

## Certification Process & Requirements

Once the Teacher Training Package has been received or live training attended, the teacher has up to one year to complete the Accomplishment List and mail all required items to *Discover Your Gifts*.

### Steps to successfully complete Certification:

1. Read, Sign and return the following at start of course:
  - a. Certified Teacher Agreement (page 16)
  - b. Goals and Action Plan sheet (page 8)
2. Attend our seminar or watch it on DVDs
3. Read our book, *Discover Your God-Given Gifts* & all materials listed on next page
4. Study the Certified Teacher Training Manual
5. Become familiar with the Power Point Presentation
6. Teach a Gifts seminar to a group (any size) and complete the following:
  - a. record three 5-minute\* segments on video
    - 1) One 5-minute segment from the introduction section of the seminar
    - 2) One 5-minute segment from the gift section of the seminar
    - 3) One 5-minute segment from the life application section of the seminar
  - b. have participants fill out the evaluation sheet
7. Secure 3 letters of recommendation
  - 1) Your Pastor
  - 2) Someone in ministry
  - 3) Personal Friend of 3 + years
8. Read, Sign and return the following:
  - a. Authorization Form (page 14)
  - b. Personal Gifts Testimony (page 15)
9. Complete Accomplishment check off list (page 11)
10. Acquire a Digital Photo of Teacher (Color, close-up, waist or shoulders on up.)
11. Submit items from steps 6-10 to Discover Your Gifts
12. For Home Study Course only; complete small exam (via email after submission.)

Candidates who successfully complete a single *Discover Your God-given Gifts Certified Teacher Training* (in accordance with the above) will receive the designation of Certified Gifts Teacher. A certificate of Certification will be sent along with a letter of recommendation that may be duplicated. The Certified Teacher will be entitled to the discounts, benefits, and continued on-line education and relationship with the authors provided to Certified Teachers. They will also have the opportunity to have their picture and information posted on the **www.DiscoverYourGifts.org** web site.

\*Note: We ask for this limited amount of recording since it will give us an adequate presentation of the teacher's ability and style. Please do not send longer recordings.

■ DISCOVER YOUR GIFTS Teacher Training Manual

## Certified Teacher Training Materials

**Each teacher needs to become familiar with the following materials:**

### Adult Materials:

- *Discover Your God-Given Gifts Seminar DVDs* (Fortune's 8-hour seminar)
- ***Discover Your God-Given Gifts*** (book)
- *Adult Questionnaire* (Christian version, arranged by gift)
- *Objective Adult Questionnaire* (Christian version, randomly arranged)
- *Discover Your God-Given Gifts Adult Workbook*
- *Discover Your God-Given Gifts Quick Reference Guide*
- *Ministry Discovery*
- *Ministry Finder* (900+ ministry positions)

### Children & Youth Materials:

- *Youth Questionnaire*
- *Student Questionnaire* (secular)
- *Junior Questionnaire*
- *Primary Questionnaire*
- *Pre-School Questionnaire*

### Secular Materials:

- *Adult Motivational Gifts Questionnaire* (Secular version, arranged by gift)
- *Adult Motivational Gifts Objective Questionnaire* (random secular version)
- *Adult Motivational Gifts Workbook* (secular)
- *Occupational Success* (305 careers and jobs)
- *Motivational Gifts Quick Reference Guide* (secular)

### Seminar Materials:

- Certified Teacher Training Manual
- Power Point presentations (disc to use in teaching)
- Media Kit

## Certified Teacher Training Fees & Discounts

### Fees:

- **Certified Teacher Home Study Course: \$299 (Adult Book only)**
  - Additional Person\*: \$150
- **Live Teacher Training Course: \$499 (all 3 books)**
  - Additional Person\*: \$250

\* If an additional person wants to be certified along with you, then they would receive their own *Teacher's Manual & Adult Workbook*. You would share all of the other materials. Their process for certification will be the same as outlined in the manual.

### Teacher Discounts:

- **Teacher-in-Training: 15% discount**

As a Teacher in Training you will immediately qualify for the 15% discount on all materials sold by Discover Your Gifts. This discount will be set up in your user account for online or phone orders and will continue to be available for one year. If you do not become certified within the one-year period, the discount will be discontinued. Extensions can be applied for by contacting our office.

- **Certified Teacher: 20% discount**

Once you complete your certification the discount goes to 20% and will be updated in your online user account.

- **Master Certified Teacher: 25% discount**

If you complete certification in all three of the books, *Discover Your God-Given Gifts*, *Discover Your Children's Gifts* and *Discover Your Spouse's Gifts*; you will attain the status of Master Certified Teacher and a 25% discount. Currently the only at-home study course available is *Discover Your God-Given Gifts*. Periodically we hold live Teacher Trainings in all three books.

- **Master Certified Teacher-Trainer: 25% discount**

Those who prove to be outstanding Master Certified Teachers may apply to Discover Your Gifts to become a Master Certified Teacher-Trainer. These Trainers are qualified and authorized to conduct Regional Teacher Training and to assist the Fortune's in certification of the people they teach. They may also conduct Teacher Training in other countries.