

Open International Interfaith Ministry (OIIM)®



**OIIM**

Registration Board

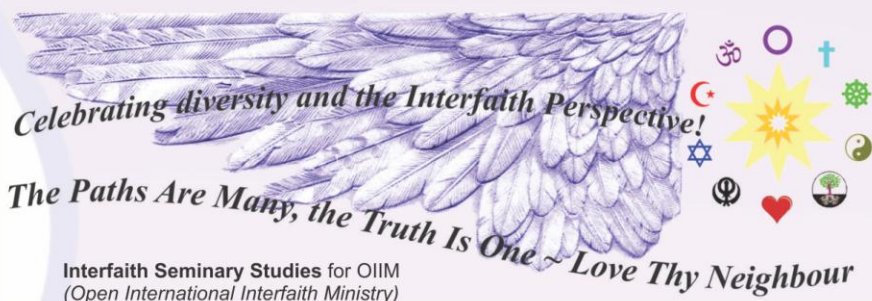
**NTI**

Interfaith Seminary  
Studies for OIIM

# iNtuitive Times Institute (NTI)





## Graduation Requirements *and* OIIM Registration/Equivalency Requirements

### *iNtuitive Times Institute*



Registration and Ordination is at the sole discretion of the OIIM Registration Board following these guidelines.

#### **REQUIREMENTS FOR**

-  **NTI Programs**
-  **OIIM Registrations**
-  **OIIM Anointments**
-  **OIIM Equivalencies**

## Website Resources

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### Open International Interfaith Ministry (OIIM)

E-News with Chapter Schedules and Articles on Spirituality and Interfaith; Catalogue of Personal Development Courses and Workshops; OIIM Registration Board's Booklet

[www.interfaithconnections.org](http://www.interfaithconnections.org)

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Prince Edward Island Interfaith Centre

Founding Chapter of OIIM

[www.interfaithministry.com](http://www.interfaithministry.com)

[revsandi@interfaithministry.com](mailto:revsandi@interfaithministry.com)



Stratford, Ontario Interfaith Centre

Senior Chapter of OIIM

[www.interfaithministry.com](http://www.interfaithministry.com)

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iNtuitive Times Institute,

Interfaith Seminary Studies for OIIM

[www.OIIM.net](http://www.OIIM.net)

Educational Resources



Individual and Family Counselling Services

[www.KingsWC.org](http://www.KingsWC.org)

Mediumship and Psychic Resources

[www.RevBarryKing.ca](http://www.RevBarryKing.ca)



Weddings by Design, PEI Interfaith Centre

[www.WeddingsOnPEI.ca](http://www.WeddingsOnPEI.ca)

[revsandiking@gmail.com](mailto:revsandiking@gmail.com)

## Interfaith

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Interfaith is the term that OIIM has chosen to give clarity to the movement which is spiritually inclusive, embracing all faith paths as Divine. This Interfaith Movement includes such terms as: multi-faith, inter-spiritual, intra-spiritual, trans-spiritual, integral spirituality, transpersonal, etc.

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## The Divine

For the sake of clarity, OIIM has chosen the terms Divine or God to represent the infinite and unchanging Substantial Reality/Fundamental Truth which is the ultimate source of the universe that we live in. Our intention is for the words ‘Divine’ and ‘God’ to be inclusive of all terms that represent this spiritual reality.

## Introduction

As Interfaith Ministers, it is natural for us to approach spirituality from an Interfaith perspective. That means that our approach is inclusive, celebrating all traditions and diverse approaches. When we look at the beautiful, diverse world that God has created for us to live in, it is clear to us that God is a God of Diversity. There is not just one type of tree, or one type of bird, or one type of flower, or one type of person. The world is populated with a multitude of forms which are trees, birds, flowers and people in all shapes, sizes and colours. This diversity makes the world more beautiful.

If we believe that God is infinite, then one place to begin to understand our Mother/Father/God is to embrace the knowledge that in this diverse and beautiful world created by the Divine, it is only natural that God should manifest the message of unconditional love in many ways to many peoples.

We in the Interfaith Movement celebrate the many faces of God represented by different religious traditions and rejoice that we have been given such a beautiful and diverse world. We express this truth with the phrase and OIIM Motto -

*“The paths are many, the truth is one  
~ Love thy neighbour.”*

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# NTI Certificate of Applied Spiritual Counselling Graduation Requirements *and*

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## OIIM CASC, LM Anointment and Registration Requirements

*The following are requirements that must be met in order to graduate from the NTI Certificate of Applied Spiritual Counselling (CASC) Program which is a **total of 1,520 hours of training**; and to meet the OIIM Registration Board's requirements to be anointed and registered as an Apprentice Spiritual Arts Practitioner and/or Lay/Licensed Minister with the designation(s) of CASC and/or LM:*

**NOTE:** When you are halfway through your distance education component, the Registrar will send you this form indicating what is still required from you.

- Complete all your NTI distance education requirements (**620 hours of training**).
- Complete 300 hours of personal development training in the spiritual/healing arts, half of which, when possible, should be at an Interfaith Centre – **this requirement can be met at the 8-10 day NTI Retreat**.
- Attend the 8-10 day NTI Retreat (**100 hours of training**).
- Have a Criminal Check forwarded to the NTI Registrar.
- Submit the Proof of Therapy form to the NTI Registrar. See Appendix A for an explanation and Proof of Therapy form.
- Write and pass your CASC EXAMINATION for Modules I, II, III and IV. If you have received an average of 85% on any module, you will be exempted from writing the EXAMINATION for that module. If you attend the 8-10 day NTI Retreat prior to completing your distance education, you can write your exam with an accredited proctor in your home community.
- As part of your Apprenticeship, (you are not expected to start this until at least halfway through your program) you will be required to discuss with the appropriate Mentoring Minister your work with 10 current clients (**totalling 500 hours of supervised training**). This will include submitting and discussing appropriate notes and/or records through [www.counsellingtrac.com](http://www.counsellingtrac.com). See FORMS ([www.OIIM.net](http://www.OIIM.net)) for greater detail about ethical recordkeeping and note-taking. For detailed information on recordkeeping and note-taking, read the article “COUN A-101-6: Forms, Notes and Recordkeeping - the seemingly unspiritual activity with a lot of spiritual intent” (see page 23 or go to <http://oiim.weebly.com/forms.html>).

## NTI Graduation Requirements and OIIM Registration Requirements

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This is a topic that will be covered at Retreat. Additionally, a copy of the “Client Evaluation Form” (see page 21) will need to be submitted anonymously to the NTI Registrar from ten of your clients. These will be discussed with you for training purposes.

As part of your Apprenticeship, you will be required to conduct at least one spiritual group following acceptable group therapy guidelines, designed to provide a credible workshop in a safe, uplifting, spiritual and growth promoting environment. See “Group Guidelines” provided at [www.OIIM.net](http://www.OIIM.net) and “Workshop Evaluation Form” (see page 22). Discussion with your NTI Mentor as to topic, structure, content and research (which should be submitted in writing) will need to be initiated. Group evaluation forms need to be submitted anonymously to the NTI Registrar by each participant for training purposes (100 hours of supervised training).

Submit and be prepared at graduation to publicly express your ethical commitment – based on the Ethics courses.

Submit and be prepared at graduation to express your personal dedication to be of service through OIIM as either or both a Spiritual Arts Practitioner Apprentice and/or a Lay/Licensed Minister.

If pursuing the Ordained Ministry stream, you will have the choice to be anointed as an OIIM Lay/Licensed Minister at the CASC graduation. You will need a robe of your choosing should you decide to wear one. A plain stole will be provided by OIIM.

You must pledge to adhere to the *International Code of Ethics for Spiritual Directors*, the Code of Ethics for Naturotherapists (should you seek membership), and the OIIM Registration Board’s requirements (including acquiring 30 hours of CEU’s every three years).

All NTI fees must be up to date.

OIIM membership and registration fees must be current. See attached “Application for Membership/Registration by OIIM’s Registration Board” form (see page 26).

# NTI Interfaith Spiritual and Energy Healing Diploma Graduation Requirements *and*

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## OIIM LM, RSPh Anointment and Registration Requirements

*The following are requirements that must be met in order to graduate from the Interfaith Spiritual and Energy Healing Diploma Program (NTI Interfaith Seminary) which is a **total of 1,870 hours of training** in addition to your CASC 1,520 hours of training; and to meet the OIIM Registration Board's requirements to be registered as a Lay/Licensed Interfaith Minister and Registered Spiritual Arts Practitioner specializing in Spiritual Healing with the designation of LM, RSPh:*

**NOTE:** If these requirements have been met through a previous NTI program, you do not need to meet them again. When you are halfway through your distance education component, the Registrar will send you this form indicating what is still required from you.

- Complete all your distance education requirements (**270 hours of training**).
- Complete 300 hours of personal development in the spiritual/healing arts, half of which, when possible, should be at an Interfaith Centre – **this requirement can be met at the 8-10 day NTI Retreat**.
- Attend the 8-10 day NTI Retreat (**100 hours of training**).
- Have a Criminal Check forwarded to the NTI Registrar.
- Submit the Proof of Therapy form to the NTI Registrar. See Appendix A for an explanation and Proof of Therapy form.
- Write and pass your RSPh, LM EXAMINATION for Module VI. If you have received an average of 85% on any module, you will be exempted from writing the EXAMINATION for that module. If you attend the 8-10 day NTI Retreat prior to completing your distance education, you can write your exam with an accredited proctor in your home community.
- As part of your Registration, you will be required to have regular supervised work which includes dialogue with and input from your Supervising Mentoring Minister for **1500 hours of Apprenticeship Training**. (This is standard practice in most helping professions' regulation processes.) This is equivalent to a year of full-time work or up to 5 years of part-time work. Full-time Spiritual Healing would be considered having a full-time practise where you offer private individual appointments and Spiritual groups as

## NTI Graduation Requirements and OIIM Registration Requirements

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interest indicates. This requirement could typically be fulfilled during the time it takes you to complete your distance education. Client issues, process and recordkeeping would all be part of your regular mentoring. See attached “COUN A-101-6: Forms, Notes and Recordkeeping” article (see page 23). As a Lay/Licensed Interfaith Minister, you may choose to perform a number of other religious/spiritual ceremonies. As your interest indicates, you will be expected to draft such ceremonies and rituals for discussion with your NTI Mentor.

- Submit and be prepared at graduation/ordination to publicly express your ethical commitment – based on the Ethics courses. Your CASC statement of commitment is fine unless you choose to revamp it.
- Submit and be prepared at graduation/ordination to express your personal dedication to be of service through OIIM as a Registered Spiritual Arts Practitioner and/or a Lay/Licensed Interfaith Minister. Your CASC statement of personal dedication to be of service through OIIM is fine unless you choose to revamp it.
- At ordination, if you so choose, you will be anointed as an OIIM Lay/Licensed Interfaith Minister. You will need a robe of your choosing should you decide to wear one. A plain stole will be provided by OIIM if you did not already enter the Lay Ministry after your graduation from the CASC Program.
- You must pledge to adhere to the *International Code of Ethics for Spiritual Directors*, the Code of Ethics for Naturotherapists (should you seek membership), and the OIIM Registration Board’s requirements (including acquiring 30 hours of CEU’s every three years).
- All NTI fees must be up to date.
- OIIM membership and registration fees must be current. See attached “Application for Membership/Registration by OIIM’s Registration Board” form (see page 26).



## NTI Interfaith Spiritual Counsellor Diploma Graduation Requirements *and*

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### OIIM LM, RSPc Anointment and Registration Requirements

*The following are requirements that must be met in order to graduate from the Interfaith Spiritual Counselling Diploma Program (NTI Interfaith Seminary) which is a **total of 2,120 hours of training** in addition to your CASC 1,520 hours of training; and to meet the OIIM Registration Board's requirements to be registered as a Lay/Licensed Interfaith Minister and Registered Spiritual Arts Practitioner specializing in Spiritual Counselling with the designation of LM, RSPc:*

**NOTE:** If these requirements have been met through a previous NTI program, you do not need to meet them again. When you are halfway through your distance education component, the Registrar will send you this form indicating what is still required from you.

- Complete all your distance education requirements (**520 hours of training**).
- Complete 300 hours of personal development in the spiritual/healing arts, half of which, when possible, should be at an Interfaith Centre – **this requirement can be met at the 8-10 day NTI Retreat**.
- Attend the 8-10 day NTI Retreat (**100 hours of training**).
- Have a Criminal Check forwarded to the NTI Registrar.
- Submit the Proof of Therapy form to the NTI Registrar. See Appendix A for an explanation and Proof of Therapy form.
- Write and pass your RSPc, LM EXAMINATION for Modules V and V(i). If you have received an average of 85% on any module, you will be exempted from writing the EXAMINATION for that module. If you attend the 8-10 day NTI Retreat prior to completing your distance education, you can write your exam with an accredited proctor in your home community.
- As part of your Registration, you will be required to have regular supervised work which includes dialogue with and input from your Supervising Mentoring Minister for **1500 hours of Apprenticeship Training**. (This is standard practice in most helping professions' regulation process.) This is equivalent to a year of full-time work or up to 5 years of part-time work. Full-time Spiritual Counselling would be considered having a full-time practise where you offer private individual appointments and Spiritual groups as interest indicates. This requirement could typically be fulfilled during the time it takes you to complete your distance education. Client issues, process and recordkeeping would

## NTI Graduation Requirements and OIIM Registration Requirements

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all be part of your regular mentoring. See attached “COUN A-101-6: Forms, Notes and Recordkeeping” article (see page 23). As a Lay/Licensed Interfaith Minister, you may choose to perform a number of other religious/spiritual ceremonies. As your interest indicates, you will be expected to draft such ceremonies and discuss with your NTI Mentor.

- Submit and be prepared at graduation/ordination to publicly express your ethical commitment – based on the Ethics courses. Your CASC statement of commitment is fine unless you choose to revamp it.
- Submit and be prepared at graduation/ordination to express your personal dedication to be of service through OIIM as a Registered Spiritual Arts Practitioner and/or a Lay/Licensed Interfaith Minister. Your CASC statement of personal dedication to be of service through OIIM is fine unless you choose to revamp it.
- At ordination, if you so choose, you will be anointed as an OIIM Lay/Licensed Interfaith Minister. You will need a robe of your choosing should you decide to wear one. A plain stole will be provided by OIIM if you did not already enter the Lay Ministry after your graduation from the CASC Program.
- You must pledge to adhere to the *International Code of Ethics for Spiritual Directors*, the Code of Ethics for Naturotherapists (should you seek membership), and the OIIM Registration Board’s requirements (including acquiring 30 credit hours of CEU’s every three years).
- All NTI fees must be up to date.
- OIIM membership and registration fees must be current. See attached “Application for Membership/Registration by OIIM’s Registration Board” form (see page 26).

# NTI Interfaith Mediumship: Connect to Spirit Diploma Graduation Requirements and

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## OIIM LM, RSPm Anointment and Registration Requirements

*The following are requirements that must be met in order to graduate from the Interfaith Mediumship: Connect to Spirit Diploma Program (NTI Interfaith Seminary) which is a **total of 1,980 hours of training** in addition to your CASC 1,520 hours of training; and to meet the OIIM Registration Board's requirements to be registered as a Lay/Licensed Interfaith Minister and Registered Spiritual Arts Practitioner specializing in Spiritual Mediumship with the designation of LM, RSPm:*

**NOTE:** If these requirements have been met through a previous NTI program, you do not need to meet them again. When you are halfway through your distance education component, the Registrar will send you this form indicating what is still required from you.

- Complete all your NTI distance education requirements (**380 hours of training**).
- Complete 300 hours of personal development in the spiritual/healing arts, half of which, when possible, should be at an Interfaith Centre – **this requirement can be met at the 8-10 day NTI Retreat**.
- Attend the 8-10 day NTI Retreat (**100 hours of training**).
- Have a Criminal Check forwarded to the NTI Registrar.
- Submit the Proof of Therapy form to the NTI Registrar. See Appendix A for an explanation and Proof of Therapy form.
- Write and pass your RSPm, LM EXAMINATION for Modules VII and VII(i). If you have received an average of 85% on any module, you will be exempted from writing the EXAMINATION for that module. If you attend the 8-10 day NTI Retreat prior to completing your distance education, you can write your exam with an accredited proctor in your home community.
- As part of your Registration, you will be required to have regular supervised work which includes dialogue with and input from your Supervising Mentoring Minister for **1500 hours of Apprenticeship Training**. (This is standard practice in most helping professions' regulation process.) This is equivalent to a year of full-time work or up to 5 years of part-time work. Full-time Spiritual Mediumship would be considered having a full-time practise where you offer private individual appointments and Spiritual groups as

## NTI Graduation Requirements and OIIM Registration Requirements

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interest indicates. This requirement could typically be fulfilled during the time it takes you to complete your distance education. Client issues, process and recordkeeping would all be part of your regular mentoring. See “COUN A-101-6: Forms, Notes and Recordkeeping” article (see page 23). As a Lay/Licensed Interfaith Minister, you may choose to perform a number of other religious/spiritual ceremonies. As your interest indicates, you will be expected to draft such ceremonies and discuss with your NTI Mentor.

- Submit and be prepared at graduation/ordination to publicly express your ethical commitment – based on the Ethics courses. Your CASC statement of commitment is fine unless you choose to revamp it.
- Submit and be prepared at graduation/ordination to express your personal dedication to be of service through OIIM as a Registered Spiritual Arts Practitioner and/or a Lay/Licensed Interfaith Minister. Your CASC statement of personal dedication to be of service through OIIM is fine unless you choose to revamp it.
- At ordination, if you so choose, you will be anointed as an OIIM Lay/Licensed Interfaith Minister. You will need a robe of your choosing should you decide to wear one. A plain stole will be provided by OIIM if you did not already enter the Lay Ministry after your graduation from the CASC Program.
- You must pledge to adhere to the *International Code of Ethics for Spiritual Directors*, the Code of Ethics for Naturotherapists (should you seek membership), and the OIIM Registration Board’s requirements (including acquiring 30 credit hours of CEU’s every three years).
- All NTI fees must be up to date.
- OIIM membership and registration fees must be current. See attached “Application for Membership/Registration by OIIM’s Registration Board” form (see page 26).

# NTI Interfaith Ordained Minister and Spiritual Direction Diploma Graduation Requirements

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## *and* OIIM OM, RSPd Anointment and Registration Requirements

*The following are requirements that must be met in order to graduate from the Interfaith Ordained Minister and Spiritual Direction Diploma Program (NTI Interfaith Seminary) which is a **total of 2,150 hours of training** in addition to your CASC 1,520 hours of training; and to meet the OIIM Registration Board's requirements to be registered as an Ordained Interfaith Minister and Registered Spiritual Arts Practitioner specializing in Spiritual Direction with the designation of OM, RSPd:*

**NOTE:** If these requirements have been met through a previous NTI program, you do not need to meet them again. When you are halfway through your distance education component, the Registrar will send you this form indicating what is still required from you.

- Complete all your distance education requirements (**550 hours of training**).
- Complete 300 hours of personal development in the spiritual/healing arts, half of which needs to be at an Interfaith Centre – **this requirement can be met at the 8-10 day NTI Retreat**.
- Attend the 8-10 day NTI Retreat (**100 hours of training**).
- Have a Criminal Check forwarded to the NTI Registrar.
- Submit the Proof of Therapy form to the NTI Registrar. See Appendix A for an explanation and attached Proof of Therapy form (see pages 18 and 19).
- Write and pass your OM/RSPd EXAMINATION for Modules VIII, VIII(i), VIII(ii), VIII(iii) and VIII(iv). If you have received an average of 85% on any module, you will be exempted from writing the EXAMINATION for that module. If you attend the 8-10 day NTI Retreat prior to completing your distance education, you can write your exam with an accredited proctor in your home community.
- As part of your Ordination, you will be required to have regular supervised work which includes dialogue with and input from your Supervising Mentoring Minister **for 1500 hours of Apprenticeship Training**. (This is standard practice in most helping professions' regulation process.) This is equivalent to a year of full-time work or up to 5 years of part-time work. Full-time ministering would be conducting one service or workshop/study group per week and engaging in, as needed, religious services/

## NTI Graduation Requirements and OIIM Registration Requirements

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ceremonies such as blessings, funerals, weddings, pastoral care, hospice care, house clearings, spiritual healing, etc. This requirement could typically be fulfilled during the time it takes you to complete your distance education.

- As part of your Ordination, you will be required to conduct at least one religious service/ ceremony in five areas (including an Interfaith Celebration Service, a wedding and a funeral) at the 8-10 day NTI Retreat. Discussion with your NTI Mentor as to the development of your ceremonies will need to be initiated, and each ceremony needs to be submitted in writing. For sample wedding ceremonies, see [www.WeddingsOnPei.ca](http://www.WeddingsOnPei.ca).
- Submit and be prepared at graduation/ordination to publicly express your ethical commitment – based on the Ethics courses. Your CASC statement of commitment is fine unless you choose to revamp it.
- Submit and be prepared at graduation/ordination to express your personal dedication to be of service through OIIM as both a Registered Spiritual Director and an Ordained Interfaith Minister. Your CASC statement of personal dedication to be of service through OIIM is fine unless you choose to revamp it.
- At ordination, you will be ordained as an OIIM Ordained Interfaith Minister. You will need a robe of your choosing, should you decide to wear one, and an Interfaith stole.
- You must pledge to adhere to the *International Code of Ethics for Spiritual Directors*, the Code of Ethics for Naturotherapists (should you seek membership), and the OIIM Registration Board's requirements (including acquiring 30 credit hours of CEU's every three years).
- All NTI fees must be up to date.
- OIIM membership and registration fees must be current. See attached "Application for Membership/Registration by OIIM's Registration Board" form (see page 26).

## Equivalency

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### **Naturopath (n.d.) Membership:**

The OIIM Registration Board offers equivalency credentials. However, it is the NTI curriculum that has been approved by the professional associations whose members provide naturopath/naturopathic treatments. The n.d. qualifications allow most of your clients to benefit from their extended health care benefits when receiving your services. Therefore, those seeking equivalency for their n.d. must apply to NTI, submitting a fully detailed itemization of courses they have taken to date. Fifty percent of the first year distance education program and graduation requirements for NTI Certificate of Applied Spiritual Counselling Program must be completed with NTI. Once this is completed, OIIM will recognize you as a CASC and/or LM, enabling you to submit your application to the professional associations whose members provide naturopath/naturopathic treatments. The annual fee for membership in these organizations is currently between \$250 and \$300. Professional liability insurance is also available through these professional organizations to its members for an approximate additional \$350.

## Ordination by Sanction:

The OIIM Registration Board allows Ordination by Sanction for those who have graduated from a recognized, credible Interfaith Seminary Program. Those ordained by sanction are encouraged to set up an OIIM Chapter or Practise following their community's faith beliefs. While expecting Chapters to embrace the essence of OIIM's beliefs as an inclusive philosophy, we understand that not all of these will be manifested in all community's faith path spiritual practices.

Proof of graduation from a credible Interfaith Seminary Program can be provided through a copy of your diploma and your transcript from the Interfaith Seminary with which you studied. Examples of approved Interfaith Seminaries would be those accepted by A World Alliance of Interfaith Clergy (AWAIC). Examples of Seminaries that the OIIM Registration Board is familiar with are:

1. The Spiritual Science Fellowship (SSF), Montreal, Canada
2. The New Seminary, New York, New York, USA
3. One Spirit, New York, New York, USA
4. The Chaplaincy Institute of Maine, Portland, Maine, USA

Other Seminaries may be approved if their full curriculum is submitted along with your transcript and diploma.

Since ordination is moving beyond the study and into the practise of Interfaith, you must also submit the additional requirements (listed on page 17, "Ordination by Sanction Requirements") to ensure a safe, reverent, respectful and professional environment provided by OIIM's Ordained Interfaith Ministers.

**NOTE:** NTI graduates who are anointed as OM are automatically accepted into the International Council of Community Churches (ICCC) because it is the NTI curriculum that has been approved by ICCC. OIIM Ministers ordained by sanction (unless from an institution such as the Spiritual Science fellowship – SSF – which is accepted by ICCC) will not be afforded this privilege. NTI graduates who are anointed as OM are also automatically approved for Registration as a Registered Spiritual Director, because it is the NTI curriculum that has been approved by the OIIM Registration Board. Those ordained by sanction will not be afforded this privilege.



## Ordination by Sanction Requirements:

- Submit your Interfaith Studies Diploma and Transcript to the Chair of the OIIM Registration Board.
- One of the following must be met:
  - Proof of completion of 300 hours of personal development in the spiritual/healing arts, half of which needs to be at an Interfaith Centre (must be submitted to the Chair of the OIIM Registration Board). **OR**
  - You can AUDIT the 8-10 day NTI Retreat for a reduced fee of \$500 plus 5% GST. **OR**
  - Submit a brief statement about how you live Interfaith. The Board's goal with this requirement is to determine that Interfaith is a lifestyle and faith choice for you.
- Have a Criminal Check forwarded to the Chair of the OIIM Registration Board.
- Submit the Proof of Therapy form to the Chair of the OIIM Registration Board. See Appendix A for an explanation and Proof of Therapy Form (see pages 18 and 19).
- You will be required to submit proof of regular supervised work, totalling 1500 hours, which includes dialogue with and input from your Supervising Mentoring Minister. (This is standard practice in most helping professions' regulation process.) This is equivalent to a year of full-time work or up to 5 years of part-time work. Full-time ministering would be conducting one service or workshop/study group per week and engaging in, as needed, religious services/ceremonies such as blessings, funerals, weddings, pastoral care, hospice care, house clearings, spiritual healing, etc. This requirement could typically be fulfilled by a letter from your supervisor.
- Submit and be prepared at ordination to publically express your ethical commitment – based on the *International Code of Ethics for Spiritual Directors*. The statement of ethical commitment you did for graduation from your Interfaith Studies Institution is fine unless you choose to revamp it.
- Submit and be prepared at ordination to express your personal dedication to be of service through OIIM as an Ordained Interfaith Minister. The statement of personal dedication to be of service you did for graduation from your Interfaith Studies Institution is fine unless you choose to revamp it
- At Ordination you will be anointed as an OIIM Interfaith Minister. You will need a robe, should you choose to wear one, and Interfaith stole of your choosing.
- You must pledge to adhere to the *International Code of Ethics for Spiritual Directors* and the OIIM Registration Board's requirements (including acquiring 30 credit hours of CEU's every three years).
- OIIM membership and registration fees must be current. See attached "Application for Membership/Registration by OIIM's Registration Board" form (see page 26).

## APPENDIX A:

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### Rationale for Proof of Therapy

In order to provide spiritual counselling/consultations, it is important for you to have an experiential understanding of the processes of counselling and have worked at resolving any personal issues so you can offer the best services possible. (This is a standard requirement in many counselling and psychotherapy graduate programs.) To that end, NTI graduates of the CASC program will be required by the OIIM Registration Board to participate in individual counselling as a CASC registration requirement. You may seek counselling from a licensed, ordained, certified or registered spiritual counsellor, psychologist, psychotherapist, social worker or counsellor of your choice.

Your therapist will be asked to complete a Proof of Therapy form (see page 19 and available on the [www.OIIM.net](http://www.OIIM.net) site) confirming they have met with you for at least 5 sessions. Please note that the subject of your counselling sessions will not be requested by NTI in accordance with ethical behaviour with respect to confidentiality embraced by the licensing, ordaining, registering or certifying bodies of spiritual counsellors, psychologists, psychotherapists, social workers or counsellors.

In order to facilitate this requirement for those who have not already engaged in therapy, M. Ellen Hicks, M.Ed., C.C.C., owner/operator of A.R.I.S.E Counselling, Facilitation and Training Services and NTI Professor of Counselling, has agreed to provide tele-counselling to those who are interested. Please call 613-378-6553 to arrange a time for these sessions. The reduced cost for NTI students and OIIM members is \$50.00 (plus HST) per session. Ellen will bill you directly and can be paid by cheque, money order or cash.

***iNtuitive Times Institute***®



***The Seminary Program for OIIM,  
The Open International Interfaith Ministry  
32 Greenwood Drive  
Charlottetown, Prince Edward Island,  
Canada C1C 1J3***

***Phone: (902)629-1385 Fax: (902)892-3813***

*e-mail: sandi@interfaithministry.com*

*web-site: www.interfaithministry.com*

*Registrar: Rev. Sandi King, BA, B.Ed, M.Ed, CCC, OM, PhD(TC)*

*Education Director: Rev. Barry King, B.Sc(Hon), OM, PhD(TC)*

January 2012

## **Proof of Therapy Form**

Dear Therapist: The following iNtuitive Times Institute (NTI) Student is preparing for graduation. As part of their graduation requirements, the student is required by the Open International Interfaith Ministry's (OIIM) Registration Board to participate in individual counselling/therapy as a Certificate of Applied Spiritual Counselling (CASC) graduation requirement. Counselling may be provided by a spiritual counsellor, psychologist, psychotherapist, social worker or counsellor who is registered, licensed, certified or ordained from a professionally recognized body.

In order for our students to provide spiritual counselling, it is important for them to have an experiential understanding of the process of counselling/therapy and have worked at resolving any personal issues so that they can offer the best services they can. We do not wish to infringe on any confidentiality issues or invade our students' personal issues. We simply need you to verify by signing below, and with the student's permission, that in your professional opinion, this student has engaged in therapy.

NTI STUDENT's NAME: \_\_\_\_\_.

THERAPIST's NAME: \_\_\_\_\_.

THERAPIST's CONTACT INFO: \_\_\_\_\_.

THERAPIST's licence, registration, certification or member number and issuing professional body:  
\_\_\_\_\_.

\_\_\_\_\_  
DATE: \_\_\_\_\_.



*Thank you for assisting us to ensure credible Registered/Apprentice  
Spiritual Arts Practitioners and Ordained or Lay/Licensed Ministers,*

*Rev. Sandi King BA, BEd, MEd, PhD(TC), CCC, OM, n.d., Reiki Master  
and Master Spiritual Counsellor*

## RESOURCES

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The following resources are also available on-line at [www.OIIM.net](http://www.OIIM.net) in the student, practitioner, professor and minister password protected section.



Prince Edward Island Interfaith Ministry  
and Open International Interfaith  
Ministry (OIIM)

Open International Interfaith Ministry (OIIM)®

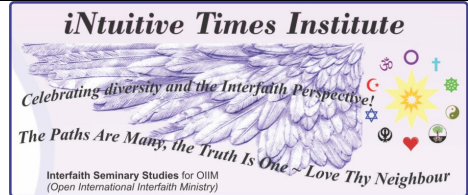


# Client Evaluation Form

NTI Seminary Student: \_\_\_\_\_ Date: \_\_\_\_\_

## Welcome to OIIM and NTI

The session you had was an opportunity for NTI students to practice their intuitive, counselling, healing and/or pastoral skills. You can help us maintain our high standards by answering anonymously the questions below:



- Are you an:** OIIM Member?  Non-Member?
- Was your service:** Excellent?  Good?  Fair?  Poor?
- Was your service:** Positive?  Negative?  Constructive?   
Destructive?  Uplifting?  Helpful?  Healing?
- Did you feel safe?** YES  NO
- Did you feel you were in the hands of a professional?** YES  NO
- Was the atmosphere:** Congenial?  Chaotic?  Spiritual?
- Did you enjoy the session?** YES  NO

**Comments about the session and the service you received:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please put your evaluation in the envelope provided and seal it. We give thanks and gratitude for your taking the time to assist our NTI student and ensuring high standards for OIIM Ordained and Lay/Licensed Ministers and Spiritual Arts Practitioners.



**Prince Edward Island Interfaith Ministry  
and Open International Interfaith Ministry  
(OIIM)**

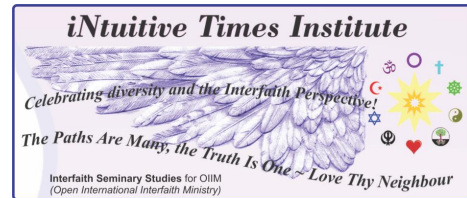


## Workshop Evaluation Form

NTI Seminary Student: \_\_\_\_\_ Date: \_\_\_\_\_

### *Welcome to Our Workshop*

*Our Workshops are an opportunity for our students to practice their intuitive and leadership skills. You can help us give the NTI student feedback by answering the questions below:*



**Workshop Title:** \_\_\_\_\_

**NTI Student's Name:** \_\_\_\_\_

**Are you an:** OIIM Member?  Non-Member?

**Was the workshop:** Excellent?  Good?  Fair?  Poor?

**Was the workshop:** Positive?  Negative?  Constructive?   
Destructive?  Uplifting?  Helpful?  Healing?

**Comments about the workshop:** \_\_\_\_\_

**Was the atmosphere:** Congenial?  Chaotic?  Spiritual?

**How strong was your trust in the leader's knowledge and ability?**

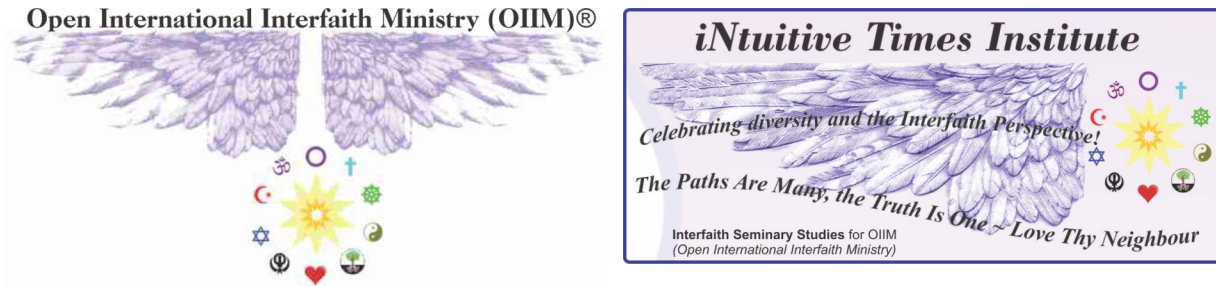
Excellent?  Good?  Fair?  Poor?

**Did you enjoy the session?** \_\_\_\_\_

**Other Comments:** \_\_\_\_\_

*Please put your evaluation in the envelope provided and seal it. We give thanks and gratitude for your taking the time to assist our NTI student and ensuring high standards for OIIM Ordained and Lay/Licensed Ministers and Spiritual Arts Practitioners.*

## COUN A-101-6: Forms, Notes and Recordkeeping



### *The seemingly un-spiritual activity with a lot of spiritual intent*

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Recordkeeping and note-taking with respect to clients is a bit of a double-edged sword. Our intention must always be to do so in the best interest of the client. We need to understand that as helping professionals, our notes can be legally subpoenaed and we can be called to court - as can other helping professionals such as psychotherapists, psychologists, counsellors and social workers. With those two things in mind, here are some points for you to digest and incorporate into your practice:

1. Less is best - Intake forms and notes should be as brief as possible. Recordkeeping needed for each of the four OIIM Registered Spiritual Practices also differs.
2. Collect only intake information that you need to know. You will find many samples of intake forms on the net or elsewhere that ask far too much information, to the point that they are intrusive. Each of the four Spiritual Arts Practices that OIIM may register you in has a different scope of practice and therefore different recordkeeping needs.
3. See Kings Wellness and Counselling intake form as an example of intake information needed for psychotherapy. It is useful as it applies to Registered Spiritual Counselling should you pursue that stream after you graduate from the CASC program. Since it is minimally intrusive, it can serve as a guide.
4. We believe that Registered Spiritual Mediums should collect no information other than the person's first name, date of appointment and contact information. Since we tape the sessions for clients, it would then be up to the client to share the tape if they can or are called to do so.
5. Spiritual Healing does not need to get into psychotherapeutic questioning as a Spiritual Healer's scope of practice does not include psychotherapy. Recordkeeping would stick to areas of the body treated and any progress and anomalies noted - for treatment purposes only. (Note: We do not diagnosis.) As Spiritual Healers, we certainly believe that we heal on a different level. It is important to word this type of healing in a way that does not mislead a client to

believe that we will cure them. It is a fine line between offering hope or false hope.

6. Registered Spiritual Directors and Interfaith Ministers would collect information related to one's religious and spiritual beliefs and note spiritual practices explored and pursued or created. This may include issues related to faith or issues with specific faiths, drawing insights from a credible hierarchy of spirituality as a guide.
7. When you write down something about a client or ask them for information, ask yourself: Do I need to know this to offer my therapy? Does the information being requested fit in with my scope of practice? Does the information I write down have the potential to harm my client should my records be subpoenaed?
8. You need to inform clients of your confidentiality limits. These limits are elaborated on page 2 of Kings Wellness and Counselling intake form, and there is a poster in your retreat binder. Do not lead a client to believe that you can keep their sessions confidential when you legally cannot in certain circumstances.
9. Only religious advisors are exempt from the confidentiality rider. To be a religious advisor, you must first be a registered clergy in a provincially recognized religion. To be recognized as a religion in most provinces in Canada, you need to be doing things in your province for 5 years, have a list of adherents and have members in the mother body - in your case that would be OIIM. We realize this point embodies a lot of information that is not pertinent at this stage of your learning other than the confidentiality issue and what it entails to be exempted as a Spiritual Advisor.
10. Why take notes? If you are called to court, your notes, when written properly, can serve your client; hence, we take notes in the client's best interest. For example, notes on how they worked at solving their challenges can hold a lot of weight in a custody battle or an insurance issue; consistent behaviour over time also can hold a lot of weight; note-taking is required as ethical behaviour by all the registered helping professions. As a future registrant with OIIM, you will be expected to maintain professional notes and records.
11. Your members and/or participants in your courses, workshops and retreats are entitled to receive personal development credits as part of the 300 credit hours of personal development courses required to graduate from NTI. You therefore need to keep workshop attendance forms so that you have easy access to the information should one of your clients/congregants ten years down the road decide to pursue studies with NTI. A simple attendance form is found on the [www.OIIM.net](http://www.OIIM.net) site in the password protected area under the Forms tab.
12. If you are not using a secure online method for record keeping, or if you print your notes, then you need to follow some basic ethical practices. Keep all notes in a locked cabinet. Do not travel with confidential notes. To view ethical standards, the Canadian Counselling and Psychotherapy Association has elaborated on these ethical issues more simply than most. Check out their Code of Ethics at [http://www.ccacc.ca/\\_documents/CodeofEthics\\_en\\_new.pdf](http://www.ccacc.ca/_documents/CodeofEthics_en_new.pdf). (also posted on the [OIIM.net](http://www.OIIM.net) site).



## NTI Graduation Requirements and OIIM Registration Requirements

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13. To assist in keeping professional records for our Students, Practitioners and Ministers, we subscribe to <http://www.counsellingtrac.com/index.html>. This is a Canadian online service that has the same online security as banks. You can read about their service at that link. Their format of intake and note-taking follows the ethical guidelines of all Canadian registered helping professionals such as psychotherapists, counsellors, psychologists and social workers. They follow the less is best guideline, allowing for the least intrusive method of recordkeeping while maintaining ethical recordkeeping standards. You do not have to worry about having written notes in a locked cabinet unless, of course, you print your notes. You can also keep group attendance records easily and can easily print a record of what each participant has attended. You can set up, for example, wedding, funeral, baby blessing or house blessing groups as well. **With your permission and if you are interested at this stage of your studies we will send your email to Counselling Trac so you can access the site. Send us an email requesting this.** FYI, when doing notes on the site, you have to update every 20 minutes just as you do when you are doing online banking. This is a security feature. Note-taking and the use of Counselling Trac will be topics at the Retreat.
14. Please remember that the Canadian spelling of counsellor has 2 l's, not one as in the USA. If you are using forms from the USA you will need to correct this. Also the laws in the states regarding ministers, counsellors and confidentiality are quite different than in Canada.
15. If you are using a logo that you found on the Internet or elsewhere, it's use needs to adhere to copyright rules. Only use one that specifically states its use is in the public domain. If you would like OIIM's graphic designer to design one for you, using the OIIM Interfaith symbol with your icon (give us your idea and we will find it) in the centre, we are happy to do so free of charge with a recommended, but not necessary, donation to OIIM of up to \$50. See the Stratford and Saint John logos below.

OIIM Logo



Stratford, ON Logo

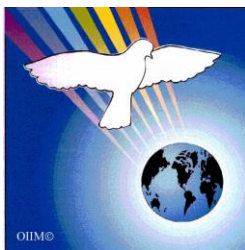


Saint John, NB Logo



Prepared by Rev. Sandi King, NTI Registrar and Dean of CASC Module I and RSPc  
[RevSandiKing@gmail.com](mailto:RevSandiKing@gmail.com)

# NTI Graduation Requirements and OIIM Registration Requirements



**OIIM is a Division  
of the  
Prince Edward  
Island - SSF  
Interfaith Ministry**



## Application for Membership/Registration by (OIIM's) Registration Board

- Canadian Provinces:** PEI    NS    NFLD    NB    ON    QC  
SASK    MN    AL    BC    Other  
United States                      Other Country

Membership in OIIM and Registration with the OIIM Registration Board runs for one full calendar year and includes membership in both OIIM and your local chapter. *Share in the joy of building our Interfaith spiritual community by sending in your membership now – due by February 28 of each calendar year for listing in the OIIM Registry.* I wish to apply for general membership in OIIM and Registration (Renewal) with the OIIM Registration Board. I renew my pledge to adhere to *The International Code of Ethics for Spiritual Directors* and to meet the OIIM Registration Board's requirements. I swear that I have had no ethical issues or charges with this or any other professional organization. I understand that I need to renew my registration every year and submit to OIIM proof of my 30 credit hours or CEU's EVERY 3 YEARS in order to be listed in the OIIM Registry.

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
 \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Website:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Membership Type <i>(choose one)</i>	Renewal Fee	Total	<b>Return to:</b>  <b>OIIM,</b> <b>32 Greenwood Dr.,</b> <b>Charlottetown, PE,</b> <b>Canada C1C 1J3</b>  <b>Or</b> <b>Give to your local</b> <b>branch, minister or</b> <b>practitioner.</b>  <small>NOTE: Candidates are those NTI students that are half way through their program. Registered members are those who have graduated or are accepted by sanction.</small>
Individual	\$30		
Patron <i>(yearly donation of over \$200)</i>	\$30		
Student/Senior	\$20		
Family/Household	\$45		
<b>Registration Type <i>(one fee for all or one)</i></b> <i>(Circle Candidate, Registered or Master)</i>	\$50	\$50	
CASC (Candidate or Registered Apprentice)			
LM (Candidate or Registered)			
RSPh (Candidate, Registered or Master)			
RSPc (Candidate, Registered or Master)			
RSPm (Candidate, Registered or Master)			
RSPd (Candidate, Registered or Master)			
OM (Candidate or Registered)			
<b>Donation</b>			
<b>TOTAL Submitted</b>			

### Features of OIIM Membership:



OIIM is a **community** of like-minded individuals who believe that prejudice and intolerance have no place in spiritual practice;

- ✧ OIIM is an Interfaith Community offering a **full range of spiritual services** (weddings, funerals, house blessings, baptisms, etc.), **educational programmes** (workshops, courses and seminary program) and **pastoral ministrations** (spiritual direction, counselling, healing and mediumship) for persons of all traditions;
- ✧ **Discounts** at most OIIM workshops and courses – OIIM members are entitled to attend most workshops free (recommended donation of \$20 per event);
- ✧ An exploration of **spiritual gifts**, gifts of the ‘psyche’ and psychic or soul development in a safe, positive atmosphere of respect, reverence, and informed free thought and enquiry;
- ✧ OIIM is a **member-unit of ICCC** (the International Council of Community Churches), giving our Ordained Ministers who are graduates of NTI recognition worldwide;
- ✧ OIIM Ministers ordained by sanction and NTI graduates are eligible for registration with A World Alliance of Interfaith Clergy (**AWAIC**);
- ✧ OIIM Ordained and Lay/Licensed Ministers (in the Registered Spiritual Arts Practices: Spiritual Direction, Spiritual Healing, Spiritual Counselling and Spiritual Mediumship) receive their training through OIIM’s **seminary**, NTI, making them eligible for membership in a professional association whose members provide naturotherapist/naturopathic treatment – n.d.’s are recognized by most extended health care plans allowing their clients to be reimbursed for our services;
- ✧ OIIM Ordained and Lay/Licensed Ministers maintain their **credentials** through OIIM’s Registration Board providing the public with **assurance** that an OIIM Minister or Lay/Licensed Minister and/or Spiritual Arts Practitioner is a trained professional bound by a code of ethics who practises what they say they can do;
- ✧ While celebrating all traditions, OIIM **encourages** members to embrace the positive aspects of their religion, not the elimination of their religious background - empowering a greater understanding of the world’s religions amongst its members;
- ✧ **Eligibility** to attend NTI (the iNtuitive Times Institute), the seminary for OIIM – full time studies or for CEU’s;
- ✧ OIIM Ministers are **trained** in basic counselling skills, a holistic life style, the world’s major religions and spiritual practices;
- ✧ OIIM was **founded** by the Prince Edward Island Interfaith Ministry in 2002;
- ✧ The Prince Edward Island Interfaith Ministry was founded in **1988**;
- ✧ OIIM is in the process of **joining with and building** Interfaith communities worldwide; *and*
- ✧ OIIM’s Motto is **‘The Paths Are Many, The Truth Is One ~ Love Thy Neighbour.’**

OIIM and The PEI – SSF - Interfaith Ministry are a Canadian registered charity - #894805621RR0001. We are grateful for all donations to assist us in our mission of building bridges between the diverse religious communities and in validating Gifts of Spirit as the birth right of being human. Official receipts for Income Tax purposes with Revenue Canada are issued in February of each calendar year.

## Benefits as an OIIM Registrant:

Open International Interfaith Ministry (OIIM)®



- ✧ **Listed as a Registrant** in the OIIM Registry – identifying yourself as a credible professional - posted online;
- ✧ **Assurance** that OIIM workshops and courses are delivered by OIIM approved instructors who are well qualified and listed in the **OIIM Registry**;
- ✧ The opportunity to **connect** to other Interfaith Ministries and Spiritual Arts Practitioners through OIIM's E-zine [www.InterfaithConnexions.org](http://www.InterfaithConnexions.org) published three times per year;
- ✧ We invite all OIIM practitioners and ministers to submit articles to **OIIM's E-zine Interfaith Connexions**. OIIM provides its practitioners and ministers with a free 2 by 3 inch AD;
- ✧ OIIM issues yearly **transcripts** of all personal development courses and workshops free of charge to its Members and Registrants. These transcripts can be used for CEU validation with OIIM and other professional organizations. As you take workshops in your community, submit the brochure with course outline and presenters' credentials, and proof of attendance.
- ✧ **Contributing** to the protection of the public through following a credible registration process, ensuring that clients receive a professional service in a safe, reverent and respectful context; *and*
- ✧ Being part of and contributing to an **Interfaith Community**.

OIIM would like to take this opportunity to welcome you to the OIIM community as a new or renewing member. The Interfaith Community is built on the contribution and support of people like yourself who wish to transcend the borders of religion and create a spiritual community of understanding that embraces diversity. As the founders of OIIM, along with our Senior Ordained Minister and the Director of our Senior Chapter, we would like to thank you and welcome you on this exciting journey of building an Interfaith Community and in taking a positive step towards creating world peace.

**REVEREND SANDI KING, BA, BED, MED, PHD(TC), OM, CCC, REIKI MASTER, n.d., RSPhcmd, MASTER SPIRITUAL COUNSELLOR,**

**REVEREND BARRY KING, BSC(HON), PHD(TC), OM, REIKI MASTER, n.d., RSPhcmd, MASTER SPIRITUAL MEDIUM,**

**REVEREND SUSAN EATON, OM, CASC, REIKI MASTER, RSPd, MASTER SPIRITUAL DIRECTOR AND DEBRA LYNN SINCLAIR, REIKI MASTER, MASTER HYPNOTHERAPIST, CASC, OM, RSPD**

[www.OIIM.NET](http://www.OIIM.NET) [www.INTERFAITHMINISTRY.COM](http://www.INTERFAITHMINISTRY.COM)

[www.INTERFAITHCONNEXIONS.ORG](http://www.INTERFAITHCONNEXIONS.ORG) [www.REVBARRYKING.CA](http://www.REVBARRYKING.CA) [www.WEDDINGSONPEI.CA](http://www.WEDDINGSONPEI.CA)

info@interfaithministry.com PH: 902-629-1385 Fax: 902-892-3813

OIIM, 32 Greenwood Drive, Charlottetown, Prince Edward Island, C1C 1J3 Canada

***The paths are many, the truth is one ~ Love thy neighbour!***