

## **The Art of Teaching Yoga 1-2-1**

### **TERMS AND CONDITIONS**

This document outlines the terms and conditions which apply to all participants applying for and The Art of Teaching yoga 1-2-1 (an Embodied relational approach)

### **Application Procedure**

#### **Eligibility**

Trainees should have minimum of two years of consistent yoga teaching experience prior to commencing the course, unless otherwise agreed Kate Ellis. (Participants will be considered who are training to be Yoga Teachers and will be taken on a case by case basis)

#### **Application**

A formal written application is required, to include educational and professional experience and details of your yoga experience and practice to date using our downloadable application form from our website.

All applications are reviewed and places are allocated on a first-come-first- served basis. It is usual that applicants will have some form of phone or Skype interview with Kate.

#### **Registration**

Once your application has been accepted, and you have been offered a place on the training course, a **non-refundable** deposit of £300 is payable to secure your place. The remainder of the course fees are payable in six monthly instalments and are due on or before the given dates outlined in the payment schedule unless agreed otherwise or in the case of taking up the early bird offer. Participants are responsible for any extra bank charges which may be incurred as a result of paying through overseas banks.

#### **Payment Schedule** (course beginning June 2020)

Payment options:

Year 1 Course cost: £1200

A) \*EARLY BIRD REGISTRATION\* £80 discount: Full payment of £1120 payable upon registration available until 20th March 2020.

B) Deposit only of £300 (non-refundable) with full payment to follow in six further monthly instalments of £150 from June 2020 Total: £1200

Year 2 Course cost: £1400 also with a similar payment option.

We reserve the right to refuse a place to trainees who have not paid their deposit or the full fees two months before commencing the training.

Once the course has started, all trainees are liable for their tuition fees for the entire course in accordance with the schedule given above.

#### Course Fee Includes

- Tuition
- Printed handouts
- E certificate

#### Course Fee Excludes

- Pre-course study and course reference books (a reference list will be given to the trainee upon registration to the course)

## **Trainee Obligations**

All trainees will attend each session of each day of the training course period.

Trainees must attend 100% of the contact hours to successfully graduate we understand, however, that you may not be able to foresee every eventuality, and so we have the following contingency in place:

- If you miss any contact hours you may still complete the program with your intake, provided you schedule a catch-up session (private or group) or agree extra work with either Kate or one of the assistants at some point during the program to catch up on the material you missed. The cost of a private session is discounted to £50 per hour.

There is no maximum period for the completion of this course, as long as any unavoidable delays are communicated to, and agreed with, Kate Ellis.

## **Refund Policy**

The deposit will be non-refundable should the participant be unable to commence or complete the Training course. It may be possible to refund your deposit minus a £100 administration fee (refundable amount therefore is £200) on the sole condition that there is another applicant who is able to take your place prior to start of the course.

In the case of those who have taken up the Early Bird offer and paid for their course fees up front the same as above applies.

Once you have accepted your place and the course has started, all course fees are due as per the payment schedule above.

Please note that all participant fees are due by the dates given above, even if you decide to leave or are asked to leave the training.

If you paid for the entire training upfront, the same applies - ie there is no refund of fees for modules that remain to be taken.

Fees for modules already taken or that have passed when a trainee decides to leave are non-refundable without exception.

In the event that any of the The Art of Teaching Yoga 1-2-1 faculty are unable to teach due to injury or health issues, a suitable and qualified replacement teacher will be appointed to teach in their place.

## **Course Cancellation by The Art of Teaching Yoga 1-2-1**

We reserve the right to postpone, or cancel, a stated course. In the case of any course cancellation, we will give applicants as much notice as possible. If we postpone a stated course, applicants reserve the right to retain their place on the new course with the revised dates, in which case all the course fees received are transferred to the new course.

If the revised dates of a postponed course do not suit the applicant and result in the applicant leaving the course, or if we cancel a stated course completely, full refund of all received tuition fees will be offered to the applicant.

## **Deferral / Transfer to another intake**

It is our aim to always try to find ways of helping participants complete the training on the course originally applied for. However, we understand that there may be some instances where it is not possible to continue and a deferral to a following course may be necessary.

If you are considering deferring or leaving the training you should:

1. Inform Kate Ellis of your thoughts as soon as possible, in writing.
2. We will then discuss your situation and decide on appropriate action or a period of
3. If we agree that deferral is the most appropriate action, we will try to find a suitable point in a following training for you to re-join the course.

If a place on the next course is available then, unless there are concerns about your practice, you will be able to pick up the training from the point at which you left on the previous training.

If you or we are unable to place you on the next course, and a place is only available two trainings or more ahead you may be asked to re-take all or some of the modules that you have taken on the training you left before re-joining the training. If you are required to re-take modules, there is normally a charge per module re-taken, worked out on an hourly rate.

### **Deferral Costs**

A £100 administration fee is charged for all deferrals, which must be paid to The Art of Teaching Yoga 1-2-1 before re-joining the training.

Private assessments and module retakes are paid for by the trainee, with the cost calculated at the discounted rate of £50 per hour.

## **Trainee Leaving the Course**

It is our aim and policy to facilitate those who may be experiencing difficulties either with the training or in other areas of their life so they are able to complete the teacher training course. However, we understand that in some circumstances this is not possible, and participants have no choice other than to leave the course. In this instance:

1. We will not be able to give you an e certificate or graduate you from the training.
2. Your course fees for the remainder of the training are still due unless an exemption applies.
3. There is no refund of fees paid for modules, workshops, classes etc. already taken.

## **Being asked to leave the Training**

We reserve the right to ask participants to leave the training at any time during the course for issues of severe misconduct, or if it is deemed by the teaching faculty that a trainee is unfit to teach yoga. The procedure in these cases is as follows:

1. participants will be given warning in writing that we are considering asking them to leave the training. The letter will outline the reasons for such consideration.
2. The trainee may be invited to meet in person with Kate Ellis discuss the situation.
3. After this meeting, a committee will be formed of the course faculty with one outside person to be invited on a supervisory role
4. This committee will make a final decision as to whether the participant may be allowed to continue training or not.
5. The participant will be able to appeal this decision by writing to the committee outlining the reasons for their appeal.
6. The committee will consider the participants appeal in good faith and will inform the participant in writing of their final decision. No further appeals will be considered after this decision has been made.