



SIMH
SOUTHERN INSTITUTE OF MEDICAL HERBALISM

Student Contract

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Read through the following contract carefully and do not hesitate to ask any questions or raise any concerns you may have before you sign it. This contract must be signed after your application has been processed and you have been accepted on to the course but before you begin your studies.

'What-ifs'

What if you get 'technical difficulties?'

Much of the course material is going to be provided online in the form of videos, audio files, PDF texts etc. It is essential that you have a good internet connection and the ability to work with technology to the extent of being able to receive course content as well as send assignments etc. back to us electronically.

Our endeavour will always be to use the most user-friendly and accessible methods of technology available and we will provide what support we can when needed but students must be prepared to be responsible to personally resolve their own technical difficulties including getting help from their own friends, family or even contracting a professional to help if required.

What if there are conflicts?

There is no reason to expect any conflicts however, if any situation arises where you are in conflict with a fellow student or one of the faculty, and it is not resolving itself, you agree to accept the intervention of our course coordinator, Mary Allan, who will work as a moderator to firstly ensure that both sides are being heard and are hearing each other and secondly, to do whatever is possible to find a way forwards to resolve the conflict.

If, for any reason, any parties involved would prefer a different moderator, then this will promptly be arranged with no discrimination.

What if there is disruption?

It is extremely important that our forum and our workshops are safe, welcoming places where our students feel a sense of trust in order to better learn and share together and help facilitate their learning process.

It may be that, at some point in time, a student begins disrupting the learning journey for others, either in the forum or in the workshops. If you are on the receiving end of this then you must reach out to the course coordinator with your concerns and it may simply be that the person needs some honest feedback and the issue can be easily and immediately resolved.

However, if a student continues to disrupt the learning process for one or more others, and is not responding to requests to modify their behaviour, we will take this issue very seriously indeed, right up to the point of it being grounds for expulsion.

By signing this contract, you agree to do your best to not disrupt your fellow students in their learning process and to be open to modifying your behaviour if one of our faculty requests you to.

What if you fail to complete course work?

If you are unable to complete your course work by the time of the exams that are appropriate to your stage in the Diploma, then you may receive an extension for a maximum of 2 months. If you have still been unable to complete the work, then you may then join the next stream of students who are coming behind you. i.e. go back 6 months in your learning process.

You must expect to pay additional fees if you need to do this, the exact amount will be at the discretion of our administration but will not be more than what this stage of the course would normally cost.

If you are unable to complete course work a second time then you accept that this may be grounds to terminate your learning contract but that this can be considered on a case by case basis.

What if you fail the exams?

If you do not pass any of the 4 main exams throughout years 1 and 2 then you may do up to 2 re-sits with a different exam that is set at the same level within a maximum 2 months' time-frame. There will be a \$150 charge each time you re-sit an exam.

If you still cannot pass the exams, then you may then join the next stream of students who are coming behind you, i.e. go back 6 months in your learning process and then do the same level exams with the next group. You must expect to pay additional fees if you need to do this, the exact amount will be at the discretion of our administration but will not be more than what this stage of the course would normally cost.

You will then again get up to 3 chances to pass, but if you are still unable to pass the exams you accept that this may be grounds to terminate your learning contract but that this can be considered on a case by case basis.

What if you fail to pass the Diploma?

Being accepted on to the Diploma of Medical Herbalism is not a guarantee of passing. You accept that it remains at the discretion of the SIMH faculty to determine if you are believed ready to begin practice as a safe and effective professional Medical Herbalist and so receive your Diploma.

You accept that you may be asked to provide further case studies or to do further assignments to demonstrate your understanding of the work and readiness to practice.

Mentoring and any other possible support will be given but, if by the end of the 3rd year, it is not believed that you are ready to pass, you will be invited to continue for a further year with the same fees and expectations as the 3rd year. If a student has completed a 4th year and is still considered unready to practice then this may be grounds to terminate your learning contract but that this can be considered on a case by case basis.

Your Commitment

As a student, you hereby promise to also hold any private information that you learn about your fellow students or faculty in the strictest of confidences. Whatever personal information any of us share with each other in our workshops or on our forum remains strictly within our group, never to be used in any way that could cause harm or embarrassment to another.

Your commitment as a student is to engage with the entire learning journey with as much passion and dedication as you possibly can. This means making sure that you give enough time and energy to do the work required on the course, including; watching all the videos, listening to all the recordings, reading the texts to the best of your ability, completing all the assignments, and spending as much time as you need with the herbs and the people around you who will help you achieve your goals.

Our course has a strong emphasis on practical, hands-on learning. Along with completing your studies on time, you also commit to full attendance at all 8 workshops in years 1 and 2 and to be ready to fully engage with the others who have come there to learn too. No-one will ever make you take something you don't want to take, or do anything you don't want to do, but you must at least be willing to share your experiences and to do your best to practice a variety of methods of diagnosis and treatment with each other under the guidance of your teachers. These diagnostic and therapeutic methods include touching with hands-on palpation etc, talking and listening, giving and taking medicines. You must be prepared to practice the work on yourself and with your fellow students before you go out to do it in the world.

Our Commitment

Our commitment as faculty is to do everything in our power to provide a safe, nurturing and stimulating learning environment for our students. None of us can have an unlimited amount of time or energy but we will do our best to support each student throughout their learning journey to the very best of our ability. We promise to hold, in perpetuity, all private information we learn about our students in the utmost strictest confidence. We also promise to always be truthful in our communications and to do our utmost to 'walk our talk' and live by example for those who we intend to teach.

Student Name _____

Signature _____ **Date** _____

Course Coordinator Mary Allan

Date

Enquiries: you can contact Danielle directly for enquiries danielle@simh.co.nz or phone/text
027 626 1718

Applications: you can email mary@simh.co.nz directly to request an application form