



Oxford Numerology University®

CERTIFIED NUMEROLOGIST TRAINING MANUAL

1. Introduction to the Course

This manual is designed for students enrolled in the Certified Numerologist programme at Oxford Numerology University. It outlines the curriculum, learning outcomes, ethical framework, assessment procedures, and professional responsibilities of students throughout the training. This programme aligns with the European Union Occupational Standard for Numerologists (COR 516102) and is structured as a one-year course consisting of 1,080 total hours.

The course is delivered through a blend of asynchronous online study, live teleconferencing, and face-to-face instruction. It is suitable for adult learners from various backgrounds who wish to become certified numerology practitioners operating within ethical and professional boundaries.

2. Learning Outcomes

By the end of the Certified Numerologist programme, students will be able to:

- Analyse and interpret numerological charts based on date of birth and name;
 - Apply core and advanced numerological concepts to individual and case-based analysis;
 - Conduct professional, ethical, and structured client consultations;
 - Reflect on their own learning process and growth as numerologists;
 - Integrate numerological knowledge into counselling, coaching, or personal development contexts.
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3. Curriculum Overview

The Certified Numerologist curriculum comprises the following modules:

Module Title		Hours	Delivery Method
M1	Foundations of Numerology	80	Online
M2	Core Numbers and Archetypes	90	Teleconferencing
M3	Personal Year Cycles	100	Online + Live Q&A
M4	Life Challenges and Karmic Lessons	90	Teleconferencing
M5	Applied Numerological Analysis	120	Face-to-Face/Online
M6	Client Session Structure	60	Live + Practice Labs
M7	Ethics and Professional Practice	80	Online
M8	Case Study Preparation and Feedback	100	Mentored
M9	Mid-Term & Final Assessment	60	Supervised
M10	Reflective Practice and Integration	100	Mixed Methods

Total: **1,080 Hours**

4. Scope of Practice

This section outlines the professional scope of a Certified Numerologist trained at Oxford Numerology University. It defines what the practitioner is educated, competent, and authorised to perform.

Graduates are trained to:

- Offer numerological consultations based on birth data and name analysis;
- Interpret core numerological elements: Life Path, Destiny Number, Soul Urge, Personal Year and Month Cycles, Expression Numbers, etc.;



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- Apply ethical and symbolic coaching through number archetypes;
- Assist clients in gaining insight into personal patterns, timing, and decision-making processes;
- Conduct case studies and educational presentations in a professional setting.

Graduates are **not authorised** to:

- Diagnose or treat any psychological, psychiatric, or medical condition;
- Provide predictions of future events or outcomes;
- Offer financial, legal, or therapeutic advice in substitution of qualified professionals;
- Encourage dependency or act as a substitute for clinical therapy.

Certified Numerologists operate within a complementary, reflective framework, offering guidance and insight, not clinical or prescriptive solutions.

5. Client Management

Practitioners trained at Oxford Numerology University follow strict guidelines for ethical and responsible client interaction. Key procedures include:

- **Client Intake and Pre-Session Forms:**
 - Each session begins with an intake form that includes name, date of birth, contact details, goals for the session, and relevant psychological/medical history.
 - Clients are required to give written consent for participation.
- **Duty of Care and Professional Boundaries:**
 - Practitioners must maintain clear emotional and professional boundaries;
 - Practitioners must never offer therapeutic claims or create emotional dependency;
 - Sessions are to be conducted in a neutral, safe, and supportive environment.
- **Referral Protocol:**
 - Practitioners are trained to identify signs of emotional instability and are instructed to refer clients to psychologists, counsellors, or medical professionals when appropriate.



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- **Response to Trauma or Ab-Reactions:**

- If a client experiences emotional overwhelm or triggers during a session, the practitioner must:
 - Pause the session immediately;
 - Use grounding techniques;
 - Offer space to breathe, reflect or withdraw;
 - Document the event confidentially and recommend follow-up with a licensed professional.

- **Confidentiality and GDPR Compliance:**

- All student-practitioners are trained to maintain confidentiality and comply with data protection laws.
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6. Contraindications

While numerology is considered non-invasive and generally safe, the following are considered contraindications:

- Clients experiencing acute psychological disorders (e.g. psychosis, active trauma, schizophrenia);
- Clients with severe unresolved trauma, especially where identity, childhood, or existential themes are involved;
- Clients expecting guaranteed predictions or who exhibit magical thinking;
- Clients exhibiting signs of emotional dependence or manipulation;
- Clients currently under psychiatric treatment without approval for complementary sessions.

Practitioners must assess these risks before conducting a session and must prioritise client wellbeing above all.



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7. Ethics and Professionalism

Oxford Numerology University trains students under a Code of Ethics which includes:

- Respect for client autonomy;
 - Transparency about the role and limits of numerology;
 - Zero tolerance for cultic behaviour, coercion, or spiritual bypassing;
 - Mandatory declaration of conflicts of interest;
 - A reflective, research-based approach to practice.
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8. Record-Keeping and Follow-Up

Practitioners are instructed to:

- Maintain brief, secure records of each session (e.g. date, focus, outcome);
 - Use anonymised data for case studies with consent;
 - Provide written or verbal follow-up when appropriate;
 - Inform clients about how to request access to or the deletion of their data.
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9. Student Practice Requirements

During the programme, students must:

- Complete a minimum of 10 practice case studies;
 - Participate in supervised peer-review groups;
 - Submit written reflective reports on their practice and learning process;
 - Pass a mid-course and final assessment demonstrating competence.
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