

**200-Hour Training Programs
General Information and Contract
Veronique Rioux: Owner Choose2be /Lead Instructor**

Notice of disclaimer

Choose2be reserves the right to amend, add, or delete classes, programs, policies, tuition and /or facilities without prior notice. Choose2be reserves the right to cancel classes due to insufficient numbers of students. Informations contained within this document is subject to change without notice and may not be regarded in the same nature of binding obligations.

Statement of Non-Discrimination

No person shall be excluded participation, denied any benefits, or subjected to any form of discrimination based on sex, race, age, creed, religion, national origin, or physical disability.

Mission Statement

The purpose of Choose2be Training Program is to provide a safe, nurturing atmosphere for in depth study of the practice of yoga to enable the student to deepen their personal practice and find their voice as a skilled yoga teacher. Choose2be will provide a quality educational experience that prepares graduates to succeed in the yoga instruction industry. Choose2be strives to train our students to function as a professional member of the yoga instruction industry.

Admission Requirements

Choose2be considers an applicant to be enrolled as a student when they meet the following criteria:

1. Completes an initial interview
2. Submits a signed enrolment agreement and fill the Par-Q form
3. Makes arrangements for payment of tuition and other fees. Tuition fees are due in full before the start of the relevant program.

Attendance Policy

Students are required to maintain a minimum of 100% attendance over the length of the Program. All absences must be pre-approved by the instructor and arrangements made to complete the missed amount of classroom time. Failure to make such arrangements may result in excusal. If a student must be absent, he/she must communicate by phone or email with Choose2be to Inform them of absence and the reason. The missing time can be makeup at a time arrange together.

Tardiness

Tardiness and leaving class early is considered absence.

Student Conduct

Students must adhere to the rules and regulations of Choose2be. Students whose conduct reflects discredit upon themselves or the school may be subject to probation and/or excusal. The student must adhere to conduct that will not interfere with the learning process of any other students, the classroom presentation by the instructor, presentations by visitors, or the progress of the class or Choose2be in general. The Administration of Choose2be reserves the right of judgment, to place on probation and/or terminate a student on any of the following grounds:

- 1.Excessive absences or tardiness.
- 2.Non-conformity to rules and regulations of Choose2be (following Yamas & Niyamas)
- 3.Conduct that is unsatisfactory of Choose2be, its staff, faculty and students.
- 4.Falsifying school records.
- 5.Breach of Choose2be enrolment agreement.
- 6.Failure to pay fees when due and/or to make available required documents.
- 7.Entering school premises while under the influence of alcohol or other drugs.
- 8.Aiding, abetting, or inciting others to commit any act that would detract from the normal operation of Choose2be.

Graduation Requirements

In order to graduate, a student must:

- 1.Complete the complete program, visit attendance policy section.
- 2.Lead full 60 minutes yoga class as their final exam, that all other participants and instructor will provide feedback after.
- 3.Fulfill all financial obligations to Choose2be.

Cancellation and Refund Policy

- Prior to 30-day Cancellation:** An applicant who provides notice of cancellation of signing an enrolment agreement is entitled to a refund of all monies paid. No later than 30 days of receiving the notice of cancellation, the school shall provide the 100% refund, minus a \$50 administration fee.
- Rejection:** An applicant rejected by the school, prior to the course beginning, is entitled to a refund of all monies paid.
- Other Cancellations:** An applicant requesting cancellation less than 30 days prior to course commencement is entitled to a refund of all monies paid minus the deposit fee of \$500.

Refund after the commencement of classes:

Procedure for withdrawal/withdrawal:

A student choosing to withdraw from the school after the commencement of classes is to provide written notice to the Lead Instructor, Veronique Rioux, of Choose2be. The notice is to indicate the expected last date of attendance and to be signed and dated by the student. Students unable to complete the required hours have the option to complete these hours (with instructor approval) in future sessions, without additional fees. Certificate will not be issued until program requirements are met.

All refunds will be issued within 30 days of the withdrawal date.

Tuition refunds will be issued by check only, with a 3% processing fee deducted if original payment was made by credit card.

Approved tuition refunds are determined as follows:

- Before the commencement of classes, student is entitled to a refund of 100% of the tuition, less the 500\$ deposit.
- After the commencement of classes, the tuition refund amount will be determined as follows:

Day 1 and 2 attended in part or in whole 50% the tuition total.

3 days or more attended, there is **NO** refund.

Books and Supplies fees: There is no refund for equipment, books and supplies received by the student which is included in the tuition fee and count for 200\$.

Special Cases: In case of prolonged illness or accident, death in the family, or other circumstances that make it impractical for the student to complete the program, the school may make a settlement that is reasonable and fair. This is at the discretion of Choose2be.

By signing below, the student and YBTS enter into a binding agreement with regards to the information listed in this document.

Student Signature

Date

Lead Instructor Choose2be Signature

Date