



**Institute of Professional Development
Course and Program Catalog 2008**

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Founder's Welcome To Gauden University

Welcome to Gauden University, a doorway for practitioners, teachers, and leaders of light. We are a chartered light center of the interfaith Church of Tzaddi, a seminary for divinity studies, and a ministry of outreach and support for helping professionals from all backgrounds.

Our name, Gauden, comes from the Latin word *gaudere*, to rejoice. Our motto is *Crescere et Prodesse*, “to grow and to serve, by helping others to be.” Our interfaith lineage is based in personal introspection and revelation. We seek to find the Divine spark within, to recognize it in ourselves and others, and to help the spark grow into a flow of life-supporting, harmonized energy that we express throughout our lives. We respect all paths that honor growth and free will, as long as they do not seek to harm or manipulate others.

Our offerings are specially designed to create the kind of learning and development that allows a person to birth more fully into light in a balanced, integrated way. Our programs are primarily distance learning, with periodic in-person events to help students build connections and community. Our virtual learning community is rich and diverse. What unites us all is the vision that Earth is our home and yet we are more than earthly beings. We are human beings of light who desire to make a difference, to leave the world a better place than we found it, and to contribute. Our contributions take many forms such as through raising a family with patience and love, through using our creativity in business, and/or through a practice in the healing arts or teaching.

Gauden came into being through a vision given to me by an angel or being of light: creating a center for higher learning in which hubs of light generate harmonized energy and focus it into the world. Each practitioner, teacher, or leader is a hub of light, organizing and encouraging energy to flow in more beautiful patterns as each person pursues personal growth. Each trained light worker offers has many opportunities to make positive contributions through energy skills to his or her family, community, and the larger society—not only because of what the person *does*, but because of what the person *is*: a doorway of peace, a well that draws from the deep waters of Source.

Gauden celebrates the diversity of life experience and offers you the opportunity to learn and grow on many levels, to share your unique essence with the community and to enjoy meaningful exchange with other travelers on the path of light. We invite you to explore our academic, vocational, and professional development programs, and we thank you for all you do and all you are as light.
—Amy Skezas, J.D., D.D.

Gauden Vision Statement

Gauden University offers a journey of light for growth and service dedicated to an evolutionary shift in consciousness.

Gauden Mission Statement

Our educational programs and heart-based community of learning encourage people around the world to reach their potential and serve their communities effectively, sustainably, and joyfully.

Gauden Institute of Professional Development

The Institute of Professional Development (IPD) offers continuing education and support to people in the helping professions to assist them in their growth and renewal. Gauden believes that a powerful and effective way to make a positive impact is to help those who are already working in positions of influence in their communities. By serving the needs of those responsible for healing, teaching, and leading, we create a ripple effect that has far-reaching results not only for our students/members themselves but also for their patients, students, clients, families, and communities.

The IPD offers seminars and certificate programs focused on fostering growth, renewal, and balance through the art of spiritually-based reflective practice. Graduates of the basic introductory course, Renewal, can also choose to develop their practice in an engaged, active learning community known as the Renewal Network.

Origin & Ownership

Gauden University has been a chartered light center owned by the Bishop of the Church of Tzaddi since 2005. Tzaddi was incorporated in the State of California in 1964 as a non-profit 501(c)(3) institution.

Governance

Board of Directors

Amy Skezas, J.D., D.D. *Founder, President, Board of Directors*

Walter Strecker, B.S.: *Vice-President, Board of Directors*

Jeanie Cragin, M.B.A.: *Secretary Treasurer, Board of Directors*

Administration

Joyce Thom, M.P.A., M.M.Q.: *Chancellor*

Laura Smith, M.A., M.Phil., M.Div.: *Dean of the College of Divinity*

Joseph Hiller, M.Div.: *Dean of the Institute for Professional Development*

Faculty

Tina Awad, B.F.A.

Thomas Ayers, Ph.D., Ed. D.

Nancy Bevers, M.Div

Cindy Butterfield, M.Div.

Taylor Call, M.Div.

Deborah Coburn, M.Div.

Kathy Gallucci, M.S., M.Div.

Gayle Giliotti, M.Div.

Mary Grace, M.S.

Joseph Hiller, M.Div.

Mary Pat Mahan, M. Ed.

Julie Murphy, J.D.

Gwynne Reese, M.S., M.Div.

Nancy Reuben, M.D., M.Div.

Joan Rudholm, M.Div.

Tom Rudholm, M.Div

Amy Skezas, J.D., D.D.

Eve Solding, M.P.H., L.Ac

Abby Straus, M.Div

Laura Smith, M.A., M.Phil., M.Div

Bonnie Witherspoon, M.Div

Gauden Policies

Built-in to Gauden's organizational structure and operation are key policy and procedural areas, including:

Personal and Professional Integrity

Consistent with our operating principles, employees, students, and staff conduct all business dealings and relationships with integrity, honesty, and respect for others. Relationships with students, clients, customers, suppliers, competitors, and employees are based on fair dealing, on fair competition in quality, price, and service, and on compliance with applicable laws and regulations.

Non-Discrimination

Gauden University admits students without regard to race, creed, color, sex, age, national origin, handicap, political or religious affiliations or beliefs.

Sexual Harassment

It is Gauden University's policy that all students, members, faculty, administration, employees and contractors have a right to an environment free from any type of unlawful discrimination, including any form of sexual harassment. Conduct not in alignment with this policy will be subject to disciplinary action.

Confidentiality and Access to Student Records

Student and member records are protected from unauthorized access. Only authorized parties will have access to student information and all requests for information either by the student, member or an outside party must be made in writing. California State Law requires educational institutions to maintain such records for five years.

Drug and Alcoholic Beverage Policy

During class seminars and learning events, the use of alcoholic beverages, intoxicants, or non-prescription drugs by Gauden participants is specifically prohibited. Violation of this policy will result in appropriate disciplinary action. Students not complying with school policies may be dismissed.

Transferability of Credits

A diploma or certificate in our programs may not earn credit toward a higher degree at another university. Since the decision to transfer credits is made on a case-by-case basis by each institution, Gauden cannot guarantee the transferability of any units or credits.

English as a Second Language

All class instruction and materials are in English. Gauden does not offer English-as-a-Second Language alternatives. Participants must be proficient in written and spoken English.

Complaints

Gauden University believes that the quality of the participant's education and experience are of primary importance. Should there be any complaints or problems concerning school matters, the first step is to discuss the problem with your live-course Instructor or Steward. The Instructor/Steward will attempt to resolve the matter. In the event that this proves unsatisfactory or the student does not wish to discuss the matter with a Instructor/Steward, the student may address the problem to the Ethics/Governance Committee in written form communicating the issue, concern or complaint. The Committee will provide the student with a written response in 10 business days.

2008 Holidays

Gauden University offices will be closed on the following days in 2008. Faculty may, however, choose to offer classes or tutorials on these days.

Jan 1 New Year's Day Tuesday
Jan 21 Martin Luther King Day Monday
Feb 18 President's Day Monday
May 26 Memorial Day Monday
July 4 Friday Independence Day
September 1 Labor Day Monday
October 13 Columbus Day Monday
November 27 Thanksgiving Day Thursday
November 28 day after Thanksgiving
December 25 Christmas Day Thursday

Dean's Welcome to the IPD

Greetings and welcome!

It is with joy and excitement that we offer you and other helping professionals an opportunity to come together in mutual care and support through the learning and development community of the Renewal Network and the educational seminars and programs of the IPD. We are creating a place of honoring, listening, reflecting, and contributing, where people who help others can come together to be refreshed, find more peace and clarity, and build joyful connections in growth and service.

In our programs and community, you join an ongoing conversation of exploration and integration. You can become more aware of the energy and personality dynamics of your service work and through that more present to your authentic power and presence. The joy and ease that unfold from this have the potential to affect not only the people and organizations you serve directly, but also other people around you and your larger professional helping community.

Imagine seeing the challenges, questions, and issues that arise as opportunities to have deeper, richer connection with yourself and the world around you with greater joy, excitement, compassion, and presence. Imagine the power of a group energy wave created when people who care for others know how to care for themselves, are supported, and can find the synergistic place of “win-win” outcomes rather than burn out in self-sacrifice or stress. As we learn to relate and create different patterns, a different culture and reality begins to take shape. I invite you to come join in this dance of evolution.

—*Dean Joseph Hiller, M.Div.*

Overview of IPD Offerings

Renewal seminar: A stand-alone, four-day live course focusing on the needs and issues related to work in the helping professions. The Renewal seminar empowers students in the areas of self-care, energy mastery, and beginning Radiant Reflection.

Renewal Network: An opportunity for ongoing support and development of Radiant Reflection skills for helping professionals who have completed the Renewal seminar and wish to actively practice in the Network. Renewal Network Members work with peers with the guidance and support of a Network Steward.

Continuing Education Seminars in Radiant Reflection & Community Development: Two-day and three-day seminars for helping professionals interested in learning advanced applications of Radiant Reflection in a variety of settings useful for one-on-one and group reflective practice.

Renewal Practitioner Certification: Three certification programs—Core, Group, and Community—each corresponding to a level of focus and awareness in meditation, reflective practice, ethics, spiritual relating, spiritual counseling, and community development. The three levels are sequential; successful completion of courses and practice in one level prepares you to open to the consciousness shifts and skills of the next level. Core relates to individual Higher Self development, Group relates to Soul group development, and Community relates to Community of Light development.

The Importance of Renewal

Renewal is key for people who are helping other people. Whatever the form of our service, when we care for others, we must renew ourselves personally in order to deal with the stresses of our helping activities.

Each of us instinctively knows we need renewal and self-care in order to continue to serve well and joyfully. We may address these needs sporadically by spending time in nature to ground and reconnect ourselves or by taking a holiday to rest and rejuvenate our energies.

Although those kinds of rest are beneficial, if we don't address the issues arising from our helping work, the accumulated stress can eventually sap our energy, leaving us exhausted, uninspired, disillusioned, and burned out. This can impact our relationships, our work, and our health.

An important but often overlooked aspect of renewal is finding a middle ground between our work and our relaxation, a place where we consciously and mindfully unlock our potential. The energy held in the unaddressed, unhealed, unrecognized parts of ourselves is part of our potential. This energy is a valuable source of power, love, light, and flow in our personal lives and our helping activities.

Our ability to “digest” our experiences is critical to maintaining the fluidity and health of our physical, emotional, mental, and spiritual bodies and preventing burnout. Often we do not even consciously realize the build-up of the unprocessed energy; we are “too busy” to look at things that are uncomfortable, or we simply “go around” the issues.

Often this is because we do not have a place to go where it is appropriate to discuss and explore these issues and the feelings they evoke in us. Although the focus of such discussion is feelings, Renewal work is not therapy; its focus begins and ends with the service work we do, and processing our feelings and issues is done in relationship with the questions:

- What is my growth issue here?
- How can I serve more joyfully?
- What is this situation a call to consider?

The Renewal Seminar

Renewal Starts with Self-Care

Our ability to renew ourselves starts with self-care.

- Learn self-care protocols to balance the four quadrants of your life activities: physical, emotional, mental, and spiritual
- Create a private self-care inventory that honestly assesses your personal needs and
- Develop and commit to a self-care plan to help you make the changes that will support your enhanced well-being

Radiant Reflection Brings Light to Renewal

In conjunction with this private, introspective work, the Renewal seminar introduces students to the practice of Radiant Reflection.

- Generate awareness of and visibility into “significant moments” affecting our service work
- Work with peers to “digest” the issues arising from your work as a helper/healer, teacher, or leader in a safe, caring space
- Open to purposeful learning by participating in a series of triangle exercises to explore, be curious about, and integrate your life experiences

Energetic Mastery offers support for Renewal

- Learn tools and protocols for gaining greater energy mastery to find an easier balance in caring for yourself, others, and the greater Whole
- Practice ways to stay grounded and centered while working with your own charged issues as well as when assisting others
- Receive teachings and transmissions to support your growing ability to reach and maintain higher states of consciousness and flow

Enrollment Information

Renewal Course format: 4 day live seminar

Price: \$775 tuition

Location/Dates: See the Institute teaching calendar in the following pages for upcoming classes or visit www.gauden.org to see the most up-to-date listing of live courses

Prerequisites: The CD sets *Building the Golden Body Volumes 1 (Heart Ball Introduction)* & 2 (*Tones*), available from www.roselight.com. Listen at least once through to receive the energy attunement that will allow you to participate more meaningfully in class.

Membership: As a bonus, annual membership subscription dues to the Renewal Network are waived for graduates for the first year following the completion of the Renewal seminar.

The Renewal Network

The Renewal Network is a learning and development community for people working in service on behalf of the wellbeing of others—individually, in groups, and in communities. Network programs support our members in accessing and creating more joy, success, deeper understanding, and higher levels of professional contribution.

It is a virtual network consisting primarily of phone contact in a peer Triangle, three Network Members who meet regularly to discuss and work with issues from their professional lives. The Triangle is supported by quarterly teleconference tutorials with a Network Steward, who is committed to the growth and wellbeing of the Network community, and who tracks the Triangle's progress throughout the year. Attendance at a live, in-person annual Gathering at least every other year is required to remain in good standing; the Gatherings offer additional educational programs and practice opportunities.

What does membership in the Renewal Network offer?

- Ongoing practice with Triangle mates with the support of your Steward
- Quarterly triangle teleconference tutorials with your Steward
- Access to annual Gatherings and to participation in Network-specific workshops focused on issues related to your areas of professional interest
- Discounted tuition on Radiant Reflection and Community Development classes.
- Access to Renewal Practitioner Certification programs
- Support from the entire Renewal Network for ongoing growth, health and joy in offering service to your communities

Renewal Network Fees

Annual membership fee		
(waived for 12 months after completion of Renewal seminar)		\$125
Quarterly payments for tutorials with a Network Steward	(4x \$65)	\$260
Participation in 3-day annual Gathering at least once every two years		\$375

If you have not yet taken the [Renewal seminar](#), check the [Renewal Calendar](#) at www.gauden.org/index.php/renewal_calendar/ and register for an upcoming Renewal seminar. Activating your membership is simple. If you have completed the Renewal Seminar, go to http://www.gauden.org/index.php/admissions_ren/ for instructions.

No Membership Dues for 12 Months

Starting in 2008, attending the Renewal seminar automatically gives you a 12-month subscription to Network membership, which includes benefits such as

access to annual Gatherings and Network-specific workshops. The 12-month period begins with the completion of the seminar so, although you can activate your membership at any time, you get the maximum benefit by registering with the Network and beginning active Network practice sooner rather than later. Since your annual membership fee is waived for those first 12 months, your cost will be quarterly co-pay fees for your meetings with a Network Steward. After the anniversary of your initial subscription date, your membership fee is due annually to keep your subscription current. With each subscription anniversary, you have the opportunity to contemplate your growth and development, assess the value of your practice in-Network, and give and receive feedback with your triangle mates, Steward, and Gauden, to further the learning and development of the individuals and of the whole organization.

Forming a Triangle and Joining a House

If three people agree to work together, they may join the Network together as Triangle mates. Members who apply on their own will be matched with others when they join, based on the preferences they express and availability of others who want to match up. We encourage you to join with people you already know and are comfortable engaging with in personal growth work.

How Do Triangles Conduct Meetings?

At least monthly, Triangles meet for a Renewal session, generally by telephone conference, or, if Triangle mates are in the same geographic location, they may choose to meet in person. They follow the protocol taught in the Renewal seminar. Completing 1 turn/month is the minimum requirement for active participation and completing 1 round (3 turns)/month is highly recommended. In addition, Triangles meet quarterly in a telephone tutorial with a Renewal Network Steward, who supports flow in your Triangle and in the Network as a whole. You correspond with your Steward between tutorials with meeting notes from your monthly (or more frequent) Renewal Triangle sessions, so the Steward is up to date on the issues you are working on and the progress you are making. The Steward tracks your progress and transmits light to support your Triangle.

The House System

The Renewal Network is a community of individuals from a wide range of professions and service capacities. In describing our Members, we use the term “helping professionals” by which we mean “those who are dedicated to the betterment of life through service,” whether or not they are paid in money for their work, or have an official title or degree. To enable members to focus more specifically on common issues and interests, we have grouped types of helping or service work into the following three Houses:

Practitioners’ House: This House is for people who generally interact with others one-on-one or in small groups in the context of healing and helping

service work. Examples include counselors, therapists, energy workers, social workers, doctors, nurses, body workers, coaches, acupuncturists—anyone with a client practice providing a helping service. This House is also open to those who are dedicated to care giving, healing and helping but who are not paid in money - for example, someone at home caring for a family member or someone who assists at an animal shelter.

Teachers' House: This House is for people who focus on the transmission of knowledge and skills. They foster the growth and development of others through teaching or developing knowledge and training programs in support of teaching. Public or private school teachers, public speakers, Reiki masters, meditation teachers, yoga teachers, corporate trainers, and university professors are some examples. This House is also open to those teaching in volunteer work, for example, through literacy programs, or Big Brother/Sister programs.

Leaders' House: This House is for people who are exploring aspects of leadership in their lives. They could be in a position of leadership in an organization or they could be aspiring to step more solidly into a leadership position in another area of their lives. The focus for leaders often includes holding a vision for what is possible for a group or organization. Leaders often need a place to talk openly about their values, their ways of “being” and the challenges they encounter. Examples of leadership roles of members in this House would be ministers, corporate executives, community organizers, managers, non-profit directors, or elected officials. This House is also open to those leading in volunteer work.

Each of these Houses offers educational content and programs specific to its area of focus, including discussion, networking, and professional development work. Your feedback about the issues that are most alive for you in your service area will help shape the content and periodicity of the offerings.

As a member of the Renewal Network you may join any House to which you feel drawn and may elect to join more than one. We ask that you focus first on the area that is most alive for you in your professional life, the area where you are most called to growth and service at this time. If there is more than one area that is actively calling your attention and service, please join additional houses as appropriate.

A Triangle can have members from different Houses, but often people choose to join a Triangle with others with similar service roles. For example, often healers choose to do Renewal work with other healers, and leaders with leaders, etc., because of similar issues and experience among the triangle members.

Continuing Education: Course Descriptions

In addition to the basic Renewal course, the Institute offers continuing education in Renewal through a series of seminars on Radiant Reflection and Community Development. These in-person courses are optional. You can take them at your own pace, integrating the techniques and practicing with your Renewal triangle between trainings. Enroll in the next seminar when you feel ready and interested for the next step. Each seminar offers the opportunity:

- **To develop** skills in the inner, meditative realm, including energy fields and individual and group energy flows
- **To explore** the outer, expressive realm of personality interaction, addressing topics such as clear agreements, meaningful exchange, and connection
- **To learn** to be more fully present in order to be more resourced in developing creative solutions and able to live in joyful balance
- **To deepen and expand skills** for private practice or Renewal Triangle work

Radiant Reflection Trainings

The Institute offers six continuing education trainings in Radiant Reflection (RR) that build on the Renewal seminar:

- **Fundamentals of Radiant Reflection**
- **Multi-Perspective Radiant Reflection**
- **Group Radiant Reflection**
- **Diversity & Radiant Reflection**
- **Teams & Organizations Radiant Reflection**
- **Advanced Radiant Reflection**

Each training is a three-day live seminar offering advanced applications of Radiant Reflection in a variety of settings useful for one-on-one and group reflective practice. The cost for each Radiant Reflection seminar is \$600 for Members and \$660 for non-Members.

Community Development Trainings

The Institute offers three trainings in Community Development:

- **Community Development—Core**
- **Community Development II—Group**
- **Community Development III—Community**

Each training is a two-day live seminar focusing on helping you understand how to “listen” with greater sensitivity, how to sense the group dynamic, how to discern the call of what is wanting to express through a group body, and how to hear your place of contribution. Learn to interact skillfully in these group contexts while staying true to your own individual purpose and higher flow. The cost for each Community Development seminar is \$400 for Members and \$440 for non-Members.

To see the most current listing of venues and dates for these seminars, see the online Institute calendar at www.gauden.org/index.php/profdev_inst_calen.

Course Descriptions—Continuing Education Seminars

To see the most current listing of venues and dates for these seminars, see the online Institute calendar at www.gauden.org/index.php/profdev_inst_calen.

Radiant Reflection

Reflective practice is a technique that emerged from the field of psychology as a way to train psychotherapists, social workers, and others in similar fields to be more “awake” about their interactions with their clients, specifically, the ways that their own unconscious issues might be affecting their relationships with their clients.

Radiant Reflection is a particular kind of reflective practice that utilizes techniques suitable for a wide range of helping professionals. It develops inner, spiritual energies, known as the Golden Body, that illuminate awareness and facilitate evolution. Building on the base of home study audio courses, practitioners learn in live classes how to move awareness back and forth between different points of focus in order to create a shift for healing and enlightenment in a reflective practice setting.

Each seminar intensive is valuable as a stand-alone learning environment, and for those participants who choose to continue (additional classes are optional for Network Members), the series builds to create a rich body of professional development training.

The Radiant Reflection seminars build upon the basics of self-care, self-empowerment, energy mastery, spiritual counseling, spiritual relating, ethics, and community taught in the Renewal seminar. In addition to developing your Golden Body awareness, each seminar utilizes reflective practice material from *Supervision in the Helping Professions* by Robin Shoet and Peter Hawkins (3d ed.) and brings it into the context of spiritual awareness in a learning and development community.

In each of the Radiant Reflection seminars below, the Golden Body energies form a base from which you learn to reflect light into your human helping relationships with individuals, groups, and organizations. As you reflect this light into the issues that are your places for growth, you liberate the potential that is held in the old patterns of lesser flow, and create opportunities for higher flow. As part of each seminar, you will practice and use the Golden Body energy base to stabilize, deepen, and sustain your luminous and creative awareness.

- **Radiant Reflection Fundamentals:** 18 hours—This class covers the basic principles and functional techniques that will enable you to build upon, apply, and benefit more deeply from the concepts of Radiant Reflection introduced in the Renewal seminar.

Content includes: contracting, mapping support systems, self-disclosure, intervention analysis, finding everything you need in the space

Prerequisites: the Renewal seminar.

Tuition: \$600 for Members. \$660 for Non-Members.

- **Multi-Perspective Radiant Reflection:** 18 hours—This advanced training in Radiant Reflection teaches skills for listening at seven different levels. The resulting broader perspective allows for better understanding of the dynamics revealing themselves in situations as they are being presented.

Content includes: working with 7 different modes of listening, parallel processing, and the wider systemic context

Prerequisites: the Renewal and Fundamentals of Radiant Reflection seminars

Tuition: \$600 for Members. \$660 for Non-Members.

- **Group Radiant Reflection:** 18 hours— This class explores group dynamics (both conscious and unconscious) and offers opportunities to experience how the power of the group can be used for growth and transformation.

Content includes: listening at different levels in a group while interacting at the personality level; increasing awareness of shared unconscious material in relationships and groups; discerning and articulating group themes, multi-tracking individuals and the group as a whole; and listening for growth and development on behalf of individuals and the group body

Prerequisites: the Renewal, Fundamentals of Radiant Reflection, and Multi-Perspective Radiant Reflection seminars

Tuition: \$600 for Members. \$660 for Non-Members.

- **Diversity & Radiant Reflection:** 18 hours— This course looks at how we relate to differences and how differences such as culture, learning styles, purpose, and ability affect who you are as a practitioner of Radiant Reflection. This exploration considers the spiritual Oneness that unites all people while helping us celebrate our own individual identity and that of others.

Content includes: increasing awareness of and respect for differences and their implications; learning how to respond skillfully to differences with peace and acceptance; and utilizing appropriate bridging

Prerequisites: the Renewal, Fundamentals of Radiant Reflection, and Multi-Perspective Radiant Reflection seminars.

Tuition: \$600 for Members. \$660 for Non-Members

- **Teams & Organizations Radiant Reflection:** 18 hours— This class builds on your knowledge of group dynamics and offers skills to help you with Radiant Reflection in the setting of a team or organization that shares a purpose and a direction to their activities. The class will also look at how organizational context affects individuals, their perceptions, reactions, and responses.

Content includes: systems thinking; fostering team and organization development; stages of organizational development; systemic issues and empowerment; conflict management; and culture in the organization

Prerequisites: the Renewal, Fundamentals of Radiant Reflection, and Multi-Perspective Radiant Reflection seminars; suggested but not required, Group Radiant Reflection

Tuition: \$600 for Members. \$660 for Non-Members.

- **Advanced Radiant Reflection:** 18 hours— This class focuses intensively on your particular skills and personal style with Radiant Reflection. The course will help you to refine your skills and abilities and help you to see yourself in new ways.

Content includes: unconscious patterns and how they are impacting the delivery of your service, articulating your own process and keying it into your growth and service, examining places of flow and not-flow

Prerequisites: the Renewal, Fundamentals of Radiant Reflection, and Multi-Perspective Radiant Reflection seminars

Tuition: \$600 for Members. \$660 for Non-Members.

Community Development

This curriculum explores the spiritual paradox of being incarnated as an individual while belonging to an undivided Whole that expresses through each person's unique individuality.

The curriculum focuses this exploration into the living, group energy body of the Renewal community -- a gathering of individuals and a coherent, evolving group consciousness that is greater than the sum of the individuals.

When we combine with others in a group we create an energy field fabric far richer and more intricate than a single individual's field. The group energy field is itself a resource, without anyone doing or saying anything particular, because in that shared field is a wider range of possibility for movement, depth, stillness, focus, and transformation than exists in a single field. The choice of an individual to join and be in a group is an act of creation.

In a learning and development community, members are concerned with both their own individual development and with the development of the group body as a collective. Such a community is a rich environment for learning and growth and there is much joy available through that richness—through the connections that arise as you come to better know yourself and others, and become better known by others. You can enhance the synergy by noticing how your growth supports others and noticing the feedback to your development from their growth. This noticing or focus of awareness creates a nurturing space that allows more potential to be expressed and more conscious, intentional growth for everyone.

As with the Radiant Reflection courses, in the Community Development courses you will practice and use the Golden Body energy base to stabilize, deepen, and sustain your luminous and creative awareness.

- **Community Development I:** 12 hours—This class focuses on increasing awareness of our larger, Higher Self. We will learn to listen for what is next in a person’s development as a Higher Self and explore how to express our own higher path and purpose more solidly.

Prerequisites: Home study audio courses Golden Body Vols. 1 & 2, Heart Ball Introduction and Tones, and the home study audio single Life’s Work: Commitment to Your Path.

Tuition: \$400 for Members. \$440 for non-Members

- **Community Development II:** 12 hours—This class emphasizes our relationships in the group body, exploring our identity through the questions, ‘Who am I for you? With you? Who am ‘I’ in the ‘We’?’ We will build awareness of the community as a nurturing presence and group body and learn to listen for what is next for the group. We will also look at our interaction with others around group purpose.

Prerequisites: the Community Development I seminar and the home study audio single Life’s Work: Identity, Purpose, Flow.

Tuition: \$400 for Members. \$440 for non-Members

- **Community Development III:** 12 hours— This class highlights the holistic and integrative nature of evolution and the synergies between individual and group flow. From Oneness, we consider how our individual purposes and group purposes are aligned with the larger wave of consciousness, and learn to listen for what is next for mass consciousness.

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Prerequisites: the Community Development I and II seminars and the home study audio single Life’s Work: Purpose and Inspiration.

Tuition: \$400 for Members. \$440 for non-Members

Certification Programs

Develop grace, confidence, and expertise

The Institute offers three levels of certification in Renewal practice. The three levels are sequential; successful completion of the courses and practice in one level provides preparation for you to open to the consciousness shifts and skills of the next level.

The **Core Renewal Practitioner** certification program focuses on Higher Self development and the expression of individual potential and growth—"the conscious, purposeful, inspired, connected individual self/me."

The **Group Renewal Practitioner** certification program places increased awareness on the dynamics of group interaction within the context of Soul groups—"the conscious, purposeful, inspired self/Self with awareness of Soul group relationships and being-ness."

The **Community Renewal Practitioner** certification program places emphasis on greater consciousness and skills relating to our presence within, support of, and work with Communities of Light—"the conscious, purposeful, inspired self/Self as part of a Community of Light."

Each certification program builds on the skills introduced in the previous level and has a multi-part curriculum including

- Home study to deepen and integrate the techniques
- In-person continuing education seminars to expand your skills and learn new tools
- A practicum to give you real-world experience
- Telephone tutorials to answer your questions and receive feedback, and
- A skills demonstration that leads to certification

Each program increases your skills with the meditation and inner generative aspects of Renewal as well as the outer expressions of the work in reflective practice, ethics, spiritual relating, spiritual counseling, and community development.

Work at your own pace

You may complete the requirements for each level of certification at your own pace. At a reasonable pace of practice in logging practicum hours, each level could be completed in approximately two years. If you desire, you may proceed more quickly, but 18 months per level is the minimum to allow you to mature in your practice. The minimum amount of practice in the Network is for each Triangle to meet and complete at least one turn/month. We suggest however that a triangle complete 1 round (3 turns)/month, to get more out of the practice.

Focus on certification or let it unfold organically

You may know right away that you are interested in becoming a certified Renewal Practitioner. In that case, you may wish to create a detailed plan for completing the certification requirements for a particular level.

However, even if you may not initially be interested in receiving certification, we suggest that you

- Practice in your Renewal triangle and keep excellent records of your sessions so that you are accumulating your practicum hours without effort, as a natural result of your caring for yourself and for your Triangle mates
- Take continuing education training courses as you are naturally drawn to the topics
- Allow your progress to be an organic reflection of your achievements, and
- Demonstrate your skills and receive certification when you are ready

Renewal Program Requirements			
Renewal Member	Core Practitioner	Group Practitioner	Community Practitioner
Golden Body: Heart Ball Introduction, Tones	Golden Body: Heart Ball Introduction, Tones	Golden Body: Balance & Equanimity, Chakras of Love	Golden Body: Manifesting Gold Forms, Service
Renewal class	Renewal Class		
	Fundamentals of RR	Group RR	Teams & Org RR
	Multi-Perpective RR	Diversity & RR	Advanced RR
	Commitment to Your Path • Practitioners Ethics • Renewal Triangle Attunement I • Self-Care & Self-Empowerment Through Energy Mastery	Purpose & Inspiration • Relationship: Living as a Radiant Being	Identity, Purpose, Flow • Birthing Organizational Structures
	Various readings	Various readings	Various readings
	Community Development I	Community Development II	Community Development III
	Practicum I 24 rounds/72 turns	Practicum II 24 rounds/72 turns & 8 peer group sessions	Practicum III 24 rounds/72 turns & 8 peer group sessions
	Tutorials	Tutorials	Tutorials
	Skills Demonstration I	Skills Demonstration II	Skills Demonstration III
	Celebration & Certification I	Celebration & Certification II	Celebration & Certification III
Key: Homestudy. In-Person Classes. Experiential practice w/ written documentation. Supervised interaction, assessment & feedback.			

2008 In-Person Learning Events

Additional classes may be added during the year, so please check back frequently with the Gauden web site for the most current class offerings, www.gauden.org/index.php/profdev_inst_calen.. Please confirm your registration with the Class Organizer before making travel arrangements.

Renewal

Dates: June 23 - 26, 2008 Monday - Thursday

Location: Ossining, New York

Instructors: Amy Skezas and Nancy Reuben, M.D.

Organizer Contact Information: RoseLight, <http://www.roselight.com>

Fundamentals of Radiant Reflection

Dates: June 27 - 29, 2008 Friday - Sunday

Location: Ossining, New York

Instructors: Amy Skezas and Dean Joseph Hiller

Organizer Contact Information: RoseLight, <http://www.roselight.com>

Multi-Perspective Radiant Reflection

Dates: September 17 - 19, 2008 Wednesday – Friday

Location: Ossining, New York

Instructors: Amy Skezas and Dean Joseph Hiller

Organizer Contact Information: RoseLight, <http://www.roselight.com>

Group Radiant Reflection

Dates: November 1-3, 2008 Saturday – Monday

Location: Petaluma, California

Instructors: Amy Skezas and Dean Joseph Hiller

Organizer Contact Information: RoseLight, <http://www.roselight.com>

Community Development 1

Dates: March 13-14, 2008 Thursday – Friday

Location: Ossining, New York

Instructors: Amy Skezas and Dean Joseph Hiller

Organizer Contact Information: RoseLight, <http://www.roselight.com>

Renewal Gathering

Dates: May 2009

Location: TBA

IPD and Renewal Network Tuition Policy

Gauden University is a non-profit 501(c)(3) tax-exempt educational institution.

Seminar Tuition Fees

Seminars can fill up well in advance, so it is best to register as soon as you decide to take a course. Tuition for seminars and other events is due in advance, before the first day of classes. Payment may be made by check, credit card, or PayPal.

If you cancel your registration at a seminar at least 21 days before the event, the fee for the seminar (less a \$25 processing fee) will be refunded by the Institute within 10 business days. No refunds will be given for cancellations made less than 21 days before the event.

Renewal Network Fees

For the first 12 months after your attendance at the Renewal seminar, there is no Membership fee due, and you have access to the Renewal Network. After the first 12 months, the \$125 annual Membership fee is due on the anniversary date of your Renewal seminar or, if you joined after the 12 month period, on your Membership anniversary.

To activate your participation in the Network following the Renewal seminar:

1. Read the Renewal Network Orientation
2. Fill out and return the Renewal Network Participation Questionnaire and
3. Read, sign, and return the Renewal Network Membership Agreement.

After your documents have been reviewed, you will be assigned a Steward, with whom your Triangle will schedule quarterly teleconference tutorials. Each quarter, you pay \$65 for a tutorial phone session, due upon activating Membership and then quarterly by the last day of the preceding month. For example, if you join in January, you pay \$65 up front for the Jan/Feb/Mar quarter and your next payment is due by March 31st for the Apr/May/June quarter. The total you pay for the tutorials is 4 x \$65 or \$260.

To keep your Membership in good standing, at least once every two years, you attend the in-person annual Network Gathering. At the Gathering you will be able to connect with other people from your House, participate in educational programs, meet Stewards and the Dean in person, make connections with people in the larger Renewal community, and participate in the growth and evolution of the Network community. The fee for the Gathering is \$375, due at least 21 days in advance of the event. This fee does not include meals, lodging, travel, or other expenses you may incur to attend the Gathering.

Refund of Fees

Members will receive a full refund (less a \$25 processing fee) of their annual Membership dues and initial quarterly tutorial payment if their written request to withdraw from the Network is received by the Institute within 14 days of joining the Network or renewing their Membership. Written requests may be sent by fax or email to meet the deadline but a signed copy must be sent by postal service as well. No refunds will be given for withdrawal from the Network more than 14 days after joining or renewing Membership.

Additional Fees for Optional Programs & Services

If you choose to take continuing education seminars, you will pay the tuition fee associated with that class at the time you sign up for the class. Tuition fees do not include meals, lodging, travel, or other expenses you may incur to attend the seminar. If you choose to participate in a certification program, there will be additional certification fees required.

Non-Payment of Fees

Participants allowing their accounts to become more than 30 days delinquent may be suspended from the University until they bring their account current. In such cases, participants must pay the outstanding balance and interest of 1% per month from the time of suspension, due and payable in full before re-enrollment.

Cost of Learning Materials and Outside Activities

Participants are responsible for the costs of texts, CDs, and other learning materials, as well as the costs of travel, communications, computer hardware and software, other equipment and school materials associated with their programs. Certain courses may have optional outside fee-based activities (travel, lodging and meals) conducted by outside organizations. Participants electing to pursue outside fee-based activities are responsible to pay these fees directly to the activity provider. Such fees are payable in addition to the Gauden University tuition and fees.

Re-Examination Fee

A comprehensive Skills Demonstration is required for completion of each level of the Certificate Program prior to graduation. Should a participant fail the Skills Demonstration and choose to request reassessment, a \$175 re-examination fee will be charged.

Financial Aid & Scholarships

Gauden does not currently offer financial aid packages. However, many institutions and corporations offer assistance for continuing education classes taken by employees. Additionally, several free scholarship search websites are available to help you identify potential scholarship opportunities.

Admissions

IPD Seminar Admissions

IPD courses are open to the general public. Our programs are aimed toward people in the helping professions. No formal admissions process besides registration is required although some courses do have prerequisites.

Renewal Network Participation Requirements

Because the Renewal Network is a more focused and intimate community of growth and development, to actively participate, Members must:

- Be currently working in a service capacity as a healer or helper, teacher, or leader, or be committed to beginning such work
- Be fluent in written and spoken English
- Have regular, reliable access to the internet and long distance phone service
- Be computer literate: able to competently send/receive email, compose and edit documents, and navigate the Web
- Complete and submit the following materials online at www.gauden.org/index.php/admissions_ren/
 1. Read the Renewal Network Orientation
 2. Fill out and return the Renewal Network Participation Questionnaire
 3. Read, sign, and return the Renewal Network Membership Agreement.

Note: To facilitate this process, please include your full name on everything submitted to the University.

No prior experience with meditation or expanded states of consciousness is necessary, but applicants will succeed most easily if they sense a spiritual calling to embark upon this path and feel drawn from a deep sense of inner knowing that this is the journey they would like to explore for this stage of their lives.

Seminars, home-study materials, and reflective practice in IPD programs involve instruction in attaining meditative states of higher consciousness to help you in achieving greater understanding and flow. The techniques used include guided visualizations, energy awareness techniques, work on the subtle energy bodies, and verbal releasing and sharing. Some of the self-examination, states of consciousness, and personal insights in this work can be very stimulating, exciting, or lead to emotional releases. If you have a mental, physical, or emotional condition that would make participation unwise in the light of this knowledge, we advise you to reconsider participation.

Gauden University

Attn: Admissions

Email: admissions@gauden.org

Telephone: 707.773.3799

Fax: 877.842.4283

Professional Affiliations

California Bureau for Private Postsecondary and Vocational Education

Gauden University received approval to operate from the Bureau for Private Postsecondary and Vocational Education (BPPVE) in 2005. The University was authorized by the State of California to offer divinity programs and degrees. In July, 2007 due to a legislative impasse, the Bureau for Private Postsecondary and Vocational Education became inoperative. For more information on the sunseting of the Bureau, see http://www.bppve.ca.gov/sunset_updates.htm.

Association of Bodywork and Massage Professionals

The RoseLight energy bodywork practices Flow Alignment and Connection™ (FAC) and Physical, Atomic, Cellular Evolution™ (PACE) taught in the College of Divinity were recognized in 2003 by the Association of Bodywork and Massage Professionals (ABMP). ABMP includes FAC as a bodywork modality for membership and insurance purposes. PACE is accepted as a continuing education modality for practitioners. The first Network Stewards are trained as FAC practitioners to be able to better track the energies in the triangles and support people long distance.

The Center for Supervision and Team Development (CSTD)

CSTD, based in Bath, England, is a worldwide leader in developing models and theories of reflective practice and supervision. CSTD's approach is that supervision is needed in a wide variety of helping professions, including the traditional areas where it is practiced, such as psychotherapy, counseling, and social work, but also in marriage guidance, government, probation, hospitals, education, coaching, consulting, law enforcement, and complex multidisciplinary teams and organizations. In 2006 CSTD empowered Dean Joseph Hiller and Gauden Founder Amy Skezas to conduct supervision/reflective practice trainings in the CSTD style. In 2007, Ms. Skezas completed the CSTD certification process for supervision/reflective practice and was granted membership in the CSTD post-graduate Institute.

LuminEssence

The Ashland, Oregon-based meditation school LuminEssence (principals Duane Packer, Ph.D. and Sanaya Roman) created and developed the Awakening Your Light Body, Radiance: Self-Exciting, and Radiance: Transmitting Light meditation practices taught in the College of Divinity. The first Network Stewards are trained Light Body practitioners to be able to better track the energies in the triangles and support people long distance.

The Bishop of the Church of Tzaddi

Gauden University is a chartered light center of The Bishop of the Church of Tzaddi, Kennesaw, Georgia. Network Stewards are ordained Ministers.

Disenrollment

In the following paragraphs, the word "student" applies to students or members of Gauden University programs.

A student may be disenrolled from the University and/or prohibited from all or any portion of University premises, University-related activities, registered student organization activities, or any other University function when a University officer, including but not limited to a Dean, finds that there is sufficient reason to believe that:

- (1) The student's continued presence poses a significant risk of harm to the health or safety of himself or herself, others, or to property or
- (2) The student is engaged in substantial, continuing disruption of teaching, learning, research, administration or other University-related activities; or
- (3) The student is demonstrating lack of willingness or ability to comply or meet the academic standards of the University; or
- (4) The student has shown dishonesty or committed plagiarism in materials submitted to the University; or
- (5) For non-payment of tuition and other required fees.

Before making such a determination, the University shall notify the student in writing of the reasons that disenrollment or other action is being considered and provide the student with an opportunity to respond.

In those cases in which it appears that the risk posed by the student is a result of a health condition or a disability as defined by the Americans with Disabilities Act, the University shall also determine whether the risk or disruption can be eliminated or sufficiently reduced through reasonable accommodation and, if so, shall take appropriate steps to ensure that accommodation is made. The University may request the student to undergo an appropriate examination to determine whether any such condition exists and whether any such accommodation is possible. If the student fails to undergo such an examination, and if the other available evidence supports the finding the University shall take the measures necessary and appropriate to resolve the risk or disruption.

A student who has been disenrolled, prohibited from University premises, University-related activities, registered student organization activities, or any other University function or permitted to remain only under specified conditions may petition the Dean of the College or the Dean of the Institute for revision of that status. The petition must include supporting documentation that:

- (1) The conditions found to have existed no longer exist and will not recur, and
- (2) The student meets all normal and appropriate standards for admission and enrollment in the program in which the student seeks to reenroll.

Upon receipt of such a petition, the Dean shall evaluate the situation and may consult with the student, any appropriate University personnel, and any other persons whom they deem appropriate. The Dean may deny the petition, grant the petition in whole or in part under specified conditions, or grant the petition in whole or in part without condition. In the event of a negative determination, the student may request to have the decision reviewed by the University Chancellor and Board of Directors.

Code of Ethics

Our ethical framework is rooted in the understanding that we are part of one Being, united in consciousness, spiritually bound to each another and that our thoughts and actions toward others create and constitute the quality of the life that we ourselves experience. Collectively and individually we are responsible to live in a manner that encourages growth and harmony for all life.

1. We establish our behavior and demeanor with clients, students and peers in kindness, compassion, and generosity of spirit for them and for ourselves.
2. Our interactions and exchanges with others are based in clarity, honesty, and truth. We clearly, and up-front, define the boundaries of our transactions regarding matters such as roles, compensation, time limits, and expectations.
3. We respect the dignity, ethnicity, race, sexual preferences, and religious beliefs of others.
4. We respect the confidentiality of information shared in our healing and helping relationships and as a general principle we respect others' privacy.
5. We understand that sexual contact with clients, students, or anyone with whom we are in a fiduciary position degrades our ability to bring about clarity and growth, and erodes the qualities of safety and support intrinsically required for this association. We refrain from sexual contact or the intimation of sexual contact with those whom we serve as healers, helpers, teachers, leaders, etc.
6. We recognize that those whom we serve benefit most by being empowered to make their own choices regarding welfare and growth. Our words and actions encourage and support self-responsibility.
7. We believe in the availability of a universal sufficiency to meet all needs and we espouse cooperation, versus competition, with other individuals and organizations that are active in the work of human and spiritual growth.
8. We actively seek our own growth and development using appropriate means and support vehicles so that we may continue to offer our highest and best to those we serve.

Ethics/Governance Committee

Julie Murphy, J.D.

Walter Strecker, B.S.

Margaret Walsh, M.S., M.Div.

Rev: 8/28/2007

Communication & Conflict Resolution Guidelines & Procedures

Philosophy: You are a human being of light: you are matter, personality, and spiritual essence living on Earth. Your body and personality are focal points for this life of your Soul. You might imagine them as a “little self” through which your Soul comes to Earth, to learn and to live within a world of form and linear time.

Because you have taken an individual form, in a world of other individuals, you have relationships, exchanges of energy between yourself and others. You might imagine your little self as an egg of light, with many streamers of energy coming in and going out each day, through your words, your actions, and even your thoughts.

When you are in flow, at peace with yourself, the quality of the energy that you generate in your relationships is higher, finer, and more productive. Each line, each wave of energy you create lays the groundwork not only for your experiences in present time, but also for your future, and can even heal and affect your feelings about the past. By choosing to create higher, finer energy you change yourself, and your world, in real ways. You alter the way your probabilities manifest; you attract more loving relationships, more abundance, more joy.

In the Gauden interfaith spiritual community there will be people with whom you agree or disagree, whom you like or dislike, who do things and see things as you do, or not. These Communication and Conflict Resolution Guidelines can help you remember how life is lived in the Soul planes and can help you bring more of that flow, peace, joy, and spiritual understanding into your earthly relationships. Whether you are with someone for a minute or for a lifetime, you can live in that relationship as a Soul, with Soul love, manifesting through your little self. This is a great gift that you give others, and yourself.

Follow the steps below to assist you in communication, and in any situation in which you experience conflict.

1. Energy Exchange

All relationships have purpose, and involve some exchange of energy to accomplish that purpose. Create a clear agreement with the other person about what each of you is giving and receiving.

Written agreements are helpful because they are stable reference points. Use simple language and construction. Include time lines if that is appropriate. If the other person won't make an agreement, be clear within yourself about what you are giving and what you want to receive, and when.

2. Commitment

Be careful and thoughtful before making commitments. Once you make a commitment, follow through until your promise is kept. Commitment is a placement of your energy toward some planned goal or ideal. When you prematurely short-circuit that intention, you cut yourself off from that portion of your energy, and can experience the result as a loss. Personal honor and integrity are yours to create at every step of your path.

3. Respect

Treat yourself with respect and dignity. Take time before talking with the other person to get clear about your position, so that you can be simple and direct when speaking. Let the other person know what is happening for you; don't assume that he or she already knows.

4. Response

Attentiveness creates a better connection between you and the other person. Respond promptly. If you are not clear about the response you want to give, acknowledge that you have received the communication and that you will be answering the content soon. Then dedicate your time and energy to reaching clarity, using your tools of light.

5. Self-Responsibility

Resolve your differences directly with the person with whom you have a disagreement. If you talk with a third party, be careful not to indulge in gossip and drama. Believe in yourself without needing to create excitement, or convince other people of anything. Notice your judgments of the other people, and of yourself.

Speak in terms of your own experience. Take responsibility for what is happening to you, how you created it, and how you can learn from it. Listen with an open heart and mind, with compassion for all the parties. Remember—this is how awakening Souls learn. You are being given an opportunity to hold a high vision of light.

Holding a high vision is real, and can positively affect a situation. To hold a vision means that you think of someone as whole, well, and growing. Think of this person as he or she will be after making a successful shift in energy, or learning the lesson involved in a joyful way. When you hold a high vision, you are not seeking to get a particular result of behavior from a particular person. Instead you are opening a doorway of energy and flow, for the highest outcome, for everyone involved. You can be someone who sees the smooth path, who holds a focus on peace.

6. Assistance

Ask for assistance from your Soul and Greater Consciousness or Greater Self, part of the Higher Power. You are part of Divine light, love, and flow. The name by which you call the Higher Power or your Greater Self does not matter; It is always present, waiting for you to reach inward and upward to connect with It.

Ask your Greater Self to help you see your next practical steps clearly and with peace. If you are considering taking action, ask yourself, “Does this action increase or decrease my light?”

Wait to take action until you are clear it will increase your light. You have an inner teacher, the wise part of you who is always ready to help you. Be willing to get quiet and still to listen for higher guidance within yourself.

7. Remember

Remember that you have a choice about how to manage your feelings. You can choose to go through a process within yourself to reach compassion—for yourself and for the other person. Your process may include anger, fear, and other difficult emotions. There may be layers to your process and experience. Reaching compassion is a gift to your self, the other person, humanity, and the Earth. Reaching compassion may not mean you place yourself in a difficult position with the other person again; that is a separate question.

You came to Earth to learn and to grow. This situation is giving you an opportunity to do that. Redirect your focus back within yourself, to your growing light, flow, and peace. Telepathically acknowledge the other person for the opportunity he or she is offering you to reach a higher level of mastery. Light and love are the most powerful forces in the universe. You are not alone.

8. Facilitation

If these procedures do not resolve your issue, seek assistance in spiritually-based reflective practice with peers or with a spiritual helper.

Note: if you believe that the event or situation involves discrimination or harassment, please file a Complaint Form with the Gauden administrative office immediately.

Complaint Form

Use this form to report to the Gauden administration any event or situation that you believe involves **sexual harassment or discrimination; any breach of the Gauden Code of Ethics**; or any other matter that is **serious** and that you believe **affects the health and well-being of the community**. Email the completed form to: info@gauden.org or fax it to 877-842-4283 (GAUD) or snail mail it to Gauden University, Attention: Complaints, PO Box 1020, Petaluma, CA, 94953, USA.

Downloadable versions of this Complaint Form in Word and RTF formats can be found at <http://www.gauden.org/index.php/complaint/>

Type as much information as you like below.

Name -

Date -

Please describe in detail the event or situation you wish to report, and your concerns about the incident(s).

-

Contact phone number where you can be reached directly or by voice message

-

Email address

-

Please note: by typing your name below between the two symbols (an electronic signature) and submitting this document to us online, you are entering into a legal agreement with Gauden University.

Electronic Signature: _____ / *Type Your Name Here* _____ / _____

Date: _____

Rev.1/6/08

Acknowledgement & Receipt of 2008 IPD and Renewal Network Course Catalog

Instructions:

For a downloadable versions of this Receipt in Word and RTF formats, please go to <http://www.gauden.org/index.php/catalogreceipt/>

1. Follow the link and save a copy of the appropriate Catalog Receipt document to your hard drive
2. Open the document
3. Type your Electronic Signature and fill in the date
4. Save and close the document
5. Email it to Gauden at "admissions@gauden.org"

I have received a copy of the IPD Course Catalog that includes the rules, regulations, requirements and costs for the program(s) in which I have enrolled.

Please note: by typing your name below between the two symbols (an electronic signature) and submitting this document to us online, you are entering into a legal agreement with Gauden University.

Electronic Signature: _____/ *Type Your Name Here* _____/ _____

Date: _____

Gauden University**Mailing Address:**

Gauden University
PO Box 1020
Petaluma, CA 94953

Email: admissions@gauden.org

Telephone: 707.773.3799

Fax: 877.842.4283

Website: www.gauden.org

Rev.1/8/08