

EMDR Development Center

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EMDR Basic Training – Agency Discount Request Form

Participant: _____ Date: _____
Last First M.I.

Agency: _____
Street Address: Suite #:
City: State ZIP Code

How many hours per week do you work at this agency? _____

Immediate Supervisor Name/Title: _____

Supervisor's Phone: _____ Supervisor's Email: _____

Briefly describe the population the agency works with, and services provided:

Describe your job at your agency:

How many therapy clients do you have and how often do you see them?

What methods of psychotherapy have you been trained in? What form(s) of therapy do you use most frequently?

How many clinicians in your agency have been fully trained and currently practice EMDR with clients?

What do your supervisor(s) know about EMDR therapy? Are they supportive of your use of EMDR therapy with agency clients?

Because of difficulties in the past with some agency's financial departments, we require that at least \$500 of the registration deposit be in the form of a bank or personal check from the applicant. The training contract is with the individual applicant and not the agency. Any payments received from an agency will be regarded as payment by the applicant. We have no legal or financial obligation to the agency. We do not provide W9 forms to agencies and we do not bill an agency for the applicant's tuition. We will provide a receipt to the applicant for agency reimbursement. The applicant should advise the agency that we will not bill the agency directly. We will accept a check from the agency on behalf of an applicant as a convenience to the applicant. If the applicant's agency chooses to pay the EMDR Development Center/Julie Miller, MC, LPC, LISAC, PLLC, directly and in full, we will reimburse the applicant for any personal deposits made by the applicant in the form the deposit was received. The balance of the registration fee must be paid no later than 30 days prior to the start of the training. If the full registration fee is not paid on time, it will be considered a late cancellation and the initial deposit will be refunded minus the administrative fee of \$150. Deposit refunds will be made directly to the applicant, not the agency. All policies detailed on the Registration Form, Participant Agreement, and on the website will apply to the applicant regardless of whether an agency has paid some or all of the tuition on behalf of the applicant.

I certify that my answers are true and complete. I understand that false or misleading information in my application may result in the denial of my application or removal from the training. I have reviewed and agree to the terms of the above policy.

Signature of Participant: _____ Date: _____