Dissociation & Complex Trauma: Creative Treatment Techniques in Play Therapy — An Essential One-Day Introductory Seminar

Date: Friday, June 5, 2020
Time: 9:00 AM–3:30 PM ET (6:00 AM–12:30 PM in California; starts early afternoon in UK & Ireland; early evening in India & Russia; late night/early morning in Australia & Japan)
Location: Available online from anywhere in the world!
Target Audience: Mental Health Professionals, including Psychologists, Play Therapists, Social Workers, Counselors, and Family Therapists
Instructors: Laurie Parker, LMFT, RPT-S & Dottie Higgins-Klein, LMFT, RPT-S
Format: Online Video Webinar, plus an hour of live class discussion with instructor Dottie Higgins-Klein
Program Level: Intermediate
CEs: **NEW! Professional CEs, including Psychologists, for states across the US!**
See details in “Notes Regarding CEs” section below.
- 5.5 Non-Contact CE Credits for APT
- 5.5 State License CEs for LSW, LCSW, LPC, LMHC, LMFT, and Psychologists
Tuition: $95 early registration by May 15 ($125 after May 15 — Register early to save $30)

Dissociation occurs on a continuum from normal levels, such as day-dreaming, to fragmentation of identity or self into separate streams of consciousness. Our seminar will focus on a range of dissociative experiences in children, aged 3 to 12, that result from early developmental childhood trauma such as physical, emotional, or sexual abuse, neglect, witnessing violence, attachment disturbances, and medical trauma. Dissociation occurs in traumatized clients much more frequently than therapists realize. We will briefly highlight research findings and also myths that have kept this body of information dormant. The seminar will address additional skills that are needed by therapists to begin to identify, understand, and create a solid theoretical framework for addressing complex trauma.

Dissociative identity disorder (DID) is defined in the DSM-5 as an identity disruption indicated by the presence of two or more distinct personality states (experienced as possession in some cultures), with discontinuity in sense of self and agency, and with variations in affect, behavior, consciousness, memory, perception, cognition, or sensory-motor functioning. The Wikipedia article on dissociation describes it as any of a wide array of experiences from mild detachment from immediate surroundings to more severe detachment from physical and emotional experience.

The various self-states develop out of intolerance for the trauma. For example, one ego state may carry the experience of intolerable circumstances. Another may carry a scared baby that matches the age of the trauma. There may be a trickster who lies or steals. One self-state may hold the aggression or rage and, yet another, a competent and seemingly well-adjusted child. “The child may view him- or herself as having a different age, gender, and viewpoint from the presenting child-client. These states can present in therapy as distinct changes in affect, speech patterns, demeanor, and body language, and each state may respond differently to the therapist.” (Waters p. 6) While the segmentation is a helpful coping mechanism for the traumatized child, it also causes a myriad of unsettling challenges for the child and for his family members.

Clients who are diagnosed with ADHD, PTSD, RAD, OCD, oppositional defiance disorder, affect dysregulation, or bipolar disorder may also be experiencing unhealthy dissociation, including memory loss. The child may not play in typical healing ways with an experienced child/play therapist. The therapist may feel that the child is not making adequate progress even when in a safe home environment. Educating parents is a challenging part of the treatment.
Course Description

This seminar will be rooted in a mindfulness-based Play-Family Therapy modality and will include various approaches to healing complex trauma. Laurie Parker will begin the seminar with a case study of a preteen who had severe preverbal and early childhood medical trauma. The impact of early medical trauma can manifest with emotional dysregulation, communication disorders, somatic irregularities, disturbance in circadian rhythms, and behavioral patterns fluctuating between numbing shutdown and explosive anger. Ms. Parker will illuminate principles in assessment, treatment, and integration in the treatment of dissociative disorder. Understanding a differential diagnosis between categories such as ADHD, Conduct Disorders, and Dissociative Disorders is essential for effective outcomes.

Dottie Higgins Klein will present the essential introductory theory of dissociation using a power point and concrete examples from play therapy and sandtray therapy. This presentation will demonstrate how treatment was guided by theories from Mindfulness-Based Play-Family Therapy as taught by Dottie Higgins Klein, the STAR Model of Frances Waters, and the fields of both Somatic and EMDR therapy. The Joan Lovett story telling method for EMDR in a family setting will be reviewed, as well as stabilization techniques.

Learning Objectives
1. Describe Dissociation, including symptoms, associated behaviors, emotional effects, and its relation to trauma.
2. Discuss and apply elements of recommended frameworks for intervention.
3. Explain to parents how dissociation develops; the importance of the parents’ attachment and trauma histories, and how parents participate in the treatment.
4. Utilize a symptoms checklist with parents as a tool for assessment and treatment planning.
5. Describe beneficial attributes of therapist’s manner in working with the child.
6. Explain the importance of play therapy kept in pretend and in the present moment.

Recommended Reading
- Mindfulness-Based Play-Family Therapy: Theory & Practice, by Dottie Higgins-Klein (Norton, 2013)
- The Child Survivor: Healing Developmental Trauma & Dissociation, by Joyanna Silberg (Routledge, 2013)
- The Body Keeps the Score: Brain, Mind & Body in the Healing of Trauma, by Bessel van der Kolk (Penguin, 2016)
- Healing the Fractured Child: Diagnosis and Treatment of Youth with Dissociation, by Frances S. Waters (Springer, 2016)

Instructors
Laurie Parker, LMFT, RPT-S, a licensed Marriage and Family Therapist, a Registered Play Therapy Supervisor, and a certified EMDR therapist. She graduated from the first Play-Family Therapy post-grad training at the FPT Center twenty years ago, and presently supervises in the FPT Center post-graduate training program. She has over twenty years of experience providing psychotherapy to children, families and adults, and currently has a private practice in Bar Harbor, Maine.

Dottie Higgins-Klein, LMFT, RPT-S received her Master of Family Therapy degree in 1983 from Hahnemann University, studying with Ivan Boszormenyi-Nagy, originator of Contextual Family Therapy. She is a Supervisor for the American Association of Marriage and Family Therapy (AAMFT); a Registered Play Therapist Supervisor for the Association for Play Therapy (APT) since 1996. She is the clinical and administrative director of the Family & Play Therapy Center. Dottie has been seeing children, teens and adults for 35 years and has been studying, reading, and receiving supervising in dissociation for the past dozen years. She is dedicated to disseminating this valuable, and often over-looked body of knowledge to help therapists recognize and treat this often-hidden trauma response. Dottie is the author of Mindfulness-Based Play-Family Therapy: Theory and Practice (Norton, 2013). Dottie is also the recipient of the 2016 Play Therapy Professional Education & Training Award from the APT.

Class Schedule
- 9:00 AM–10:00 AM: Brief Research History; definitions of trauma and dissociation; overview of symptoms, behaviors, emotional and developmental components; assessment tools; self states; overview of treatment frameworks and interventions.
- 10:00 AM–10:10 AM: Break
- 10:10 AM–12:30 PM: First case study focusing on severe medical trauma leading to dissociation; in-depth elaboration of behavioral and emotional components and assessment; in-depth presen-
tation of working with parents; theoretical treatment frameworks of Mindfulness-Based Play-Family Therapy and the STAR model.

• 12:10 PM–12:40 PM: Lunch
• 12:40 PM–2:25 PM: Second case study; further elaboration of behavioral and emotional components and assessment; in-depth presentation of working with parents; applications of Play Therapy, Sandtray Therapy, Parent dialogue, and Trauma Reality Sandtray; manner of the therapist’s use of language and silence; value of pretend play; value of using sandtray figures to engage the child and family to better understand the nature of the parts of the self.

• 2:25 PM–2:30 PM: Break
• 2:30 PM–3:30 PM: Live online class discussion with presenter Dottie Higgins-Klein. Questions and answers, instruction in theory and applications.

Notes Regarding CEUs – Qualified for state license requirements throughout US, incl. psychologists

APT Requirements. For this seminar, non-contact APT CEUs are provided by the Family & Play Therapy Center, an APT Approved Provider, for participants in all locations around the world.

State Licensing Requirements. Most states are included. It is the participant’s responsibility to check with their individual state boards to verify CE requirements for their state. Refer to the brochure addendum below to verify that your state is covered. State Professional CEUs (except for PA LSW, LMFT, & LPC) require the participant to take the test after attending the seminar. Continuing Education Credit is pending through Commonwealth Educational Seminars for the following professions:

Psychologists
Commonwealth Educational Seminars is approved by the American Psychological Association to sponsor continuing education for psychologists. Commonwealth Educational Seminars maintains responsibility for these programs and their content.

Licensed Professional Counselors/Licensed Mental Health Counselors
Commonwealth Educational Seminars (CES) is entitled to award continuing education credit for Licensed Professional Counselors/Licensed Mental Health Counselors. Please refer to brochure addendum below to review states that are covered for LPCs/LMHCs. CES maintains responsibility for this program and its content.

Social Workers
Commonwealth Educational Seminars (CES) is entitled to award continuing education credit for Social Workers. Please refer to brochure addendum below to review states that are covered for Social Workers. CES maintains responsibility for this program and its content.

If applicable: Social Workers – New York State
Commonwealth Educational Seminars is recognized by the New York State Education Department’s State Board for Social Work as an approved provider of continuing education for licensed social workers. #SW-0444.

Licensed Marriage & Family Therapists
Commonwealth Educational Seminars (CES) is entitled to award continuing education credit for Licensed Marriage & Family Therapists. Please refer to brochure addendum below to review states that are covered for LMFTs. CES maintains responsibility for this program and its content.

Grievance Policy
The Family & Play Therapy Center seeks to ensure equitable treatment of every person. If a grievance should arise, we will make every attempt to resolve it in a fair manner. If you have a grievance, please submit it in writing to Jerry Klein, Training Center Manager, at jerry@fptcenter.com

Sample Feedback from Previous Participants in the Dissociation Seminar

"Excellent audio and visual quality. Thank you!" – JH

"Appreciated the experience and knowledge of the presenters and the helpfulness of the case presentations. I learned skills today that will help me identify dissociative symptoms in clients and better work with them and their families. The information was helpful and gave great examples. I was able to identify different symptoms in clients' behavior and learned how to further investigate when feeling stuck." – AZ

"The sand tray work is profoundly transformative! There are so many intricacies and layers of this work with dissociation. I am intrigued and look forward to my journey!" – SL
"I found the case presentations so interesting. I am grateful for all of the resources and theory slides to enhance my knowledge of dissociation. Since I work solely with trauma I can think of many clients who will benefit from some of these interventions." – CK (Note: The webinar includes a Power Point with 100 slides, with Theory)

"The (online) experience was seamless." – DR

"I learned invaluable information about the importance of taking a thorough history to identify possible early, pre-verbal trauma. I learned important aspects of DID and approaches to help people when experiencing dissociation - the use of bilateral drumming which I'm going to look into. Also, very surprising that dissociation can occur in utero." – JH

"Especially appreciated how to identify disassociation in children and how to talk to the parents so they can help the child between sessions." – KS

"Great overview and integration of trauma theory with MBPT (Mindfulness-Based Play-Family Therapy). Superb case presentations. Both were inspiring, and I felt my heart opening with gratitude as I thought of all the families that will benefit from the teaching of this work." – RM

"It was so helpful to integrate polyvagal theory, medical trauma and dissociation all together. Two great cases presented." – MM

"This course was exceptional. The information presented was very useful for my clinical practice. I feel that this course just scratched the surface of treating dissociative problems and I am anxious to read the suggested books and continue to study the subject." – HE

"Such beautiful, insightful, earth changing work. So appreciative to be part of this experience." – KC

"Dottie, I see why you said this is so important...dissociation has not been regarded well in professional communities...I look forward to a last year of going deeply into this area. Thank you for your conscious commitment to the professional and patients!" – PS

"Wow, wow, wow...I walked in this morning and wanted to cry a bit with joy for being in a group of people who understand the importance of this topic. It has felt so lonely, but not now! I so appreciate all the hard work that went into this. The training was very informative and helpful. I think we needed at least two days though! There is so much to cover. I still have so many questions. That said, I do feel like it's a process and a journey, and I see my skills growing as I continue to learn all of this." – PS

"This on-line webinar gave me a chance to have the information without traveling, spending so much more money, and being away from my practice." – DH

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**Dissociation & Complex Trauma Seminar**

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<th>NON-CONTACT CREDIT HOURS AVAILABLE</th>
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<tr>
<td>Payment Due with Registration: $95.00</td>
<td>Play-Family Therapy Certificate Program: 5.5 hr.</td>
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<td>($125 if registering after May 15th)</td>
<td>PA Social Work Board for LSW, LMFT, &amp; LPC*: 5.5 hr.</td>
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<td><strong>CES</strong></td>
<td>Professional CEs from States across the US**: 5.5 hr.</td>
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<td>• Non-Contact APT and PA LSW, LMFT, &amp; LPC: Included</td>
<td>Association for Play Therapy*** – Play Therapy Specific: 5.5 hr.</td>
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<td>• Non-Contact Licensure CEs**** (except above): $12</td>
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**DISCOUNTS**

- Early Reg. Disc. (by 5/1): $25 discount
- Full-Time Student: 10% discount
- Recent Graduate: 10% discount
- Full-Time At-Home Parent: 10% discount
- Retirement Discount: 10% discount
- Geographical Discounts: See registration details online!

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**Course Withdrawal Policy (Short-Term Courses):**

(a) If participant withdraws prior to four weeks before the first day of a course, then participant will receive a refund of the paid deposit and tuition, minus a $50 withdrawal fee.
(b) If participant withdraws within four weeks of the first day of a course, but earlier than one week before the first day, then participant will receive a refund of paid installments and a credit in the amount of the paid deposit to be applied to future training or supervision at the center, minus a $50 withdrawal fee.
(c) If participant withdraws within one week before the first day of a course or on the first day of a course, then participant forfeits either (i) $150 or (ii) half of the paid deposit and installments, whichever is greater, and will receive a credit in the amount the remaining paid deposit and installments.
(d) Following the first day of a course, participant is committed to completing the course, and participant is responsible for payment of full course tuition. Full course tuition is not reduced on account of absences.
(e) A 1% late fee for past due balances will be assessed at the end of each month, based on the amount past due on the last day of the month.

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**TUITION**

- $25 discount
- Recent Graduate: 10% discount
- Full-Time At-Home Parent: 10% discount
- Retirement Discount: 10% discount

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**DISCOUNTS**

- Geographical Discounts: See registration details online!
Live and Online Seminar CE Credit Information

Our Mission

Our goal is to provide qualified mental health professional program providers the ability to award Continuing Education Credit for programs in which the rigorous standards are of the highest excellence and caliber for Psychologists, Social Workers, Nurses, Licensed Professional Counselors, and Licensed Marriage & Family Therapists.

As state boards meet frequently and revise and/or clarify license requirements regularly, we always recommend you check with your state board for the most recent information.

Psychologists

Commonwealth Educational Seminars is approved by the American Psychological Association to sponsor continuing education for psychologists. Commonwealth Educational Seminars maintains responsibility for these programs and their content.

Marriage and Family Therapists

Commonwealth Educational Seminars (CES) awards CEs for Licensed Marriage & Family Therapists in the following states:

AL, AK, AZ, AR, CA, CO, CT, DC, DE, FL, GA, HI, ID, IL, IN, IA, KS, LA, ME, MD, MA, MI, MS, MO, MT, NE, NH, NJ, NM, NC, ND, OK, OR, PA, RI, SC, SD, TN, TX, UT, VT, VA, WA, WI, WY.

Please note that it is the responsibility of the licensee to check with their individual state board to verify CE requirements for their state.

CES maintains responsibility for these programs. In addition, CES is an approved CE provider for Florida Marriage & Family Therapists (CE Provider # 50-9633) and an approved Continuing Education Provider for Texas Marriage & Family Therapists (Provider Number 558).

Social Workers

Commonwealth Educational Seminars (CES) awards Social Work CEs in the following states: AL, AK, AZ, AR, CA, CO, CT, DE, FL, GA, HI, ID, IL, IN, IA, KS, LA, ME, MD, MA, MI, MS, MO, MT, NE, NH, NJ, NM, NC, ND, OK, OR, PA, RI, SC, SD, TN, TX, UT, VT, VA, WA, WI, WY.

Please note that it is the responsibility of the licensee to verify check with their individual state board to verify CE requirements for their state.

Social Workers-New York State

Commonwealth Educational Seminars is recognized by the New York State Education Department's State Board for Social Work as an approved provider of continuing education for licensed social workers #SW-0444.

All Social Workers attending programs that have been awarded Social Work Continuing Education from CES will receive a Certificate upon completion.

Commonwealth Educational Seminars (CES) is entitled to grant Social Work/Licensed Professional Counselor/Licensed Marriage & Family Therapist CEs for the following reasons:

1. CES is approved by the American Psychological Association (APA).

2. CES programs meet the rules and regulations per-state, of requirements for continuing education offerings.

3. Many states accept CEs for Social Workers/Licensed Professional Counselors/Licensed Marriage & Family Therapists because of approved provider status in any state.

Nurses

As an APA approved provider, CES programs are accepted by the American Nurses Credentialing Center (ANCC).

These courses can be utilized by nurses to renew their certification and will be accepted by the ANCC.

Every state Board of Nursing accepts ANCC approved programs except California and Iowa, however CES is also an approved Continuing Education provider by the California Board of Registered Nursing (Provider # CEP15567) which is also accepted by the Iowa Board of Nursing.
The Family & Play Therapy Center hosts a Professional Community Online that offers free membership to all mental health professionals from anywhere in the world.

Membership in this community of mental health professionals will allow you to

- Connect with fellow participants and expand your professional network.
- Discuss clinical questions with other mental health professionals.
- Pick up your schedules and readings, and receive course announcements for our trainings.
- Access our Interactive Live Online Classroom (iLOC), if you are joining us for class online.

Please follow these instructions to create a profile. If you are having any difficulty, we are always happy to answer any questions and to help guide you through the process. Please feel free to call us in the office at 215-844-4321 ext. 1. Thank you!

How to Create Your Profile in the Professional Community Online

1. Go to our website: www.fptcenter.com
2. On the navigation bar across the top, click on the “Community” tab.
3. Click on the “Join Us Now! It’s Free!” button.
4. Fill in your full name, e-mail address (2 times), and password (2 times). The email address that you enter here is the one where you will receive notices regarding the community site. This email address will not be displayed, and you may choose a different email below for display in the community.
5. Click box to indicate agreement to terms. Click “Terms & Conditions” link to read terms.
6. Click “Next” button.

7. Provide information requested. Fields marked with an asterisk are required. The others are optional. We encourage you to provide enough information to give other community members a sense of your background and practice. Please note that the email address that you enter here will be displayed to other members of the community, and it does not need to match the email address that you entered above.

8. When you have completed this information, click the “Register” button at the bottom of the page.

9. Here’s where you upload your photo. You may click on “Skip” at the top and upload your photo later, if you don’t have one handy. Please keep in mind that a photo on your profile will really allow others in the community to see you as a human being, rather than just a name on a list. In addition, you will only be eligible for certain perks, such as our free seminar attendance drawings, if you have a photo of yourself in your profile. If you are having any difficulty uploading a photo, please let us know, as we are always happy to help!

10. Click ‘Browse’.

11. Find and select your photo on your computer. Click ‘Upload’. You will see the photo and a preview of the thumbnail that will show up with your posts on the community site.

12. Click ‘Next’ to complete your registration.

13. Within the next couple of minutes, you will receive an email at the email address that you provided with your password in step 4. The email will contain an activation link. Just click on this link, and your profile will be activated. (If you are having trouble clicking on the link, please copy and paste it into the address bar on your browser.) You are now able to log in to the community site with your email address and password!

NOTE: If you have any difficulty in any of these steps, please give us a call in the office at 215-844-4321 ext. 1, and we’ll be happy to guide you through the process!
REGISTRATION, DISCOUNTS, & POLICIES

How to Register Online for Courses and Seminars

NOTE: The entire registration process takes place over a secure, encrypted connection in order to ensure the privacy of your information, and we will never share your registration information with anyone else.

1. Create a Profile
In order to register for courses and seminars through our website (www.fptcenter.com), you must have a profile in our community site (Professional Community Online). If you already have a profile, go on to step 2. If you do not yet have a profile, please click the help button on our website (www.fptcenter.com) and follow the instructions for creating a profile. It's free and takes only a few minutes!

2. Log in to the Professional Community Online
Go to www.fptcenter.com. On the navigation bar across the top, click on the “Community” tab.

3. Click on the 'REGISTER' Tab
Once you are logged into the community site with your profile, just click directly on the 'REGISTER' tab at the top of the screen (NOT the 'View Registration & Make Payments' drop-down menu item below it) in order to start the registration process.

4. Select a Course
Review the listing of courses and select the course you wish to register for by clicking on the title or the 'Register' button.

5. Provide Contact Information
On the first page of the registration process, you will provide your current contact information. This contact information will be used only by us in order to communicate with you, and we will not share it with anyone else. If you are using a discount code (see more information below), then enter it on this page. When you have completed this page, click the 'Next Step' button.

6. Review Your Registration Information
On the next page, please review the contact information and the listing of amount due with registration. If you wish to make any corrections, use the 'Back' button. Otherwise, click the 'Next Step' button to continue.

7. Select Your Payment Method
On this page, please select which payment method you would like to use. If you would like to pay with a credit card (Visa, MasterCard, Discover, or American Express) right away in order to secure your spot in the course or seminar, then select 'Quickbooks Merchant Services'. Your credit card information will be handled with state-of-the-art security and encryption and will not be saved after being processed. If you prefer to pay later, there are several options: Mail in Payment, Call in Payment, and Payment from Agency. Please select the appropriate option. Once you have made your selection, click the 'Next Step' button.
8. Enter Your Credit Card Information (if applicable)
If you selected payment by Quickbooks Merchant Services, then you will enter your credit card information on this next page. Once you have completed this page, click the 'Submit' button.

9. Registration Complete!
You will receive a message on the screen that your registration has been submitted. You will also receive an email confirmation of your registration and credit card payment (if you made one). If you indicated that you will pay later, please be sure to follow up on that right away in order to be sure that your slot is held.

IMPORTANT: The confirmation email will include an attachment of our Ethical and Privacy Agreement. If you have not previously submitted a signed agreement, please print, sign, and return this agreement to us as soon as possible, as it will be required before you attend any course. You may return it by fax (+1 215 844 8877) or by email (administration@fptcenter.com).
DISCOUNTS

In addition to our Early Registration Discount, which will be automatically calculated in your online registration if it is currently available, we also have several other discounts available. We seek to make our courses as accessible as possible to therapists in a range of circumstances. Please note that Early Registration Discounts expressed as a dollar amount refer to the discount from full tuition rate; the discount is applied as a percentage and therefore adjusted based on other discounts applied. Please see specific information and requirements for discounts below.

**Full-Time Student Discount — 10% discount — Automatically Calculated with Online Registration**

Registration — You qualify for the Full-Time Student Discount if you are currently enrolled in a full-time accredited graduate program in a field of psychology, taking at least 3 courses per semester, during the full term of a course at the Family & Play Therapy Center, and if you are paying for the course personally.

**Recent Graduate Discount — 10% discount — Automatically Calculated with Online Registration**

Registration — You qualify for the Recent Graduate Discount if you have graduated from an accredited graduate program in a field of psychology during the year preceding your enrollment in a course at the Family & Play Therapy Center, and if you are paying for the course personally.

**Full-Time At-Home Parent Discount — 10% discount — Automatically Calculated with Online Registration**

Registration — You qualify for the Full-Time At-Home Parent Discount if you are at home for child care and do not have employment beyond seeing up to three clients per week, during the full term of a course at the Family & Play Therapy Center, and if you are paying for the course personally.

**Retirement Discount — 10% discount — Automatically Calculated with Online Registration**

You qualify for the Retirement Discount if you are a retired professional from a field of psychology and do not have employment beyond seeing up to three clients per week during the full term of a course at the Family & Play Therapy Center, and if you are paying for the course personally.

**Geographical Discounts — 10%–65% discount — Automatically Calculated with Online Registration**

Registration — If (1) you are a full-time resident of a country that is listed in our Geographical Discount Tables (see below) and (2) you hold a university degree in a field of psychology, then you are eligible for a Geographical Discount for attending a course or seminar online through our Interactive Live Online Classroom as an iLOC @ Home participant. Please see the tables for percentage of discount and discount codes for use in online registration. If your country falls into Group 6 in our Geographical Discount Tables and you are unable to pay the discounted rate, we welcome you to call for information about applying for a need-based scholarship.
Geographical Discount Tables --- *iLOC @ Home ONLY*

To be eligible for these discounts for attending a course or seminar online through our Interactive Live Online Classroom *as an iLOC @ Home participant*, you must (1) be a **full-time resident** of a country that is listed in our Geographical Discount Tables and (2) **hold a university degree** in a field of psychology. If your country falls into Group 6 in the tables below and you are unable to pay the discounted rate, we welcome you to call for information about applying for a need-based scholarship.

**GROUP 1 – 10% Discount**

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**GROUP 2 – 20% Discount**

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**GROUP 3 – 30% Discount**

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</tr>
<tr>
<td>Belarus</td>
<td>Guam</td>
<td>Puerto Rico</td>
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<tr>
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<td>Latvia</td>
<td>Russia</td>
</tr>
<tr>
<td>Chile</td>
<td>Lebanon</td>
<td>Saint Kitts and Nevis</td>
</tr>
<tr>
<td>Croatia</td>
<td>Malaysia</td>
<td>Saint Maarten</td>
</tr>
<tr>
<td>Curacao</td>
<td>Mauritius</td>
<td>Uruguay</td>
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**GROUP 4 – 40% Discount**

<table>
<thead>
<tr>
<th>Anguilla</th>
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<tr>
<td>Brazil</td>
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<td>Saint Vincent</td>
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<td>Libya</td>
<td>South Africa</td>
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<tr>
<td>Costa Rica</td>
<td>Montenegro</td>
<td>Turkey</td>
</tr>
<tr>
<td>Dominica</td>
<td>Northern Mariana Islands</td>
<td>Turks and Caicos Islands</td>
</tr>
<tr>
<td>Grenada</td>
<td>Panama</td>
<td>US Virgin Islands</td>
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<td>Grenadines</td>
<td>Romania</td>
<td>Venezuela</td>
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GROUP 5 – 50% Discount

<table>
<thead>
<tr>
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<th>Cuba</th>
<th>Montserrat</th>
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<tr>
<td>Azerbaijan</td>
<td>Dominican Republic</td>
<td>Palau</td>
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<tr>
<td>Belize</td>
<td>East Timor</td>
<td>Peru</td>
</tr>
<tr>
<td>Bosnia and Herzegovina</td>
<td>Ecuador</td>
<td>Serbia</td>
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<tr>
<td>China</td>
<td>Jamaica</td>
<td>Suriname</td>
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<tr>
<td>Colombia</td>
<td>Republic of Macedonia</td>
<td>Thailand</td>
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<tr>
<td>Cook Islands</td>
<td>Maldives</td>
<td>Tunisia</td>
</tr>
</tbody>
</table>

GROUP 6

**Option 1:** Online Registration Now – 65% Discount

**Option 2:** If your country falls into Group 6 and you are unable to pay the discounted rate, please call us at +1 215 844 4321 to apply for a need-based scholarship.

<table>
<thead>
<tr>
<th>Afghanistan</th>
<th>Haiti</th>
<th>Republic of the Congo</th>
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</thead>
<tbody>
<tr>
<td>Albania</td>
<td>Honduras</td>
<td>Rwanda</td>
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<tr>
<td>Algeria</td>
<td>India</td>
<td>Saint Helena, Ascension and Tristan da Cunha</td>
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<td>Angola</td>
<td>Indonesia</td>
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<td>Armenia</td>
<td>Iraq</td>
<td>Saint Pierre and Miquelon</td>
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<td>Jordan</td>
<td>Samoa</td>
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<td>Benin</td>
<td>Kenya</td>
<td>São Tomé and Príncipe</td>
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<td>Bhutan</td>
<td>Kiribati</td>
<td>Senegal</td>
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<td>Korea, North</td>
<td>Sierra Leone</td>
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<td>Kosovo</td>
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<td>Laos</td>
<td>Sri Lanka</td>
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<td>Cambodia</td>
<td>Lesotho</td>
<td>Sudan &amp; South Sudan</td>
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<td>Cameroon</td>
<td>Liberia</td>
<td>Swaziland</td>
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<td>Cape Verde</td>
<td>Madagascar</td>
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<td>Mali</td>
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<td>Comoros</td>
<td>Malawi</td>
<td>Togo</td>
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<tr>
<td>Côte d'Ivoire</td>
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<td>Tokelau</td>
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<td>Democratic Rep. of the Congo</td>
<td>Mongolia</td>
<td>Tonga</td>
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<td>Djibouti</td>
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<td>Ukraine</td>
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<td>Ethiopia</td>
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<td>Uzbekistan</td>
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<tr>
<td>Federated States of Micronesia</td>
<td>Nicaragua</td>
<td>Vanuatu</td>
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<td>Fiji</td>
<td>Niger</td>
<td>Vietnam</td>
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<td>Gambia</td>
<td>Nigeria</td>
<td>Wallis and Futuna</td>
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<td>Niue</td>
<td>West Bank and Gaza</td>
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<td>Ghana</td>
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<td>Western Sahara</td>
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<td>Guinea</td>
<td>Paraguay</td>
<td>Zambia</td>
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<tr>
<td>Guinea-Bissau</td>
<td>Philippines</td>
<td>Zimbabwe</td>
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</table>
COURSE WITHDRAWAL & PAYMENT POLICIES

Course Withdrawal Policy for Academic Term Courses:

*Academic Term Courses are courses that meet over the span of several months on a biweekly or monthly basis. Tuition is composed of (i) a deposit, which must be paid at the time of registration, and (ii) installments, which may be paid according to the schedule described in the course brochure.*

(a) If participant withdraws prior to four weeks before the first day of a course, then participant will receive a refund of the paid deposit and installments, minus a $50 withdrawal fee.

(b) If participant withdraws within four weeks of the first day of a course, but earlier than one week before the first day, then participant will receive a refund of paid installments and a credit in the amount of the paid deposit to be applied to future training or supervision at the center, minus a $50 withdrawal fee.

(c) If participant withdraws within one week before the first day of a course or on the first day of a course, then participant will receive a refund of paid installments and a credit in the amount of the paid deposit to be applied to future training or supervision at the center, minus a $100 withdrawal fee.

(d) Following the first day of a course, participant is committed from completing the course, and participant is responsible for payment of full yearly course tuition. Full course tuition is not reduced on account of absences; however, participant may attend missed classes with no charge during the next time that the class is offered in the recurring cycle of the curriculum.

(e) A late fee will be assessed for past-due balances and late payments. See our payment plan brochure for details.

Course Withdrawal Policy for Short Term Courses:

*Short Term Courses are courses and seminars that meet over the span of one to five contiguous days. Tuition is composed of (i) a deposit, which must be paid at the time of registration, and (ii) installments, which may be paid according to the schedule described in the course brochure.*

(a) If participant withdraws prior to four weeks before the first day of a course, then participant will receive a refund of the paid deposit and tuition, minus a $50 withdrawal fee.

(b) If participant withdraws within four weeks of the first day of a course, but earlier than one week before the first day, then participant will receive a refund of paid installments and a credit in the amount of the paid deposit to be applied to future training or supervision at the center, minus a $50 withdrawal fee.

(c) If participant withdraws within one week before the first day of a course or on the first day of a course, then participant forfeits either (i) $150 or (ii) half of the paid deposit and installments, whichever is greater, and will receive a credit in the amount the remaining paid deposit and installments.

(d) Following the first day of a course, participant is committed to completing the course, and participant is responsible for payment of full course tuition. Full course tuition is not reduced on account of absences.

(e) A 1% late fee for past-due balances will be assessed at the end of each month, based on the amount past due on the last day of the month.
Payment Plan for Academic Term Courses

The Family Center offers a payment plan for Academic Term Courses. Upon registration for the course, registrant pays the deposit. The tuition balance can be paid either in 8 monthly installments starting on September 1, or in a one-time payment on September 1 (or upon registration, whichever date is later). The installment plan is charged by the Center in our administrative office and there is no extra fee for this plan.

QUESTIONS?

If you have any questions, please call us in the office at +1 215 844 4321 ext 1. Thank you!