

# Coaching Session Application

## WU Coaching participant (hereinafter referred to as the Client)

Name, acad. title: \_\_\_\_\_

Organizational unit: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone no.: \_\_\_\_\_

Coach: \_\_\_\_\_

**Number of coaching sessions** required to reach the goals agreed upon between Coach and Client:

..... sessions, **60 minutes** each.

Cost **per session € 160 (net)**, amounting to a total of € .....

**Starting date for coaching sessions** (month / year): .....

**Estimated ending date** (month / year): .....

Coaching sessions are part of the Career Development program for post-docs. As the Client, you are required to pay a deductible of €20 per coaching session, while the WU Personnel Development office covers the larger part of the bill.

- My organizational unit will be covering the deductible.
- I will be paying the deductible myself. My billing address is:

**I acknowledge that I am required to submit a feedback report after conclusion of the coaching process as the condition for payment of my coaching sessions by WU.**

Feedback is a key element of quality control. This feedback will focus only on my satisfaction with the coach and the coaching process. A short set of guidelines on providing your feedback is available from the Personnel Development and Planning office.

\_\_\_\_\_  
Date, Client signature

\_\_\_\_\_  
Date, signature Coach

**Please send this application by email or in-house mail to Personnel Development and Planning office. If you have any further questions, please feel free to contact us:**

- Career Development **Program Non-Tenure-Track** contact Mag. Claudia Kratochwil

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- Career Development **Program Tenure-Track** contact Mag. Sandra Vesely M.Sc.

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