

# TEACHER TRAINING

## COMPREHENSIVE PROGRAM SYLLABUS

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## Program Information

Title: Club Pilates Teacher Training - Comprehensive Program  
 E-Mail: TeacherTraining@clubpilates.com.au  
 Course Format: Online and In-Person

## Program Description

The Teacher Training Program Comprehensive Program includes training for the following apparatus and education:

Mat, Reformer, Springboard, Cadillac, Chair, Ladder Barrel, Spine Corrector, Magic Circle, Pilates Foundations, Special Populations, and Anatomy.

The Comprehensive program is designed specifically for Pilates-minded individuals and serves as an overall guide to the fundamentals of Pilates and Pilates instruction. This program also provides a basic introduction to the structure and function of the human body (Anatomy) to better help you practice safely and smartly. The program includes an overview of Comprehensive Pilates Apparatus Repertoire as suggested by the National Pilates Certification Program (NPCP): Mat, Reformer, Springboard, Cadillac, Chair, Ladder Barrel, Spine Corrector, and Magic Circle. In addition, the program will emphasize the pathophysiology of common diseases and traumatic injury to help you serve special populations. The application of each of these practices will be taught in-person by the Master Trainer during the in-studio applied learning sessions with additional opportunity for fine-tuning during the remaining portion of practice hours.

The Modular program includes training covering one or more of the following apparatus and education as follows:

- Pilates Foundations, Mat, and Anatomy
- Reformer, Special Populations, and Anatomy
- Springboard and Cadillac
- Chair
- Ladder Barrel, Spine Corrector, and Magic Circle
- Teaching Skills & Programming

## Program Objectives

By the end of the Comprehensive program, you will be able to:

1. Discuss foundational elements, history, and evolution of the Pilates practice.
2. Use anatomical terms pertaining to position, planes of motion, spinal alignment and proper muscle patterns when cueing Pilates exercises.
3. Apply anatomy and philosophy ideas to practice in Pilates training.
4. Demonstrate exercises on Pilates equipment including: Mat, Reformer, Springboard, Cadillac, Chair, Ladder Barrel, Spine Corrector, and Magic Circle.
5. Develop safe and effective group and private class plans.
6. Identify the benefits of journaling and logging techniques with the use of Rapid Fire

- Journaling.
7. Construct an effective plan for most special population clients including those with essential loss of structure or function.
  8. Use anatomical and positional terminology.

## Method of Instruction - Blended Learning

The program takes place in a blended learning environment meaning that some training is administered online in Canvas and the remainder In-Studio aka in-person. Teacher Training Participants will learn to apply coaching and instruction or cueing techniques in the private, semi-private, and group class environments in order to practice and gain confidence in their instruction. The In-Studio Applied Learning training sessions are movement-based and Teacher Training Participants are to wear comfortable Pilates attire (including grip socks) to class.

The In-Studio “classroom” time is static. Not every content objective will be covered in person. The role of the Master Trainer is to facilitate learning of the exercise and your instruction of the exercises, not to cover “every bit” of information found in the online lectures or anatomy course. The Master Trainer’s role is to guide your learning, help you identify areas with room for improvement in your understanding, clarify information, and help you apply what you have learned.

## Prerequisites / Corequisites

Before taking this program, Teacher Trainer Participants must:

- Sign liability waiver stating that they are physically fit enough to participate in the program’s in-studio applied learning sessions.
- Complete the Anatomy course provided on the Canvas platform.
- Possess basic computer and internet skills
- Access and use of an active and secure email account
- Access and use of the internet, preferably a computer or tablet
- Participant’s individual Canvas account which will set up upon enrollment. If you do not receive your login credential information within 2 business days, please use the Teacher Training Contact Form.
- Submit the completed Teacher Training Etiquette and Studio Use Policy to their host Club Pilates studio and upload a copy to Canvas.

## Program Materials

### Required Text

Pilates JH, Miller WR. Return to Life Through Contrology. Miami: Pilates Method Alliance, Inc: 2005.

- The book is assigned reading but not indicated specifically.
- Most Teacher Training Participants are able to share, borrow from a public library, or purchase a used copy.

Teacher Training Manual

- Included in your tuition is a digital copy you may download.

## Recommended Anatomy Text

VanPutte, et al. (2013) Seeley's Essentials of A&P, 8th Edition. Upper New York, New York: McGraw-Hill. [ISBN #:978-0-07-337826-8]

- o Other editions are acceptable. However, the order of the material/chapters may differ from the 8<sup>th</sup> edition.

## Other Materials

- Lined journal / notebook

## Online Resources

### Canvas Learning Management System

- o Teacher Trainer Participants will use this system for online lectures, homework assignments, practice quizzes, discussions, and exams

## Attendance

All In-Studio Applied Learning training days are mandatory for program completion and you must attend all 12 days. If you miss an In-Studio Applied Learning training day, you may make up the missed day(s) at your host studio during their next offering at no additional cost.

The In-Studio Applied Learning training schedule is as follows:

- Days 1 - 2 Pilates Foundations, Mat
- Days 3 - 6 Reformer
- Day 7 Springboard
- Day 8 Cadillac
- Day 9 Chair
- Day 10 Ladder Barrel, Spine Corrector, and Magic Circle
- Day 11 Special Populations
- Day 12 Teaching Skills and Programming

## Program Hours

Our proprietary 500-hour Comprehensive Club Pilates program consists of the following:

#### A. 150 Hours of Online Content

- a. The online video instruction, lectures, reviews, quizzes, and exams are used in tandem with the manual. The hours logged in this portion of your education are tracked automatically through the online education system Canvas. Completion of all required online coursework will account for your required online hours. Each lecture section should precede the correlating In-Studio Applied Learning Session. Your mentor Master Trainer will review and grade your submissions.

#### B. 66 Hours of In-Studio Applied Learning

- a. The In-Studio Applied Learning hours are completed by attending and participating in your host Club Pilates studio for 12 separate training days of 5.5 hours each. This paramount phase is taught in person by a Club Pilates Certified Master Trainer. Your mentor Master Trainer will provide the mentorship and coaching necessary in your development to effectively instruct clients in Pilates. The In-Studio Training Days are designed to provide a user-friendly atmosphere where you are able to interact with your Master Trainer receiving specific instruction and responses to your questions.

#### C. 80 Hours of Observation

- a. The Observation Hours provide the opportunity to gradually apply and utilize the newly acquired Pilates understanding and knowledge from theory to practice. By observing a live studio or online class, you will identify concepts and solutions in action to employ and expand upon as you develop. Your observations of key points will evolve as you become a more experienced instructor.
- b. Your Observation Hours can be completed online or in-person.
- c. You may begin your Observation Hours upon enrollment in the Teacher Training Program once the Teacher Training Etiquette and Studio Use Policy is signed and provided to the studio (and uploaded to Canvas).
- d. To complete an Observation Hour online, please see the Observation Worksheets assignment on Canvas for the current list of approved providers of online class videos. The costs related to completing any Observation Hours online are not included in the Club Pilates Teacher Training Program tuition and remain your responsibility. Some videos available through third-party providers are less than 50 minutes in duration. When needed, multiple videos may be watched in combination for one Observation Hour. The online class providers may not track your viewing history. Please record each video utilized separately.
- e. Each hour/video of observation is to be accompanied with a completed Observation Worksheet. The template is provided and may be completed in hard-copy or digitally.

#### D. 100 Hours of Self-Practice

- a. An experiential understanding of the movements in your own body is crucial to effective teaching. Through your Self-Practice Hours, you will develop a deeper understanding of individual Pilates movements, their function, and how they flow in a format. These hours consist of time spent physically practicing the Pilates Method. Learning topics will include creating formats and flows plus gaining first-hand experience of how these aspects interact in a kinesthetic way. 6 / 13
- b. Self-Practice Hours can be completed by taking Pilates classes at a Club Pilates studio, another Pilates studio, with Teacher Training Participant peers instructing, or in private if the equipment or apparatus needed is accessible. Costs related to the completion of your Self-Practice Hours are not included in the Club Pilates Teacher Training tuition and remain your responsibility.
- c. You may begin completing Self-Practice Hours upon enrollment in the Teacher Training program once the Teacher Training Etiquette and Studio Use Policy is signed and provided to the studio (and uploaded to Canvas). Self-Practice Hours completed prior to enrollment may not be included in your program hours.

#### E. 70 Hours of Practice Teaching

- a. Practice Teaching Hours will apply everything you are learning as you develop and teach a private, semi-private, small group, or large group session.
- b. Practice Teaching Hours may be completed by using your host Club Pilates studio, another Pilates studio, or other space if the equipment or apparatus needed is accessible. Costs related to the completion of your Practice Teaching Hours are not included in the Club Pilates Teacher Training tuition and remain your responsibility.
- c. When using your host Club Pilates studio, the scheduling and use is managed and approved by the studio general manager or owner and is contingent upon available studio time. Additionally, Practice Teaching Hours clients may not be members of your host Club Pilates studio, with the exception of your family members. When utilizing the Private Training room, your Practice Teaching client is subject to a \$ 10.00 training fee payable to the host studio. The training fee is waived for fellow Teacher Training Participants.
- d. Each Practice Teaching Hour is accompanied by a completed Practice Teaching worksheet. The template is provided and may be completed in hard-copy or digitally.
- e. Prior to ANY and ALL Practice Teaching, you must hold active and current Student Professional Liability Insurance in your name and also list your host studio (with address) as additionally insured on your policy. Please see the Homeroom Course on Canvas for more information regarding the insurance policy and to upload a copy of your policy.
- f. You may begin Practice Teaching utilizing apparatus covered in the In-Studio Applied Learning Training Sessions you have attended following those training sessions and the Teacher Training Etiquette and Studio Use Policy has been signed and provided to the studio (or uploaded to Canvas). You may not utilize apparatus not yet covered, even if you have previous experience with the apparatus.

## F. 34 Hours of Assistant Teaching

- a. Assistant Teaching Hours must be completed at a Club Pilates location; requests for exceptions are made to your mentor Master Trainer and/or the Club Pilates Education Department. When ready, you will coordinate with your host studio and the class instructor to Assistant Teach a portion of the class. Assistant Teaching Hours may only be completed with an approved instructor. Approved instructors are comprehensively Pilates trained or educated, with a minimum of one or two years of teaching experience, and approved by your host studio. 7 / 13
- b. Teacher Training Participants are responsible for providing a minimum 48-hour advance notice via email to the studio general manager or owner to request Assistant Teaching. Once approved, Teacher Training Participants must coordinate with the class instructor of the intended agenda for the class. Each hour of Assistant Teaching consists of the Teacher Training Participant teaching a maximum of a 5-minute portion of the class and then assisting during the preceding and remaining portion of the 50-minute class. Your responsibilities and duties during the assisting portion of the class must be discussed with your mentor Master Trainer, the studio general manager or owner, and the class instructor.
- c. Each 50-minute class you “Assistant Teach” is 1 Assistant Teaching Hour.
- d. All Assistant Teaching Hours are accompanied by a completed Assistant Teaching Worksheet. The template is provided and may be completed in hard-copy or digitally.
- e. Assistant Teaching Hours are reserved for completion once 50% of all other Program Hours are completed.
- f. Assistant Teaching Hours must be completed by teaching the maximum 5-minute portions of the class covering the exercise type(s) in the following variations:
  - i. Footwork
  - ii. Bridge
  - iii. Upper body Variations
  - iv. Lower body Variations
  - v. Side body
  - vi. Prone / Extension

Physical hours, or portions of an hour, fulfill only 1 type of program hour as detailed above and may not be counted more than once.

In the event the information provided in the Teacher Training Manuals differs from the information on Canvas, please refer to the information on Canvas as the current and official guidance.

Studio-specific information and policies regarding the completion of the Teacher Training Program Hours will be provided in the Studio Syllabus by the owner, general manager, and/or Master Trainer of your host studio.

Regarding the allocation of hours and apparatus, Teacher Training Participants may complete their hours with a focus on specific apparatus or by utilizing blended or mixed classes. It is recommended a blend of class levels (beginner, intermediate, advanced) in addition to private training sessions (typically 1 on 1 sessions) are employed by Teacher Training Participants to gain a varied experience.

For those completing the program hours with an ordered focus by apparatus, the following

hours breakdown by module may be helpful:

ONL - online hours, ISH - In-Studio Hours, OH - Observation Hours, SPH - Self-Practice Hours, PTH - Practice Teaching Hours, ATH - Assistant Teaching Hours							
Module \ Hours Type	ONL	ISH	OH	SPH	PTH	ATH	
Mat & Pilates Foundations	25	11	15	20	12	6	
Reformer & Special Populations	45	27.5	30	40	32	16	
Springboard and Cadillac	25	11	15	20	12	6	
Chair	15	5.5	10	10	7	3	
Ladder Barrel, Spine Corrector, & Magic Circle	25	5.5	10	10	7	3	
Anatomy	15	0	0	0	0	0	
Teaching Skills & Programming	0	5.5	0	0	0	0	

Regardless of the approach Teacher Training Participants employ to complete the program hours, their mentor Master Trainer may determine additional hours may benefit the Participant’s understanding of certain Pilates concepts and recommend the Participant complete additional hours in preparation for the Practical Test Out and/or graduation.

To track and record completed program hours, an hours log is provided in the program manuals and Canvas. Participants may also create and utilize their own hours log in hard-copy or digital format. Piecemeal hours logs are also accepted, but it remains the responsibility of the Participant to organize and provide their hours log(s) in a clear and concise manner for their mentor Master Trainer’s review.

## Mentorship

Each Teacher Trainer Participant will be mentored by their Master Trainer who will lead the in-studio training days, record attendance, check all assignments on Canvas, submit the request for the final written exam when ready, answer questions on Canvas, the Teacher Training Program, and Pilates in general, and give advice on goals, deadlines, and progress.

Their mentorship will include progress check-ins and proctoring the practical test out for Participants. Mentorship for up to 1 year from the date of enrolment or the first day of in-studio training, whichever is later, and Teacher Training Participants’ first practical test out is included in the Program Tuition. If additional mentorship is desired beyond 1 year or for additional practical test outs, please refer to the Studio Syllabus or coordinate with your mentor Master Trainer as additional fees may apply.

For medical or other extenuating circumstances, please reach out to your mentor Master Trainer as soon as possible to discuss next steps.

## Written Assignments

In addition to the program hours, there is one written assignment required prior to graduation: 3 class flows, assigned by the Master Trainer. The variety of exercises and moves is at the Participant’s discretion but should follow the level and modifications assigned by the Master



Trainer. These are intended to serve as resources for continued reference, beyond graduation.

A template is provided in the Homeroom Course of Canvas under Final Written Assignment. The assignment may be completed digitally using the provided template or printed and utilized as a hard copy. Upon completion, it may be shown to your mentor Master Trainer in hard-copy for grading or uploaded into Canvas.

## Program Pacing/ Pricing

The program moves quickly. On average, the 500 hours of education can be completed in approximately 6-9 months. But some graduates have completed the program in as little as approximately 3 months. Your personal goals and schedule will determine the daily minimum hours required for your pace. Our 6-month pacing recommendation includes an investment of an additional 3 hours per day, 5 days a week = 15 hours a week in addition to the In-Studio Applied Learning training session hours. At first, these hours would consist of Self-Practice, Observation, and reading or studying and completing the online coursework on Canvas in addition to the In-Studio Applied Learning training session hours. Then, as you complete your Self-Practice and Observation Hours, you would complete Practice Teaching and Assistant Teaching hours maintaining a schedule or pace of 15 additional hours a week

**The student tuition fee is \$7,500 AUD\* which covers all program costs outlined in this document.**

Your Teacher Training tuition includes:

- Access to Canvas for Pilates curriculum for one year from the date of your enrollment or your first In-Studio Training Session Day, whichever is later. Access to the Anatomy curriculum for one year from the date of enrollment. If additional time is needed for the Pilates curriculum, additional time may be requested for a \$75/month extension fee. Extensions are limited to three requests at up to three months per request. Please note extensions are not eligible for the Anatomy curriculum.
- Mentorship by your mentor Master Trainer for one year from first introduction. In the event your host studio has not been selected at the time of your enrollment or your host studio has not finalized their Master Trainer selection, your preliminary questions will be addressed by a substitute Master Trainer until your mentor Master Trainer is determined. Should further mentorship be required, additional fees may apply.
- Access to your host Club Pilates studio in coordination and approval of the studio general manager or owner for the completion of your In-Studio Applied Learning, Self-Practice, Observation, Practice Teaching, and Assistant Teaching Hours for approximately one year from first visit.
- Your first program test-out

For extensions of Canvas Pilates curriculum access, mentorship, access to your host Club Pilates studio, and/or additional test-outs, you may be subject to additional tuition or fees. As previously mentioned, you may also be subject to make-up or audit fees if making up missed In-Studio Applied Learning training day(s).

Teacher Training Participants may also choose to complete Observation, Self-Practice, and Practice Teaching Hours (partially or all) at a location outside of their host Club Pilates studio as long as this location includes access to the apparatus covered in the Program. Any costs related to utilizing a location other than the host Club Pilates studio are not included in the

program tuition.

## Method for Evaluation for Grades

Written exams may contain, but are not limited to, multiple-choice, matching, true/false, listing, diagrams, sample class lists, and cueing charts. Written assignments may include a written essay or other formats.

### Final Program Grade Components

50% Final Practical Test-Out. Please see the Practical Test Out section for more details. 10 / 13

25% Completed online and in-person assignments, class participation, and attendance. Completion of the Observation, Practice Teaching, and Assistant Teaching Hours include each respective accompanying worksheet

10% Final online written exam (details below)

10% Anatomy course on Canvas

5% Final written assignments

**Grading Scale** -Your Final Practical Test Out and online exams (including the Final Written Exam) each require a minimum score of 80 to graduate. Score on the margins will not be rounded up.

All other assignments will be graded complete or incomplete.

**Exams** -Exams and quizzes will be taken online and exam results will be published on Canvas for student review immediately after the exam is submitted. Exam questions are property of the Club Pilates Teacher Training program and subject to the confidentiality clause of the Teacher Training Agreement signed during enrollment. Any Teacher Training Participant who copies, photographs, or saves a copy of program material without permission will be subject to dismissal without partial credit and/or refund. Copying materials without permission is considered an academic integrity violation.

**General Assignment Guidelines** -Organize your time well. Waiting until the last minute to watch online lectures and learn the moves usually will result in missing the content during the In-Studio Applied Learning training sessions. Plan ahead to make sure that you are well-prepared for the in-studio applied learning classroom time.

Your training plan is also recommended to consider internet connection difficulties or outages. It is your responsibility to complete and submit your required coursework on time. You will not be able to graduate from the program without completing all required online coursework.

If you prefer to complete the required coursework that is available in hard-copy or to be printed, you may present your completed work to your Master Trainer for review and grading instead of electronic completion or file upload. Your Master Trainer should not retain any of your coursework.

## Final Written Exam

The Final Written Exam will automatically unlock within Canvas once all required prerequisites have been met.

The content and style of the Final Written Exam is consistent with the other Canvas quizzes, though additional questions will be included in the Final Written Exam that require critical thinking skills that showcase the student's understanding of the material. The questions are multiple-choice, check all that apply, or matching format. The exam has a three-hour time limit with two attempts automatically included. Additional time and attempts may be requested through your Master Trainer or by emailing [teachertraining@clubpilates.com.au](mailto:teachertraining@clubpilates.com.au).

## Practical Test Out

The Practical Test Out is the last step of the Teacher Training Program. Participants must have completed all program requirements as detailed above before scheduling the practical test out with their mentor Master Trainer.

Your mentor Master Trainer will provide you with a Practical Test Out Preparation Guide. Prepare to have one body to perform your test out on.

For Comprehensive Teacher Training Participants, the Practical Test Out consists of:

- An up to 120-minute review of competency for each apparatus: Mat, Reformer, Springboard, Cadillac, Chair, Ladder Barrel, and Spine Corrector

The Practical Test Out should be completed with your mentor Master Trainer watching live, either in person or via digital/virtual conference. Requests for recorded Practical Test Outs must be submitted to your Master Trainer for approval by the Club Pilates Education Department.

Upon completion, your mentor Master Trainer will complete and provide Participants with the Practical Test Out Evaluation Form for their review (via email or uploaded to Canvas).

## Graduation

Once you have completed all program requirements, passed the Final Written Exam, submitted the two Final Written Assignments, and passed the Practical Test Out, your mentor Master Trainer will request your Diploma. Upon receipt, the Education Department will confirm all tuition payments have been paid and order your Diploma to be mailed to you.

Diploma requests are processed weekly and once confirmed may take up to 6 weeks to arrive.

If you do not receive your Diploma and 6 weeks have lapsed, please coordinate with your mentor Master Trainer to have a second copy ordered.

## Tuition Policy

Please refer to your Teacher Training Agreement signed upon enrollment. A copy was emailed to you from ClubReady (the program payment processing platform). If you did not receive a copy, please email [TeacherTraining@clubpilates.com.au](mailto:TeacherTraining@clubpilates.com.au) so a second copy can be provided.

In the event a separate Teacher Training Agreement Addendum was signed and executed with your host studio, the terms of any and all addendums will be separate but related to the Teacher Training Agreement and referenced by the Club Pilates Education Department as needed.

## Apprenticeship

Apprenticeship is a supplemental program to the Teacher Training Program where if available and approved, Participants may begin teaching full 50-minute beginner-level classes at their host studio. Apprentices will plan class flows which are reviewed by their mentor Master Trainer for approval. Once approved, Apprentices will teach the same class flow for 20 consecutive classes, before planning another class flow for review and approval to teach.

Please note Apprenticeship is not available for all Teacher Training Participants. If your host studio offers the Apprenticeship, you will coordinate with the studio general manager, owner, and/or your mentor Master Trainer. In order to be eligible, you must have completed a minimum of 250 hours as follows:

- 150 Online Hours (all required Canvas coursework, excluding the Anatomy course)
- 66 In-Studio Applied Learning Hours (all 12 In-Studio Training Days)
- 34 Hours consisting of a mix of Observation, Self-Practice, Practice Teaching, and a minimum of 10 Hours of Assistant Teaching

The evaluation process begins with an interview with the studio owner or general manager to discuss your intentions, eligibility, and compatibility with the studio staff. This interview would also review the studio schedule and your availability for complementary needs. If mutual benefit is determined, a mock class will be taught by the Teacher Training Participant for evaluation by your mentor Master Trainer. The mock class will consist of a full 50-minutes class flow and utilize the Mat, Reformer, Springboard, Chair, and props. Prior to the mock class, you should coordinate with your mentor Master Trainer to plan the class flow and review the “Apprentice Test Out” evaluation form. If successful, after the “Club Pilates Teacher in Training Apprenticeship Requirements” form is completed, your host studio would hire the Apprentice for temporary employment as an apprentice instructor.

A few considerations:

- Your host studio may not offer Apprenticeships.
- Not all Participants may benefit from Apprenticeship.
- The majority of Teacher Training Participants complete the program hours without the Apprenticeship.
- Some Participants pursue Apprenticeship after completing more than the 250 minimum hours.
- Apprentices may continue to complete the program hours outside of teaching Club

- Pilates classes.
- One Apprenticeship Hour teaching counts towards any Practice Teaching or Assistant Teaching hours remaining.

## Other Program Expectations

**Participation** - Since adult learners develop cognitive thought and critical thinking through application, interaction, synthesis, and evaluation, it is an expectation that each person will be an active participant in the group and in-studio discussions as well as small group exercises.

**Etiquette and Conduct** - Professional behavior is expected at all times throughout the program. Inappropriate or unprofessional behavior reflects upon yourself, the program, your peers, your host studio, and your Master Trainer. It is essential that you conduct yourself in a manner that reflects the high standards that represent this program and the profession. Anyone who violates this provision is subject to disciplinary action, up to and including dismissal from the program. Everyone is expected to come prepared for class with the required preparatory coursework completed and ready to engage in classroom discussions and group learning exercises.

**Assignments** - Unless assignment instructions dictate group participation and/or fellow Participant collaboration, assignments of all kinds must be your own work. For example, self-evaluations are usually considered open to group and peer collaboration, while homework assignments are expected to reflect individual work product. Your Master Trainer will review assignments as completed or incomplete. Comments or additional grades from your Master Trainer are not included in the program.

**Employment** - Employment at a Club Pilates studio is not guaranteed. Should an employment opportunity arise at Club Pilates or elsewhere, additional onboard training may be required at your place of employment. Your employer will provide access and information for additional required training upon hire.

**Communication** - Teacher Training Participants are required to set up and utilize an email account. Most communication should take place within Canvas. Upon enrollment, you should receive a welcome introduction email from your Master Trainer. This email will clarify their preferred and/or best form of communication. To contact the Club Pilates Education Department, please email [TeacherTraining@clubpilates.com.au](mailto:TeacherTraining@clubpilates.com.au).

**Non-Discrimination Policy** - Club Pilates Franchise, LLC does not discriminate on the basis of race, color, national origin, gender, disability, age, religion, creed, or marital or parental status. For more information, call the Title VI, Title IX, Sec. 504 and ADA coordinator at (573)-431-4593 or U.S. Dept. of Education, Office of Civil Rights.

**Special Needs** - If you have a special need as addressed by the Americans with Disabilities Act and need any tests/materials provided in an alternative format, please alert the Education Department by emailing us at [TeacherTraining@clubpilates.com.au](mailto:TeacherTraining@clubpilates.com.au).

Reasonable efforts will be made to accommodate your special needs.