



## **STUDENT ATTENDANCE AND CODE OF CONDUCT**

### **Attendance:**

All students are expected to attend all 200 hours of training and fulfill all written and practical assessments. This includes 145 mandatory classroom hours, 15 elective workshop hours, and 40 online training hours. More than 15 hours of electives are offered, and students may choose to attend when best fits their schedule and interests.

If any time must be missed due to illness or unforeseen circumstances, make-up time will be arranged with the student on an individual basis, and may carry an additional cost.

### **Withdrawal Policy:**

If a student wishes to withdraw from our program for any reason, they must first contact the program director to discuss their reasons for withdrawal. Refunds will be given in accordance with the program's refund policy.

### **Termination from Program:**

The program may decide to terminate any student's participation in the program if: (1) false information was used in the admission process that materially affects the program; (2) a student is absent for more than 3 consecutive days without contacting the program director; (3) the student fails to make timely payments of tuition; or (4) the student is unable to pass a test after being given 3 attempts. If the program decides to end the student's participation in the program, the student is not entitled to any prior payments or fees. All prior payments and fees are non-refundable and non-transferable.

## Termination from Program: Improper Conduct

No refunds will be given if the program removes a student from the program for bad conduct. Bad conduct is violation of the Code of Conduct, gossip, harassment, bullying, or any other behavior that is inappropriate or disruptive to the welfare of the program or to fellow students.

Termination will be determined by the lead trainer of the course in consultation with the school administration.

## Student Code of Conduct

Arrive a few minutes before class begins in person or virtually. Give yourself time for a moment of meditation and to relax from the day.

Please keep conversations low when you arrive and leave as other students may be relaxing or meditating. We want to create a space of healing, quiet, and relaxation as well as one of friendship.

Class participation is expected. When speaking, speak to be heard so everyone will benefit.

There is a spirit of respect and confidentiality within the yoga teacher training community. The use of “right speech” is supportive to others and gossip is destructive. Be aware of what you say and its purpose.

Laying down in class encourages disinterest and sleepiness. Please be aware of this tendency and make an effort to remain present and engaged. Alter your breathing pattern. If needed, stand up in the back of the classroom to remain attentive and focused. Ask questions for clarification when needed.

Leave your cell phone in your car (out of sight), or in your bag, turned off (not on vibrate). If necessary, make cell phone calls outside the building away from the practice room. Text messaging in class is not allowed. No cell phones should be in the class except for pre-approved cases of emergencies.

Through the practice of yoga, individual sensitivities usually increase. Out of respect, refrain from the use of perfumes or fragrances, oils, scented lotions and soaps. Even

natural fragrances can be a problem to others. Come to class clean and refreshed head to toe.

You may bring non-refrigerated snacks to enjoy between classes. Eating is allowed in the classroom *only during break*, and we don't have areas for storing or preparing food at the studio. Please be mindful of strong smells and other things that may bother your classmates, and bring snacks that will not be disruptive.

To allow for emergencies and illness, each student can miss 9 accumulative hours (1 full training day) of the 145 classroom hours of this yoga training program and still be eligible for graduation. The student remains responsible for any content or assignments missed, and special requests from faculty may be made to assure content has been learned, including requiring additional assignments or private make-up time with teachers. If more than 9 hours of training is missed, the student must schedule make-up sessions at a rate of \$75 per hour to graduate from the program. All missed time must be communicated to faculty as soon as possible.