



tosa yoga

CENTER

Tosa Yoga Center Teacher Training Program 200 HOUR LEVEL

School Catalog

Tosa Yoga Center Teacher Training Program
c/o Tosa Yoga, LLC

6734 West North Avenue, Wauwatosa, Wisconsin 53213

tosayoga.com | becomeateacher@tosayoga.com | 414.828.7555

Welcome to Tosa Yoga Center's 200-Hour Teacher Training Program!

Tosa Yoga Center's 200-Hour Teacher Training Program will teach students how to plan purposeful classes focused on intentional sequencing, sensible use of teaching techniques, and knowledge of how the body moves. Students will learn effective communication skills, how to adapt to the energy of the class, and how to provide a space that facilitates well-being for the individuals who attend their classes, as well as how to continue to develop these skills. Additionally, by studying the history and philosophy of yoga, ethics for teaching yoga in modern society, and yoga's subtle, energetic teachings, students will become inspired to continue exploring within their own practice, to continue inquiring and learning about current topics within the field of yoga, and to share it with others, including populations that they currently work with and/or populations that interest them.

Our 2024 program begins on January 6th, 2024 and ends on October 20th, 2024.

Applications are due by December 1st, 2023.

Mission Statement

The Tosa Yoga Center Teacher Training Program was developed to provide quality yoga education to students who wish to teach yoga, primarily vinyasa flow style. By learning to become confident, effective communicators, teach in a caring, ethical way, and discover their own unique style and voice, Tosa Yoga Center trained teachers will be prepared to offer purposeful, meaningful yoga classes. The Tosa Yoga Center Teacher Training Program is open to all students who wish to become yoga teachers or seek to deepen their own yoga practice and journey.

Philosophy

Tosa Yoga Center provides a welcoming and comfortable environment for students to practice yoga and other related activities. We recognize that in today's world, yoga students have little time to squeeze their practice into the day-to-day routine, so we strive to teach our classes with purpose, intention, and care for each student's well-being. The Tosa Yoga community is a supportive, welcoming place to practice self-care through yoga.

Program History

The Tosa Yoga Center Teacher Training Program was created in 2016 by Melanie Landgraf. The first program was held in 2017. The school is located in the commercial district of "East Tosa" in Wauwatosa, WI. The Tosa Yoga Teacher Training Program is approved by the Wisconsin Educational Approval Board (WEAB).

The school's curriculum follows the Yoga Alliance guidelines and is a Registered School (RYS) with Yoga Alliance. Upon completion of the program students will receive a Certificate of Completion and can apply for registration with Yoga Alliance as a Registered Yoga Teacher at the 200-hour level (RYT200).

Program Description

The Tosa Yoga Center Teacher Training Program meets and exceeds the minimum standards set by Yoga Alliance to become a Registered Yoga Teacher (RYT) at the 200-hour level (RYT 200). Yoga Alliance requires 180 contact (class room, in person) hours and 20 non-contact hours (homework completed outside of regularly scheduled program hours). The Tosa Yoga Center Teacher Training Program is made up of 183 contact hours and 40 non-contact hours. A Certificate of Completion is awarded upon satisfactory completion of all hours, contact and non-contact. Contact hours are to be completed by attending regularly scheduled program hours and non-contact hours are to be completed by fulfilling all homework requirements, which include readings, written assignments, and journaling.

School Facilities and Location

The Tosa Yoga Center Teacher Training School is located at Tosa Yoga Center:
Tosa Yoga, LLC
6734 W. North Avenue
Wauwatosa, WI 53213

Tosa Yoga Center is conveniently located in Wauwatosa's "East Tosa" on the northeast corner of the intersection of 68th Street and North Avenue. Our extensively remodeled studio is warm and cheerful, with an earthy and reclaimed, yet elegant design and atmosphere. We offer over 24 classes per week, as well as workshops and guest teachers/presenters. Our yoga room is equipped with yoga props (blocks, blankets, bolsters, and straps).

Ownership and Governance

Melanie Landgraf is the owner of Tosa Yoga, LLC. Melanie Landgraf is the Program Director of the Tosa Yoga Center Teacher Training Program. Melanie Landgraf and Lauren Torres are the primary teacher trainers.

Catalog Changes

The Tosa Yoga Center Teacher Training Program reserves the right to make changes or revisions to this catalog. Every effort will be made to ensure the accuracy of information written in this document. Class topics for specific dates and times, however, may be changed to accommodate teacher scheduling.

Requirements for Program Admission

- Applicants should be 18+ years of age
- At least 6 months of regular yoga practice
- Completed application with \$100 application fee
- Interview with Program Director

Most program correspondence will occur electronically, so applicants should be computer literate and have access to email.

How to Apply

To apply to the program, please submit the completed application documents along with the \$100 application fee in the form of a check to Tosa Yoga, LLC. You may mail or drop off the application and check at Tosa Yoga Center. Application details are included at the end of this catalog.

We will contact you within two weeks of your application submission to set up the admission interview. Please understand that application to the program does not guarantee acceptance. The interview is an ideal opportunity to ask any questions about the program. You will be notified of your acceptance into the program via email once your interview is completed. Most program correspondence will occur electronically, so applicants should have access to email.

Within 14 days of acceptance into the program, applicants must sign the Agreement & Liability Release Form, the Code of Ethics, and the Catalog Release Form, and pay the \$500 application deposit or make their full or first payment to ensure their spot and status as a student of the program.

Application Deposit

To encourage applicants who are willing to attend this entire training, the application deposit of \$100 is due with the completed application. You will be refunded the \$100 within two weeks after your interview should you not be admitted to the program.

Studio Discounts and Benefits

Students will receive an Unlimited Membership for Tosa Yoga Center at the start of the program that they can use to attend regular weekly classes with any teachers at Tosa Yoga Center for the duration of the program. Students enrolled in the Tosa Yoga Center Teacher Training Program will also receive a 20% discount on workshops and a 20% discount on retail merchandise.

Non-Discrimination Policy

The Tosa Yoga Center Teacher Training Program does not discriminate on the basis of age, gender, marital status, national or ethnic origin, sexual orientation, color, race or religion.

Advance Standing

The school does not offer advance standing for any previous trainings or course work.

Housing

Tosa Yoga Center does not provide housing. If you expect to require housing, names and accommodation locations will be provided upon request.

Employment Assistance Services

Tosa Yoga Center does not offer employment assistance services. We will offer suggestions and discuss possible career and job opportunities within the field of teaching yoga, but we do not offer career counseling or job placement. This program

makes no guaranty of employment. For many, teaching yoga is a part-time endeavor and a few may pursue it as a full-time job. And for some, participating in a yoga teacher training is about deepening their knowledge of yoga as a discipline without necessarily having an interest in teaching.

Teacher Training School Policies for Students of the Program

Students are required to follow all Teacher Training School Policies once they are a student of the program. To be considered a student of the teacher training program, the following criteria must be met:

- Student has successfully completed the application process (see above)
- Student has satisfactorily made their program deposit of \$500, payment in full, or first payment
- Student has signed and turned in the Agreement & Liability Release Form, the Code of Ethics, and the Catalog Release Form

Student Conduct

Students are expected to follow all school rules, policies and ethical codes as outlined in this catalog. Tosa Yoga Center Teacher Training Program and Melanie Landgraf reserve the right to terminate any student on grounds for the following disruptive behavior: excessive tardiness, failure to pay tuition or fees when due, harassing other students, abusive language, possession of or being under the influence of alcohol or drugs during school sessions, destruction of studio or school property, theft, any behavior creating a safety concern, any conduct that is unsatisfactory to Tosa Yoga Center, its teachers, desk staff and students, and any act aiding, abetting, or inciting others to commit any act that would disrupt normal business operations of Tosa Yoga, LLC.

Appropriate student conduct and ethical behavior are a foundation for the practice of yoga. Our program's Code of Ethics at the end of this catalog outlines additional expectations for student conduct. During our program, we will discuss ethics in depth, but please familiarize yourself with the details of this ethical code in preparation for this program.

Attendance Policy and Make Up Time

Attendance at all sessions is required. If you anticipate missing class sessions, please discuss this during your interview. Attendance will be conducted for each class and will be recorded in students' permanent records.

If a student does miss classroom training time, they must meet with the Program Director to develop and agree on a plan to make up/learn the missed content and fulfill the required hours. It is to the student's benefit that all missed material is made up prior to the next scheduled training session. Yoga class and breakdown time missed may be made up by attending approved classes. Lectures and other sessions that are unique to the teacher training may be made up through individual private instruction with the Program Director or Trainer. Make up instruction resulting from absences will be charged at \$75 per hour.

If a student misses more than one full training weekend, and the hours cannot be made up before the end of the program, the student may be dismissed from the program at the discretion of the Program Director. A meeting between the student and the Program Director will be set up to determine if the student is able to make up the missed hours or if the student will be dismissed from the program.

Tardiness

Please be on time and arrive at least 15 minutes early in order to have ample time to be ready for the start of the class. If a student is more than 10 minutes late, the student is considered tardy. If a student is tardy more than 3 times, it is considered one hour of missed class time and that class time must be made up. See “Attendance” for details on making up missed hours of class time.

Leaves of Absence

Leaves of absence are not offered from the Tosa Yoga Center Teacher Training Program. If a student should have to discontinue the training, and should wish to continue the training at a later date, they would have to begin the program again at that time. The refund policy will apply to unused tuition.

Make-Up Hours

Make-up instruction resulting from absences will be charged at \$75 per hour. See “Attendance Policy” for requirements for make-up hours, should it be necessary.

Absence Records

Absences are recorded by faculty and kept with student records in computer and/or paper files.

Probation, Dismissal and Re-Admittance

Students who are not fulfilling the Student Conduct codes (see “Student Conduct”) will receive a written warning and will be placed on probation for the length of the program. Should a second incident of student conduct policy violation occur, termination from the program will result and the refund policy will be followed. The Program Director will make this decision. Students may apply for re-admission to a future class, however, admission is not guaranteed. Requests for re-admission must be sent to Melanie Landgraf, Program Director, Tosa Yoga Center Teacher Training Program at melanie@tosayoga.com or via mail to Tosa Yoga, LLC, 6734 W. North Ave., Wauwatosa, WI 53213.

Termination Procedure

Students to be terminated or dismissed from the program are notified in writing and may appeal to the Director of the Tosa Yoga Center Teacher Training Program within three days of the Notice of Termination. Appeals may be sent to Melanie Landgraf, Program Director, Tosa Yoga Center Teacher Training Program at melanie@tosayoga.com or via mail to Tosa Yoga, LLC, 6734 W. North Ave., Wauwatosa, WI 53213.

Reinstatement

All students requesting reinstatement may be denied at the discretion of the Program Director.

Anti-Harassment Policies

Harassment Against Members of a Protected Class:

We do not tolerate harassment of any individual because of age, race, gender, sexual orientation, ethnicity, culture, national origin, religion, disability, socioeconomic status, genetic information or any other basis or protected class proscribed by law by employees (desk staff and teachers), independent contractors, students, or anyone else in the workplace of Tosa Yoga Center.

Sexual Harassment in the Workplace:

We do not tolerate sexual harassment at Tosa Yoga Center. Sexual harassment refers to any unwelcome sexual attention or advances, any suggestions or requests for sexual favors, and any other verbal, visual, or physical conduct of a sexual nature when the conduct harms the individual's employment or working conditions.

Sexual Misconduct:

We do not tolerate sexual misconduct at Tosa Yoga Center. Sexual misconduct refers to any unwelcome sexual attention or advances, any suggestions or requests for sexual favors, and any other verbal, visual, or physical conduct of a sexual nature that creates a hostile environment or hostile conditions in a yoga class or anywhere in our studio.

Romantic Relationships between Teachers and Students:

Teachers shall not invite, respond to, or allow any sexual or romantic conduct with a student during the period off the teacher-student relationship as this may compromise their professional judgement and integrity of their teaching. If an extraordinary circumstance exists or arises where a relationships begins to develop, the teacher should bring it to the Program Director immediately. See our "Code of Conduct & Ethics" for further information.

Grievance Policies

General Complaints:

Students having questions, concerns, or general complaints are encouraged to bring them to the attention of the Program Director and/or Trainer. A decision made by the Program Director on all general complaints is final.

If a complaint cannot be resolved, the student can contact the Wisconsin Educational Approval Board for further assistance at (608) 266-1996 or via email at EABMail@eab.wisconsin.gov. The mailing address for the Wisconsin Educational Approval Board is 431 Charmany Drive, Suite 102, Madison, WI 53719.

Reporting of Policy Violations:

Students who believe they have been the subject of sexual misconduct, any other misconduct of any kind, or any other action that is in violation of our Code of Conduct or

any of our teacher training school or Tosa Yoga studio policies is encouraged to bring it to the attention of, and officially report it to, the Program Director and/or Trainer.

The grievance report should include the following information:

- your name;
- your email address and phone number;
- the name of the individual who the grievance is against;
- a description of the misconduct/policy violation (the situation and what happened);
- the date and location of the misconduct/policy violation
- names and contact information of any witnesses to the misconduct/policy violation; and,
- any other credible evidence that will support the grievance in this report.

In the interest of fairness and privacy, we, the Program Director and/or Trainers, require the report to be made by the individual who has personally experienced the misconduct/policy violation versus a third-party reporter of the situation.

All reports must be made in good faith with sincere intention and honesty based on information that the individual who has personally experienced the misconduct/policy violation believes to be accurate.

We may request additional information from the person reporting, who has personally experienced the misconduct/policy violation, as we review the report.

We will take appropriate action to ensure compliance with our policies. We will impose any measures or actions that we feel are fair and reasonable under all circumstances present.

We will not allow retaliation (see “Retaliation Policy”) against any individual for making a report in good faith or providing information or evidence regarding any kind of misconduct or policy violation.

Any informant or evidence provided while we are reviewing a grievance report will be considered confidential. In addition, any measure or actions we take in response to the report will be considered confidential.

Retaliation Policy

We prohibit retaliation against anyone for reporting a violation of our Code of Conduct, any other of our teacher training school or our Tosa Yoga studio policies, or for participating in an investigation or inquiry into a violation of our Code of Conduct or other policies. We encourage anyone who believes they have been subject to retaliation to bring it to the attention of the Program Director and/or Trainer.

Tuition and Fees

We offer three payment options below. You may pay with cash, check or credit card. A \$100 program discount will be given for payment made with cash or check, and should be taken off of your final payment. Please make checks payable to Tosa Yoga, LLC.

Please note: The \$100 application fee should be applied to your full amount. Once accepted into the program, a \$500 deposit must be submitted within fourteen days to hold your place in the program. Apply that \$500 to your full amount as well.

Payment Option 1 “Early-Bird”: before November 1, 2023: Full amount of \$3,200 is to be paid on or before November 1, 2023.

Application fee = \$100

Program deposit = \$500 (due within 14 days of program acceptance)

Remaining balance = \$2,600 (due November 1, 2023)

(Subtract \$100 if payment is made fully with cash or check.)

(The program deposit and remaining balance may be made in one payment.)

Total payment = \$3,200. (Total payment made with cash or check = \$3,100.)

Payment Option 2 “By-First-Day”: after November 1, 2023: Full amount of \$3,400 is to be paid by the first day of training (January 6th).

Application fee = \$100

Program deposit = \$500 (due within 14 days of program acceptance)

Remaining balance = \$2,800 (due January 7, 2024)

(Subtract \$100 if payment is made fully with cash or check.)

Total payment = \$3,400. (Total payment made with cash or check = \$3,300.)

Payment Option 3 “Two-Payment”: Full amount of \$3,500 is made in split payments: \$1,400 is to be paid by the first day of the training (January 6th), and \$1,500 is to be paid by May 1, 2024.

Application fee = \$100

Program deposit = \$500 (due within 14 days of program acceptance)

First payment = \$1,400 (due January 7, 2024)

Remaining balance = \$1,500 (due May 1, 2024)

(Subtract \$100 if payment is made fully with cash or check.)

Total payment = \$3,500. (Total payment made with cash or check = \$3,400.)

Additional Cost Estimates for Supplies

Required Reading Books	\$50
Notebook/Journal/Pens/Pencils/Highlighters	\$15
Yoga Mat	\$80
Total Supplies Estimated Cost	\$145

Cancellation and Refund Policy

The student will receive a full refund of all money paid if the student cancels within a three-business-day cancellation period. The student will receive the refund within ten business days.

A student who withdraws or is dismissed after attending at least one class, but before completing at least 60% of the instruction of the enrollment period, is entitled to a pro-rated refund as follows:

After completion of at least:	But, prior to completion of:	Refund will be:
N/A	First Day	100%
One weekend of class	10% of the program	90%
10%	20% of the program	80%
20%	30% of the program	70%
30%	40% of the program	60%
40%	50% of the program	50%
50%	60% of the program	40%
60%	N/A	No refund

As part of this policy, the school may retain a one-time application fee of no more than \$100. A student will receive the refund within 30 days of the termination date. If a student withdraws after completing 60% of the instruction, and the withdrawal is due to unforeseen circumstances beyond the student’s control, as determined by both the student and Program Director, the school will refund a pro-rated amount.

A written notice of withdrawal is not required.

Student Progress Reports

A final paper, a final written exam, and a final practical exam (teaching demonstration) will be used to assess the student’s understanding of the material presented. The final paper, final written exam, and final practical exam will show the student has obtained an understanding of the information presented during the training.

Final Paper: The final paper will cover the student’s overall personal growth through the program as well as goals after completion. It will include specific topics of high interest learned during the program, any personal realizations that resulted from this intensive study of yoga as well as the student’s goals for teaching yoga after the completion of the program. The final paper will be graded on having answered all of the questions given in the instructions for the final paper and will be graded pass or fail. Instructions

for the final paper will be handed out on the 7th training weekend and will be due on the 9th training weekend. Final papers with grades and notes will be returned at the last training weekend.

Final Written Exam: The final written exam will cover: Teaching Methodology, Anatomy and Physiology, and Yoga Philosophy/Lifestyle and Ethics for Yoga Teachers. Scores of 70% correct or higher will constitute passing the exam. The final written exam will be handed out on the 7th training weekend and will be due on the 9th training weekend. Corrected final exams with grades will be returned at the last training weekend.

Final Practical Exam: The final practical exam will cover Teaching Techniques, such as creation of a class using effective sequencing, proper instruction using appropriate cueing and language, and using good time management and class structuring techniques. The final practical exam will be graded pass or fail. It will occur during the final weekend of training.

Within two weeks of completing the final paper, final written exam, and final practical (teaching) exam, students will be notified via email from the Program Director regarding their certification status. Certificates of Completion will be mailed or given to each student on the last day of training.

Journaling & Reading: Students are expected to maintain a weekly journal of their personal asana practice, meditation practice, as well as complete any required reading and homework assignments, discussion questions from the teacher training program manual, and self-study of program topics.

Attending Classes: Students are asked to attend a minimum of 2 yoga classes per month with Melanie Landgraf. Students enrolled are offered free classes with Melanie Landgraf for the duration of the program. Students will receive an Unlimited Membership for Tosa Yoga Center at the start of the program that they can use to attend regular weekly classes with any other teachers at Tosa Yoga Center for the duration of the program.

See Additional Program Requirements section for complete details of the above.

Satisfactory Progress

Satisfactory progress is defined as actively participating in all contact hours and levels of the training program, as well as completion of all homework (including required reading, assignments, and discussion questions from the program manual), journaling, and passing the final paper, written final exam and practical (teaching) final exam. Students cannot pass the training until the program requirements are met. See “Program Requirements.” Students struggling to meet the program requirements will be given an opportunity to make satisfactory progress through personal attention with the Program Director and/or faculty through make-up hours. See “Attendance” above for requirements for make-up hours. Students will also receive updates on their progress orally as well as through homework and responses to their journaling.

Unsatisfactory Progress

Unsatisfactory academic progress is defined as a lack of participation in classes, incomplete homework assignments (not reading required texts and not completing program manual discussion questions or assigned homework), not making up missed hours and not passing required exams.

Students may retake the written final exam one time and re-write the final paper one time if they do not pass on the initial attempt, for a total of two attempts per exam or paper. If a student does not pass after the second attempt for either of the exams or paper, the student will be dismissed from the program.

Should student progress not be satisfactory, at any point during the training, the student will be placed on probation and will be notified via email immediately to schedule a meeting with the Program Director and/or faculty to discuss ways to improve progress and complete any past requirements. The student will stay on probation until the progress becomes satisfactory. See “Satisfactory Progress” above.

In the event a student does not achieve satisfactory progress by completing required readings, homework assignments, and program manual discussion questions and journaling, or the student is not able to make up missed hours, or the student does not pass an exam after two attempts, as determined by the Program Director and/or faculty, the student will be released from the program and the refund policy will be followed, if applicable, depending on the number of weeks of the program the student has completed.

Students may continue to attend classes, regardless of their exam performance. They will, however, not receive certification unless they meet the requirements stipulated above and have successfully passed all exams, completed all required reading and homework, and have completed all attendance requirements.

Additionally, certification will not occur if the student fails to demonstrate safe instruction during the final practical (teaching) exam, the student fails to demonstrate understanding of the material presented in the final paper and final written exam (after two attempts), or the student violates the Code of Ethics.

Graduation Requirements and Certificate of Completion

To receive a Certificate of Completion from Tosa Yoga Center Teacher Training school, students must pass all exams, complete all papers and homework satisfactorily, and meet attendance requirements, which is 183 contact (class room, in person) hours and a minimum of 40 non-contact hours. Once the Certificate of Completion is received, students are eligible to apply for registration with the Yoga Alliance at the 200-Hour level.

Students' Records

Student records are retained at Tosa Yoga studio or its home office in either computer or paper files. The records retained are the application, exam completion/grades,

attendance records and a copy of the Certificate of Completion. All records, except for the Certificate of Completion, will be stored for a period of seven years from the date of graduation. The Certificate of Completion will be kept permanently. Records are private. Students must contact Tosa Yoga, LLC in writing to obtain records or a replacement Certificate of Completion. Records will only be sent to the program participant. There is a \$25 fee for replacement certificates.

Program Curriculum

The Tosa Yoga Center Teacher Training Program includes five program disciplines. The full program consists of 223 hours; 183 hours are considered “contact” hours and 40 hours are considered “non-contact” hours. As defined by Yoga Alliance, a contact hour is a classroom hour in the physical presence of a faculty member. Non-contact hours are reading and homework assignments.

1. Techniques, Training and Practice (TTP) consists of learning how to teach and practice traditional yoga techniques including asana, pranayama, kriya, mantra, meditation, bandha, and mudra. This discipline includes 104 contact hours and 15.25 non-contact hours.
2. Teaching Methodology (TM) consists of principles of demonstration, observation, assisting, correcting, instruction, teaching styles, qualities of a teacher, the student’s process of learning, and business aspects of teaching yoga. This discipline includes 18 contact hours and 8 non-contact hours.
3. Anatomy and Physiology (A&P) consists of human physical anatomy and physiology (bodily systems, organs, etc.) and Yogic energy anatomy and physiology (chakras, nadis, etc.). This discipline includes 22 contact hours and 4.75 non-contact hours. It includes both the study of the subject and application of its principles to yoga practice (benefits, contraindications, healthy movement patterns, etc.).
4. Yoga Philosophy/Lifestyle and Ethics for Yoga Teachers (PLE) consists of the study of yoga philosophies, yoga lifestyle, and ethics for yoga teachers. This discipline includes 21 contact hours and 9 non-contact hours. This philosophy portion of the training will include the reading and discussion of ancient yoga texts. Text commentaries are discussed in a group setting to explore the core philosophies of Yoga and how they can be applied to everyday life (“yoga off the mat”). Students are encouraged to explore their own personal connection to the teaching and examine the integration of yogic philosophy into their classes.
5. Practicum (PR) consists of practice teaching, receiving feedback, observing others teaching and hearing/giving feedback. This discipline consists of 18 contact hours and 3 non-contact hours.

Program Goals

Asana:

Posture Breakdown - Upon completion of the program, the student will have a solid understanding of the different aspects of a posture and how to teach the posture using that information, which includes, but is not limited to: physical and energetic alignment, proper cues, modifications and variations, use of props, preparatory postures, assists, counterposes, benefits and contraindications.

Yoga Class & Sequencing Breakdown - Upon completion of the program the student will be able to properly create and sequence a purposeful and effective class, using the proper organization of the sections that make up a class (including, but not limited to, warm-ups, body of class, peak pose, counterposes, closing, Savasana, etc.) and understand the details about what postures and information is included in each section, as well as the time it takes to move through each section of yoga class.

Meditation:

Upon completion of the program the student will be familiar with the history, purpose and benefits of meditation, how to practice and teach a simple 5-step meditation, and how to incorporate other meditation practices into daily life.

Philosophy:

History of Yoga, Philosophy & Ethics - Upon completion of the program the student will be familiar with the history of yoga, the story of the Bhagavad Gita, and the Eight Limbs of yoga from Patanjali's Yoga Sutras, with a focus on the Yamas and Niyamas. The student will also be familiar with yoga's relationship to Ayurveda. Furthermore, the student will learn about ethics and scope of practice for yoga teachers.

Anatomy & Physiology:

Physical Anatomy & Physiology - Upon completion of the program the student will be exposed to the various organ systems of the body as well as the effects of stress on those systems. The student will be familiar with anatomical terms describing bones, muscles, and movement. Greater emphasis will be placed on applied kinesiology (understanding how the bony structure of the body is intended to move). Discussions will focus on safety and sustainability in yoga postures.

Energetic (Subtle) Anatomy & Practices - Upon completion of the program the student will be familiar with the anatomy of beings from a yogic view, which includes shariras, koshas, pranavayus, chakras, and nadis. Energetic practices will also be covered, including bandhas, pranayama (three-part breathing, cooling and energizing breath practices), and mudra.

Teaching Methodology:

Teaching Essentials, Methods & Practices - Upon completion of the program the student will understand how to properly structure a class, how to manage time and energy within a class, how to properly cue and use voice, including volume and inflection, how to establish priorities of observing, demonstrating, and assisting, and how to create themes and use music. Students will also understand the basic business aspects of teaching yoga.

Student Growth:

Student Practice Teaching - By practice teaching, upon completion of the program, the student will develop a solid understanding of how to teach postures and sequences. This will include, but will not be limited to, developing solid skills for giving proper

direction/instruction/cues, what variations to offer, how to demonstrate, and how to use assists.

Personal Growth - In addition to the skills directly related to teaching yoga, the student is likely to enhance his or her own personal yoga practice, improve their communication skills, and understand personal and business ethics.

Program Schedule/Required Time

Welcome Weekend: January 6 (3-6pm)

Weekend 1: January 12-14

Weekend 2: February 9-11

Weekend 3: March 8-10

Weekend 4: April 5-7

Weekend 5: May 10-12

Weekend 6: June 14-16

Weekend 7: July 12-14

Weekend 8: August 9-11

Weekend 9: September 13-15

Weekend 10: October 18-20

Friday

Evening Session: 6-9pm

Saturday

Morning Session: 8am-12pm

Lunch Break: 12-1pm

Afternoon Session: 1-5pm

Sunday

Morning Session: 9am-12pm

Lunch Break 12-1pm

Afternoon Session: 1-5pm

Program Syllabus

Section 1: Fridays 6-8pm: History of Yoga, Philosophy, Ethics & Lifestyle

(Lecture & Discussion with Melanie)

Week 1: What is Yoga/A Yoga Teacher? | Intro to Yamas & Niyamas | Ahimsa (We will discuss one Yama/Niyama each week.)

Week 2: History/Philosophy of Yoga | Satya

Week 3: Bhagavad Gita | Asteya

Week 4: Review/Catch-up of Weeks 1-3 | Bramacharya

Week 5: Yoga Sutras | Aparigraha

Week 6: 8 Limbs | Saucha

Week 7: Ethics for Yoga Teachers | Scope of Practice | Santosha

Week 8: Ayurveda & the Doshas | Tapas

Week 9: Neurology of the Brain with Mental Health Therapist, Cindi Clark | Svadhyaya

Week 10: Ishvara Pranidhana | Review of Yamas & Niyamas

Section 2: Fridays 8-9pm: Energetic (Subtle) Anatomy & Practices

(Lecture, Discussion & Practices with Melanie)

Week 1: Anatomy of Beings from a Yogic View: Shariras & Koshas

Week 2: Prana I Pranavayus

Week 3: Chakra System I Nadis

Week 4: Bandhas

Week 5: Pranayama

Week 6: Mudra

Week 7: Meditation

Week 8: Sanskrit I Deities I Mantras

Week 9: Review/Catch-up

Week 10: Review/Catch-up I Weekend Prep

Section 3: Saturdays 8-10am: Yoga Class & Sequencing Breakdown (Focus on Anatomy)

(Yoga Class & Sequencing Breakdown with Lauren)

Week 1: Yoga Basics

Week 2: Focus on Stress Management

Week 3: Forward Bends

Week 4: Twists

Week 5: Backbends & Core Focus

Week 6: Hip Openers

Week 7: Focus on Shoulders, Wrists & Hands

Week 8: Focus on Knees & Feet

Week 9: Restorative & Prop-Based

Week 10: Student Teaching Finals

Section 4: Saturdays 10am-12pm: Physical Anatomy & Physiology

(Lecture & Discussion with Lauren)

Week 1: Anatomical Terms I Compression vs. Tension I Anatomical Differences

Week 2: Systems of the Body: Impacts of Stress/Benefits of Yoga I Intro to Respiration I Science of Pain I Science of Stress I Effects of Trauma

Week 3: Anatomy of Forward Bends

Week 4: Anatomy of Twists

Week 5: Anatomy of Backbends I Core Basics

Week 6: Pelvis, Hips & SI Joint

Week 7: Shoulder Girdle, Wrists & Hands

Week 8: Hips, Knees & Feet

Week 9: Science of Stretching I Common Yoga Injuries

Week 10: Student Teaching Finals

Section 5: Saturdays 1-4pm: Posture Breakdown

(Posture Breakdown with Melanie & Lauren)

Week 1: Stabilization/Core

Week 2: Sun Salutations I Article: "Can You Safely Jump Back to Plank?"

- Week 3: Standing Postures (External Rotation)
- Week 4: Standing Postures (Internal Rotation & Twists)
- Week 5: Seated/Floor Postures (Hip Openers, Twists & Forward Folds)
- Week 6: Backbends, Supine & Closing Postures
- Week 7: Arm Balances
- Week 8: Inversions | Article: "Is Headstand Safe? What the Research Says"
- Week 9: Hands-On Assists & Posture Review
- Week 10: Student Teaching Finals

Section 6: Saturdays 4-5pm: Student Practice Teaching (Postures)

(Student Practice Teaching with Melanie & Lauren)

- Week 1: Stabilization/Core
- Week 2: Sun Salutations
- Week 3: Standing Postures (External Rotation)
- Week 4: Standing Postures (Internal Rotation & Twists)
- Week 5: Seated Postures (Hip Openers, Twists & Forward Folds)
- Week 6: Backbends, Supine & Closing Postures
- Week 7: Arm Balances
- Week 8: Inversions
- Week 9: Q&A with Tosa Yoga Teachers (Yoga Teaching Today)
- Week 10: Student Teaching Finals

Section 7: Sundays 9am-12pm: Yoga Class & Sequencing Breakdown (Focus on Building a Class)

(Yoga Class & Sequencing Breakdown with Melanie)*

- Week 1: Warrior 2 Family | Intro to Class Structuring
- Week 2: Twisting/Lunges and/or Warrior 1 Family
- Week 3: Heart Opening/Backbends
- Week 4: Introductory Arm Balance (Crow) & Modifications/Prep Postures
- Week 5: Chaturanga Family Arm Balance (Eight Angle) & Modifications/Prep Postures
- Week 6: Twisting Arm Balance (Side Crow) & Modifications/Prep Postures
- Week 7: Standing Balance and/or Side Plank Arm Balance & Modifications
- Week 8: Handstand/Half Handstand (L-Stand) & Modifications/Prep Postures
- Week 9: Headstand Workshop
- Week 10: Student Teaching Finals

** Please note that you do not have to be able to perform the arm balances and inversions listed. We will discuss how to teach them and work on them in your own practice.*

Section 8: Sundays 1-3:30pm: Student Practice Teaching (Sequences)

(Student Practice Teaching with Melanie)

- Week 1: Stabilization Postures (2 posture sequences)
- Week 2: Sun Salutations
- Week 3: Standing Sequence (2-4 posture sequences)
- Week 4: Student Lesson Plan (10-15 minute sequence)

Week 5: Student Lesson Plan (10-15 minute sequence)
Week 6: Student Lesson Plan (10-15 minute sequence)
Week 7: Student Lesson Plan (10-15 minute sequence) *Choose most challenging part.*
Week 8: Student Lesson Plan (10-15 minute sequence) *Choose most challenging part.*
Week 9: Prenatal Yoga with Registered Prenatal Yoga Teacher, Megan Schneck
Week 10: Student Teaching Finals

Section 9: Sundays 3:30-5pm: Teaching Essentials, Methods & Practices

(Lecture & Discussion with Melanie)

Week 1: Vinyasa Yoga & Peak Pose Sequencing | How to Create a Yoga Class: PLAN, ORGANIZE, BUILD

Week 2: How to Create a Yoga Class: PLAN, ORGANIZE, BUILD (continued)

Week 3: Basic “Rules” | Qualities of a Good Teacher | “Things” I Wish I Knew | Speaking: Your Voice and Cueing | Article: “Should We Cue Muscular Engagement?” | Podcast: Yogaland Episode #100 from April 24, 2018 “Easy Ways to Improve Verbal Communication” w/Jason Crandell

Week 4: Establishing Priorities: Demonstrate/Observe/Assist

Week 5: Pacing/Class Dynamics/Adapting to Class Level | Managing Time and Energy | Unusual Class “Situations”

Week 6: Additional Components: Finding Your Style | Class Themes | Music

Week 7: Teaching to Beginners | Special Populations

Week 8: Creating Workshops | Business Aspects

Week 9: Community and Service | OmTownYogis with Joe Frederick, Program Lead

Week 10: Student Teaching Finals

Required Time

The required times listed above are the minimum. **Students are required to attend all hours above**, so it is important to keep that part of your schedule clear and not expect early dismissal. See “Attendance” above for requirements for make up hours, should it be necessary.

Students should be in appropriate attire for yoga and movement. Students should have all ready books and materials by the start of each session. It is suggested that students arrive 15 minutes early to allow for time to prepare.

Lunch/Break Times

Students can bring food for lunch and/or breaks. Students will be given a short break during each morning, afternoon and evening session. Students are given a one-hour break on Saturday and Sunday for lunch. They may stay at the studio or leave for lunch.

Optional Extra Time

Upon approval by the Program Director, if a Lead Trainer believes that there is a significant benefit to offering extra time spent on a certain topic, the trainer(s) may provide extra time sometime during the length of program for students. This time would be optional for students and not required for any certification requirements. Students would not be held accountable for this information with regard to exams or assignments,

and it would not count toward any make up time. If any extra time would be offered during the training, it would be announced via email.

Variations in Time

Students should expect occasional minimal variations in time from topic to topic listed in the syllabus, but students should not expect early dismissal or large variations in time. Special exceptions are made for weather emergencies or other unforeseen circumstances, but students should keep all listed training times open in their schedules for the duration of the program.

Time or Location Changes

We will work very hard to avoid any significant changes in times or location, but should there be a need for such a change, at the minimum, students will be notified via email within one week of the change.

Mandatory Time

Mandatory time is defined as all time within the hours listed above in “Required Time” where students are not dismissed early. All mandatory time that is missed must be made up with the instructor or Program Director unless other permission is granted. (See “Attendance”).

Additional Program Requirements

SUPPLIES AND MATERIALS:

Required Reading Books

Spiral Notebook and/or Journal

Pens/Pencils/Highlighters

Yoga Mat

Supplies and books may be purchased anywhere. *All of the books can be found for purchase on major online retail websites, and for convenience, we will send an email with links to purchasing websites for the required books.

It is also encouraged that students bring a water bottle and a few healthy snacks.

All other props, manuals and materials will be provided each week at training.

READING:

Required Reading-

Tosa Yoga Center Teacher Training Manual: provided to students with program
Yoga Toolbox for Teachers and Students | Joseph LePage and Lilian Aboim, 2020:
provided to students with program

The Yamas & Niyamas: Exploring Yoga’s Ethical Practice | Deborah Adele, 2009

Optional/Recommended Reading-

The Heart of Yoga: Developing a Personal Practice | T. K. V. Desikachar, 1995

Meditations from the Mat: Daily Reflections on the Path of Yoga | Rolf Gates, 2002

Meditations on Intention and Being: Daily Reflections on the Path of Yoga, Mindfulness, and Compassion | Rolf Gates, 2015

Buddha's Brain: The Practical Neuroscience of Happiness, Love & Wisdom | Rick Hanson, 2009

Moving Inward: The Journey to Meditation | Rolf Sovik, 2005

The Living Gita: The Complete Bhagavad Gita | Sri Swami Satchidananda, 1988

The Path of the Yoga Sutras: A Practical Guide to the Core of Yoga | Nicolai Bachman, 2011

Living the Sutras: A Guide to Yoga Wisdom Beyond the Mat | Kelly DiNardo and Amy Pearce-Hayden, 2018

The Yoga Sutras of Patanjali/Translation and Commentary | Sri Swami Satchidananda, 1978

Yoga Sequencing: Designing Transformation Yoga Classes | Mark Stephens, 2012

Yoga Anatomy | Leslie Kaminoff and Amy Matthews, 2012

Mudras for Healing and Transformation | Joseph and Lilian LePage, 2013

The Language of Yoga: Complete A to Y Guide to Asana Names, Sanskrit Terms, and Chants | Nicolai Bachman, 2004

PRACTICES AND JOURNALING:

Yoga

Students are expected to maintain a regular yoga practice—a minimum of 10-20 minutes per day, 5 days per week, and journal after each session. The journal entry should include:

- Date, time, and length of practice
- General description of the physical focus
- A description of at least one sequence or part of a sequence of postures
- Any other notes on experiences with the practice

Students are expected to attend 2 classes/month with Melanie Landgraf and journal after each class.

- Date, time, and length of practice
- General description of the physical focus
- Thoughts and ideas on class structure, sequencing, cueing, etc.

Meditation

Students are expected to maintain a regular meditation practice—a minimum of 5-10 minutes per day, 5 days per week, and journal after each session. The journal entry should include:

- Date, time, and length of practice
- General description of the kind of meditation practice (walking meditation, chanting, breath work, working with a mala, 5-step seated meditation, etc.)
- Any other notes on experiences with the practice

Kirtan or Related Event

Students are required to attend at least one Kirtan (or related event) during their training and journal after the experience(s). The journal entry should include:

- Date, time, and length of event
- General description of the event (in your own words)
- Notes about your experience

Teaching Log

Students must teach three full yoga classes and journal about their teaching experience. Classes may be taught anywhere. Please consider any possible liability insurance needs before teaching. Tosa Yoga Center will provide at least one class time slot to teach for those who sign up for a student taught class. Student taught classes are donation-based classes held at Tosa Yoga on most Sundays from 5:30–6:30pm. The journal entry should include:

- Date, time, and length of class
- General description of the physical focus
- A description of at least one sequence or section of the class
- Notes about your teaching experience

Program Manual Discussion Questions & Homework

Students are expected to answer the “Discussion Questions” in the Program Manual in advance of that lesson being taught in order to have a productive discussion following lecture. Any other journaling on the information provided in the Program Manual is encouraged. And, additional homework assignments may be given from time to time by faculty.

FINALS:

Final Paper: The final paper should cover the student’s overall personal growth through the program as well as goals after completion. It should include specific topics of high interest learned during the program and why they are of interest to the student, any personal realizations that resulted from this intensive study of yoga, as well as the student’s goals for teaching yoga after the completion of the program. The final paper should be 2-3 pages in length. The final paper will be graded on having answered all of the questions given in the instructions and will be graded pass or fail. Instructions for the final paper will be handed out on the 7th training weekend and will be due on the 9th training weekend. Final papers with grades and notes will be returned at the last training weekend.

Final Written Exam: The final written exam will cover: Teaching Methodology, Anatomy and Physiology, and Yoga Philosophy/Lifestyle and Ethics for Yoga Teachers. Scores of 70% correct or higher will constitute passing the exam. The final written exam will be handed out on the 7th training weekend and will be due on the 9th training weekend. Corrected final exams with grades will be returned at the last training weekend.

Final Practical Exam: The final practical exam will cover Teaching Techniques, such as creation of a class using proper sequencing, safe instruction using proper cuing and language and using proper time management and class structure. The final practical exam will be graded pass or fail. It will occur during the final weekend of training.

Within two weeks of completing the final paper, final written exam, and final practical (teaching) exam, students will be notified via email from the Program Director regarding their certification status. Certificates of Completion will be mailed or given to each student on the last day of training.

Faculty

Melanie Landgraf (she/her), E-RYT 500 - Program Director, Lead Trainer



Melanie started practicing yoga in 1999 mostly out of curiosity and a fond memory of her grandmother talking about doing yoga. She simply loved it, and soon realized she wanted to share it with others.

Melanie completed a 200-hour teacher training program with IYT in Garopaba, Brazil in 2004, and a 300-hour program at YogaOne Studio in Cedarburg, WI in 2013. She is an Experienced Registered Yoga Teacher (E-RYT) at the 500-hour level. Melanie

opened Tosa Yoga in Wauwatosa, WI, in 2006 and spent 7 years growing her classes and creating an amazingly welcome yoga space.

Over the summer and fall of 2012, Melanie and her husband, Guy, completed an extensive remodel at a new location just a few blocks away and opened the doors at this new location in December of 2012. They poured their hearts and souls, (a little blood, sweat, and tears, as well!) into creating a beautiful new studio where Tosa Yoga would continue to grow and welcome even more students. Within the “new” Tosa Yoga Center, that sense of community continues to grow and expand outside of the studio walls.

In 2017, Melanie launched her first 200-hour Yoga Teacher Training Program. Melanie and her trainers provide a deeply fulfilling, yet practical approach to studying yoga and its philosophies and learning to teach it.

As the studio owner, Melanie continues to run most aspects of the day to day business activities, but she loves teaching her weekly classes and her 200-hour Yoga Teacher Training Program. Her weekly classes proved a balanced, challenging, yet attainable yoga flow, led with compassion for all students, dedication to enjoying the moment and having fun. And, within the Yoga Teacher Training Program, Melanie is passionate about providing students an opportunity to deepen their own personal yoga practice, learn a wide variety of the aspects of the yoga discipline, and learn how to teach yoga and share it with others in their communities and in their lives.



Lauren Torres (she/her), PT, DPT, Cert-DN, RYT 200 - Trainer

Lauren has been practicing yoga for over 10 years. Initially starting yoga as an adjunct to her dancing (ballet, tap and jazz), in college, Lauren sought out yoga again as a way to relieve her stress and stay physically and mentally fit. The variety of classes available kept her returning for more.

Lauren wanted to become a yoga teacher early on in her practice to learn more and dive deeper in to the physical and mental aspects yoga could provide. She waited many years for the opportunity to train to become a teacher, graduating in 2015 with her 200-hour certification. Lauren teaches a vinyasa style class linking movement to breath with each class or series of classes focusing on a specific posture or physical attribute. Lauren loves to end her classes with a few deep stretches and a quiet Savasana.

Lauren believes that yoga can transcend all ages and physical abilities of the lifespan. She is passionate about creating a welcoming environment where anyone can practice in a safe space. Students can expect a good warm up with sun salutations moving with the breath, followed by postures that focus on a peak pose or class purpose (ie: hip opening, shoulder stability, core strength).

Tosa Yoga Center Teacher Training Program Application

To enroll in the Tosa Yoga Center Teacher Training Program, please submit your application, with the following information:

- Personal Information
- Application Questions
- Additional Informational Questions
- \$100 deposit check

Personal Information:

Please submit the following information as part of your application.

Please print neatly below OR re-type on a separate sheet of paper.

If re-typing, please write the information item being requested with your personal information.

(i.e. Name: _____
DOB: _____
Address: _____)

Name

Nickname (if any)

Pronouns (she/her; he/him; they/them)

Date of Birth

Address

City, State, Zip

Cell Phone

Home Phone

Email

Current Occupation

Emergency Contact

Emergency Contact Phone

Application Questions:

Please submit your application to the Program Director, Melanie Landgraf, with answers to the following information about your interest in the Tosa Yoga Center Teacher Training Program.

Please print neatly below OR re-type on a separate sheet of paper.

If you re-typing, please include the original questions with your responses.

1. What is your primary reason for wanting to participate in a yoga teacher training program and/or become a yoga teacher?

2. Why do you want to take the Tosa Yoga Center Teacher Training Program in particular?

3. What are your overall expectations from this program?

4. Please share any other information you would like to regarding your interest/desire to participate in this program.

Application Checklist (for your reference):

- Personal Information
- Application Questions
- Additional Informational Questions
- Application deposit check made for \$100 to Tosa Yoga, LLC*
- Drop off or mail completed application & check to:

Tosa Yoga Center Teacher Training Program
c/o Tosa Yoga, LLC
6734 W. North Avenue
Wauwatosa, WI 53213

**The \$100 deposit will be fully refunded in the event that you are not admitted to the program. Once your acceptance letter has been emailed, the deposit is non-refundable.*

Next Steps:

Scheduling Interview - Upon receipt of your completed application and deposit, you will be contacted via email to schedule an admissions interview.

Acceptance and Notification - You will be notified of your acceptance into the program via email once your interview has been completed.

Release Forms & Finalize Acceptance - Upon acceptance and to finalize your participation in the program, mail the \$500 program deposit payment check along with the three release forms (Code of Ethics, Agreement & Liability Release, and Catalog Release) to Tosa Yoga, LLC or drop off at Tosa Yoga Center. Instructions for online payment will be given in your acceptance email if you would like to pay the \$500 program deposit with a credit card.

Welcome Email - You will receive a welcome email confirming your program deposit or full or first payment was received, along with any instructions or details needed about the first day/weekend of training.

TOSA YOGA CENTER TEACHER TRAINING PROGRAM CODE OF CONDUCT & ETHICS

Professional Purpose Statement and Representation

Once registered as a Yoga teacher, you represent not only Tosa Yoga Center and its Teacher Training Program, Program Director and Faculty to your students, but the field of yoga as a discipline. We are committed to holding the highest ethical standards for our yoga teachers. We believe it is our job as yoga teachers to offer our students guidance with authenticity, kindness, wisdom, and humility. Please read these standards below to be sure that they are consistent with your own values and ethics.

In all professional practices and in my yoga teaching, I agree to the following standards:

Professional Scope of Practice and Teaching Standards

- Offer only services and information in which I have received training and am qualified to provide.
- Use my knowledge for the benefit of others, and not use it to seek an unfair advantage in any situation.
- Represent all professional qualifications accurately and correct any misrepresentation of them or information about them.
- Not suggest a diagnosis to any student about any physical or psychological condition they may have.
- Not prescribe any treatment or provide medical advice to any student, other than offering referrals to qualified healthcare professionals.
- Not suggest any advice to a student which goes against a physician's prescribed treatment.
- Refer students to the appropriate professionals (including, but not limited to, medical doctors, physical therapists, and mental health therapists/counselors) when it seems appropriate and beneficial to their well-being.

Integrity

- Uphold the highest moral standards of personal and professional conduct with honesty, transparency, and trustworthiness.
- Deeply respect students as individuals as well as their personal beliefs and values.
- Support the physical, mental, emotional, and spiritual well-being of students.
- Avoid any intentional action that is not in the best interest of students.
- Treat all communications with students with professionalism, clarity, and kindness.
- Not engage in any harassment, abusive words or actions with any current or former students.
- Avoid discriminating against any student and offer my services of teaching yoga to all persons, regardless of age, sex (including pregnancy, gender identity and perceived gender expression), sexual orientation, race, color, ancestry, language, religion, political or cultural background, or physical or mental disability.

Inter-professional Relationships

- Seek to develop interdisciplinary professional relationships with other wellness and healthcare professionals in order to enhance the well-being of your students, especially with regard to making referrals as needed.
- Be respectful and honorable in your relations with other yoga teachers, colleagues, yoga schools and wellness practitioners.
- Avoid gossip, criticizing, and speaking in a harmful way about students, as well as other teachers and colleagues.
- Use discretion, good judgement, sensitivity, and compassion when discussions arise concerning differences of opinion.

Relationships with Students/Clients

- Recognize the student-teacher relationship is based on trust. Be polite, honest, kind, considerate, respectful, and clear in all communication and interactions.
- Avoid taking advantage of the trust and dependent nature within the unique student-teacher relationship.
- Try to avoid any additional or complex relationships with students (business, close personal, etc.) that could compromise the integrity of the teaching, the student-teacher relationship, or the well-being of the student.
- Refrain from engaging in a romantic or sexual relationship with a current student, even if initiated by the student. All forms of sexual behavior or harassment with students are unethical, even if the student consents to such involvement.
- If an extraordinary circumstance exists or arises, use caution if choosing to enter into a personal relationship with a former student. Acknowledge the complexity of these dual relationships, which could disrupt the professional relationship, integrity of learning and overall sense of trust between teacher and former student. The student-teacher relationship involves a power imbalance, which can remain even if the student is no longer learning from that teacher.
- An attempt should be made to first discuss openly and honestly with any trusted professional or the Tosa Yoga Center Teacher Training staff if any situation or circumstance arises in regard to a personal relationship with a student that is out of the ordinary and the appropriate course of action is unclear.
- Understand that these standards are in place and to be upheld with best interests of the student in mind.

Professional Growth/Continuing Education

- Commit to continuous assessment and improvement of teaching knowledge and skills through continuing education and self-directed study.
- Take continuing education courses in yoga teaching on a consistent basis according to the standards of our professional designation.
- Stay aware of and learn about current topics in yoga teaching in modern society.

Business and Financial Practices

- Be honest, clear, and fair in all professional business, contractual, and financial matters and situations.

- Conduct business practices and manage business finances and all record keeping according to recognized business and accounting procedures.
- Seek advice from an accounting professional for any questions or concerns regarding business financial practices.
- Be sure that fees and financial arrangements are discussed in advance of any service and are established in a clear, professional, and fair manner.
- Acknowledge that at certain times, teaching services may be offered to groups in need without regard to financial compensation.

Confidential Information

- Keep all personal information disclosed by students strictly confidential, unless consent is given by the student.
- Exceptions to confidentiality without consent are: to comply with the law or order of a court; to prevent bodily harm or danger to the student or others; where the information has already been disclosed to the public.
- All discussions among teachers concerning students shall be conducted in a secure, non-public environment.
- Obtain consent before any audio or video recording during classes or events.

Advertising/Promotion and Public Communication

- Use accurate representation in all advertising, promotional materials, marketing information and descriptions of services in classes, workshops, events or trainings, which include written and verbal statements.
- Make no intentional statements that are false or misleading as to the benefits of yoga or my classes, workshops, or trainings.
- Create materials that are, to the best of my knowledge, accurate and reasonable in wording and imagery, which clearly state their purpose and description of the experience offered.
- Represent my training and professional qualifications with honesty and accuracy, to be included within my professional bio where appropriate.
- Not falsely imply sponsorship or representation by any business or organization, and if a partnership or affiliation exists with such an organization, to represent them and the business relationship with honesty and accuracy.

Yoga Equity

- Welcome all students regardless of age, of sex (including pregnancy, gender identity and perceived gender expression), sexual orientation, race, color, ancestry, language, religion, political or cultural background, or physical or mental disability, provided that the teacher has appropriate expertise.
- Embrace yoga equity. Seek to have an awareness of and commitment to making yoga more equitable, inclusive, and accessible.
- Continue to learn about appropriation in and of yoga. Work to appreciate and honor its cultural and historical roots, and keep integrity in its teachings.

I have read, understand, and agree to the Tosa Yoga Center Teacher Training Program Code of Ethics.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____

**TOSA YOGA CENTER TEACHER TRAINING PROGRAM
AGREEMENT & LIABILITY RELEASE**

I _____ (print name) acknowledge that Yoga is not a medical procedure, substitute for medical attention, examination, diagnosis or treatment, including that relating to mental or emotional health. Yoga is not recommended and is not safe under certain medical or mental/emotional conditions; and, the Yoga Teacher(s)/Educator(s) will not be providing a diagnosis or treatment of any medical problems or concerns that I may have. I understand that yoga is a field of study intended to facilitate self-awareness. I also understand that I am responsible for my safety and well-being. I agree that I will not perform any activity or movement which I do not understand and/or cannot safely perform, and that I will not perform any activity or movement that I feel is likely to cause me to injure myself. I understand that yoga provides an opportunity for stress reduction and relaxation, but that yoga also includes many physical movements, and as in the case with any physical activity, the risk of injury, even serious or disabling, is always present and cannot be entirely eliminated. If I experience any pain or discomfort, I will listen to my body and discontinue that particular movement.

I agree to hold Tosa Yoga, LLC, Melanie Landgraf, or any assistant or additional teachers harmless from any and all responsibility for any injury which I may sustain during or as a result of my yoga training sessions or classes. I hereby agree to irrevocably release and waive any claims that I have now or hereafter may have against Tosa Yoga, LLC, Melanie Landgraf, or any assistant or additional teachers as part of this training program.

I have carefully read this agreement and the entire text within the Tosa Yoga Center Teacher Training Program School Catalog with complete understanding. I have signed this release voluntarily. I am aware and agree that it is a complete release of liability for any injuries I may sustain as a result of my yoga training sessions or classes with Melanie Landgraf, and the Tosa Yoga Center Teacher Training Program and Tosa Yoga, LLC along with any additional staff, instructors, or presenters within this program, at this studio, or any other location affiliated with Tosa Yoga, LLC or the Tosa Yoga Center Teacher Training Program.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____

**TOSA YOGA CENTER TEACHER TRAINING PROGRAM
CATALOG RELEASE**

I have read, understand, and agree in full to the terms and conditions for application and admission to this program, as stated in this school catalog, and I agree to participation in the Tosa Yoga Center Teacher Training Program.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____