



APPLYING FOR CONSULTANT ACCREDITATION

Thank you for your request to become an accredited consultant of the Feng Shui Society (FSSA). We have provided information below to tell you about the society and take you through the process to becoming accredited as a Feng Shui consultant in the UK.

'The Feng Shui Society' is an independent non-profit organisation. It is managed on a voluntary basis by an executive committee elected by the membership.

Since 1993, the Feng Shui Society has been recognised as the independent regulating body for professional Feng Shui consultants throughout the UK and Europe. We have a register of accredited consultants that is readily accessed by the public worldwide through the Society's website.

The following pages contain guidance to help you complete your application easily. Though, should you require any further clarification do not hesitate to ask for assistance by contacting the accreditation email address below.

By providing all the requested information it will enable the Society's 'Accreditation Panel' to assess your application. The Society wishes to understand how you approach your work overall. Although, how you present your application is flexible, providing you follow the submission requirements.

Your application will be handled with confidentiality by the Society's accreditation secretary. Applications are assessed by three Panel members and completed in approximately four to six weeks, usually to coincide with meetings of the Society's Executive Committee who may be asked to ratify the panel's recommendations.

Getting your Application Accredited

We ask that you read the societies Constitution and 'Code Of Practice' prior to submitting your reports to ensure your awareness of our ethics. These are found on the society website along side the application form. All material must be submitted in English.

What we need from you if you have not been trained by one of our accredited schools on our website:

- Information about your training course to ensure this meets the minimum requirements set by the society – Please see the Applicant Information Form & CV.
- Genuine client examples of your work including three full written Feng Shui consultation reports along with the client floor plans. All your workings and reasons for recommendations

and calculations must be listed separately if not already in the report, along with references to the relevant Feng Shui principles.

- A fee of £65.00 will be payable on submission of your application to take you through the assessment process.

What we need if you have been trained by one of our accredited schools on our website:

- Your **accredited** tutor will put you forward and provide the training information we require (as agreed between the society and accredited school) along with the qualifying students first years membership fee.
- You must supply two full written Feng shui consultation reports along with you clients floor plans. All your workings and reasons for recommendations and calculations must be listed separately if not already in the report, along with references to the relevant Feng Shui principles.

NB Whilst being assessed it may be necessary for a member of the panel to contact you by email, phone or, hold a meeting with you to discuss details regarding your application. A further report or more information may be requested. Therefore, the more information you can provide, the easier it is for the panel to be confident of awarding you your Accreditation.

What you can expect from the panel:

- Constructive feedback to assist your practice and development. For example, if an area of weakness in your knowledge or a lack of clarity is identified, you may be encouraged to receive mentoring or to continue further study after you have been accredited. We do expect our qualified consultants to continue with on-going professional development.
- Once you have been formally accredited, you will be informed by telephone or email, followed by your Accredited Consultants registration certificate. All Feng Shui Society accredited consultants who are currently registered are permitted to use the letters FSSA (Feng Shui Society Accredited after their name).

Accredited applicants will then be asked to provide us with:

- Proof of valid Insurance to work in the UK
- Your annual membership fee
- Confirmation that you have read the Constitution and Consultants Code of Practice. i.e.Signed Declaration provided
- Your consultancy promotional literature and website details for approval to be entered on to the society website.

We look forward to being able to welcome you to the Feng Shui Society's professional register.

Feng Shui CV

This must be written up on a clearly headed separate sheet.

- A personal statement why you have chosen to practice Feng Shui and why you wish to join

the 'Feng Shui Society'

- Details of your course syllabus and the main subjects covered on each
- Length of course – Time / hours spent on each main subjects
- Type of course residential-. Residential / Home study or On-line
- Details of practical and / or Field Work (including time taken)
- Copies of your training and graduation certificates / diplomas
- Names of schools & tutors including contact details (address, email address & phone numbers)
- The length of time you have been practising Feng Shui
- An approximate number of consultations you have completed
- The average length of each consultation and follow up service offered
- Your Fee structure

Please list any additional services you intend to provide as part of your Feng Shui consulting and any relevant associated skills or professional qualifications, including teaching qualifications held.

Contact details of your tutor or trainer and credentials to vouch for your Feng Shui competence and personal character, if asked to do so. The Panel reserves the right to contact your tutor at any time.

Consultation Report Submission Guidance

Below are guidance and instructions to help you successfully achieve a completed submission of your reports / case studies.

- Please submit copies of the required number of residential or commercial **Feng Shui** consultation reports undertaken within the last year since qualifying. Your report can be from a consultation or a case study.
- Supply any relevant images. For example. of the exterior / interior of the property and its surrounding.
- Include the post code, Google Earth link, Floor plans and Compass sectors, showing all relevant calculations (on a separate sheet if necessary).
- Advise of any 'dates of birth', gender with astrological calculations and analyses.
- Fully demonstrate your understanding of the methods you have used in your Feng Shui report.
- Try to include examples of all the 'Feng Shui' methods and related disciplines you listed on the your '*Applicant Information Form*'.
- For each recommendation, please add an explanation of your decision making and

methodology used and highlight these in different coloured text.

- For any additional specialisms provide a short explanatory summary.
- Your report must be written in clear language clients understand
- Any use of 'Feng Shui' wording must be explained
- Do not use fear based language (This is illegal in the UK)
- Do not make medical or health claims without supporting evidence
- Be solution orientated and look for how a space can be improved by including practical recommendations that the client can reasonably apply and summarise

NB – The panel may wish to request further reports when assessing your application

Submission Check List

The Panel requires the following information to be submitted for your application to be assessed.

1. Completed 'Applicant Information Form'
2. Feng Shui CV
3. Three full client **Feng Shui** reports with relating floor plans and detailed methodology
4. Assessment Fee of £65.00

Automated bank transfer to:-

Account Sort code 40.05.16

Acct no 91304062

Ref – Consultant Accreditation and your name

(Please note - if paying by 'Paypal' please include an additional fee of £4.00)