



# ICBCH Gold-Level Certification Program

## 12-Week Suggested Program of Study & Assignment Checklists

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### Welcome to the Course

Welcome to the ICBCH Gold-Level Certification Program! This guide organizes all of your required readings, videos, audios, forms, scripts, and practice sessions into twelve weekly checklists. Print it out, keep it with your study materials, and check off each item as you complete it.

**This is a self-paced course.** The twelve-week plan below is a *suggested* program of study, not a required schedule. You may complete the course as quickly or as slowly as you wish — some learners finish in a few intensive weeks, while others spread their study over several months. Move at the pace that allows you to absorb the material, practice the skills, and build genuine competence.

### Course Requirements

To complete the Gold-Level Certification Program, you will work through the following materials, all of which are scheduled within the checklists in this guide:

- **Three required textbooks:** *Keys to the Mind: Learn How to Hypnotize Anyone* (Nongard & Thomas); *Reframing Hypnotherapy* (Subliminal Science Edition); and *Experiential Somatic Therapy* (Nongard).
- **32 required course videos** (Section 1: Introductory Teaching and Demonstrations; Section 2: The Structure of Hypnotherapy), scheduled across the first ten weeks.
- **8 bonus videos** — specific tools to help you succeed, placed where they best support the weekly material.
- **Audio downloads:** the Contextual Skill Building Induction Practice MP3 and the Mindfulness Daily Practice MP3.
- **Forms for professional practice:** Sample Intake Form, Informed Consent Form, Suggestion Creation Worksheet, and the Nongard Assessment of Primary Representational Systems.

- **PDF resources:** the NSRI Strengths & Resources Inventory Course and the ICBCH National and State Law Guide.
- **Sample scripts:** “Waterfall of Positive Emotion,” a four-session Weight Loss script, a two-session Smoking Cessation script, the Stop Smoking script and audio series, and sample clinical forms.
- **Two complete practice sessions:** *Hypnotic Stress into Joy – Immersive Hypnosis* and *Hypnotic Methods for Improving Pre-Surgical Outcomes*.

## Your Professor

The professor for this course is **Dr. Richard Nongard, Psy.D.** Dr. Nongard is one of the most respected educators in professional hypnosis, and the author of your required textbooks. If you have questions at any point during your studies, you may email them through the contact page at **ExpertHypnosis.com**.

## Join the ICBCH Community

You can — and should — join the ICBCH Facebook group. It is an active community of professional hypnotists and coaches where you can ask questions, share your progress, find practice partners, and network with colleagues around the world:

<https://www.facebook.com/groups/289908704359719/>

## How to Use This Guide

Each week’s checklist pairs your video lessons with the readings that support them. For example, the induction videos arrive alongside the induction chapters, and the ethics chapter is paired with the ICBCH State Law Guide. *Reframing Hypnotherapy* begins in Week 3, after the foundations are in place, and all 32 required videos are completed by the end of Week 10, leaving the final two weeks for somatic skills, practice sessions, and review.

A pacing summary table appears at the end of this guide so you can see the full plan at a glance. Remember: the schedule is a roadmap, not a race. Practice each skill as you learn it — hypnosis is learned by doing.

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### Textbook abbreviations used in this guide:

**KTM** = *Keys to the Mind: Learn How to Hypnotize Anyone* • **RH** = *Reframing Hypnotherapy* • **EST** = *Experiential Somatic Therapy*

## WEEK 1 — Foundations: What Hypnosis Is

### Reading

- KTM — Introduction: The Journey Begins (p. 9)
- KTM — Chapter 1: What is Hypnosis? (p. 11)
- KTM — Chapter 2: The Who, What, Where, When and Why of Hypnosis (p. 23)

### Required Videos (1–4)

- Video 1: Introduction
- Video 2: What Hypnosis Feels Like
- Video 3: A Hypnosis Demonstration
- Video 4: The Conscious & Unconscious Mind

### Additional Content

- Bookmark the 32 Clinical Hypnosis Video Access Page and the Hypnosis 101 Access Page; confirm video playback (full-screen and Vimeo options)
- Join the ICBCH Facebook group and introduce yourself

## WEEK 2 — Mechanics of the Hypnotic Process

### Reading

- KTM — Chapter 3: The Mechanics of the Hypnotic Process ~ How to Hypnotize Anyone (p. 67)
- KTM — Chapter 4: Key Essential Elements for Effective Hypnotherapy (p. 95)

### Required Videos (5–8)

- Video 5: What is Hypnotic Phenomena
- Video 6: Five Steps of the Hypnotic Process
- Video 7: Why People Use Hypnosis
- Video 8: Trance Signals

### Bonus Video

- How to Use a Sound System for Hypnosis, NLP and Hypnotherapy

### Additional Content

- Download & review: Sample Intake Form (pairs with KTM Ch. 4, “Assessment and Intake”)
- Download & review: Informed Consent Form

## WEEK 3 — The Hypnotic Process in Detail / Contextual Hypnotherapy Begins

### Reading

- KTM — Chapter 5: Exploring the Hypnotic Process in Detail (p. 117)
- KTM — Chapter 6: The Art of Suggestion ~ The Heart of Hypnotherapy (p. 155)
- RH — Introduction (p. 1)
- RH — Chapter One: What is Contextual Hypnotherapy? (p. 14)

### Required Videos (9–11)

- Video 9: Contextual Psychology
- Video 10: Using Hypnosis Scripts
- Video 11: Conversational Hypnosis

### Additional Content

- Review sample script: “Waterfall of Positive Emotion” (pairs with the Using Hypnosis Scripts video)

## WEEK 4 — Pre-Talk, Sessions & Hypnotic Language

### Reading

- KTM — Chapter 7: Abreaction, Practice and Referrals (p. 163)
- KTM — Chapter 8: Hypnotic Phenomena (p. 175)
- KTM — Interlude: Learning Hypnosis (p. 185)
- KTM — Chapter 9: Applications and Cautions – Memory and Age Regression (p. 189)
- KTM — Chapter 10: Hypnotic Language (p. 193)
- RH — Chapter Two: Relational Frame Theory (p. 30)
- RH — Chapter Three: Challenging the Idea of Past-Tense Therapy (p. 45)

### Required Videos (12–14)

- Video 12: Demonstration: Pre-Talk
- Video 13: Demonstration: Complete Hypnosis Session
- Video 14: Components of Induction

### Bonus Videos

- Demonstration of Complete Pretalk in Clinical Hypnotherapy
- How to Do Eye Lock Convincer in Clinical Hypnosis

### Additional Content

- Download & review: Sample forms used in clinical hypnosis

## WEEK 5 — Inductions & Mindfulness Foundations

### Reading

- KTM — Chapter 11: Clinical Applications of Hypnosis – Therapeutic Intervention (p. 205)
- RH — Chapter Four: Mindfulness as a Success Foundation (p. 52)
- RH — Chapter Five: ACT Therapy Solutions (p. 66)

### Required Videos (15–17)

- Video 15: Visualization Induction
- Video 16: Induction Practice
- Video 17: Trance Depth in Hypnosis

### Bonus Videos

- Kinesthetic Induction for Self-Hypnosis, Meditation and Hypnotherapy
- A Basic Practice in Mindfulness Meditation: Week One

### Additional Content

- Download Audio MP3: Contextual Skill Building Induction Practice — begin regular induction practice
- Download Audio MP3: Mindfulness Daily Practice — begin a daily mindfulness practice (continue through Week 12)

## WEEK 6 — Deepeners, Suggestion Crafting & Professional Ethics

### Reading

- KTM — Chapter 12: Ethics, Morality and Legal Principles Related to Hypnotherapy (p. 239)
- KTM — Conclusion (p. 261) ✓ Keys to the Mind complete
- RH — Chapter Six: Positive Psychology (p. 91)

### Required Videos (18–20)

- Video 18: Number Count Deepener
- Video 19: Staircase Deepener
- Video 20: Crafting Hypnotic Suggestions

### Bonus Video

- Fractionation as a Strategy for Hypnosis Induction

### Additional Content

- Download & complete: Suggestion Creation Worksheet (referenced in Video 20)
- Download & complete: Nongard Assessment of Primary Representational Systems
- Download & review: ICBCH National and State Law Guide — locate and read your state's section (pairs with KTM Ch. 12)

## WEEK 7 — Suggestion Types & Solution-Focused Approaches

### Reading

- RH — Chapter Seven: Solution-Focused Brief Therapy (p. 110)
- RH — Chapter Eight: Mindfulness-Based Stress Reduction (MBSR) and Other Mindfulness-Based Therapies (p. 129)
- EST — Chapter 1: Experiential Somatic Therapy: An Exciting Approach (p. 1)
- EST — Chapter 2: Shift Gears When Necessary (p. 13)

### Required Videos (21–23)

- Video 21: Indirect Suggestion
- Video 22: Why Hypnosis Works
- Video 23: Assessment and Direct Suggestion

### Bonus Video

- Milton Erickson Elements of Confusion Hypnosis Scripts and Induction

### Additional Content

- Begin: NSRI Strengths & Resources Inventory Course PDF (complete by the end of Week 8)

## WEEK 8 — Delivering Suggestion & Somatic Techniques

### Reading

- RH — Chapter Nine: Dialectical Behavioral Therapy (p. 150)
- RH — Chapter Ten: DBT Skills Training (p. 163)
- EST — Chapter 3: Unlocking Emotional Pain: Essential Techniques (p. 23)
- EST — Chapter 4: Experiential Approaches Create Change (p. 35)

### Required Videos (24–26)

- Video 24: Delivering Hypnotic Suggestion
- Video 25: Post-Hypnotic Suggestion
- Video 26: Power Suggestion

### Additional Content

- Finish: NSRI Strengths & Resources Inventory Course PDF
- Review: Sample four-session hypnosis script for Weight Loss

## WEEK 9 — Closing Sessions, Abreaction & the BALMS Framework

### Reading

- RH — Chapter Eleven: Metaphor and Story (p. 188)
- RH — Chapter Twelve: Case Application and Structure of Therapy (p. 207)
- RH — Note from the Authors (p. 219) ✓ Reframing Hypnotherapy complete
- EST — Chapter 5: The BALMS Framework (p. 45)
- EST — Chapter 6: The Structure of a Session (p. 61)

### Required Videos (27–29)

- Video 27: Trance Termination
- Video 28: Concluding Hypnosis Sessions
- Video 29: Abreaction in Hypnosis

### Additional Content

- Review: Sample two-session hypnosis script for Smoking Cessation
- Review: Stop Smoking hypnosis scripts and audio downloads

## WEEK 10 — Anchoring, the Hypnotic Voice & Breathwork

### Reading

- EST — Chapter 7: Breathwork and Autonomic Regulation (BALMS) (p. 71)
- EST — Chapter 8: Enhancing Body Awareness and Grounding (p. 85)

### Required Videos (30–32)

- Video 30: Hypnotic Anchoring
- Video 31: The Hypnotic Voice
- Video 32: Summary ✓ All 32 required videos complete

### Additional Content

- Complete practice session: Hypnotic Stress into Joy – Immersive Hypnosis
- Continue induction practice with the Contextual Skill Building MP3

## WEEK 11 — Movement, Touch & SCIP

### Reading

- EST — Chapter 9: Loosening Movement (BALMS) (p. 109)
- EST — Chapter 10: Manual Touch and Self-Touching (BALMS) (p. 133)
- EST — Chapter 11: Somatic Cognitive Integration Processing (SCIP) (BALMS) (p. 151)

### Bonus Video

- Hypnosis for the Hypnotist (self-care and skill consolidation)

### Additional Content

- Complete practice session: Hypnotic Methods for Improving Pre-Surgical Outcomes
- Re-watch any Section 1 or Section 2 videos needing review

## WEEK 12 — Integration, Polyvagal Theory & Course Completion

### Reading

- EST — Chapter 12: Integrating Somatic and Cognitive Approaches (p. 165)
- EST — Chapter 13: Polyvagal Theory (p. 173)
- EST — Chapter 14: The Journey Forward – Embodying Transformation (p. 215) ✓ Experiential Somatic Therapy complete

### Final Checklist

- Confirm all 32 required videos viewed (Weeks 1–10)
- Confirm all 8 bonus videos viewed
- Confirm all forms downloaded and adapted for your practice (Intake, Informed Consent, Representational Systems, Suggestion Worksheet)
- Confirm NSRI Course and State Law Guide review complete
- Confirm both practice sessions complete (Stress into Joy; Pre-Surgical Outcomes)
- Review all sample scripts (Waterfall of Positive Emotion; Weight Loss; Smoking Cessation; Stop Smoking series)
- Final review of notes from all three textbooks in preparation for certification

## Pacing Summary at a Glance

Week	Keys to the Mind	Reframing Hypnotherapy	Experiential Somatic Therapy	Videos
1	Intro, Ch. 1–2	—	—	1–4
2	Ch. 3–4	—	—	5–8
3	Ch. 5–6	Intro, Ch. 1	—	9–11
4	Ch. 7–10 + Interlude	Ch. 2–3	—	12–14
5	Ch. 11	Ch. 4–5	—	15–17
6	Ch. 12 + Conclusion ✓	Ch. 6	—	18–20
7	—	Ch. 7–8	Ch. 1–2	21–23
8	—	Ch. 9–10	Ch. 3–4	24–26
9	—	Ch. 11–12 ✓	Ch. 5–6	27–29
10	—	—	Ch. 7–8	30–32 ✓
11	—	—	Ch. 9–11	—
12	—	—	Ch. 12–14 ✓	—

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Congratulations on beginning your journey toward ICBCH Gold-Level Certification. Study well, practice often, and reach out with your questions through the contact page at [ExpertHypnosis.com](http://ExpertHypnosis.com).

— *Dr. Richard Nongard, Psy.D.*