

**IAC Certification Examination
Consent to
Record
Coaching Session Form**

Instructions

This form is for use only in connection with the IAC certification examination.

This form has not been reviewed by legal counsel and any questions regarding the laws of recording and privacy in your state or country should be directed to your legal counsel.

The client should state on the beginning of each recorded coaching session that they “have given permission for the coaching session to be recorded for the sole purpose of IAC certification as stated on the signed Consent to Record Coaching Session Form.” This can be accomplished in the form of a question and affirmative answer.

All coaching session recordings should be held in the strictest confidence and stored accordingly.

**IAC Examination Certification
Consent to
Record
Coaching Session Form**

I have asked your permission to record our coaching session(s) to use solely in connection with my certification examination as administered by International Association of Coaching, a non-profit corporation (IAC).

This may involve examiners and members of the IAC certification committee listening to the recording of our coaching sessions in connection with my certification examination process.

This may also involve the IAC Certification team listening to the recording of the coaching session for purpose of internal audit, process quality and training.

Unless discernable from the coaching session, your full name will not be disclosed to IAC. IAC will keep the coaching session information in the strictest confidence.

All recordings of the coaching session will be destroyed periodically upon completion of the examination and any audit thereof.

If you consent to record our coaching session(s) for this limited purpose, please complete the section below, sign, date and return to me:

Consent to record:

I give permission for my coaching session to be recorded for use in connection with my coach's IAC certification examination.

I have read and understand the conditions of use of the coaching session recording and give my permission to use it as outlined above.

Client Signature

Date: _____

Client Printed Name

Coach Signature

Date: _____

Coach Printed Name

Membership ID #: _____