

STUDIO7 PILATES PSC TEACHER TRAINING CATALOGUE 2024 - 2025

BREATH

BALANCE

CORE

FLEXIBILITY

FLOW

MINDBODY

RELAXATION

STAMINA



FUTURE PSC CERTIFIED INSTRUCTOR

Thank you for your interest in the Pilates Sports Center Teacher Training Program. PSC offers not only one of the most profoundly effective exercise systems ever developed, but gives special emphasis to the extensive rehabilitative aspects of the work of Joseph H. Pilates. The importance of quality instruction, and well rounded cutting edge training cannot be ignored in today's competitive fitness world.

Pilates Sports Center Teacher Training Program ("PSC") has been teaching a contemporary approach to Pilates that preserves the original technique but incorporates modern knowledge and principles. Teacher Trainees will learn the Classical and Progressive approaches to Pilates all in one program using a beautiful, organized photographic manual and a fully digital tutorial library/subscription. PSC's Master Teachers have been teaching for years, many have multiple additional certifications in Pilates and other related fields, have passed rigorous testing, and are NCPT™ Certified Teachers.

If you have any further questions or concerns we invite you to contact us. We would love to meet you and introduce you to Studio7 to discuss our program - this is a big decision for you. Thank you for choosing Studio7 and PSC. We look forward to seeing you in the Studio.



Jocelyn Cohenour, PMA-NCPT, PTA, PSC MT
Studio7 Owner/Instructor and Master Teacher Trainer

WHY PSC?

PSC'S mission is to provide an education in the work of Joseph Pilates with the highest quality of instruction to create the most successful and capable Pilates teacher possible.

PSC preserves the classical repertoire and the essence of Joseph Pilates' philosophy and has integrated modern principles of exercise science and spinal rehabilitation to make it safer and more effective. We are dedicated to providing the most current information available and to maintaining the highest quality of instruction by constantly refining our Programs.

PSC intends to grow its programs worldwide without sacrificing its quality or integrity. PSC will uphold the highest standards of its instructors, business practices, materials and the work of Joseph Pilates.

PSC and Studio7 are committed to change and have a zero tolerance policy against racism, hate speech, bullying, ableism, fat phobia, and all other harmful behaviors.

No hidden costs. all-inclusive pricing, no surprise testing fees, anatomy courses, extra book fees or forced to purchase sessions in the studio, no mandatory PSC workshops to remain a teacher.

No required PSC Continuing Education Workshops for graduates - all optional.

Small class sizes for the best learning experience.

Directory Listings, Job Board and Workshops available for Graduates.

MEET JOCELYN COHENOUR, OWNER OF STUDIO7 + PSC TEACHER TRAINER

Jocelyn Cohenour is a Kansas City native who returned to her hometown after a successful career as a Professional Dancer, performing in Siegfried & Roy, NYC, and working for Carnival Cruise Line. She is a nationally certified Master Pilates Teacher and Teacher Trainer, and a Licensed Physical Therapist Assistant.



She has been teaching Pilates since 2009 and opened Studio7 Pilates + Barre in 2014. Jocelyn has a unique perspective with her background and applies her Pilates expertise and PTA knowledge to the PSC curriculum, which benefits her trainees greatly. She takes her time to mentor each student on Pilates, anatomy, and how to stay competitive in our ever evolving Pilates industry. She is passionate about best practices and professionalism, and her knowledge has provided her the opportunity to work with clients that ranges from those who have complicated health implications to professional athletes.

PMA Certified Pilates Instructor

Licensed Physical Therapist Assistant for the state of Kansas

TRX® Suspension Training Certified Trainer

Taught Pilates and Barre at the 2018 NFL Annual Meeting in Orlando, FL

Studio7 is recognized as a SUPERSTAR business by the KC Chamber

Graduate of the prestigious ScaleUp! KC Entrepreneur Growth Program

Studio7 Pilates has been voted Best Pilates studio for KC since 2018

2024 - 2025 TEACHER TRAINING PROGRAM

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PILATES TEACHER TRAINING PROGRAM

Program Description*

- This 450 hour program is offered in a modular or comprehensive program format
- The class size is limited to ensure a high level of attention and service
- A photographic Manual will be provided to you for the course or module(s) you will attend
- Virtual learning is now an option! Virtual training can be completed as long as trainees have access to all equipment

Each student will learn...

- Fundamental Pilates principals and philosophies
- Client assessment and alignment protocol
- Anatomy and biomechanics taught using visual aids in an interactive environment
- Pilates Mat / Reformer / Cadillac / Wunda Chair Repertoire combining Classical + Progressive Pilates styles with modifications + variations
- Pilates Props skills utilizing the magic circle, rotating discs, balance/wobble board, foam rollers, therabands and balls
- Creative training and program development skills for any level of proficiency
- Medical anatomical terminology
- Verbal and tactile cueing skills
- Attitude, confidence and composure of a professional instructor
- Studio etiquette and equipment safety
- Ethics and scope of practice
- Indications and contraindications for specific injuries/dysfunctions and special circumstances
- 15+ Hours of review of all material
- Access to PSC's digital portal for 6 months from the first week of class
- *Graduates of a Comprehensive Program will the meet criteria for and be prepared to take the National Pilates Certification Exam [NCPT Exam}
- *Completion of the modular or comprehensive PSC program does not guarantee employment or Nationally Certified Pilates Teacher.

PILATES TEACHER TRAINING PROGRAM

Graduation Requirements

Assessment Based Certificate/Diploma issued upon completing all course requirements including, but not limited to:

Comprehensive Program

Classroom experience with a PSC Master Trainer

Observation/Apprenticeship hours

Practice Teaching/Charting with classmates/family/friends etc.

Self-integration hours (Pilates practice with a qualified instructor)

Anatomy Thesis Project + Client Assessment/Programming Project

Pilates Professional Video/DVD/online observation

No less than passing scores of 76% on scores on tests, review/quizzes, practical exams and projects

Insurance required to practice at PSCs Studio: Insurance Link

Modular Courses [requirements are per module]

25 hours of Observation/Apprenticeship of/with a qualified instructor

10 hours of Self Integration (Pilates private, semiprivate or mat class with qualified instructor)

Client Assessment and Programming Project

5 hours Pilates Professional Video/DVD Observation

Passing scores on tests, review/quizzes, practical exams and projects

PILATES TEACHER TRAINING PROGRAM

Program Dates

Mat: Saturdays and Sundays 9:30 - 4

Reformer, Cadillac, Chair: Saturdays 9:30a - 4p

Fundamentals	10/19
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Mat	10/20, 10/26, 10/27
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Reformer	11/2, 11/9, 11/23, 12/7, 12/14, review 12/21
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Cadillac	1 /11, 1/18, review 1/25
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Chair	2/8, 2/15, review 2/22
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Review, Practical, and Written Tests	3/1, 3/8
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Winter Break 12/22 - 1/10

Barrels and Jumpboard will be offered Spring 2025

PILATES TEACHER TRAINING PROGRAM

Tuition

Comprehensive Program

Fundamentals, Mat, Reformer, Cadillac, and Chair: \$5600

(Minus \$500 Deposit to hold a spot) Graduates of a Comprehensive Program will then meet criteria for, and be prepared to take, the NCPT™ exam. Financing Available through PayPal.com.

Modular Pilates Apparatus Programs

- Nuts and Bolts/Philosophy ("Fundamentals"): \$400 – required for any program
- Pilates Mat: \$1200 (you will attend the first 4 sessions of a Full Course)
- Reformer: \$2400 - 6 sessions approx.
- Cadillac: \$1200 - 3 sessions approx.
- Chair: \$1200 - 3 sessions approx.

Private Programs

- Full Program 1-2 Students Full Program \$8,700.00 each student.
- Modular Programs also available. Please inquire.

Refunds & Cancellations

A Non-Refundable Deposit of \$500.00 (or \$100 per Module) is due with registration to reserve a place in the course. Tuition payments made prior to the course start will be refunded if cancellation is received 14 calendar days prior to the course start date that the applicant has applied to minus non-refundable deposit. Once course has begun, any and all tuition paid is NOT refundable. Your deposit entitles you to all PSC Studio discount (15%) off class packages* as soon as it is made. No Studio discounts given if tuition is refunded. *excludes memberships

PILATES TEACHER TRAINING PROGRAM

MATERIALS

Required: (you will need to purchase these books, not included in course or course fees)

- Trail Guide to the Body Text – by Books of Discovery (Edition 6 or lower) a user-friendly musculoskeletal anatomy book
- Trail Guide to the Body Student Workbook- designed to be used with the text, this study guide offers matching, coloring and fill-in-the-blank exercises to practice the information in the text. Amazon usually has the best pricing for both.

Optional for your library:

Available new or used on Amazon

- Your Health: A Corrective System of Exercising That Revolutionizes the Entire Field of Physical Education (1934)
- Return to Life through Contrology (1945)
- Caged Lion (Joseph Pilates & His Legacy) - John Howard Steel
- The Complete Writings of Joseph H. Pilates - Joseph H. Pilates
- The Anatomy Coloring Book Second Edition - by Wynn Kapit / Lawrence M. Elson
- Anatomy of Movement - Blandine C. Germain & Anatomy of Movement: Exercises - by Blandine C. Germain, Stephen Anderson
- Atlas of Human Anatomy - by Frank N. Netter
- The Joseph H. Pilates Archive Collection - Edited by Sean P. Gallagher and Romana Kryzanowska
- The Complete Guide to Joseph H. Pilates' Techniques of Physical Conditioning - by Allan Menezes
- The Pilates Method of Body Conditioning - by Gallagher and Kryzanowska
- Illustrated Essentials of Musculoskeletal Anatomy - Sieg and Adams

PILATES TEACHER TRAINING PROGRAM

Eligibility & Attendance

Admission Requirements

- Meet with Master Teacher Trainer
- Prospective students must have a high school diploma or equivalency diploma to be accepted for enrollment
- 30+ documented hours of well-rounded Pilates instruction with a Qualified Pilates Instructor. (PSC Host Studio will offer you a Student Discount to complete)
- Completed Application and deposit
- Personal Liability Insurance if practicing in your Host Studio
- No applicant will be denied on the basis of race, national origin, color, creed, religion, sex, age, disability, gender identity, gender expression, or sexual orientation, medical condition (cancer-related), ancestry, marital status, citizenship, or status as a veteran or special disabled veteran
- Signed Student Contract (day 1 of class)

Enrollment Procedures

Prospective students may enroll anytime. Late enrollments will be accepted on a case by case basis. The enrollment process includes submission of an application, payment of non-refundable deposit. Sign and submit the Release Form and Student Contract.

Attendance Requirements

Students are expected to arrive on time for class with proper materials. An overall attendance rate of at least 90% is required. The Certificate of Completion may be held until class time is made up. Students who are unable to continue classes for medical/personal reasons will be required to take a leave of absence until they are able to return to class. Proper documentation will be required to substantiate a student's withdrawal.

PILATES TEACHER TRAINING PROGRAM SCHOLARSHIP

Community Enrichment Teacher Training Scholarship Guidelines

The goal of the Studio7 Community Enrichment Scholarship Program is to increase the diversity and inclusion of the Pilates profession by training teachers who come from Black and other underrepresented communities within the Pilates industry.

Studio7 has been offering Pilates Sports Center Teacher Training for more than 5 years, with PSC teaching throughout Kansas City. However, we estimate fewer than 3% of these teachers are from underrepresented communities. We would like to change that by offering this scholarship to BIPOC and LGBTQ+ community members who are also Pilates and fitness enthusiasts.

By training and empowering diverse Pilates teachers, we hope to improve the culture of our profession in Kansas City and enrich the experience of all who participate in Pilates.

The Studio7/PSC Scholarship includes:

- Partial tuition for Comprehensive Pilates training on Mat, Reformer, Cadillac, Wunda Chair, as well as Philosophy and Fundamentals - this training is only applicable to the full comprehensive program, not modular
- Access to Studio7 for practice teaching, observation and self-integration
- Discounted group classes
- Access to PSC's digital portal for six months from the first week of class

PILATES TEACHER TRAINING PROGRAM SCHOLARSHIP

Each Recipient will be responsible for:

- Payment of remainder of tuition of \$3000, which is almost 50% off the total regular tuition
- Required texts and manuals - approximately \$100
- Cost of classes required to meet the self-practice requirement - prices vary [Classes do not be taken at Studio7, but you will receive a 15% discount on all class packages at Studio7.]
- Co-Teaching 3-6 community (free or donation-based) classes. The class will count toward the practice teaching requirement. This class will be supervised and created by you under the guidance of Master Trainer Jocelyn Cohenour
- Personal Liability Insurance if practicing in your Host Studio

Eligibility

- For this scholarship, all applicants need to be from an underrepresented community within the Pilates industry. (for example, BIPOC or LGBTQ+)
- The applicant should have familiarity with Pilates and a desire to become a teacher
- The purpose of this scholarship is to encourage diversity and inclusion in our profession. Financial need is not a requirement, though this factor may be considered in the selection of the recipient

Prerequisites

- 30+ hours of well-rounded Pilates instruction with a Qualified Pilates Instructor OR acceptable equivalent determined in interview.
- Completed Application and Entrance interview
- Signed Student Contract (day 1 of class)

PILATES TEACHER TRAINING PROGRAM SCHOLARSHIP

Attendance Requirements

Students are expected to arrive on time for class with proper materials. An overall attendance rate of at least 90% is required. The Certificate of Completion may be held until class time is made up.

Students who are unable to continue classes for medical/personal reasons will be required to take a leave of absence until they are able to return to class. Proper documentation will be required to substantiate a student's withdrawal.

Application Process

- Download and fill out the Community Enrichment application.
- Email completed application to info@studio7pilates.com or drop off at Studio7 no later than September 15th, 2024
- Application will be reviewed and candidates will be informed by October 1, 2024

Selection Criteria

- Applicants need to be from a diverse background
- Applicants must have an entrance interview that will take place between September 16th and September 20th
- Applicants will be selected partially based on their application essay, "How I plan to enrich my community as a Pilates Instructor"
- Selection of scholarships will be awarded by the scholarship committee at their sole discretion and will be final
- An unlimited amount of scholarships will be awarded to all eligible candidates

PILATES TEACHER TRAINING PROGRAM SCHOLARSHIP

SCHOLARSHIP COURSE FEES

Tuition received for this program is divided between 3 different entities: the Host Studio (Studio7 Pilates and Barre LLC) , the Master Teacher Trainer (Jocelyn Cohenour), and the creators and administrators of the training program, Pilates Sports Center. All have generously donated their time and income to make this scholarship possible. However, there are real costs to presenting this program, which you will be responsible to pay.

Comprehensive Program

- Fundamentals, Mat, Reformer, Cadillac, and Chair: \$3000 This represents almost 47% off the \$5600 total. (Minus \$500 Deposit to hold a spot) Graduates of a Comprehensive Program will then meet criteria for, and be prepared to take, the NCPT™. Financing Available through PayPal.com.
- Photographic Manuals: \$100

Total due to Studio7 Pilates + Barre/PSC from the scholarship recipient is \$3100.

Payment Terms:

Upon acceptance, a non-refundable deposit of \$500 is due to guarantee your place. There are 2 payment options:

- 1.The balance of \$2600 is paid in full on the first day of class
- 2.The balance can be split into 3 payments with \$100 fee:

Deposit/Tuition paid via: check, money order, cash or credit card (mc/visa). Financing Available through PayPal.

PSC PILATES TEACHER TRAINING PROGRAM APPLICATION

PSC TEACHER TRAINING APPLICATION + AGREEMENT

Name: _____

Course Start Date: Winter 2024 / Spring 2025

Course Location: Studio7 Pilates, KCMO

Your Mailing Address:

Street: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell: _____

E-mail: _____ Date of Birth: _____

How were you referred to Studio7 Pilates + Barre/PSC:

Emergency Contact:

Name: _____

Relationship: _____ Phone Number: _____

To be completed by all potential trainees.

Please retain the previous pages for your reference. Return only pages 15-18.

NOTE: Enter your name below as you would like for it to appear on official documents such as your diploma and please print clearly, including titles and post-nominal letters. Example: Dr. Laura S. Smith, D.C.

PILATES TEACHER TRAINING PROGRAM APPLICATION

Application Questions:

Feel free to answer on a separate sheet or use the back of the page.

- Give a brief history of your Pilates practice, including: How long have you been practicing/Have you practiced in the studio, online, in a gym setting, on your own? What teachers have you worked with or do you follow? If your experience is limited, please explain who has inspired you to start this journey?
- List your past/present occupations, including outstanding achievements in your career:
- How has Pilates benefited you personally?
- Describe your ideal career as a Pilates teacher:

Additional Questions For Scholarship Applicants:

- What inspired you to apply for this scholarship? Briefly describe your financial situation and how this scholarship would assist in your ability to participate in the training course:
- In 1-2 paragraphs, please describe in essay form how you plan to enrich your community as a Pilates teacher. (use back or attach separately)

PILATES TEACHER TRAINING PROGRAM

APPLICATION

Program Requirements and Fees:

I declare that I have read, understand and will comply with the terms listed in the document "PSC Digital Brochure" document on the Pilates Certification page of www.PilatesSportsCenter.com _____ (initial)

Medical Release:

I declare that I am medically mentally and physically able and free from impairment to participate in fitness activities. I further declare that I have consulted with a physician regarding any illness, disability, or injury, which I am aware of and have been cleared to participate fully, and without limitations. I have disclosed all medical issues and special needs, if any, prior to beginning any program with PSC. _____ (initial)

Studio7 Policies:

I declare that I have read, understand and will comply with the Studio Policies:

- I am participating in Pilates Private Training, Pilates Classes, Fitness Programs, Health Programs, or Workshops, hereinafter referred to as 'the offerings', offered by Studio 7 Pilates + Barre, hereafter referred to as the "Studio" during which I will receive information and instruction about Pilates, fitness, health, and wellness. _____ (initial)
- I recognize that these activities require physical exertion which may be strenuous and may cause physical injury, and I am fully aware of the risks and hazards involved. _____ (initial)
- I understand that it is my responsibility to consult with a physician prior to and regarding my participation in the offerings. _____ (initial)
- I represent and warrant that I am physically fit and I have no medical condition that would prevent my full participation in the offerings - any medical condition being addressed with my sessions have been disclosed. _____ (initial)
- In consideration of being permitted to participate in the offerings, I agree to assume full responsibility for any risks, injuries or damages, known or unknown, which might incur as a result of participating in the offerings. _____ (initial)
- In further consideration of being permitted to participate in the offerings, I knowingly, voluntarily and expressly waive any claim I may have against the Studio for injury or damages that I may sustain as a result of participating in the offerings. _____ (initial)
- I understand the cancellation policy is 6 hours and I will need to notify my instructor or the studio prior to 6 hours to avoid loss of my session. _____ (initial)
- I understand that due to COVID-19 and the contagious nature of this virus, all clients are required to wear a mask to their reformer and may remove it if they have provided proof of vaccination to their instructor. _____ (initial)
- I understand that gripper socks are required for all classes and encouraged for private sessions. _____ (initial)

PILATES TEACHER TRAINING PROGRAM

APPLICATION

Refund/Cancellation Policies:

- A Non-Refundable Deposit of \$500.00 (\$100 for Mat or a Module) is due with application/registration to reserve a place in the course. Your non-refundable deposit and application entitle you to all PSC Studio discounts as soon as it is made. No Studio discounts given if tuition is refunded or if the student drops from the course.
- Student is entitled to tuition refund upon withdrawal/termination: no less than 14 calendar days before the start of program or module 100% minus non-refundable deposit. After program has begun, No refund of tuition.
- All refunds will be made within 30 days from the date of termination/withdrawal. The official date of termination/withdrawal of a student shall be determined in the following manner:
 1. The date on which the school receives notice of the student's intention to discontinue the training program; or
 2. The student will receive a full refund of tuition & fees paid if the school discontinues a Program within a period of time a student could have reasonably completed it.
- The policy for granting credit for previous training shall not impact the refund policy.

Print Name: _____

Sign Name: _____

Date: _____

Course Fee Includes: 1 photographic manual pertaining to each module(s) registered and paid for, classroom lecture/lab with a PSC Master Teacher, use of Studio for self-practice and classmate practice, and 1 (one) Assessment Based Certificate/Diploma upon successful completion of all requirements.

ABOUT THE FOUNDERS/DIRECTORS

Kelli Altounian, PMA/NCPT®

Kelli is the co-founder of Pilates Sports Center and co-director of the PSC Pilates Training Program in Los Angeles, California. Kelli holds a BA (dance emphasis) from the University of Central Oklahoma and performed professionally for over 15 years. Kelli became a Pilates advocate in 1994 while performing as a Radio City Rockette. In 2000, Kelli and Andromeda Trumbull united their efforts with the aim of updating the approach of Pilates based movement utilizing therapeutic influence. They have since created a Pilates Training Program of International Recognition. Her credentials include:

- B.A. in Theatre with dance Emphasis from University of Central Oklahoma
- Yamuna® Body Rolling Certification Program
- Certified Trainer recognized by the National Endurance and Sports Training Association (N.E.S.T.A.) for Golf Conditioning
- TRX® Suspension Training

Dr. Andromeda Stevens, D.C. PMA/NCPT®

Andromeda became a Doctor of Chiropractic Medicine inspired by her own spinal condition. She was introduced to Pilates as a fitness regimen and was so impressed that she mastered its philosophy and became an Instructor to offer Pilates to her patients as a way of treating pain and resolving it more effectively. The profound results of her patients led her to co-found Pilates Sports Center in Los Angeles, California along with Kelli Altounian. Andromeda also co-directs the PSC Pilates Teacher Training Program, which aims to provide the highest standard of excellence in Pilates education.

Her credentials include:

- Graduate - Cleveland Chiropractic College of Los Angeles 1996
- Schroth Best Practice® Scoliosis Certified Level I & Advanced Level II
- Post graduate certification: Cox Flexion/Distrraction Technique for treatment of discs
- Integrated Flexibility Training - The Sports Club/LA
- BalletCore® Certified
- Massage Therapist - Touch Therapy Institute
- Pilates Method Alliance "Gold" Certified Teacher™ Now called: NCPT (National Certified Pilates Teacher)
- Booty Barre® Course 2011
- Co-Creator of the Burn at the Barre™ Workout, DVD and Teacher Training Program

Founders Kelli and Andromeda share the following credentials and have been teaching for over 17 years:

Creators of the PSC Pilates Teacher Training Program and PSC International Master Training Program || Body Mind Spirit Presenters || Pilates On Tour Presenters || PMA Presenters || Inner IDEA Presenters | Human Movement Conference || Mad Dogg || Peak Pilates || Sports Club/LA || Master Teacher Trainers for Reebok Sports Club/NY || Pilates Method Alliance Corporate Sponsors™ 2010 || Participants: PMA Fostering Future Professionals Program™ || PMA CEC Providers™ || Produced and Created 20 DVD titles in the PSC library || Written or co created over 30 workshops with continuing education credits || Graduates of Advances in Pilates - Long Beach Dance Conditioning || Nationally Certified Pilates Teachers (PMA/NCPT Gold Certified)

STUDENT POLICIES

Student Conduct

- All students are expected to act maturely and are required to respect other students and faculty members
- Possession of weapons, illegal drugs, and alcohol of any kind are not allowed at any time on school property
- Any violation of school policies may result in permanent dismissal from school
- There is zero tolerance policy against racism, hate speech, bullying, ableism, fat phobia, and all other harmful behaviors

Leave Of Absence

Students who interrupt their program because of personal or family circumstances and plan to return may take a leave of absence. Failure to attend class is not equivalent to a leave of absence and students will not receive remittance unless a formal leave of absence is filed and approved. An approved leave of absence will entitle student to return to the next scheduled Program offered at the same location for the missed portion of the Program only.

Dismissal

Any student may be dismissed for violations of rules and regulations of the school, as set forth in the Student Contract. The PSC Master Trainers may temporarily suspend students whose conduct is disruptive or unacceptable to the academic setting. After appropriate counseling, students who demonstrate a genuine desire to learn and adhere to school standards of conduct may be allowed to resume attendance. In unresolvable circumstances, the directors, after consultation with all parties involved, will make the final decision on dismissal or re-admittance.

Grading System

Approximately every four weeks (6X in a Full Program / or 1X per Module) an oral/ practical review ("HatTrick") of the material is performed to monitor student's retention and execution of the material. Progress reports will be issued to students throughout the program after each review.

96 - 100 = A Excellent

86 - 95 = B Above Average

76 - 85 = C Average

66 - 75 = D Below Average

Under 65 = U Unsatisfactory

STUDENT POLICIES

Educational Services

PSC provides its students with counseling, tutoring, manuals, charts, models, and videos to assist the student's completion of the program.

Progress

Students must maintain a 75% grade point average on the reviews. Those who do not will be counseled and may not pass the final exam and receive a Certificate of Completion. A non-passing grade or missing (optional or not) the Final (written OR Practical) Exam for any reason will require a re-test at a later date with a \$100 re-test fee. Additionally a project may be assigned, and/or additional hours of observation or practice may be assigned on a case-by-case basis by the Master Trainer at his/her discretion.

Student Grievance Procedure

Attempting to resolve any issue with the School first is strongly encouraged. Student Complaints may be brought to the attention of the PMA PSAP Program. Contact: PSAP@pilatesmethodalliance.org

Access To Student Files Procedure

Students may review their complete file during studio hours by requesting an appointment with the Master Trainer during normal posted business hours only. Master Trainer shall have 24 hours to respond to any request, and provide the file within 2 business days of the request.

Student Files – Contents and Access

- Completed application
- Signed Student Contract
- Signed Release of Liability
- Signed Credit Card Authorization Agreement (if applicable)
- Signed Payment Plan (if applicable)
- Signed Sexual Harassment policy
- Signed Student Grievance and Non Discrimination Policy
- All academic records (written and practical exams)
- Financial transaction records

THANK YOU FOR YOUR
INTEREST, WE LOOK FORWARD
TO BEING PART OF YOUR
PILATES TEACHER TRAINING
JOURNEY.

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