire, OL4 5SJ

Student Name Attending: .....

Student Accredited Number: .....

I, the above-named student, have read, understand and agree to the attached '**Terms and Conditions**' of Reiki Tradition (16<sup>th</sup> March 2023). I acknowledge that the attached '**terms and conditions**' are incorporated into my Accredited Qualification Reiki Training Course with Reiki Tradition School of Reiki (my Accredited Reiki Training Provider).

I, the above-named student, have read, understand and agree to the attached '**Cancellation and Refund Policy**' of Reiki Tradition School of Reiki (17<sup>th</sup> March 2023). I acknowledge that the attached '**Cancellation and Refund Policy**' are incorporated into my Accredited Qualification Reiki Training Course with Reiki Tradition School of Reiki (my Accredited Reiki Training Provider).

NB. Your Diploma / status as an Accredited Reiki Practitioner requires you to attend the Presentation evening (see Section 9 (d) of the T&C's).

Date: -----/-----/-----Name:

-----Signature: -----

**Reiki Tradition Copy - please tear off and return to Reiki Tradition.**



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Name: -----Signature: -----

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## Notice To Students

The General Data Protection Regulation (GDPR) comes into effect on 25<sup>th</sup> May 2018 and we are issuing a Privacy Notice in accordance with this regulation. Detailed guidance on this regulation can be found at [www.eugdpr.org](http://www.eugdpr.org)

Our Privacy Notice can be found at :- [www.reikitradition.me.uk/privacy-notice](http://www.reikitradition.me.uk/privacy-notice)

[notice](#)

The Privacy Notice can also be found by typing the above website URL into any web browser. Then look under the “About Us” tab found at the top of each website.

Reiki Tradition are required to seek your consent to re-confirm that you are still happy to be contacted and for us to store and use your personal information in accordance with the GDPR of 25/05/18.

**Update your preferences:**

I have read the Reiki Tradition Privacy Notice. Please indicate if you are happy to continue receiving emails and to give your consent for us to store your personal information in accordance with the said Privacy Notice.

Yes       No

Signed: ..... Print Name: .....

Date:.....

Please select “YES or NO, and Sign, Print and Date then kindly return to Reiki Tradition.