

Charter of the Baltic Institute for Psychotherapy

1. GENERAL SECTION

SIA "Baltijas Psihoterapijas Institūts", registration No. 40203361996, hereinafter referred to as the Institute, is a non-formal adult education institution (registration No. 3380802338). Legal address: Strēlnieku iela 15 - 17, Riga, LV-1010

The Institute is a legal person who carries out its activities under these Regulations and the normative acts of the Republic of Latvia. The Institute shall undertake responsibility for fulfilling its obligations and shall exercise its rights responsibly. The Institute works under generally recognized international principles, norms and standards in the field of psychotherapy.

All results of the Institute's activity, implemented training programs, studies, publications, articles, and information on the Institute's website are the property of the Institute. Their use and republishing for personal and commercial purposes require the permission of the Institute.

The social importance of psychotherapy and its impact on society and the life of its individuals necessitates the development of these regulations, which outline and define the activities of the Institute and its basic rules.

2. INSTITUTE'S AREA OF ACTIVITY

The aim of The Institute's activity is to train Gestalt psychotherapists and develop the Gestalt approach in psychotherapy, philosophy, various fields of humanitarian knowledge, education and science.

To implement its objectives, the Institute can join, form cooperatives, participate in various associations and societies, and cooperate with other organizations and individual entrepreneurs. The Institute promotes multiple types of experience exchange and international cooperation. The Institute can maintain direct international contacts, conclude relevant agreements, and carry out other activities that do not contradict the legislation of the Republic of Latvia.

The geographic area of the Institute's activity is mainly in the Baltic States. The Institute reserves the right not to limit the geography of its activities.

In addition to the Statutes, collaboration with individuals, partners, and the public is regulated by the Code of Ethics of the Institute, which complies with the

requirements of the Latvian Gestalt Therapy Association (LGTA) and the European Association of Gestalt Therapy (EAGT).

3. GOALS, OBJECTIVES, METHODS AND PRINCIPLES OF THE INSTITUTE'S ACTIVITY

3.1 The purpose of the Institute's activity.

The Institute's activity aims to prepare and improve the professional skill of Gestalt psychotherapists and practitioners and to develop and implement programs of action based on an integrated approach in psychotherapy for a wide range of social professions.

3.2 Institute Objectives.

3.2.1 To promote the development of the Gestalt approach (phenomenological analysis) in the Baltic States and increase the prestige of the Gestalt psychotherapy profession in society.

3.2.2 To develop and implement curricula for training Gestalt psychotherapists and practitioners under the European Association of Gestalt Therapy standards and the requirements of non-formal adult education in Latvia.

3.2.3 To develop and implement professional development programs for psychotherapists of different fields and specialists of related areas who use the Gestalt method in their practical work.

3.2.4 To take care of the correct and professional application of various methods of psychotherapy in practice within the limits of their authority and competence.

3.3 The Institute uses the following methods and forms of work to achieve its goals and objectives:

3.3.1 Consultation and assistance in raising the awareness of psychologists, psychotherapists, physicians, educators, philosophers, representatives of related professions, and other professionals about the Gestalt approach.

3.3.2 Supporting the development of the scientific foundations of humanistic psychotherapy by implementing research projects.

3.3.3 Publication of educational literature and scientific journals.

3.3.4 Cooperation with the Latvian Gestalt Therapy Association (LGTA) in promoting and developing Gestalt therapy in Latvia and observing professional, ethical norms.

3.3.5 Providing methodological consultations and other types of non-material assistance and support to the members of the Institute in their development in the field of Gestalt psychotherapy.

3.3.6 Cooperation with non-governmental organizations, the activity of which is connected with rendering psychotherapeutic help to people.

3.3.7 Dissemination of information on the activity of the Institute and its results through mass media and the Internet.

3.3.8. Organization of conferences, thematic lectures, seminars and discussions on topical issues of the industry both for Institute employees and those interested in the industry.

3.3.9. Interaction with foreign and international organizations on issues within the scope of the Institute's activities.

3.3.10. Join international organizations, obtain rights corresponding to the status of these international organizations and fulfil obligations, and establish and maintain international contacts and relations with foreign non-profit, non-governmental organizations and associations.

3.3.11. The Institute reserves the right to choose and limit the range of cooperation partners and organizations.

3.3.12. The Institute may carry out other activities consistent with the goals and objectives established by law and not contrary to the legislation of the Republic of Latvia.

3.4 The following principles are the basis for the activity of the Institute:

3.4.1 Legitimacy.

3.4.2 Voluntariness.

3.4.3 Independence.

3.4.4 Respect for the personal dignity of each Institute member and listen to opinions.

3.4.5. Collegiality.

3.4.6. Freedom of discussion and fact-based criticism.

3.4.7 Care and assistance in professional development.

3.4.8. Hierarchy. Decisions of the management and administration of the Institute are binding for each member of the Institute.

3.4.9 Compliance with the rules of professional ethics.

3.4.10 Recognition of the psychotherapist's high social responsibility.

4. INSTITUTE GOVERNANCE, ADMINISTRATION AND MEMBERS

4.1 Administration of the Institute

The Institute's administration is the Institute's head, administrators, and curators of study programs.

4.2. Members of the Institute

The members of the Institute are the permanent instructors, visiting instructors, pre-instructors, students, program trainees and other persons involved in the activities of the Institute.

Membership in the Institute is not an obstacle to participation in the activities of other educational centres and professional public organisations.

4.3 Curators and lecturers of study programs

Curators and lecturers are specialists in different fields and are directly involved in the development and/or implementation of training programs. Employment contracts or contracts of cooperation for a particular time are concluded with specialists for work performance.

4.4 Students of the Institute

4.4.1 Students of the Institute may be persons who:

4.4.1.1. Have a college degree in the supporting professions or a bachelor's degree (or higher) in the social sciences.

4.4.1.2 Have completed a motivational and diagnostic interview with the program supervisor.

4.4.1.3 Have entered into a Learning Agreement that describes the rights and responsibilities of both parties, as well as the form and procedure for tuition payment.

4.4.1.4 Have read and agreed to abide by the Code of Ethics of the organisation, drawn up under the requirements of the Latvian Association of Gestalt Therapy and the European Association of Gestalt Therapy.

4.4.2 The students of the Institute have the following rights:

4.4.2.1 Receive course descriptions, materials, and other related information to facilitate the study of the course.

4.4.2.2 Receive information about new courses, changes, and additional educational opportunities at the Institute.

4.4.2.3 Participate in additional events organised by the Institute.

4.4.2.4 To seek assistance from the Institute in protecting their rights and legitimate interests if these rights and interests are directly related to the activities of the Institute.

4.4.2.5 To choose at any time to participate and study at the Institute.

4.4.3 Students of the Institute have the following responsibilities:

4.4.3.1. Comply with the internal Statutes of the Institute.

4.4.3.2 Observe the Code of Ethics of the Institute.

4.4.3.3 Attend (in person) the academic events of the Institute.
To complete and submit the written assignments on time. 4.4.3.4.
4.4.3.5 Make regular tuition payments.

4.4.4 A student may be expelled from the Institute if:

4.4.4.1 Willfully or unintentionally commit gross violations of this Charter.
4.4.4.2 Commits actions discrediting the Institute, its professional or business reputation and/or causing damage to the Institute.
4.4.4.3 Commits actions that do not comply with the Code of Ethics.
4.4.4.4 Fails to fulfil the obligations stipulated by the training agreement.
4.4.4.5 Fails to pay tuition within three months.

4.4.5 Graduates of the Institute are persons who:

4.4.5.1. Have completed an entire course of study.
4.4.5.2 Have successfully passed the final examinations (theoretical and practical).
4.4.5.3. all written works of study programs have been submitted and recognised as successful, including scientific research in psychotherapy.

5. CURRICULA AND PROCEDURE

5.1 Types of training programs:

5.1.1 A basic training program in Gestalt psychotherapy. Completing the program makes it possible to obtain a certificate as a Gestalt psychotherapist. The training period is 4-5 years.

5.1.2 Professional development programs in psychotherapy (integrated approach). The programs aim to improve the qualifications of specialists in various fields connected with Human services (psychologists, psychotherapists, doctors, teachers, social workers, managers, human resources managers, etc.). The duration of the programs is 1-2 years.

5.2 Tuition

The Institute's activity is financed from revenues from training programs, seminars and other organized events.

There are two forms of tuition fees possible in training programs:

5.2.1 Tuition by the individual (student). The cost depends on the program and the year of training. The cost of training is reflected in the training contract and changes at the end of the contract.

5.2.2 Payment from the budget of the Institute. The decision on the possibility of training at the expense of the budget of the Institute is taken on a competitive basis. Students can participate in a competition, having written a letter of motivation. The head of the Institute and the curator of the corresponding educational program decide to fix a place in the budget.

6. TERMINATION OF THE INSTITUTE ACTIVITY

The activity of the Institute can be terminated by its reorganization or liquidation.

The reorganization or liquidation can be carried out by the management's decision, corresponding to the requirements of the legislation of the Republic of Latvia.