

Congratulations on stepping into your professionalism and joining

The Institute for Coaching Mastery Certification Program!

We are delighted to have the opportunity to train and support you!

If you have any questions, my team and I would be more than happy to answer them.

Just email: Support@AlyssaNobriga.com.

TERMS OF USE

INSTITUTE FOR COACHING MASTERY® CERTIFICATION PROGRAM

This Agreement is made and entered into on July 2025 ("Purchase Date") by and between Alyssa Nobriga International, LLC ("Company" or "We" in this document) and you: ("You" or "Client" in this document) with respect to the Institute for Coaching Mastery Certification Program beginning February 9th, 2026 ("Start Date").

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and considered by both parties, Company agrees to provide the services outlined in the Program outline below and Program Outline Addendum attached hereto. Client understands and agrees that the Company will utilize suitable methodologies in accordance with the Company's training, experience, and education.

1. Program Details

Client understands and agrees they are electing to purchase entry into Company's accredited approximately eleven (11) month Coaching Certification Program, currently titled Institute for Coaching Mastery, a professional coach training program to support truly ambitious and purpose-driven coaches who are ready to 'up' their game, to be industry leaders, serve people on a deeper level and to step into the life they've always imagined ("Program").

a. Program will include "Facilitation Mastery Training," as outlined in the Program Outline Addendum attached hereto, a six (6) month live training beginning February 9th, 2026 led by Company, followed by "Continued Training," a four (4) month "Business Mastery Training" ending in December 15th, 2026, as well as a (4) half-days Retreat, currently slated to be held virtually in August 6-9, 2026. There is a two-week summer break between training as well as holiday breaks and implementation weeks worked in to allow Client to catch up and/or review any previous modules. Specific training times may be subject to change; if so, Company will provide Client with as much notice as possible regarding new dates and/or times - such alterations to the schedule will not constitute a breach of this Agreement.

b. Client understands Program is a completely virtual, online-only experience, and they will need an internet connection and desktop or laptop computer as well as various programs or software to adequately experience the Program in full.

- c. Client will have access to Program for approximately eleven (11) months during the Program itself, beginning February 9th, 2026, plus an additional four (4) months thereafter, for a total of fifteen (15) months from the date the Program begins.
- d. Client will access Program materials via an online portal, secured with Client's personal username and login password. The online portal will include real behind the scenes coaching sessions, self-reflection questions, meditations, and guided processes to deepen your learning on various levels.
- e. Following the completion of Program, Client will have the opportunity to become Certified as a Mastery Method Coach; however, certification is neither guaranteed nor required.

2. Certification

Client understands receipt of a Certification is not a guarantee once Program is purchased and/or completed; Client must complete ALL aspects of Program in a satisfactory and timely manner, as well as each of the following elements: must have completed payment in full for Program, must have developed a certain level of mastery of the material in order to become eligible for certification, and must meet our professional standards. While certification will not be unreasonably withheld from Client, Company reserves the right to use its expertise and best judgment to determine whether Client has achieved the required mastery in order to obtain certification as a Mastery Method Certified Coach and if they meet our professional standards. Client

understands certification is in no way guaranteed by Client's purchase of Program, and that Client is not eligible for a refund or any other remedies should Client fail to achieve certification. Client may be specifically disqualified from the opportunity to become certified should Client breach this Agreement in any way, including but not limited to (a) failure to complete a payment plan, (b) sharing material or otherwise breaching the confidentiality and/or intellectual property provisions herein, (c) failing to complete any of the below certification requirements, (d) failing to receive a "passing" score in any of the graded components or (e) acting in a manner that is disrespectful or unprofessional.

3. Certification Requirements:

Client understands and agrees that upon completion of the following requirements and successful graduation from Program, Client **may** be approved for certification as a Mastery Method Certified Coach through the Institute for Coaching Mastery. *(This does not include any additional personal certification or accreditation by the International Coaching Federation and is for the Coaching Mastery Certification only.)*

a. Program Participation: Client must actively participate in at least 85% of Program, including video training, weekly Peer-to-Peer Practice Sessions, and weekly Coaching Calls with Company. If Client cannot attend the weekly Coaching Calls and Peer-to-Peer Practice sessions live, Client must make up the sessions on their own time and submit required documentation. All calls

must be logged using the form provided by Company, which is due by the date specified specified in the Certification Requirements document provided to Client during onboarding.

b. Teach Back Questions: Client will be responsible for completing “Teach Back” questions assigned in each weekly Program module in the Facilitation Mastery portion of the Program. These Teach Back questions must be completed via digital testing platform every Friday of each module with a final due date for all modules specified in the Certification Requirements document provided to Client during onboarding.

c. Facilitation Video Sessions:

i. Client will be required to facilitate and submit four (4) 60-minute “Video Facilitation Sessions” (paid or unpaid with a minimum of 2 different individuals; 1 of those individuals can be a student in the program for a maximum of 2 videos) to demonstrate mastery and understanding of the tools and techniques taught inside the Program. Client will use no less than three (3) different coaching tools throughout all Facilitation Sessions to demonstrate the ability to use different methods and show mastery of the material. Client does not need to use 3 tools per session, just a minimum of 3 tools across all 4 Facilitation Sessions.

ii. The unedited Facilitation Sessions will be submitted together, via an online “Video Submissions Form” provided by Company. Such form requires the date of each Facilitation Session, tools used, session reflection, and a link to the

unedited video recording. Each Facilitation Session recording will be evaluated for Facilitation Skills and Competencies by Company, using the Program coaching criteria and Coaching Mastery Methodology. These are due by the date specified in the Certification Requirements document provided to Client during onboarding. Videos will be evaluated by Company, utilizing the criteria outlined in the “Video Submission Criteria” attached hereto as Exhibit B, incorporated by reference herein, and must demonstrate observed or somewhat observed for all competencies in Exhibit B to pass this certification requirement.

d. Examination: Client will also need to pass an examination (“Examination”) in order to be considered for certification. This Examination will consist of case studies to assess Client’s abilities to use Program material and the Coaching Mastery Method to hold presence and safety in challenging situations. The examination is to be taken on Client’s own time and must be completed and submitted to Company by the date specified in the Certification Requirements document provided to Client during onboarding.

e. Coaching Experience: Client must complete a minimum of forty-five (45) hours of coaching, across a minimum of four (4) different clients and log through the Session Tracker provided by Company. The Session Tracker is due by the date specified in the Certification Requirements document provided to Client during onboarding.

Twenty (20) of the 45 hours must be completed with at least two (2) *paying* clients and up to eight (8) of these paid hours can be logged through coaching groups and/or workshops. (The 20 hours of paid coaching breaks down to approximately 4 hours per month over 5-months.) ***Client MUST be using and applying tools and techniques learned in Program for hours to count toward certification.***

Twenty-five (25) of the 45 hours of unpaid coaching can be completed through the Program if Client takes part in all Peer-to-Peer Practice Sessions. If Client wishes to use these sessions as part of their 45 hours, Client must track and document all Peer-to-Peer Practice Sessions through the Session Tracker provided by Company. Client may engage in Peer-to Peer Practice Coaching with other students of Program, but Client **may not be paid by any other students or enter into any professional relationship while Program is running**. Lengthy complimentary sessions may also count as part of unpaid hours.

f. Extension Applications: Program is designed for Client to complete and graduate at the end of Program; however, Company understands Client may encounter unexpected life circumstances, changes, or obstacles throughout the year that may prevent Client from completing all certification components within the eleven (11) months of the program. Should Client become unable to complete all certification components within the approximate eleven (11) months of the program, Client may submit a written request for an extension of time by Company, to be completed and submitted

via email at support@alyssanobriga.com at least two weeks before the certification component(s) are due. While all applications will be reviewed and considered on a case by case basis, there is no guarantee any requests for extensions will be accepted, nor is Company required to accept extensions or grant Client any additional privileges or time to complete completion requirements. If Client's extension is accepted, Client will have the option to extend until March 31st, 2027 (with no additional fee) or until March 1st, 2028, ten (10) months from the date the program access ends (additional fees include purchasing extended program access). Any accepted extension requests will allow Client to submit the certification requirements and apply for certification on March 31st, 2027 (with no fee) or quarterly on June 1st, September 1st, December 1st, 2027 and/or March 1st, 2028 (with a fee).

g. All certification requirements should be submitted via the designated methods provided by the Company for each requirement.

4. Certification Maintenance: Should Client graduate Program and become Certified through the Institute for Coaching Mastery, Client will maintain its Certification title forever, through this Institute. The Institute for Coaching Mastery is accredited by the International Coaching Federation (ICF). With the International Coaching Federation, the Institute for Coaching Mastery is a CCE Provider, meaning Company provides core competency training hours that Client can use towards maintaining or applying for Client's International Coaching Federation credential. All certified coaches may apply to become accredited coaches through the International Coaching Federation directly

but that is not in the scope of the company. Certified coaches wishing to apply for an ICF credential will need to follow separate guidelines for participation in the ICM program in order to meet the synchronous learning requirement for ICF.

5. Retreat

a. Client understands that the Program also includes one four (4) half-day virtual retreat, to be held on August 6-9, 2026 (hereinafter “Retreat”). The retreat consists of 4 morning sessions (9:30 am - 12:00 pm Pacific) and 4 evening sessions (4:00 pm - 6:30 pm Pacific) and it is mandatory that Client attends 50% of the retreat or a total of 4 of the 8 sessions, if going for certification. If Client cannot attend the retreat live, Client must make up 50% of the retreat or a total of 4 of the 8 sessions by following the instructions provided by Company. The purpose of Retreat is to temporarily leave behind the usual distractions we all face for a time long enough to allow relaxation, community support and for an inner transformation to occur in your life and business. While Company will do everything possible to ensure Client is able to attend, Retreat dates will be pre-scheduled, and Company is not responsible should Client become unable to attend one or more Retreats. Client understands that Client is not entitled to a refund should Client become unable to attend one or more Retreats. As of the date of this Agreement and the current global situation regarding COVID-19 and in-person gatherings, Company has elected to hold all Retreats virtually, via Zoom or another similar video platform. Client will ensure Client has the

technological capability to join Retreat virtually, and will not hold Company responsible should Client be unable to log in, join, or otherwise attend Retreat due to technical errors or inability to obtain the correct platform.

b. **Photo/Media Release:** Client understands that Retreat may be recorded for those who are unable to attend live. Company also reserves the right to screenshot, photograph, capture video of, or otherwise document Retreat and attendees thereof, for the purposes of gathering information, documenting presence and participation, and/or future marketing for Program. Client grants Company a royalty-free, irrevocable license to use Client's name, likeness, and image in using such video recording and photography from each Retreat for commercial use, as Company sees fit. This may include but is not limited to posting photos and videos on Company's website, future sales pages and advertisements for future programs, to allow other Program participants to view Retreat, and to promote Program in general. By signing this agreement, Client provides Company with a full, irrevocable release allowing Company and any attending guests of Company to use Client's name and likeness, and all such footage in any way Company sees fit. Other members of Program may also choose to take photos or short videos while at Retreat for personal use. Client understands that Company is not responsible for footage, photographs, and any other information obtained by other clients, or what other clients do with such footage. Client agrees to fully indemnify and hold harmless Company and any affiliates of Retreat should any attendee post or broadcast any form of photography or media that includes Client. Company is not responsible nor liable for what attendees

may post, and Client agrees he or she is attending each Retreat voluntarily and assumes any and all such risks of being photographed or otherwise recorded by attendees.

c. **Intellectual Property Release.** Client also agrees that should Client post videos, photos, and/or testimonials on social media about the Program or Retreat, Company has the right to use, share, and otherwise publicize the post.

6. Confidentiality

a. This Agreement is considered a mutual non-disclosure agreement, meaning both Client and Company agree not to disclose, reveal, or make use of any confidential information learned by either party during discussions, Consulting sessions, calls, emails, or otherwise unless required to do so by law. Such “Confidential Information” includes, but is not limited to, proprietary teaching methods belonging to Company, Consulting strategies, exercises, or other methodologies Client learns as a result of working with Company, the information contained in documents or any other original work created by Company, and any and all other intellectual property (discussed below) as well as all information shared by other Clients of Program, information disclosed in peer to peer coaching sessions, and other similar information disclosed with an expectation of privacy by the disclosing party.

b. According to the ethics of our profession, topics may be shared with other coaching professionals for training, supervision, mentoring, evaluation, and for coach professional development and/or consultation purposes.

c. The Client will not at any time or in any manner, either directly or indirectly, share business practices belonging to the Company without the express, written permission from Company. While the Client is free to share what they experienced and their thoughts in regards to the Program and working with the Company, please treat specific personal or business details learned from the Company strictly confidential. When sending confidential information, please be aware there are various risks to privacy that are out of our control, including email, video calls, and phone, that are not completely secure means of communication.

d. Client and Company agree that the responsibility to refrain from disclosing or sharing any and all Confidential Information learned as a result of Client working with Company, shall survive the expiration of this Agreement and Client's participation in Program. This means Client and Company both agree to continue to keep Confidential Information private, even after Client's completion of Program.

e. Should Client breach this provision and disclose confidential or proprietary information belonging to Company or another student participating in the Program, Client understands additional action may be taken by Company up to and including legal action.

7. Intellectual Property Rights

a. Client agrees and understands that Company has created numerous original, creative works in connection with the Program, and agrees that Company maintains all copyrights and other intellectual property rights in all original or derivative content associated with or included in the Program, whether created prior to working with Client or specifically for Client. Client agrees they may be granted a limited right to use selected materials in the course of their own business, but understands that the rights remain with the Company. Nothing in this Agreement shall constitute a transfer of ownership of any Intellectual Property from Company to Client, nor grant any license to use the information, other than that which is expressly provided throughout the course of the Program. All content included in this Program, such as text, graphics, logos, button icons, images, audio clips, digital downloads, data compilations, and software, is the property of the Company or its content suppliers and protected by the United States and International copyright laws. The compilation of all content on this Program is the exclusive property of the Company and protected by the U.S. and international copyright laws. The Company's name and other Company logos, page headers, button icons, scripts, and service names are trademarks, registered trademarks or trade dress of Company or its affiliates in the U.S. and/or other countries. Company's trademarks and trade dress may not be used in connection with any product or service that is not Company's, in any manner that is likely to cause

confusion among clients, or in any manner that disparages or discredits the Company. All other trademarks not owned by the Company or its affiliates that appear on this site are the property of their respective owners, who may or may not be affiliated with, connected to, or sponsored by the Company or its affiliates.

b. Client agrees and understands they are not to copy, repost, alter, publish, sell, assist others in selling, manipulate, distribute, or in any way exploit any of the content or intellectual property provided by Company or obtained through working with Company, without express written consent from Alyssa Nobriga, prior to Client's proposed use of such intellectual property. If such behavior is discovered or suspected, Company reserves the right to immediately end Client's participation in the Program without refund, as well as access to any other program or materials Client may have purchased from Company, without refund, and reserve the right to prosecute any actionable infringement or misuse to the full extent of the law.

c. Licensee Rights: Company's Limited License to Client: Client

understands that in purchasing the Program, they are gaining access to view all content and information available as part of the Program, as well as any additional information or content shared with them by Company as they see fit. Client understands this means they will have been granted a limited, revocable, non-transferable license to read and use the information provided for use in their business and life, as instructed or allowed by the Company. Unless we say otherwise, Client may access and view the materials and videos

located within the online portal, and/or download all meditations, worksheets, and tool audios as they become available, only for Client's personal use.

Training videos, foundational videos, or demo videos may be viewed inside the online portal, but may not be downloaded. Client understands any downloaded materials remain the sole intellectual property of Company; Client obtains a limited license to use the materials for personal use only and agrees not to share the materials with anyone outside Program.

i. As a "Licensee," Client understands and agrees that Client will not: (a) Copy, edit, distribute, duplicate or steal any information or any Content obtained through Program without written permission from an authorized member of Company; (b) post, distribute, copy, steal or otherwise use any portion of the Program or its content without written permission from an authorized member of Company, and understand that any such use may constitute infringement, which may give rise to a cause of action against Client, (c) share purchased materials, information, content with others who have not purchased them, (d) take Company's courses, programs, audios, videos, or worksheets and create a course, training, or program that Client claims is original to Client; (e) teach processes, tools, or frameworks learned in Program to other coaches that have not enrolled in Program; (d) **Client further acknowledges and understands that any such actions including, but not limited to, those outlined above will likely constitute infringement and/or theft of our work, and a violation of this Agreement and United States Federal laws.**

ii. Client may (a) utilize a small process or tool learned from Program in Client's own coaching practice, but must cite Alyssa Nobriga as the owner of the content, cannot claim ownership of any such process, tool, method, or content, and must use the full process or tool, without editing; (b) must cite and give Alyssa Nobriga credit if any audios, videos, or worksheets owned by Company are used in connection with Client's own coaching clients; (c) may not edit, modify, or otherwise change any tool or process belonging to Company, unless it is so transformed that it is not recognizable nor substantially similar to Company's work in any capacity; (d) may not take entire training, modules, videos, or other educational materials and input into Client's own coaching business, or attempt to make any commercial gains utilizing resources created by Company.

iii. Client may also share from time to time, still shots of Program virtual training, virtual retreat training, Program homework, Client's own personal experiences of Program, or other photos on social media as long as photo or video does not clearly depict confidential material belonging to Company or another student of Program, and does not include any information about another student's Program experiences, information learned through peer to peer coaching or while on Program call, or otherwise disclose any personal or confidential information belonging to Company or another Program student that student or Company would not want to be shared.

Client will have access to the materials after the Program for an initial period of eleven (11) months, followed by an additional four (4) months of access for a

total of fifteen (15) months; after which, access will end. Client confirms Client will review and/or download any applicable material Client wishes to keep prior to the end of Client's access.

d. Use of the Coaching Mastery Method: Should Client become a certified Mastery Method Certified Coach, Client will also obtain a limited, revocable license to use the name and basic outline of Company's method, currently known as the Coaching Mastery Method in order to build Client's own coaching business and advertise their services as being certified and educated in this Method. Client may only use this Method once Client has completed Program and passed all necessary requirements in order to obtain certification, AND Company has approved Client to use the Coaching Mastery Method in their own business. Absent Company's written permission to use the Coaching Mastery Method in connection with their own business, marketing, and/or coaching services, Client understands that this provision and license does not apply to them. Should Company update the name of the Coaching Mastery Method, this provision shall still apply to all future names, and include the contents of such Method, regardless of its name.

e. All names associated with Program, including, but not limited to, the Program name, Company name, and Method name are subject to change at any time by Company. Should Company update any name, title, branding, or tagline associated with the Program, and/or should future versions of Program exist under a different name or company, this Agreement shall still cover all such future names and versions of Program.

8. Client Behavior

a. **Non-Solicitation.** Client understands and agrees that Client will not actively solicit business from other members of Program, clients of Company, or members of Company's community. Client and others may "peer coach" with other clients of Program as practice, but Client cannot be paid or enter into any professional relationship with another member of Program until after Program has ended. Other members of Program or members of Company's community are not leads for Client, and Client confirms an understanding that it is not appropriate to work with or coach any other students of Program or member of Company's community during the time that Program is active. Should Company become aware of any coaching between Client and another Program member, or that Client is actively soliciting Company's community for leads, Client understands this is a violation of Company policy and a breach of this Agreement and will impact Client's ability to become certified through Company.

b. **Peer to Peer Coaching, Group Environment.** Client agrees at all times during Program to behave in a professional and respectful manner. This is a learning environment where all students of Program will be able to learn, grow, and expand in a safe, respectful, and confidential environment with fellow students and coaches. Company reserves the right to remove any client from Program and/or refuse to certify any client who is, in Company's sole discretion, behaving inappropriately in anyway, including but not limited to breaching this agreement, behaving in a disruptive manner, behaving rudely

to other students, failing to supportively engage in peer to peer coaching, disturbing the learning environment, and/or is otherwise preventing others from being able to succeed in Program. Should a client elect to behave in this manner, Company will provide a single warning requesting a change in behavior to avoid removal from Program, followed by removal from Program and termination of this Agreement with no certification, if the behavior continues, without any right to refund or waiver of payment plan payments.

c. Company may elect not to certify, and to remove Client from Program for any reason, if at any point in time Company believes Client is behaving in a manner that is detrimental to the experience and enjoyment of other students of Program in any way, is preventing Company from effectively teaching Program, or otherwise negatively impacting Company and/or its students from being able to effectively carry out, teach, and learn within Program.

9. Payment

Client's investment will vary depending on the date in which Client elects to join Program, and the manner in which Client elects to purchase, e.g. via a pay in full option, the "three-part-three-day split-pay," or the payment plan spread out over the Program duration.

If Client purchases the \$1,500 off offer:

Pay In Full or Split Pay	\$250 Deposit + Payment plan
\$10,997	\$11,997

Client agrees to render payment via credit card only and understands the full purchase amount or the first installment of the payment plan is due and payable upfront, prior to being granted access to Program, access to Alyssa or other associate coaches, or becoming entitled to any products or services within Program. Company's payment services are offered by a third party. Client's use of such services is subject to those additional terms and conditions, which are incorporated into this Agreement by this reference.

10. Payment Plan

If Client elects to purchase Program via the offered payment plan herein, Client understands they will purchase by making an initial down payment, followed by equal monthly payments billed each month [as outlined in sections a(1) or a(2) below], allowing Client to pay over the course of Program. However, this payment plan is not structured as a "pay as you go" payment system, nor is Client able to stop payments if desired. Client understands and agrees that payment plan MUST be completed in full, regardless of Client participation or attempts to terminate this Agreement - if Agreement is terminated early by Client, Client understands and agrees he/she/they will still remain responsible for ALL outstanding payments remaining on Client's payment plan.

If Client purchases the \$1,500 off offer:

Pay In Full or Split Pay	\$250 Deposit + Payment plan
\$10,997	\$11,997

a(1). If Client selects to purchase Program via the **Split-Pay Plan** during this time frame, Client agrees to make one (1) down payment of three thousand six hundred sixty six U.S. dollars (\$3,666) and two (2) daily installments of three thousand six hundred sixty six U.S. dollars (\$3,666) totaling ten thousand nine hundred ninety eight U.S. dollars (\$10,998) over three days. Client will make the initial payment of \$3,666 upon purchase of the Program, with an additional \$3,666 deducting automatically each day, every day from which Client made the initial payment, for the following two (2) days, totaling three (3) payments.

a(2). If Client selects to purchase Program via the **Payment Plan** during this time frame, Client agrees to make one (1) down payment of two hundred fifty U.S. dollars (\$250) and seventeen (17) monthly installments of six hundred ninety one U.S. dollars (\$691) totaling eleven thousand nine hundred ninety seven U.S. dollars (\$11,997). Client will make the initial payment of \$250 upon purchase of the Program, with an additional \$691 deducting automatically each month, every thirty-one (31) days from which Client made the initial payment, for the following seventeen (17) months, totaling eighteen (18) payments.

If Client selects the payment plan option, by providing their credit card and other information and agreeing to these Terms of Use, Client is agreeing that Company will charge this credit card for amounts payable each month pursuant to this payment plan. If Client would like to update or change the card on file, they must do so before the next monthly payment is scheduled to be charged. Once the card is charged, Company is under no obligation to refund and/or change the payment method for payments already charged.

b. Should Client fail to make timely payments in connection with any payment plan as outlined herein, or if additional payments are not able to be processed, Client understands: (1) the remainder of the Program may be forfeited and all access to Program's online portal will be revoked until payment is brought current (inclusive of any and all applicable late fees or penalties), (2) Client will owe a \$50 late fee if payment is unable to be processed within seven (7) days of the date it is due, and (3) any failed payments not brought current within (30) days will owe the full balance on their account immediately and will lose the right to pay via a monthly payment plan. Any accounts that remain delinquent for more than 60 days may be turned over to collections, and the balance of Client's account will continue to be due and payable, inclusive of any and all applicable late fees and penalties. If Client's account is turned over to collections, Client understands and agrees they are responsible for any and all fees accrued or paid to the collection agency, in addition to the original account outstanding balance.

c. Company reserves the right to cancel or stop working with Client should they fail to make additional payments in accordance with the Payment Plan as agreed upon at the beginning of the Program. Should this occur, Client understands they are not entitled to a refund of funds already issued to Company in exchange for work completed thus far, and Client will lose access to all materials made available to Client during the Program up until payments were missed, as well as continued access to all private online portals for Program materials.

11. No Refunds and Cancellations Policy

a. This program is designed for professionals who are all-in, and are ready to fully commit to the certification process. Therefore, Company is not able to offer refunds once Client has purchased the Program. Client understands this provision, and agrees that they are not entitled to a refund once the initial monthly payment or payment in full has been issued to Company. If something life-threatening happens to Company and they are not able to proceed as Company, Client will be refunded any remaining program fees that weren't delivered.

b. Client further agrees and understands that changing their mind about the Program, failing to follow through or understand the details of the Program, not experiencing the results they expected or desired, or experiencing any other similar situations, does not entitle them to a refund. Client is making an investment in order to enroll in the Program for an extended period of time

and may not cancel, attempt to end the contract early or obtain a refund once purchased.

12. Indemnification

Client agrees at all times to defend, fully indemnify and hold Company and any affiliates, agents, team members or other party associated with Company harmless from any causes of action, damages, losses, costs, expenses incurred as a result of Client's use of Program, as well as any third-party claims of any kind (including attorney's fees) arising from his/her actions as a direct or indirect result of Client's participation in Program. Should Company be required to defend themselves in any action directly or indirectly involving Client, or an action where we decide Client's participation or assistance would benefit Company's defense, Client agrees to participate and provide any evidence, documents, testimony, or other information deemed useful by Company, free of charge.

13. Voluntary Participation

Client understands and agrees that they are voluntarily choosing to enroll in the Program and is solely responsible for any outcomes or results. While the Company believes in their services and that the Program is able to help many people, Client acknowledges and agrees that Alyssa Nobriga International LLC is not responsible nor liable to Client should Client sustain any injuries, incur harm, or encounter any negative ramifications. Client agrees that they

are fully responsible for their health and well-being, business and/or personal success, and finances, including participation in the Program and any results therein.

14. Disclaimer

a. Company cannot guarantee the results of the Program, and cannot make any representations or guarantees regarding individual results. Client will hold Company and Program harmless if they do not experience the desired results, or if Client's future clients do not get the results they desired. Client is solely responsible for creating and implementing their own physical, mental and emotional well-being, decisions, choices, actions and results arising out of or resulting from the training relationship and their training calls and interactions with the Company. As such, Client agrees that Company is not and will not be liable or responsible for any actions or inaction, or for any direct or indirect result of any services provided by Company. Client understands coaching is not therapy and does not substitute for therapy if needed, and does not prevent, cure, or treat any mental disorder or medical disease.

b. Client understands that all services provided by Company in connection with the Program being purchased are provided on an "as is" basis, meaning it is without any guarantees, representations, or warranties, including, but not limited to, warranties relating to quality, non-infringement, fitness for a particular purpose, merchantability, or expectation or course of performance.

Client is choosing to purchase this Program and work with Company on a purely voluntary basis and does not hold Company or Program responsible should Client become dissatisfied with any portion of the Program. The entire risk as to the quality and performance of the Program is with the Client.

c. Client agrees that they do not have a cause of action, legal remedy, and is not entitled to a refund should they not achieve the results desired following completion of the program, as long as Company delivers the Program as described in the Program Outline Addendum below, or similar substitutes, upon additional agreement by Company and Client.

d. Client also understands while coaches, trainers, and professionals within Company may hold professional licenses and/or credentials as therapists, counselors, or other professionals, Company and all contractors, employees, and leaders are not acting in any professional capacity (e.g. as a doctor, nurse, lawyer, financial adviser, licensed therapist, counselor or other similar professional) and Program is offering training services only. Client agrees to hold Company harmless should any physical, emotional, or financial injury occur as a direct or indirect result of the Program. Program contains professional training, which is not direct personal advice, counseling, or therapy. Program may address overall goals, specific projects, or general conditions in the client/student's life or profession but cannot replace or substitute for the services of trained professionals providing personalized advice, treatment, and/or other similar services to Client, including, but not limited to, psychological, financial, medical, or legal matters. In particular,

Client should regularly consult a doctor in all matters relating to physical or mental health, particularly concerning any symptoms that may require diagnosis or medical attention. Furthermore, Client should regularly consult a lawyer in all matters relating to interacting with other people and/or clients to assure Client is behaving in compliance with the law in their state or country. Training services included within the Program may include setting priorities, establishing goals, identifying resources, brainstorming, creating action-plans, asking clarifying questions, and providing models, examples, and in-the-moment skills training. Company will not be liable for any direct, indirect, consequential, special, exemplary or other damages that may result, including, but not limited to, economic loss. Nothing contained in the Program is intended to be a guarantee about the Client's ability to get results, attain happiness, or earn any money with our ideas, information, tools or strategies. The content provided by Company on their website and within the Program consists of information that has worked for Company and other clients, rooted in Company's extensive education and training, but may or may not be useful to Client in their personal business or life. Client understands Company cannot guarantee results from this Program, and has no expectation of a specific result that they hold Company responsible for.

e. Earnings Disclaimer: Company also does not make any guarantees or assurances regarding a particular financial outcome based on use of Program, nor is Company responsible for Client earnings, or any increase or decrease in finances based upon information within Program. Any information or testimonials regarding past or current clients' participation in programs, or

working with Company contained on Website or in sales material that contains financial information are individual, and results may vary.

15. Release and Waiver

Client understands that Program includes optional breathwork sessions led by Company.

Breathwork is a system of guided actions that can result in intense physical and emotional release. Breathwork is a transformational process that combines an ancient two-step breathing technique with contemporary, upbeat, positive music to create an incredible physical and spiritual experience. Breathwork is an active breathing process that differs from most traditional meditation and mindfulness practices. This work is deeply experiential and may involve intense physical, energetic, and emotional release, and may involve tests of individuals' physical and mental limits, and may carry with it the risk of a medical emergency, serious injury, or death. Therefore, persons with a history of cardiovascular disease, including angina or heart attack, high blood pressure, glaucoma, retinal detachment, osteoporosis, significant recent physical injuries, or surgery should not participate. Breathwork is also not advised for persons with severe mental illness, bipolar disorder or psychosis, seizure disorders, for persons using major medications, or persons who are under the influence of legal or illegal drugs to the extent that their capacity is impaired. It is also unsuitable for anyone with a personal or family history of aneurysms. Pregnant women are

advised against practicing Breathwork without first consulting and getting approval from their primary care physician. In the event that Client should require medical care or treatment due to Breathwork participation, Client agrees to be financially responsible for any costs incurred as a result of such treatment. Persons with asthma should bring their inhaler and consult with their primary care physician prior to any participation. Breathwork work is not therapy and does not substitute for psychotherapy. **Client confirms they will not participate in any Breathwork activities if they have any medical history, current illnesses or medical conditions, or any of the above family histories or tendencies. Client certifies Client is physically, emotionally, and medically capable of participating in Breathwork sessions, and specifically assumes all such risks associated with such sessions whether due to Client's own or others' negligence. Client also confirms Client will consult with its personal physician and receive approval to participate in Breathwork prior to beginning any sessions through Program. Due to the virtual nature of Program, Company will not be able to see Client, make any corrections or other physical assessments of Client during Breathwork sessions. As such, it will be the sole responsibility of Client to self-assess, and to stop participation should any unusual symptoms occur. Client understands there are risks associated with participation in Breathwork, and Client hereby assumes all risks associated, whether known or unknown, if Client elects to participate. Company will not be responsible nor liable for any adverse reactions, responses, illnesses, medical conditions that may arise, or other issues that stem directly or indirectly from any participation in Breathwork. Client confirms Client will**

not attempt to teach Breathwork to any third parties following participation in Program, without proper certification and training. Company is not providing any training, education, or certification on Breathwork and Client does not gain the ability to teach Breathwork activities through its participation in Program. Should Client breach this provision and teach Breathwork to clients without obtaining proper training and certification, Client understands that Company is in no way responsible nor liable for any negative results or reactions from such third parties.

In consideration of the risk of injury while participating in Breathwork, and as consideration for the right to participate, the Client and Client's heirs, executors, administrators, assigns, or personal representatives, knowingly and voluntarily enters into this waiver and release of liability and hereby waives any and all rights, claims, or causes of action of any kind whatsoever arising out of his/her participation in Breathwork against Alyssa Nobriga International, LLC, Alyssa Nobriga, Company, and all affiliates, contractors, leaders, and other participants of Program. Client acknowledges it has read and understood this Waiver and Release, its contents and impacts and accepts these Terms and Conditions. Further, Client hereby releases and forever discharges the Company, and all affiliates, managers, agents, staff, volunteers, heirs, representatives, predecessors, successors and assigns, for any physical or psychological injury, including but not limited to illness, paralysis, death, damages, economical or emotional loss that Client may suffer as a result of participation in the Program, including any claims arising

from Client performing the breathing technique, learned or taught virtually as part of Program. Client accepts and agrees to this Waiver and Release willingly and freely. To the extent that statute or case law does not prohibit releases for negligence, this release is also for negligence on the part of the Company, and all affiliates, managers, agents, staff, facilitators, volunteers, heirs, representatives, predecessors, successors and assigns.

16. Limitation of Liability

a. In all circumstances, Company's maximum liability is limited to the purchase price of the Program. Company shall not, under any circumstances, be liable upon a claim or action in contract, tort, indemnity, or contribution, or other claims relating to Program which exceeds this liability limit. Company shall not be liable for third party claims for damages against the client, or for malfunction, delays, interruption of service, loss of business, loss or damage to exemplary damages, whether or not Company has been made aware of the possibility of such claims or damages.

b. Client represents and warrants that they are at least 18 years old. In the event that the Client is under 18 years old, they will immediately discontinue their participation in the Program. Should the Company discover the Client is under 18, Client will be removed from the Program, and any refund is up to the sole discretion of the Company.

c. Program will be led by several team members inside Company, all of whom are trained independent contractors of Company (hereinafter "Team"). Team

will be adequately trained as coaches and facilitators of Program material and will provide appropriate training and coaching based on their education and experience. Should Team provide any response, coaching, or training that Client feels is outside the boundaries of Program, unprofessional, or otherwise unacceptable, Client is urged to reach out to Company at support@alyssanobriga.com to discuss and resolve any issues. Client understands that any inappropriate, unprofessional, or otherwise unacceptable behavior by Team will be action by Team that falls outside the boundaries of Team's contract with Company, and as such, Company is not responsible nor liable for any such behavior. Any legal liability, lawsuit, or cause of action Client may have against Team for such behavior will be solely between Client and Team, and shall not be against Company.

d. **Certification:** Client understands and agrees that Program and potential certification as a Mastery Method Certified Coach is through Company only; certification does not give Client any formal coaching certification other than an outward symbol that Client has demonstrated competence in the coaching education, methods, tools, and training created by Company. Program is currently accredited through the International Coaching Federation (ICF). With the ICF, we are a CCE Provider, meaning we provide core competency training hours that participants can use towards maintaining or applying for their ICF credential.

e. **Community Group Forum:** Program will also include access to a private community group ("Forum") where Client and other students can share

information and support one another and can post questions for Company and/or others to answer. Company may also offer online discussions moderated by various experts or other persons. Much of the content of the Forum, and the content within a specific message, comment or posting, is provided by and is the responsibility of the Client or student posting in that Forum. The Company has no responsibility for such content and is merely providing access to Forum as a service to you. Client understands and agrees that Client will not post anything within Forum that is derogatory, offensive, of a cyberbullying or otherwise attacking nature, or anything deemed inappropriate by Company in its sole and exclusive right. Client will not upload or transmit any communication or content of any type to Forum that infringes or violates any rights of any party. It is Client's obligation to confirm any post made does not breach any confidentiality obligations to Company, another client, or otherwise. Should Client post anything within Forum that violates any of the above, or that which causes multiple students to complain, feel unsafe, or otherwise cause them to have a negative experience, Company reserves the right to remove Client from Forum with no right to a full or partial refund for Program. Should this occur, Client will still be eligible for Program graduation and certification, but will be permanently removed from Forum, as well as peer to peer coaching opportunities within Program. The Company does not control the information delivered to the Forum and has no obligation to monitor the Forum. However, the Company reserves the right at all times to disclose any information as necessary to satisfy any applicable law, regulation, legal process or lawful governmental request, or to edit, refuse to post or to remove any information or materials, in whole or in part, for any

reason whatsoever, in Company's sole discretion. Company does not own Forum nor have any control over the rules and regulations of this third-party Forum. Company is not obligated to remove any content from Forum which does not violate any civil or criminal laws and does not guarantee a Forum post will not be removed by the applicable community forum hosting site. Any information (including personally identifiable information or other personal information) that you reveal in a Forum, may, by design, be open to the public and in such case may not be a private, secure service. Client will not disclose any information in Forum that Client does not want all Program students to see. What Client writes may be seen, disclosed to or collected by third parties and may potentially be used by others in ways we are unable to control or predict, including to contact you for unauthorized purposes. By submitting communications or content to Forum, Client agrees that such submission is non-confidential for all purposes, unless the Company specifically notes otherwise (for example, in the rules for a particular forum).

17. Dispute Resolution

Should a dispute arise between Company and Client, the parties agree to attempt to resolve by good-faith negotiations and discussions. (Client agrees that failure to see results is not a basis for a "dispute" and agrees they do not hold Company responsible for any specific results, or those results which have been achieved by other clients of Company.) If unable to reach a resolution informally, Client and Company agree that to the extent allowable by law, all disputes will be submitted for Arbitration by the American Arbitration

Association, to be completed in **Los Angeles, California** within a reasonable amount of time. Client and agree to participate in the arbitration process in good faith and in a manner that will effectively and efficiently resolve the dispute at hand, including the exchange of any materials, documents, or information. The decision made by the arbitrator is to be final and binding on both parties and is not to be appealed or otherwise set aside. It is to be enforceable in any court of proper jurisdiction as a judgment of law or decree. Client also agrees not to bring any legal action, based upon any legal theory including contract, tort, equity or otherwise, against the Company that is more than one year after the date of the applicable invoice.

18. Applicable Law

This Agreement shall be governed by and under control of the laws of California regardless of conflict of law principles, and regardless of the location of Client. Client understands this and agrees that the laws of California are to be applicable here.

19. Severability

If any provision contained in this agreement is or becomes invalid, illegal, or unenforceable in whole or in part, such invalidity, illegality, or unenforceability shall not affect the remaining provisions and portions of this agreement, and the invalid, illegal, or unenforceable provision shall be deemed modified so as to have the most similar result that is valid and enforceable under applicable California law.

Client and Company agree this Agreement constitutes the entire agreement between Company and Client, taking place of and superseding any and all prior agreements, discussions, correspondence, or proposals between parties.

Client understands that if a portion of the Program or an expectation is not included in this Agreement, it does not apply and is not included within the Program. Client has taken any necessary measures to discuss further and have any questions answered by Company or Company's team, and is in full agreement with the terms outlined herein. This Agreement may be signed in counterparts and sent electronically, and electronic signatures may be considered as originals.

I, Client, acknowledge that I have read, understand, agree to and accept all of the aforementioned terms within, and that I have read the preceding information and understand my rights as a client.

Client Name: _____

Client Signature: _____ Date: _____

Company Signature: _____ Date: _____

EXHIBIT A: PROGRAM OUTLINE ADDENDUM

Client understands, acknowledges, and agrees Client is purchasing access to **The Institute for Coaching Mastery Certification Program**. Once the Program is purchased and all Agreements are signed, the Program will continue for a period of eleven (11) months, followed by graduation. Client will have access to the Program for fifteen (15) months from the program start date, after which, Client's access to the Program and all materials will end. The work is to begin February 9th, 2026 and run through approximately December 15th, 2026, with a two (2) week summer break, and several holidays and implementation breaks throughout the year. During this time, Company will provide the following products and/or services:

1. Six (6) months of "Facilitation Mastery," track designed to build confidence and skillsets to work within any niche to help coaches get to the root of issues within themselves and their clients using this integrative approach and mastering the transformational tools.
2. Four (4) months of "Business Mastery," track designed to support clients in growing a business with offline or online marketing, along with the opportunity to ask questions and receive customized feedback while implementing what is taught.
3. Weekly modules, released at the end of the week, for the duration of each track, along with supporting resources for Client to practice what they are learning, including videos, demos, worksheets, templates, audio guides,

meditations, guest expert calls or other materials, depending on the weekly lesson.

4. An online portal (private member site) with a unique username and password set by Client that will include real behind the scenes coaching sessions, self-reflection questions, meditations, and guided processes.

5. Four (4) months continued access to the online portal after the program is over, to continue to review, access, and download any materials available for download, as applicable.

6. A chance to become a Mastery Method Certified Coach through Company.

7. A four (4) half-days virtual retreat August 6-9, 2026.

Modules: Program will include a total of thirty-four (34) educational and training modules, to be made available weekly, released on Wednesday for each week of Program. These Modules are intended to release proprietary information created by Company for the personal benefit of Client. Client agrees and understands that Client is not to share, copy, distribute, or otherwise use (other than that which is expressly allowed) the information provided to Client as a result of participation in the Program.

Program Calls: Client is entitled to a total of one hundred and one (101) 90-minute group program calls within Company on a weekly basis every Tuesday, Wednesday and Thursday with no calls during the two-week

summer break. If Client is pursuing certification, Client must attend the Tuesday Coaching Calls and Wednesday Peer-to-Peer Practice Calls. The Thursday calls are optional. If Client cannot attend the Tuesday Coaching Calls and Wednesday Peer-to-Peer Practice Calls, and is pursuing certification, Client must make them up on their own time and log them in the form provided by Company. Client understands these calls will be pre-scheduled at a predetermined time and shall be viewable via Zoom and available for replay in the online membership portal, other than the Wednesday calls and the Thursday Wisdom Circles since there are breakout groups.

Should Company need to reschedule a Program call, Company will do everything possible to provide Client with as much notice as possible, and to reschedule to a mutually agreeable time. If Client is unable to attend the call, Client understands Client may watch and/or listen to the replay of the live call, but Client is not entitled to a partial refund, and understands the time and date for the call will not be rescheduled for Client.

Community Forum Access: Client may also be granted access to a private group organized by Company as part of the Program, in order to create a community forum for all students to ask questions, receive feedback, and form relationships within Program. If granted access, Client agrees to use common sense when posting or responding to others in the group, and agrees to refrain from posting any negative or unnecessary comments. Should Client choose to post anything in this group, Client is agreeing and acknowledging they will not post anything that could harm Company or

another user, or include anything defamatory, harmful, hurtful, or otherwise upsetting. Client understands that if Client makes the decision to post content that constitutes cyberbullying, Client's comments will be removed immediately, and Company reserves the right to take action against Client to the full extent of applicable laws.

EXHIBIT B: VIDEO SUBMISSION JUDGING CRITERIA

Your reviewer will be assessing your coaching skills based on the following criteria. For each item below you will either get an observed, somewhat observed, or not observed. In order to pass, you need to meet observed or somewhat observed for all criteria in all recorded sessions.

1. Meets ethical, legal and professional guidelines

- Demonstrates through their coaching how coaching is different from other helping professions.
- Demonstrates professional boundaries and sends referrals to other professionals when appropriate.
- Establishes and honors confidentiality.

2. Establish the coaching agreement and outcomes

- Supports the client in establishing the coaching goals and outcomes and aligns with the client on an approach to achieve them.

- Clearly states in the coaching submission form the coaching methodology and tools using the coaching submission form.

3. Establish a trust-based relationship with the client

- Creating a safe space that honors the individuals intersecting identities and preferences.
- Treats clients with care, respect and dignity.
- Supports and encourages self-belief in the client.
- Establishes a high level of rapport to build an open dialogue with the client.
- Accepts the client 'as is' and believes in the client's potential and capability.

4. Maintains coaching presence

- Pays close attention to the client, staying fully present and engaged.
- Stays aligned to personal values while respecting the values of the client.
- Works with what arises in the moment to support the best outcome for the client.
- Supports the client's autonomy and gives the client choice.
- Gives the client space and doesn't interrupt.

5. Communicates effectively

- Clearly explaining the tools and processes.
- Asking questions to gain clarity.
- Using the skills of mirroring, Acknowledging and Understanding the Client's World View.
- Shares feedback that's kind and helpful.
 - Demonstrates effective listening and clarifying skills and differentiates between what is said and what's left unsaid.
 - Adapts communication style to reflect the client's needs and outcomes.
 - Addresses difficult conversations with the client if needed with openness and personal responsibility.

Use and Mastery of The Three Stages of the model and the Coaching Mastery Method

6. Raises Awareness

- Supports clients to become more aware, elicits new insights and identifies blind spots.
- Asks questions to challenge the client's assumptions.

- Helps client's perception by opening their aperture to stimulate new possibilities.
- Supports the client to generate options to achieve agreed outcomes.

7. Embraces Acceptance

- Supports clients to embrace acceptance of who they are and where they are using at least one of the 5-levels of coaching mastery.
- Asks questions to promote allowance.
- Is able to identify which of the Coaching Mastery Methods to use to support clients on creating the greatest impact and demonstrates mastery of the tools.
- Supports transformation for the client through the coaching journey using the coaching mastery method, which includes supporting integration.
- Depth and Impact of Transformation + overall quality of the session.

8. Aligned Action

- Asks powerful questions that move the client forwards towards the agreed outcome.
- Supports the client to build strategies to meet their outcomes.

- Checks and acknowledges client progress and achievements.
- Explores what is working, what is getting in the way and challenges lack of progress.
- Leaves accountability with the client while following through on their own actions and commitments.