

THE GUILD ACCREDITED TRAINING INFORMATION PACK



OFFERING
ACCREDITED
TRAINING WITH
THE GUILD

FOR MORE INFORMATION VISIT:
[BEAUTYGUILD.COM/TRAINING](https://www.beautyguild.com/training)
OR EMAIL **01332 224833**



OFFERING ACCREDITED TRAINING WITH THE GUILD

There is a huge demand for training in the professional beauty industry which is why, for so many therapists, the next step in their career is into teaching. Treatment trends come and go, but the demand for training remains constant. Working as a therapist or a nail technician in a salon or in your own business gives you years of valuable experience. You can put this experience to use by training the next generation of beauty professionals.

Any training courses you offer need to be accredited to be accepted for insurance purposes. The Guild of Beauty Therapists accredits more training centres and courses than any other organisation in the UK, which makes Guild accredited training the most sought after in the industry. The Guild is also the largest professional beauty trade body in the UK, and the largest provider of insurance to therapists and salons.

Some of the most popular training courses available today are from Guild Training International (GTi), the training arm of the Guild. GTi courses have been written by the industry experts and meet the required National Occupational Standards (NOS). Fully accredited and accepted by all the main insurance providers, GTi courses are highly popular with students as they combine the flexibility of online study with expert practical classroom training. Providing you meet the requirements, you could apply to offer students GTi training courses from your training centre or salon.

ACCREDITATION REQUIREMENTS

In to order offer Guild accredited training courses, you must be able to meet all of the following criteria.

1. You need to be qualified in the areas that you are wanting to teach and have at least 6 months' experience in each subject or treatment.
2. You must hold a recognised teaching qualification*
3. You must be a Guild member and have the relevant insurance cover.

* If you do not already hold a recognised teaching qualification, we recommend the Award in Education and Training (AET). The Guild offers its own level 3 AET qualification which is accredited by TQUK. This course can be completed online within a week with a 15 minute teaching assessment exercise that can be done via Skype. The course costs just £295 + VAT. For full details and to book your place visit: www.beautyguild.com.

TEACHING GTI TRAINING COURSES

If you meet the accreditation requirements, you can apply to offer up to 38 different GTi courses for the most popular beauty, holistic and nail treatments. Applications can usually be completed in a week, allowing you to start teaching straight away. Once your application has been accepted, you will have access to the relevant GTi course manuals, the course objectives, equipment required and sample lesson plans. We also provide information regarding what patch tests are required, student enrolment forms and records of assessment. As an accredited GTi centre, your details will be advertised on the Beautyguild.com website and in Guild Gazette magazine, the UK's highest circulation trade magazine.

If you wish to offer training for a branded treatment, or a treatment for which there is no existing GTi course, you can submit your course for accreditation subject to payment of a course accreditation fee. Any additional courses that you submit must teach the required theory and practical work needed to meet National Occupation Standards and The Guild's accreditation criteria. The accreditation process normally takes in the region of 20 working days.

CERTIFICATION

One of the great advantages of offering GTi courses is that your training centres can avoid the administration and expense of issuing course certificates. Students who complete the GTi courses receive electronic certificates issued by the Guild in the format of a high resolution pdf. Students also have the option to buy printed GTi paper certificates if required for £15 + VAT each.



GUILD TRAINING INTERNATIONAL (GTI) COURSES

There are 26 GTi courses which cover the most popular beauty, holistic and nail treatments. The courses and approximate number classroom teaching hours are shown in the table below.

PRACTICAL COURSES	MINIMUM NUMBER OF PRACTICAL TRAINING HOURS	CPD POINTS AWARDED	ENTRY REQUIREMENTS
Asian Bridal Make-up	6	26	-
Body Massage	9	39	-
Definition Brows	6	24	-
E-Filing	4	11	Nail Extensions
Ear Candling	3	12	-
Facial Treatment	8	32	-
Female Intimate Waxing	6	21	Waxing
Foot Reflexology	6	35	-
Gel Nails	7	22	-
Gel Polish	4	22	Manicure/Pedicure/ Nail Extensions
Henna Brows	6	24	-
Hot Stone Massage	8	26	Body Massage
Indian Head Massage	6	29	-
Lash & Brow Treatments	6	23	-
Lash Lift & Tint	4	20	-
Make-Up	6	26	-
Male Intimate Waxing	6	22	Waxing
Manicure Course	8	22	-
Nail Tips With Acrylic Overlay	7	22	-
Pedicure	8	22	-
Reiki	6	20	-
Russian Volume Eyelash Extensions	7	21	Semi-Permanent Individual Eyelash Extensions
Semi-Permanent, Individual Eyelash Extensions	7	21	-
Spray Tanning	4	16	-
Threading	7	23	-
Waxing	9	30	-

Students must be members of the Guild before they can enrol on a GTi course. They must also complete the GTi Professional Standards course which is free to Guild members and covers the basic requirements of health and safety, legislation, hygiene and sanitation, personal appearance, consultations, professional ethics etc. Students who are not already Guild members can join as GTi Student Members at a cost of £25. Schools must provide the minimum number of practical classroom training hours specified for each subject, but the training hours can be split over several days or weeks to suit the requirements of individual students. Schools are free to offer additional hours where appropriate depending on class sizes and the learning abilities of students.

GTI THEORY CORE KNOWLEDGE COURSES

As well as the 26 popular practical GTi courses, there are also 12 courses which are taught completely online and require no classroom training time. GTi training centres can enrol their students on any of these courses and earn a commission by charging students the RRP and paying the Guild a much lower reseller fee.

The table below shows the courses and fee structure. All prices are subject to VAT.

COURSES	RECOMMENDED RETAIL PRICE (RRP)	RESELLER FEE	YOU EARN	ENTRY REQUIREMENTS
Anatomy & Physiology	£165	£105	£60	-
Aromatherapy Using Pre-Blended Oils	£95	£60	£35	Body Massage
Aromatherapy Blending of Oils	£145	£95	£50	Body Massage
Crystal Healing	£95	£69	£26	A Holistic or Beauty Qualification
Guild Green Salon Scheme	£39.99	£19.99	£20	-
Health & Safety	£39	£19	£20	-
Marketing Your Business	£39	£19	£20	-
Professional Standards	£49	£19	£30	-
Social Media For Salon Businesses	£39	£19	£20	-
Starting and Marketing Your Business	£59	£19	£20	-
Starting Your Own Business	£39	£19	£20	-
Successful Retailing	£39	£19	£20	-

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BENEFITS OF OFFERING GTI AND GUILD ACCREDITED TRAINING

The Guild offers its accredited training centres a winning package of support and benefits.

Top Quality Courses - GTi courses are written by industry experts to the highest standards and comply with the relevant National Occupational Standards.

Popular Treatments - GTi courses are available in 26 of the most popular treatments with another 12 business and core knowledge courses available as fully online courses.

Full Documentation Provided - GTi training centres have access to course manuals, course objectives, itemised equipment required and sample lesson plans. We also provide information regarding what patch tests are required, student enrolment forms and records of assessment.

Insurance - All GTi and Guild Accredited courses are accepted for insurance purposes by The Guild and other main insurance providers. As the UK's largest trade body, The Guild will only accept private training that has been Guild Accredited.

Advertising - All GTi and Guild Accredited training centres and training courses are advertised on the Training Directory on Beautyguild.com which is the largest professional beauty website in the UK. GTi and Guild Accredited training centres are also advertised in each issue of Guild Gazette magazine which is the highest circulation trade magazine in the UK. Accredited training centres can also advertise forthcoming training dates on the Training Diary section of Beautyguild.com.

Recognition - The Guild accredits more private training courses than any other industry organisation, so offering GTi courses or having your courses Guild Accredited is the most recognisable sign of quality training.

Continuing Professional Development (CPD) - All GTi and Guild Accredited training courses are certified for CPD purposes and each course is awarded the appropriate number of CPD points. Many organisations such as FE colleges, insist that their staff complete a minimum number of CPD hours each year in order to maintain their professional qualifications.

Course Enquiries - Visitors to Beautyguild.com can email Guild Accredited training centres direct through the website or visit the training centres website to see further details.

Diary Dates - You can boost course attendance and fill class spaces by advertising your courses in the online Training Diary Dates section on Beautyguild.com. This is searchable on location, course type and price and a great way of boosting class sizes.

Branding - GTi and Guild Accredited training centres are authorised to use the "Guild Accredited" logo on their websites, social media channels, advertising and courses certificates. We also provide each training centre with their own personalised landing page on: Beautyguild.com.

Referral Scheme - We view Guild Accreditation as a partnership between the Guild, our accredited training centres and their students. Each Guild Accredited training centre is provided with a unique referral code which their students can use to get £10 off Guild Membership and Insurance when they join. Each referral received earns the training centre £20 in advertising credits which can be used to promote the training centre and their courses on Beautyguild.com and Guild Gazette. This is a unique win/win arrangement for you and your students.

GUILD ACCREDITATION AND GTI COURSE FEES

The table below shows the courses and fee structure.

PRACTICAL COURSES	
<p>Annual Guild Accreditation Fee Provides access to all GTi courses you are qualified to teach. Includes free listing for your main venue on Beautyguild.com and Guild Gazette magazine Fee is payable on application and renewable annually.</p>	£295
<p>Student Registration Fees Students must be members of the Guild before they can enrol on a GTi course. Students who are not already Guild members can join as GTi Student Members at a cost of £25.</p>	Free to Guild Members
<p>Accreditation of non GTi courses Fee to accredited private courses which are not available as GTi courses. Non-refundable payable on submission and subject to Guild's accreditation criteria. The accreditation process normally takes in the region of 20 working days.</p>	£55 per course

All prices are subject to VAT



FREQUENTLY ASKED QUESTIONS

How long does it take to become a GTi training centre?

If you are already a qualified Guild Member and have a recognised teaching qualification, an application to teach any of the GTi courses can usually be completed within two weeks. If you are also submitting your own courses for accreditation, we aim to complete the process within 20 working days after receipt of each course application.

Do I have to be a Guild Member?

Yes. All tutors of GTi and Guild Accredited courses are required as a minimum to be Associate members of the Guild. Associate Membership does not include insurance and costs £55 per tutor per year. If you would like your insurance and teaching risk with the Guild, please contact our insurance team on: **01332 224832** for a quote.

Do I need to have a teaching qualification?

Yes. If you do not already have a teaching qualification we recommend the Award in Education and Training (AET) which is a level 3 teaching qualification. The Guild offers its own AET qualification which is accredited by TQUK and can be done in 8 days working mostly in the evenings with a 15 minute teaching assessment exercise that can be done by Skype. The course costs just £295 + VAT. For full details and to book your place visit **Beautyguildtraining.com**.

Are there any other costs?

Students must be members of the Guild before they can enrol on a GTi course. If a student is already a Guild member there are no additional costs to pay. If a student is not a Guild member, they will have to apply to join as a GTi Student Member which costs £25. Once the student has completed their course they will then have the option to upgrade to Full Guild membership including insurance for £25 off the normal membership fee.

Who issues the GTi certificates to my students when they successfully pass my course?

Students who complete GTi courses are provided with an electronic certificate in pdf format on successful completion. All GTi certificates are issued by the Guild. Students then have the option to buy a printed GTi paper certificates if required for £15 + VAT.

Can I use the Guild's branding on my website and advertising?

Yes. GTi and Guild Accredited training centres are authorised to use the "Guild Accredited" logo on their websites, social media channels, advertising and courses certificates. GTi training centres can also use the GTi logo. We also provide each training centre with their own unique landing page on: **Beautyguild.com** which can be personalised for membership referrals.

Where will my GTi and Guild Accredited training centre be advertised?

One of the big benefits of offering Guild Accredited training is the free advertising it includes. All GTi and Guild Accredited training centres and training courses are listed on the Training Directory on: **Beautyguild.com**.

Will my GTi training courses be accepted for insurance?

Yes. GTi and Guild Accredited training courses are recognised in the UK and accepted for insurance purposes by the Guild and all other main insurance providers.

FREQUENTLY ASKED QUESTIONS

CONTINUED

How does the referral scheme work?

We view Guild Accreditation as a partnership between the Guild, our accredited training centres and their students. Each Guild Accredited training centre is provided with a referral code which their students can use to get £10 off Guild Membership and Insurance when they join. Each referral received earns the training centre £20 in advertising credits which can be used to promote the training centre and their courses on Beautyguild.com and Guild Gazette. This is a unique win/ win arrangement for you and your students.

What other advertising can I do?

You can use referral credits to pay for additional advertising on Beautyguild.com and in Guild Gazette magazine. Options include advertising diary dates, online adverts that link to your website and display advertising Guild Gazette magazine.

Can I submit my own courses for accreditation instead of offering GTi courses?

We will not normally accept private courses for Guild Accreditation where there is a GTi course or a combination of GTi courses available in the same subject. However, exceptions can be allowed for branded product treatments or where a treatment technique varies significantly from the existing GTi course.

If I want to teach a course which is not offered by GTi, what do my course manuals need to include?

Any courses of your own that you wish to submit must satisfy the requirement of the National Occupational Standards (NOS). All courses must cover treatment procedure, sensitivity patch testing requirements, health & safety law, sterilisation, disinfection, salon and personal hygiene, data protection law, consultation procedures, maintaining accurate client record cards, relevant anatomy & physiology, contra-indications, contra-actions, relevant common skin infections, diseases and disorders of the face and body, Doctors referrals and consent, aftercare advice, treating minors, special treatment licence laws e.g. ear piercing, electrolysis and body massage, professionalism and code of ethics, theory & practical assessments and Guild membership and insurance details for your students. In many cases it will be necessary for students to complete the GTi Professional Standards course as a pre-requisite for non GTi courses.

How long does it take to get my own courses accredited?

If you are submitting your own courses for accreditation, we aim to complete the initial accreditation process within 20 working days after receipt of each course application, providing there are a minimum level of amendments required. Courses that require a significant level of amendments could take longer and may also incur additional fees.

How do I apply for Guild Accreditation?

Please download and complete the Guild Accreditation Application Forms from the Beautyguild.com website and send them to accreditation@beautyguild.com.

Need any further help?

If you have any other question, you can call our training accreditation team on: **01332 224833**

