



Approved Supervision Course Pre-Approval

Thank you for your interest in applying to become an AAMFT Approved Supervision authorized instructor. AAMFT Approved Supervisors are some of the most dedicated members of our community and we appreciate your commitment to their professional development.

Currently, AAMFT approves instructors for the 15-hour interactive portion of the Fundamentals of Supervision course only.

Pre-Requisites

In order to be considered for approval as an authorized instructor, you must meet the following pre-requisites:

- ✓ Been an AAMFT Approved Supervisor for a minimum of 2 years
- ✓ Have completed the supervision requirements in a COAMFTE-accredited doctoral track program OR have taken the 15-hour online didactic Fundamentals of Supervision course under the new guidelines (effective January 1, 2014)

Approval Process

There are two stages to the approval process to become an AAMFT Approved Supervision authorized instructor. The first is an interim approval for up to one year. Once this interim period has been successfully completed, instructors will be given a three-year authorization.

Interim Approval

- Interested instructors should fill out the online (or print) application and submit it to AAMFT.
- Upon approval of the instructor's application, they will receive interim approval.
- Interim approval allows for up to 45 students and/or 3 sessions.
 - Must have at least 4 students per session.
 - There is a maximum of 15 students allowed per session.

- The interim approval is good for up to one year. Instructors can apply to AAMFT for an extension to this time period if necessary.
- Class rosters must be submitted to AAMFT for course surveys to be sent out promptly after completion of each session.

Three-year Authorization Approval

- Applicants can apply for their three-year approval immediately upon completion of the requirements of their interim approval.
- Under the authorization, class sizes must have a minimum of 4 students and a maximum of 30.
- Those who are authorized must submit class rosters to AAMFT for course surveys to be sent out promptly after completion of each session.
- Those who are authorized are expected to contribute to the AAMFT Approved Supervision Course Instructors Community Forum via articles, readings, exercises, observations, or other dialogue.

Authorization Fees

*Interim Approval**

- \$450 (interim approval with discounted 15-hour online didactic Fundamentals of Supervision course)
- \$300 (interim approval only)

*No refunds will be offered for the discounted 15-hour online didactic Fundamentals of Supervision Course. Interim approval fees are only subject to a partial refund.

Three-year Authorization Approval

- Fees are based on number of students annually. Fees are non-refundable.
- There is a 10% discount for applicants who submit a letter from an AAMFT division indicating that they will be offering a course through that division.

Total Number of Students	Three-year Fee	Fee with Division Discount
12 or less annually	\$360	\$324
13 – 48 annually	\$1,440	\$1,296
49 – 96 annually	\$2,100	\$1,890
97 and over	\$3,000	\$2,700

Instructor Evaluation

In order to ensure the high-quality and standards of training for the AAMFT Approved Supervision Fundamentals course, authorized instructors will be required to have their courses evaluated by students through a standard survey process.

Surveys will be sent directly from AAMFT. Authorized instructors are required to submit class rosters through the online system promptly to ensure surveys are sent out in a timely manner.

The scores from these surveys will be reviewed after the interim approval and instructors will need to achieve an overall rating of at least “satisfactory” to receive their three-year authorization.

During the three-year authorization period, scores will be periodically assessed and instructors will be advised of any areas that need improvement.

For renewal of the three year authorization, overall scores and trends from the three-years will be reviewed for evaluation with a rating of at least “satisfactory” for the previous 18 months required.

A copy of the survey is available for review in this packet.

Continuing Education Certificates

Continuing education for all AAMFT Approved Supervision 15-hour interactive session will be sent directly from AAMFT. Authorized instructors will utilize the online gradebook to indicate satisfactory completion of the required elements of the course.

Evaluation Survey

INSTRUCTOR

1. The instructor was well organized and prepared.

- Very dissatisfied Dissatisfied Neutral Satisfied Very Satisfied

2. The instructor had the experience necessary for teaching this course.

- Very dissatisfied Dissatisfied Neutral Satisfied Very Satisfied

3. The presenter kept the course on topic.

- Very dissatisfied Dissatisfied Neutral Satisfied Very Satisfied

4. The presenter demonstrated knowledge of systemic and broad-based supervision philosophies.

- Very dissatisfied Dissatisfied Neutral Satisfied Very Satisfied

COURSE

5. The course content was consistent with its description, outline, and learning objectives.

- Very dissatisfied Dissatisfied Neutral Satisfied Very Satisfied

6. The course included interactivational components.

- Very dissatisfied Dissatisfied Neutral Satisfied Very Satisfied

7. The course material included systemic supervision philosophies.

- Very dissatisfied Dissatisfied Neutral Satisfied Very Satisfied

OVERALL

8. Overall, how satisfied were you with the quality of this course?

- Very dissatisfied Dissatisfied Neutral Satisfied Very Satisfied

Additional comments:

Submit Survey