



Professional Astrologers Alliance (PAA)

PAA Level-IV

Level IV is the final exam required for the Professional Certification Program. It consists of:

- 1) Natal chart Rectification
- 2) One of the following tracks:
 - Personal consultation
 - Research
 - General Studies
 - Professional Instruction-teaching

Candidates for Level-IV certification must complete and submit the Natal Chart Rectification before starting their chosen track.

The following pages list specific requirements for each track:

[Natal chart Rectification](#)

[Personal Consultation](#)

[Research](#)

[General Studies](#)

[Professional Instruction-Teaching](#)

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Natal Chart Rectification Requirements

Candidates for Level-IV certification must rectify a chart before starting their chosen track. The candidate should select a chart of an individual whose birth time is unknown with a range of from 2 to 24 hours of uncertainty. Please state if you personally know or don't know the subject.

A self-assigned code number should appear on the written rectification materials. The candidate's name should not appear on any test materials submitted, but should be listed on a separate sheet of paper only.

Upon completion of the rectification, all the materials pertaining to it should be sent to the PAA Education Director, Cathy Coleman, ccoleman829@gmail.com, or 18210 Robin Avenue, Sonoma, CA 95476.

The defense of the rectification exam should consist of the following:

1. Biography

A one-page copy of biography, with a minimum of 6 and a maximum of 12 significant life events, with dates. The biography should include a general description of the person, homelife-family background, relationship history, education and career, financial status, and any other facts that you consider relevant to the life of the person.

2. Techniques used

A 2-page explanation of your rectification procedure, listing the techniques that you used. These must include at least three of the following commonly used timing techniques: transits, secondary progressions, solar arc directions, and primary directions.

3. Rectification work

Your rectification work should be based on the use of the specific timing techniques listed above relative to the life events. At least two of the techniques specified above should be applied to each of the life events used for the rectification.

4. The focus of your rectification must include the zodiacal degrees of the Ascendant and the Midheaven (the angles of a quadrant houses chart). The timing techniques that you use must show (1) dynamic planetary effects on these angles, and also (2) how the progressed or directed angles trigger natal planetary effects.

5. Submitting the paper

Your rectification process should be submitted in writing (electronically).

On a separate page write your name, address, phone number and email, and a code you choose for yourself. This code must be written on the rectification work itself (no name on the paper).

All pages should be numbered. The exam should be organized, transparent to readers, and easy to follow. It should contain the following:

5.1 The biography

5.2 Techniques explanation and approach

5.3 A defense of how you arrived at your result (3-15 pages): The rectification process, for each event – the technical analysis and your astrological observations that are relevant to determining the Angles degree.

5.5 Charts, tables, or diagrams: be sure to include them in the text where appropriate. All must be numbered, titled, and properly referenced. Tables that are too large may be placed in appendix pages.

5.6 Optional Verification Techniques (1-5 pages) may include: Uranian system techniques, Hellenistic/Classical techniques (profections, time lords - zodiacal-planetary releasing) that support your rectification.

5.7 A description (1-3 pages) of how the symbolism of your rectified chart fits the biographical sketch. This would include analysis of the rising sign, Midheaven, house rulership and placement of planets, etc. This section is interpretive and more subjective, but be as precise as possible and explain your reasoning.

5.8 A complete rectified chart with date, time, and place of birth.

The final rectified chart image – should be displayed in quadrant houses. (any other format is additional and optional)

Formatting Your Paper - More Details

- Text should be either 1.5 spaced or double-spaced.
- References used should be footnoted and cited properly by author, title and publishing data. These may be listed at the bottom of a page or on the last pages of the exam.
- The exam should not be excessively long. A typical rectification exam is about 12-20 pages in length. Please limit your work to no more than 20 pages including charts and tables. Please be clear and precise – excessive details may not be helpful to reviewers.
- Each statement of evidence for the accuracy of the rectified chart must include the following information: AspectING planet/point, zodiacal position; aspectED (natal, progressed, relocated, etc.) planet/point, zodiacal position; orb. Please do not use astrological shorthand or unusual fonts.
- Events used for rectification should be stated in an organized way.
 - For example: Divorce, September 19, 1965
 - Transiting Uranus (15° Virgo 22') square natal Ascendant (15° Gemini 28'), orb of 6 minutes
 - Uranus (often referred to as “the planet of divorce”) symbolizes radical or drastic change often in the form of a reversal aspecting the Ascendant (which is the partnership axis).
- Copies of all charts and tables (or listings) necessary to accomplish and judge the rectification must be included and placed in the text where appropriate, or linked by footnote. These would include progressed charts, or solar arc, or listings, in support of your finding per the event, when applicable.

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Personal Consultation Requirements

Application and Procedure

Application

- a. Send to the PAA Education Director, Cathy Coleman: a resume, stating your counseling knowledge/experience. Cathy's email and address are: ccoleman829@gmail.com; 18210 Robin Avenue, Sonoma, CA 95476.
- b. Pay the PAA exam fee [Here](#) .
- c. Select your own client, who should not be a relative or close friend. You will then proceed as you would with any professional relationship.
- d. As part of the examination, you are required to record and submit a 60-75-minute audio recording (mp3) of the session. The client should be informed of this procedure and its purpose as an evaluation tool for your candidacy as a professional consulting astrologer. You may wish to provide to the client a copy of the recording as well.

The Examination – consists of three sections:

1. Pre-consultation: Preparation for the consulting session.
2. The consulting session. (Natal plus projection for at least 6 months.)
3. Post-consultation: Your critique of the session.

Sections 1 and 3 are to be presented as written commentaries.
Section 2 is to be presented as a 6-75-minute audio recording (mp3).

DO NOT IDENTIFY YOURSELF on any materials except by a self-assigned code number. Neither should your name be on the recording submitted, unless spoken inadvertently by the client. List your name separately on a sheet of paper submitted with your materials.

Every effort should be made to protect the client's identity. Therefore, on the materials you submit, the client's name should not be revealed. Only you, the client, and possibly the PAA Education Director will know the client's identity. (A first name alone is unlikely to reveal the client's identity on the recording.)

Do not edit, change, delete, or erase any segment of the recorded session.

Pre-consultation: Preparation for the Consulting Session

After you have studied the chart but before you see the client, please prepare the following:

1. **Copies of the charts** and any other technical materials you normally use.

2. **A Pre-consultation written analysis** of your understanding and expectations of the client; and how you would handle any sensitive issues that could arise based on these expectations. Be sure to justify your remarks with the astrological indications which lead to your judgments. (3-5 pages, typed and double-spaced.)

3. **Ethics: a written essay as follows:** Relying on your own personal value system, describe what you consider to be your professional and ethical standards as a consulting astrologer, addressing the topics listed below. Please respond to each topic with a paragraph or two. The purpose of this essay is to help you define and clarify your thinking about professional and ethical issues. There are not necessarily any right or wrong answers. You will be evaluated only on how well you defend your positions.

- a. Client confidentiality
- b. Privacy and appropriateness of session location and setting
- c. Maintaining time structure of session
- d. Establishing fees
- e. Setting a cancellation/lateness policy
- f. Allowing another person (or persons) to be present at the session.
- g. Predicting death or serious illness of client/or a client's loved one
- h. The suitability and use of astrological jargon
- i. Friendships with clients outside the session
- j. Emotional involvement with client within the session

Copies (electronic, word processor) of both the written analysis and the written essay, along with pertinent charts and other materials you use, must be emailed (electronically) to the PAA Education Director Cathy Coleman, at ccoleman829@gmail.com and dated before you meet the client.

The Consulting Session

Consultations are not to be a mere recitation of educational/ astrological information about everything in the client's chart. You are not teaching a class; you are conducting a consultation in which the client's needs are paramount. Wisdom in consulting requires skill beyond knowledge of astrological technique. The consultation should demonstrate your skills in ability to listen, in effectively conveying the synthesized information to the client, in flexible meeting the reality of your client in an ethical and responsible manner.

Record the consulting session in real time. Make sure to test your recording device ahead of time, and make sure that the recording file format is MP3.

Post-Consultation Critique

Following the session, please prepare a written evaluation of the client, the events of the session, and your own performance. This should be based both on the chart and your experience of the session. This is also an opportunity to comment on matters you chose not to cover during the recording of the session. The critique should be 3-5 pages. Copies of the recording and of

the post-consultation critique, and any other material must be emailed to the PAA Education Director and dated within a week after the consultation.

Examiners Criteria for Judgment

The NCGR-PAA Education Director will submit your written materials and recording simultaneously to two examiners who do not live in your geographical location. If they both agree, their decision stands. However, if one passes the candidate and one fails, the recording and papers go to a third examiner, whose judgment will be the tie-breaker.

Your identity will not be revealed to the examiners. Their identities will not be revealed to you. Your skill and wisdom in consulting, your ability to synthesize, your flexibility in meeting the reality of the client, and your technical expertise will be the examiners' criteria for judgment.

The PAA Education Director will inform you of the examiners' decision.

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PAA Level-IV Research Requirements

For the Professional Research Astrologer: Scientific, Technical, Statistical Option

General description:

Exploration of areas of astrology utilizing generally accepted journal-style **quantitative** methodologies (as used in the physical or social sciences) including statistics and other technical measurements.

First, a proposal must be submitted to the PAA Education Director, Cathy Coleman, along with the required fee. Cathy's email and address are: ccoleman829@gmail.com; 18210 Robin Avenue, Sonoma, CA 95476.

The proposal should include:

- Proposed topic (50 to 200 words)
- Proposed hypothesis (50 to 200 words)
- Proposed methodology (50 to 200 words)

You will be notified of acceptance, conditional acceptance, or rejection. You can proceed to research the topic as agreed upon.

The final result should be a research paper of 20 to 40 typewritten and double-spaced pages, although exceptions may be granted. In this paper you are expected to state hypotheses and methodologies clearly, as well as meaningful results, be they negative or positive. (Suitability for publication in a professional journal will be a major factor in the evaluation process.) The research paper should follow the conventional format of a scientific paper:

1. Title
2. Author and Affiliation
3. Abstract (summary of entire paper in one paragraph)
4. Introduction
5. Methods
6. Results
7. Discussion
8. Acknowledgments
9. References cited

You must follow standard conventions of manuscript preparation, footnotes, bibliography, etc., Information on manuscript preparation is available online from major universities. Please state your source for the format of your paper.

The research paper should be submitted electronically, or in duplicate hardcopy, to the PAA Education Director. It will then be evaluated for acceptance or rejection by at least two examiners who must agree on the final result.

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General Studies Requirements

General description: **Qualitative** exploration of less rigorously defined areas of astrology such as case studies or interpretive approaches and symbolism. In many cases methods and materials may be drawn from those academic disciplines known as the humanities such as psychology, history, philosophy, literature, the arts, and mythology. This research paper is not limited to natal astrology and may focus on horary astrology, electional astrology, mundane and natural astrology.

Examples of a qualitative study:

1. A rigorous test and critique of a particular astrological technique.
2. An astrological analysis of a historical event or multiple events.
3. Critical comparisons of different astrological traditions in terms of theory, efficacy, and practicality.
4. Case studies of individuals or collectives related to a particular common factor.
5. Comparison between astrological descriptions of personality and those used in the field of psychology.
6. A critical assessment of possible applications of astrology to other disciplines, i.e. philosophy, history, psychology, etc.
7. The elaboration of a detailed and fact-based hypothesis that offers an explanation for how astrology works.

First, submit a proposal to the PAA Education Director along with the required fee. The proposal should include:

1. A paragraph describing the proposed topic and reasons for choice.
2. The proposed line of investigation (one paragraph)
3. List 5-15 essential texts and references for your topic, if applicable

You will be notified of acceptance, conditional acceptance, or rejection. If accepted, you can proceed to research the topic as agreed upon. If not, you may resubmit your proposal with amendments suggested by the PAA education director.

Guidelines for the General Studies Option

1. Hypotheses:

What questions are being asked in the project?

What is already known about the topic? (Review of principle literature on the subject.)

State the practical or philosophical value of the study.

2. Project design:

State the sources of information that will be consulted to support this study.

Describe guidelines and procedure you plan to follow.

3. Results:

Conclusions should be relevant to the original objective of the study.

Describe the contribution this study makes to the knowledge of the field.

If your conclusions contradict generally accepted assumptions, defend your position.

The final result should be a research paper of 20 to 40 pages (double-spaced).

In this paper you are expected to state your hypotheses and methodology clearly, as well as meaningful results, be they negative or positive. Most important is that your work displays critical thinking.

You must follow standard conventions of manuscript preparation, footnotes, bibliography, etc., Information on manuscript preparation is available online from major universities. Please state your source for the format of your paper.

The above research paper should be submitted electronically, or in duplicates (hardcopy) to the PAA Education Director, Cathy Coleman. Cathy's email and address are: ccoleman829@gmail.com; 18210 Robin Avenue, Sonoma, CA 95476.

It will then be evaluated for acceptance or rejection by two examiners who must agree on the final result.

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Professional Instruction Requirements

The candidate must first fill out the online application and pay the appropriate fee. Next, the candidate must submit a written proposal of no more than one page to the PAA Education Director, Cathy Coleman. Cathy's email and address are: ccoleman829@gmail.com; 18210 Robin Avenue, Sonoma, CA 95476.

If approved, the candidate will then provide:

1. A detailed written curriculum of 10 to 15 pages for a proposed course in astrology that includes the following in this order:

- a. Title and scope (what will be covered in the course) and sequence (how it fits in with the broader educational programs of learning astrology).
- b. References used that support your curriculum.
- c. Reading, homework assignments, and lesson plans for each lesson in the course.
- d. List of materials to be used in the course in addition to required reading.
- e. Statement of how students will be evaluated.
- f. Statement regarding the business side — how the instructor will cultivate students, what pricing will be used, and how the instructor will be compensated, where classes will be held, and what kind of structure will be established for students (contracts, application forms, etc.).
- g. Specifics about any online course platform that is intended to be used for the course. Note that an online course must be built in such a way that the identity of the candidate remains unknown.

2. In-depth documents and other materials for one class, including:

a. A recording of the candidate's verbal presentation and teaching style, 60 minutes in length. This presentation must describe the full range of the course. It may be limited to audio (see below) or it may be in presentation format and include visuals such as diagrams, images, and emphasized text as slides using software such as Powerpoint, Prezi, Canva, Google Slides, etc. Your own image should not be in the presentation to assure anonymity. The presentation must be saved in Powerpoint format (.pptx).

(Another form of proof may be possible, but a proposal for such must be submitted to the PAA Education Director for approval).

- b. A written and detailed weekly outline/plan for the course (if only audio is submitted).
- c. Copies of important images to be used in the course (if only audio is submitted).
- d. All homework or reading assignments must be evident or in writing.
- e. A brief explanation of how everything associated with the class relates to:
 - i. its scope and purpose.
 - ii. its role in the sequence of the course of which it is a part.

f. A critique of the presentation after the course is taught (3-5 pages double-spaced) in terms of its:

- i. Organization.
- ii. Effectiveness in teaching the student.
- iii. How well the ancillary materials worked to support the intended purpose of the class.
- iv. How the class might be improved.

The above materials (in duplicate) should be submitted to the PAA Education Director, along with the application and fee. Electronic submission (Word, PDF) requires approval by PAA.

Examiners and Criteria for Judgment

The PAA Education Director will submit the materials and link to your course simultaneously to two examiners. Your identity will not be revealed to them. Their identities will not be revealed to you.

In the event of conflicting judgments, your examination will be submitted to a third examiner, whose judgment will be the tiebreaker. Your skill and wisdom in preparation, your ability to present the material to the class, your flexibility in meeting the reality of the classroom environment and feedback from students, and your technical expertise will be the examiners' criteria for judgment.

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