

Radiant Living Online School of Ayurveda

Academic Catalog

Ayurvedic Health Counselor

Ayurvedic Practitioner

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Academic Catalog 2018-2019 School Year

Radiant Living Online School of Ayurveda
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Helotes, TX 78023

www.rlonlineschoolayurveda.com

Radiant Living LLC, is owned by Patricia Wickman whose mission it is to spread hope and light in the world by disseminating the wisdom of Ayurveda.

Dedicated in loving memory to
John Anthony Quayle
who taught us how to live gently and radiantly
and die peacefully.

“Those who contemplate the beauty of the earth find reserves of strength that will endure as long as life lasts. There is something infinitely healing in the repeated refrains of nature—the assurance that dawn comes after night, and spring after winter.”

—Rachel Carson, *Silent Spring*

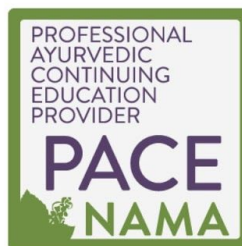
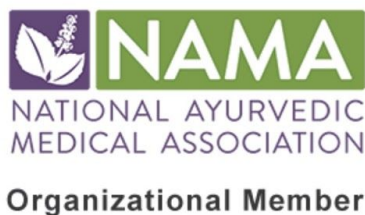


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Message from the Director

“Climb the mountains and get their good tidings. Nature’s peace will flow into you as sunshine flows into trees. The winds will blow their own freshness into you, and the storms their energy, while cares will drop away from you like the leaves of autumn.”

—John Muir

Welcome to the Radiant Living Online School of Ayurveda! Before you read on, please take a moment to make yourself comfortable. Place your feet flat on the floor. Sit with your spine tall and at ease. Take a few slow and deep breaths—allowing your belly to fill up as you inhale and empty as you exhale. Soften your tongue, your jaw and forehead. Lift up your heart and let your shoulders relax downward away from your ears. Allow yourself the luxury of a smile...

I am delighted that you are interested in pursuing your training as an Ayurvedic Health Counselor. By nature of being here reading this, you are a seeker and an adventurer so grab your hiking boots, backpack, trail mix, water bottle and binoculars! Our guest teachers and I will joyfully be your tour guides as we climb this gorgeous and ancient mountain of Ayurvedic Medicine together. This journey will nourish you on all levels—body, mind and spirit. Along our path of learning, we will engage all of our senses—taking in pleasant aromas, sights, sounds, tastes and sensations.

There is something in your soul that has brought you to the point of longing to learn a healing system that will allow you to become a tour guide as well. Undoubtedly you have passed through your own challenging phases along your personal hike. You have experienced or watched loved ones endure fatigue, illness, grief, fear and other trials. You have found your own methods of recovery from life’s rocky and steep patches and you are curious to learn more strategies for healing yourself and others. During our ascent, we will encounter other like-minded souls who believe that the most powerful tools for healing are right under our noses along the trail: love, healthy relationships, whole foods, movement, sunlight, massage, music, spices, rain, plants, flowers, rest, moonlight, living water, clean air, etc.

There will be several summits along our hike with expansive and breathtaking views that will include new ways of perceiving yourself and others through the lens of Ayurveda. As you stand at the top of the mountain peaks you will relish in broadening and transforming your consciousness and you will feel alive and awake. Joseph Campbell, in “The Power of Myth” interview with Bill Moyers said, “People say that what we’re all seeking is a meaning for life. I don’t think that’s what we’re really seeking. I think that what we are seeking is an experience of being alive, so that our life experiences on the purely physical plane will have resonances with our own innermost being and reality, so that we actually feel the rapture of being alive.”

I warmly invite you to sip the sweet nectar of Ayurveda with me and your classmates. Come participate in this hike of Ayurvedic Health Counselor training in 2015 and learn how to be alive and thrive in this world. Then return to your communities to be way-showers and healers for yourself and the planet. Listen to the call of your spirit to make a powerfully positive difference in our world and spread the life-giving light of Ayurveda!

Namaste,
Patricia

Historical Account of Radiant Living and Approvals

The Radiant Living Online School of Ayurveda was the first Ayurveda school that was approved by the Texas Workforce Commission. The purpose of the school is to train those who are embarking on a career to practice the healing system of Ayurveda. You are among the pioneers in the world to bring this ancient knowledge and science from India into your homes and communities. Radiant Living is dedicated to providing students with top notch Ayurvedic education.

Radiant Living began offering training for Ayurvedic Health Counselors (AHC) in January 2015. This program consists of 12 modules plus an internship, and focuses on the philosophy and fundamental principles of Ayurveda. As of this writing, the second AHC training coursework ended in September of 2017 and one student has received her AHC certification and the other interns are currently working on their AHC internship. Another AHC group began in October 2017. The next AHC course starts on September 4, 2018.

Radiant Living also offers training for certification as an Ayurvedic Practitioner. The first group of AP students had coursework from February 2016-February 2017 and three students completed their AP internship in August of 2017. Two more students initiated their AP coursework in January 2018 and the next AP group begins in January 2019. The AP program consists of 12 modules plus an internship and focuses on the clinical application/disease management of Ayurveda.

The school director reserves the discretion to wait any number of months to restart an additional year two program until a sufficient number of students are ready to begin year two studies. There is an estimated three to six months break in between year one and year two to allow AHC interns to complete most, if not all, of their year one internship requirements (50 supervised patient encounters) before starting year two coursework. Ayurvedic Health Counselors who wish to continue to year two directly after their year one are responsible for finding a school that will accept their year one credentials should Radiant Living not offer it in the student's desired timing. Students may opt to delay year two training by one year or more and then join a subsequent group.

Radiant Living's programs meet the highest of national standards in the U.S. set by the National Ayurvedic Medical Association (NAMA) and the Association of Ayurvedic Professionals in North America (AAPNA). Radiant Living has been approved by and is an Organizational Member of both NAMA and AAPNA.

The Radiant Living Mission Statement

Director Patricia Wickman's vision is to sustain a vibrant online community space where Ayurvedic experts and students gather from all over the world to learn about Ayurveda and train to be Certified Ayurvedic Health Counselors and Practitioners. The Director is enthusiastic about getting this knowledge and wisdom into the hands of moms, grandmas, dads, grandpas, youth, etc. so that families and communities will learn how to take care of themselves, their children and aging parents through means such as nutrition, exercise, positive lifestyle choices, yoga, breath techniques, meditation, herbal medicine and more. As we pass along these nourishing traditions we can address global problems and promote healthy, peaceful and conscious living. The Dalai Lama said, "If every eight-year-old in the world is taught meditation, we will eliminate violence from the world within one generation." The possibilities are endless as we collectively embrace eating healthily, exercising regularly and applying the full spectrum of ayurvedic healing techniques.

Creative Instruction and Varied Modern Teaching Methods

Classes will be creative, interactive, lively, diverse, student-centered, practical and case-based. In addition to the curriculum outlined by the National Ayurvedic Medical Association, we have a "Lite" version of the school for purchase that includes instruction on how to incorporate Ayurveda into daily living such as cooking demonstrations, daily routine tutorials, recipes, recorded guided meditations, seasonal cleanse instructions, etc. Trainees in the full version have lifetime access to all of the Lite version materials.

Guest Faculty

One of the most exciting components of the online format is that we invite expert guest speakers into our virtual classroom to give presentations on their area of specialty. Students have the opportunity to ask questions and learn from a diverse group of fantastic presenters including teachers who received their BAMS degree (Bachelor of Ayurvedic Medicine and Surgery) in India. The schooling for this is similar to Medical Doctors in the United States. BAMS coursework is five-and-a-half years followed by a minimum of a one-year internship.

Benefits of Online Learning

- Eliminates travel time and the expense of gasoline, flights and hotels
- Reduces or eliminates the cost of pet, house and/or babysitters

- Provides for a flexible study schedule
- Students can work at their own pace
- Minimally interferes with work schedules and family time
- Allows for shorter class periods. In the typical Ayurvedic training, class time includes Friday evening and all day Saturday and Sunday once a month. These intensive and concentrated classes can be fatiguing and overwhelming
- Class sessions will be recorded so you can refer to them after the fact
- Enables creative instruction methods including easy video and document sharing, web browsing, supplemental audio presentations, engaging slide presentations, etc.
- Students and teachers can communicate in the online classroom, via email or social media outlets at times that are convenient
- Class materials such as homework assignments, supplement reading, video tutorials, quizzes, tests and grades are organized in the Canvas Learning Management System and easy to access

Meet Your School Director and Instructor

Patricia Wickman CAP, RTY, AVB/PKT – Director and Instructor



Greetings! My name is Patricia Wickman. I am a Certified Ayurvedic Practitioner, Registered Yoga Teacher, Ayurvedic Body Worker and Panchakarma Therapist. I studied Ayurveda for three years (2,000+ hours) at the Kanyakumari Ayurveda and Wellness Center in Milwaukee. I did yoga teacher training at the 250-hour level at the Soma Yoga Studio in Salt Lake City. I have been teaching yoga for twelve years and have been an Ayurvedic Practitioner for eight years. I have worked privately with approximately 500 clients providing them with Ayurvedic consultations, at-home cleansing and rejuvenating programs, private therapeutic yoga lessons and

Ayurvedic body therapies. I have guided over thirty people through full panchakarma. I have been a solo and creative entrepreneur since I started my first babysitting and house cleaning business when I was twelve years old. I enjoy teaching others how to start, market and run their own businesses. I am the founder, director and principle instructor for the Radiant Living Online School of Ayurveda. I have a degree in French and taught it for six years in two Universities and various elementary and middle schools. My creative skills and passion for teaching will shine through in this training program. I delight in sharing knowledge and wisdom with my students. I grew up in Colorado, but have traveled and lived all over the world. I speak French, Portuguese and Spanish. I currently live in San Antonio, TX with my husband, Ethan, two kids, Camilla and Asher, and my big black cat Macky.

Core Guest Faculty



Sonia Masoco, LDT, RAP, CH is a professional member of the National Ayurvedic Medical Association, the Association of Ayurvedic Practitioners of North America as well as a member of the American Herbalist Guild. She taught for eight years at The Ayurvedic Institute, currently teaches Clinical Herbalism at the University of New Mexico and maintains a private practice in Albuquerque, New Mexico. Ms. Masoco has been involved in complementary and alternative health since 1997 where she also worked in an integrative clinic in Hong Kong. She completed Ayurvedic Studies at The Ayurvedic Institute in Albuquerque, NM and

continued Ayurvedic Studies in Pune, India. Sonia Masoco's teaching style is dynamic and stimulating. She knows how to make accurate information come alive and be applicable.



Dr. Anusha Seghal, BAMS completed her Bachelors of Ayurvedic Medicine from Coimbatore Ayurveda College in Tamil Nadu, India. She got her Masters in Ayurvedic pharmaceuticals from Rajiv Gandhi University of Health Sciences in Bangalore India and went to the Boston area to do her Academic Fellowship at Boston University. She serves on the board of the National Ayurvedic Medical Association and is an invaluable asset to the Radiant Living Online School of Ayurveda as she assists the students in being prepared for the NAMA board exam. She also gives vivid and memorable powerpoint presentations and is a

gifted dispeller of Ayurvedic myths!



Carleen Sterner MD (Family Medicine), Ayurvedic Practitioner, Life Coach, Reiki Practitioner, graduated from the University of Calgary, Faculty of Medicine in 1988. Prior to transitioning to a career in holistic healing, she was affiliated with the Mayo Clinic Health System. As a family physician with an ongoing interest in holistic and integrative medicine, Carleen has had a 25-year journey of discovery that continues to evolve as she practices and explores the art and science of healing. She believes in a whole person mind-body-spirit approach to health and wellbeing. Creating balance and joy in our lives, living with compassion and love

for ourselves and each other, and living in the moment with awareness and gratitude empowers our innate capacity for healing and happiness. As she continues to define her own purpose and passion beyond the boundaries of Western medicine, she has become a certified Laughter Yoga Leader, Life Coach/Reiki Practitioner, Kindred

Spirits Potter and a Certified Ayurvedic Practitioner. She looks forward to continuing to help others with their healing process, in whatever form that takes, and to live their lives well.



Kathy McAlister, Certified Ayurvedic Practitioner, International Association of Yoga Therapists Certified Yoga Therapist, wife, mother and friend has been serving humanity through her expertise as a yoga instructor since 2009. Kathy is a compassionate, wise, perceptive and intelligent soul. She patiently listens to her clients and possessed laser precision for recommending “just the thing” for their body-mind-spirit wellbeing. Kathy is a gifted instructor and is an enormous asset to the Radiant Living Online School of Ayurveda. We are so blessed to have her in our community!



Tracy Adkins, OB/GYN Nurse Practitioner, Ayurvedic Practitioner and mother of 5 girls (the Universe works in magical and humorous ways), Tracy’s mission is to provide modern, savvy seekers of authentic health and beauty products with decadent skin care produced utilizing a medley of ancient botanicals, years of research, and clever customization. The creation of her company Jivana came when she decided she wanted to avoid over-using medications on her children. She set forth to find Ayurvedic solutions. A combination of several years of Advanced Ayurvedic study, courses in cosmetic chemistry, and

hundreds of experimentations later, she not only tossed the tubes of drug store creams but started a skin care company in the process.

AHC Program Description—*Begins on Tuesday, September 4, 2018*

Our Year One Ayurveda Health Counselor program consists of a total of 12 modules and gives students a thorough understanding of basic Ayurvedic concepts followed by a supervised internship program. The approval process (including the internship) takes a minimum of 52 weeks (1 year) and maximum of 104 weeks (2 years) to complete including the internship. *If a student goes beyond the 2 year mark, he or she is required to pay an **\$800 extension fee per year** to the school.* Successful completion of Level One prepares students to provide basic Ayurvedic counseling, take detailed current and past personal and family health history, determine the causes of imbalance, assess the physical and mental constitution and current state of health using Ayurvedic diagnostic methods. The Ayurvedic Health Counselor will provide public education regarding basic tenets of Ayurveda and recommend specific foods, lifestyle practices,

daily routines, herbs, yoga, self-care strategies, etc. that pertain to individual clients. AHC's refer clients to a Certified Ayurvedic Practitioner (CAP) for disease management with advanced herbal recommendations, panchakarma, yoga therapy, etc. The Radiant Living Online School of Ayurveda offers a certification (vocational credits) and does not award a degree to students who complete the program. Graduates benefit from additional education in entrepreneurship/business training as the majority of practitioners form their own private practice or join a group of holistic practitioners in other fields such as Chiropractic, Reiki, Massage, Acupuncture, etc.

Year One Required Texts*

- *Caraka Samhita* translated by R.K. Sharma (yellow cover) Volumes 1-7
- *The Textbook of Ayurveda: Fundamental Principles* by Vasant Lad (yellow book)
- *Textbook of Ayurveda* Volume 2 by Vasant Lad (blue book)
- *Textbook of Ayurveda* Volume 3 by Vasant Lad (green book)
- *Plants with Healing Power* by Sonia Masocco
- *Ayurvedic Medicine The Principles of Traditional Practice* by Sebastian Pole
- *Ayurveda and Aromatherapy* by Dr. Light Miller
- *Eat, Taste, Heal* by Thomas Yarema, Daniel Rhoda, Johnny Brannigan,
- Optional (won't cover in class): *Business Mastery: A Guide for Creating a Fulfilling, Thriving Business* by Cherie M. Sohnen-Moe
- Radiant Living AHC Google Drive class outlines and the Radiant Living Internship Guide Map.

*All of the books are available at varying prices on the internet.

Year One Admission Requirements and Advanced Standing

Students must have a high school diploma or the equivalent. Some exceptions may apply for high school students who demonstrate the maturity to complete the requirements of the school. Students must be fluent in verbal and written English. There is no minimum age for applicants. There is no entrance test for the Radiant Living Online School of Ayurveda. Students must have reliable internet access in order to participate in the virtual classroom, keep up with class communications and have adequate access to research and study resources. Students must have basic computer skills including word processing. Students may attend Patricia's online classes in advance of the start of AHC classes to practice using the virtual classroom technology. In order to transfer from another Ayurvedic school and receive credits, the previous school has to be approved by the National Ayurvedic Medical Association. In order to receive advanced standing, the student must provide transcripts from the previous school with contact information for the school director. Radiant Living will

determine whether or not advanced standing will be granted based on Radiant Living's curriculum modules and approximate hours compared to the previous school. The program length and cost will be determined on a student-by-student basis. Tuition for students with advanced standing will be prorated based on the modules they attend with Radiant Living.

RADIANT LIVING ONLINE SCHOOL OF AYURVEDA AHC SYLLABUS AND CURRICULUM OVERVIEW

Ayurveda **Year One** Course Outline
Certified Ayurvedic Health Counselor

Please note that AHC students will be invited to sit in (online) during certain of Radiant Living's intake and Report of Findings appointments during the time of coursework to gain practical experience in the time leading up to formal internship.

Module	Topic
1	Ancient Wisdom: Introduction Ayurveda's Historical, Philosophical and Linguistic Foundations
2	Ayurvedic Anatomy and Physiology: Doshas, Prakruti, Vikruti, Subdoshas
3.1	Agni, Ama and the 3 Main Malas—The Digestive Fire, Toxins and the 3 Main Waste Products
3.2	The Dhatus—The Tissues
4	Srotamsi—The Channels
5	Digestion and Nutrition
6	Year One Herbs
7	Nidāna Pañchakam, Samprapti and Vyādhi/Roga—Disease Causes, Pathogenesis and Disease
8	Chikitsa—Treatment Modalities
9	Psychiatry, The Mind, Subtle Anatomy
10	Subtle Therapies: Tanmatra (Objects of the 5 Senses) Chikitsa--Subtle Therapies
11	Yoga Therapy, Tantra, Jyotish and Vastu
12	Perinatal Ayurveda, Pediatrics, Internship Practicum

AHC INTERNSHIP

Scope of Practice

The scope of practice of Ayurvedic Health Counselors and interns, as established by the National Ayurvedic Medical Association, includes the ability to evaluate the patient's constitution, current state of health and current imbalance (prakriti, vikriti and clinical vikriti) and focus on the *prevention* of disease by recommending proper dietary and lifestyle changes. Interns formulate spice mixes and personalized herbal tea blends to enhance the digestive system of their clients. Counselors are trained to confidently provide a Report of Findings to clients and to provide follow-up care. AHC candidates are required to complete a minimum of **50 supervised (either directly or indirectly) patient encounters**—25 of which are observations and 25 of which are facilitated by the intern herself.

Unique Intern Online Opportunities

Because Radiant Living has a naturally built-in online forum, the school provides students with the unique opportunity to observe and participate in cyber appointments from the outset of their coursework. Upon client consent, school Director, Patricia Wickman as well as current and past interns and students, invite new students to join them in the online classroom for either live broadcasts or online appointments. As the future of western medical appointment is online, so too is the future of Ayurvedic consultations. As a result, AHCs can broaden their reach to include clients in other parts of the country as well as develop an international clientele. The possibilities are endless and promise to benefit our entire planet as individuals become more capable of caring for themselves and their friends and family through preventive medicine!

Extension Fee for Internship

The deadline for completion of the internship is one year after the last month of the AHC internship. If the internship minimum requirements are not met within *12 months after the last month of coursework*, interns must pay an additional **\$800 extension fee per year**.

At present, there are two different program options for intern clients.

1. **Guardian Angel Program (GAP) Four Appointment Package**—\$275 up-front charged to the client. This includes a 1.5 to 2-hour intake appointment, a planning session for the client's program, a 1-hour "Report of Findings" appointment, two 1-hour follow-up appointments and a month's worth of a personalized tea and spice mix.
 - a. From the start of class, interns are encouraged to spread the news that they are in the Radiant Living Ayurvedic certification program. They explain how the appointments work and recruit friends, family and other

willing people to participate in one of the two programs offered by the school.

- b. Students start observing patient encounters at the outset of the school year to fulfill 25 observation patient encounters. The majority of Patricia's appointments are conducted during regular business hours. They sometimes are online with clients and sometimes in-person. We recognize that most of you have busy daytime schedules and will seek the permission of the client to record the appointments so you can watch them after-the-fact. If the intern(s) cannot attend live, they must record notes and observations in the client forms to demonstrate active interaction with the recording. Approximately two times a month, patient encounters will be scheduled on a weekday evening. Planning sessions for client Ayurvedic programs also count as patients encounter and are referred to as "Rogi Reviews" on the school Google calendar.
- c. Toward the end of the school year and during the official internship period after Year One coursework has ended, "advanced" interns are encouraged to "fly the coop" and experiment with their fledgling wings by conducting appointments without the presence of Patricia or any mentor in order to complete the 25 facilitated patient encounters.
- d. Advanced interns may choose from any of Radiant Living's internship supervisors throughout the 4-appointment basic counseling package. As soon as a client schedules, the intern schedules a mentorship session that occurs after the intern has done her best to complete the report of findings on her own.
- e. For seasoned interns only (Patricia will attend these sessions during the early days of coursework): The intern(s) meet in between the first two appointments to create the client's Report of Findings which includes formulations for a personalized herbal tea and spice mix. This planning session can take three hours or longer in some cases. If only the intern in charge can meet for this planning session, he/she is solely responsible for preparing the plan. *Clients may choose to quietly listen in on this planning session.*
- f. The intern(s) then has/have their appointment with their mentor (after the intern(s) has/have completed as much of the Report of Findings as possible. The intern will make note of specific questions to ask the mentor so that the time spent with the mentor is efficient and kept to no longer than 1 hour. *Clients may choose to quietly listen in on this planning session.*
- g. The ROF planning session counts as a Patient Encounter. One advanced intern or Patricia will facilitate for a facilitator credit and the others will receive an observation Patient Encounter. Interns are to keep a separate log of these patient encounters with a record of the date and type of appointment. Note that it is beyond the scope of practice for an AHC to create Ayurvedic herbal formulas. If the client indicates that they would like a formula, this must be done by a Certified Ayurvedic Practitioner.

- h. The intern then conducts the Report of Findings appointment.
 - i. 2 follow-up visits remain and if questions arise that the intern can't answer, she may call her mentor with questions—each call to be kept to no longer than 10 minutes. Interns can also send questions via email. Please be respectful of the mentor's time and avoid unnecessary conversation unless initiated by the mentor.
 - j. If the intern is an observer for these appointments he/she is to write observations, insights, questions and comments at the end of the client's forms and label them with the date and the intern's name. The observers are expected to be active/interactive and not passive learners during observation Patient Encounters.
 - k. Interns are required to both formulate and mix one-month's worth of personalized tea blend and spice mix which is included in the portion of the fee retained by the intern. The intern gives or ships these herbs at the time of the Report of Findings.
 - l.
2. **The Guardian Angel Program (GAP) Three-Month Option**
- a. Clients sign up for three months (12 weeks) of appointments. The first two appointments (plus the in-between session for ROF planning) are the same as the \$275 basic package. The 10 follow-up visits are either weekly for 30 minutes or 1 hour when the client chooses to have appointments every two weeks. Interns will be given the opportunity to both observe and facilitate these appointments.
 - b. Following is how payment will be handled for the Guardian Angel program:
 - i. If the client registers for the health coach program through Radiant Living and the intern(s) is an observer during the appointments, they will not receive payment for the appointments.
 - ii. If an intern finds a client to sign up for the program and is an observer during the online appointments, they will receive a \$100 finders fee and the rest of the payment goes to the Radiant Living Online School of Ayurveda.
 - iii. If an intern (this only applies to advanced interns who need little supervision) finds the client and is a facilitator for these appointments, the school will retain \$200 and the intern will receive the rest of the fee.
 - iv. If Radiant Living finds the client and the intern is a facilitator, the intern will receive \$200 from the total client payment.

AHC Registration Fees, Tuition, Cost of Books and “Extras”

Full tuition is **\$5,000** and must be paid in monthly installments (at no monthly interest charge). An initial payment of **\$600** must be received in the form of a check, money order or Venmo. Your hand-initialed and signed enrollment agreement is due **via snail mail** at least 5 days prior to the first scheduled class (**8/31/18**). The electronic version

of the enrollment agreement is due via Google drive by the same date. **The postmark must be no later than 8/28/18.** Eleven remaining payments of \$400 each will be electronically withdrawn from your bank account via PayPal on the first of each month.

Tuition discounts are available if you opt for the quarterly payment plan or to pay tuition in full upfront.

Quarterly Tuition Plan = **5% Discount:** An initial payment of **\$1150** must be received in the form of a check, money order or Venmo. Your hand-initialed and signed enrollment agreement is due *via snail mail* at least 5 days prior to the first scheduled class **(8/31/18)**. The electronic version of the enrollment agreement is due via Google drive by the same date. **The postmark must be no later than 8/28/18.** An invoice will be emailed for the three remaining payments of **\$1200** due on the **1st of the month** of each new quarter (12/1/18, 3/1/19, 6/1/19). Total Tuition: \$4,750 (at no monthly interest charge).

Full Tuition Upfront = **10% Discount:** A full payment of \$4,500 must be received in the form of a check, money order or Venmo. Your hand-initialed and signed enrollment agreement is due *via snail mail* at least 5 days prior to the first scheduled class **(8/31/18)**. The electronic version of the enrollment agreement is due via Google drive by the same date. **The postmark must be no later than 8/28/18.**

All initial payments include a \$100 application fee. All payments must be received by the first day of the month in order for the student to be allowed to attend class.

Students are required to purchase their AHC textbooks. The estimated cost is between **\$273.00 and \$277.00**. This is subject to change as the requirements by NAMA for Ayurvedic programs evolve. Books and other supplies may be purchased from any available store or online vendor. Radiant Living will provide lecture notes and the internship Guide Map in digital form (via Google Drive). Students should plan accordingly for additional costs related to their studies which may include an internet connection, computer, printer, notebooks, binder, photocopying, client record supplies, professional attire, optional equipment not required by the program but that may be needed (e.g. Kitchen equipment, clinic/office furniture and supplies, filing cabinet, supplemental books, massage table, linens, etc.). Additional costs include fees for attending workshops, retreats or other events you choose to attend to enhance your education as well as the cost of oils, herbs and spices to fulfill your at-home herbal preparations for your intern clients.

Book	Author	Low Price	High Price
Caraka Samhita	Translated by R.K. Sharma	\$170.00	\$185.00
Textbook of Ayurveda: Fundamental Principles Volume 1	Vasant Lad	\$30.51	\$61.85

Textbook of Ayurveda Volume 2	Vasant Lad	\$25.88	\$50.00
Textbook of Ayurveda Volume 3	Vasant Lad	\$59.15	75.89
Plants with Healing Power	Sonia Masocco	\$72.00	\$72.00
Ayurveda and Aromatherapy	Dr. Light Miller	\$8.99	\$15.24
Eat, Taste, Heal	Thomas Yarema, Daniel Rhoda, Johnny Brannigan	\$12.88	\$16.92
Radiant Living pre and post-class materials	Patricia Wickman with excerpts from various sources	0	0
Radiant Living Internship Packet	Patricia Wickman	0	0
Total		\$379.41	\$476.90

Books and other supplies may be purchased from any available store or online vendor. Radiant Living will provide class lecture notes, presentations and the Internship Guide Map in digital form (via Google Docs). Students should plan accordingly for additional costs related to their studies which may include an internet connection, computer, printer, notebooks, binder, photocopying, client record supplies, professional attire, optional equipment not required by the program but that may be needed (e.g. Kitchen equipment, clinic/office furniture and supplies, filing cabinet, supplemental books, massage table, linens, etc.). Additional costs include fees for attending workshops, retreats or other events in fulfillment of the 100 hours of outside work as well as the cost of oils, herbs and spices to fulfill your at-home herbal preparations homework assignments.

Students may choose to participate in Radiant Living's Ayurvedic Bodywork Therapist training program. This is separate from the online school and takes place live in San Antonio (dates to be determined). The cost is \$2,000.00.

Summary of AHC Tuition and Fees:

	Low Estimate	High Estimate
Tuition	\$4,500	\$5,000
Books	\$379.41	\$476.90
Office Supplies	\$100.00	\$1,500
Kitchen Equipment	\$100.00	\$500.00
Herbs and Oils	\$300.00	\$1,000.00
Supplemental outside Workshops/Classes	\$100.00	\$500.00

Optional Body Therapy Training	\$0	\$2,000.00
Fee for extended internship	\$0	\$800
Total	\$5,479.41	\$11,776.90

Optional Texts

The Yoga of Herbs: an Ayurvedic Guide to Herbal Medicine by David Frawley and Vasant Lad

Business Mastery: A Guide for Creating a Fulfilling, Thriving Business by Cherie M. Sohnen-Moe

The Path of Practice by Maya Tawari

Perfect Health by Deepak Chopra

The Complete Book of Ayurvedic Home Remedies by Vasant Lad

The Three Season Diet: Eat the Way Nature Intended: Lose Weight, Beat Food Cravings and Get Fit by John Douillard

Perfect Health for Kids: Ten Ayurvedic Health Secrets Every Parent Must Know by John Douillard

Balance Your Hormones, Balance Your Life, by Claudia Welch

The Chemistry of Joy by Henry Emmons

The Chemistry of Calm by Henry Emmons

A Life of Balance: The Complete Guide to Ayurvedic Nutrition and Body Types with Recipes by Maya Tawari

Yoga and Ayurveda: Self-Healing and Self-Realization by David Frawley

40 Days to Enlightened Eating: Journey to Optimal Weight, Energy, and Vitality by Elise Cantrell

AP Program Description

The Year Two Ayurvedic Practitioner program consists of a total of 13 modules and gives students a thorough understanding of clinical Ayurvedic Medicine followed by an internship program focusing on application of clinical Ayurvedic principles. The approval process (including the internship) takes a minimum of 78 weeks (1.5 years) and maximum of 104 weeks (2 years) to complete including the internship. There are 10 academic class modules followed by 2 internship class modules. The 13th module is the internship. Successful completion of Year Two prepares students to clinically analyze each client through the lens of Ayurvedic medicine with regards to the digestive, nervous, endocrine, immune, respiratory, urinary cardiovascular, women's reproductive, men's reproductive systems, etc. This additional training prepares practitioners to understand pathology and disease management beyond that of the Ayurvedic Health Counselor. Practitioners also practice health promotion by preparing custom-fit Ayurvedic dietary and lifestyle programs, detox and rejuvenation plans and herbal formulas for their clients. *Practitioners who wish to be certified to administer panchakarma body therapies will need to register for the Certified Ayurvedic Bodywork Therapist program*

which is separate from both the AHC and AP programs. The Radiant Living Online School of Ayurveda offers a certification (vocational credits) and does not award a degree to students who complete the program.

AP Required Texts

- *Textbook of Ayurveda Volume 2*, by Vasant Lad
- *Textbook of Ayurveda Volume 3*, by Vasant Lad
- *Balance Your Hormones, Balance Your Life*, by Dr. Claudia Welch
- *Madava Nidanam*, by Madhava Kara and translated by K.R. Srikantha Murthy
- *Women's Power to Heal*, by Maya Tiwari
- *Ayurvedic Healing, A comprehensive Guide*, by Dr. David Frawley
- *Herbal Contraindications and Drug Interactions: Plus Herbal Adjuncts with Medicines*, 4th Edition, by Francis Brinker
- *Radiant Living Pre and Post Class Materials*, by Patricia Wickman with excerpts from various sources
- *Radiant Living Internship Packet*, by Patricia Wickman

AP Admission Requirements and Advanced Standing

To begin the Ayurvedic Practitioner coursework, students must have the equivalent of an Ayurvedic Health Counselor Certification from an Ayurvedic school that is approved by the National Ayurvedic Medical Association. If a student would like to transfer from another ayurvedic school and has not yet completed an AHC internship, the student will need to do that with a Radiant Living supervisor concurrently while doing the Ayurvedic Practitioner course work. In order to receive advanced standing, the student must provide transcripts from their previous school with contact information for the school director. Radiant Living will determine whether or not advanced standing will be granted based on Radiant Living's curriculum modules and approximate hours compared to the previous school. If a student has already completed partial Ayurvedic Practitioner studies at a previous school and wishes to transfer mid-year, the program length and cost will be determined on a student-by-student basis. Tuition for students with advanced standing will be prorated based on the modules they attend with Radiant Living. Students must also have a high school diploma or the equivalent and be fluent in verbal and written English. There is no minimum age for applicants. There is no entrance test for the Radiant Living Online School of Ayurveda. A personal interview will be conducted with each student prior to acceptance as part of our selection criteria. Students must have reliable internet access in order to participate in the virtual classroom, keep up with class communications and have adequate access to research and study resources. Students must have basic computer skills including word processing. Patricia will hold training sessions in advance of the start of classes to make sure students understand how to use the virtual classroom technology.

RADIANT LIVING ONLINE SCHOOL OF AYURVEDA

AP SYLLABUS AND CURRICULUM OVERVIEW

Ayurveda Year Two Course Outline
Ayurvedic Practitioner

- Module 1** Introduction to pathology and clinical practice; review of pathogenesis; ayurvedic care for the **digestive system and liver** (anavaha srotas): aīrnā, aruci/arocaka, cardi/chardi, amlapitta, ānāha, udara śūla, kr̥ṇi, grahanā, atisāra, arśha, gulma Herbs: dandyaka, ela, hingu, jatiphala, jiraka, lasuna/lavanga, methika, misreya, rajika, aindhava, sunthi, tavaksiri
- Module 2** Ayurvedic care for the **skin, eyes, lymph and blood** (rasavaha srotas, raktavaha srotas and twak—skin): raktapitta, dāha, vātarakta, kāmala, visarpa, kanṇu, kusṇa, jvara, pāṇu. Herbs: amalaki, bhringaraj, bhūmyAmalaki, guduchi, kalamegha, kumari, manjistha, nimba, rakta chandana, shankapushpi, tila. Review of the pulse.
- Module 3** Ayurvedic care for the **brain and nervous system** and ayurvedic psychology (majjavaha and manovaha srotamsi): pakṣāvadha, akṣapaka, kampavāta, apasmāra, grāsi/gridhrasi, unmāda, smṛbhrasā. Herbs: ashwaghadha, brahmi, gotu kola, jatamansi, jyotismati, kapikacchu, tagar, vacha. Subdosha pulse integration.
- Module 4** Ayurvedic care for the **female reproductive/endocrine system** (artavavaha srotas): Yonivyāpat, pradara, rakta pradara, galaganda, gandamala. Herbs: Ashoka, padmaka, raktapushpi, shatavari, taruni, vidari, kutki, shatavari, bhūmiamalaki, chitraka, guggulu and compounds. Dhatu pulse.
- Module 5** Ayurveda for the **childbearing and rearing years** (artavavaha and stanyavaha srotamsi): Stanya rogas; diet, lifestyle and herbs for pre conception, pregnancy, postpartum: ayurveda and fertility, preconception (embryology), perinatal illnesses/imbalance: postpartum mother care—42 day sacred window, lactation, care and troubleshooting for newborns and children of all ages. Herbs: herbs for pregnancy, contraindicated herbs; preparations for postpartum. Intuition in the pulse.
- Module 6** **Ayurvedic care for the endocrine and immune systems;** autoimmune wellness: Gulma, arbuda. **Herbs:** Amalaki, guduchi, ashwagandha, kutki, shatavari, bhūmiamalaki Pulse: Subdosha/dhatu connections in the pulse.
- Module 7** Ayurvedic care for the **cardiovascular and respiratory systems** (rakta and pranavaha srotamsi): Hrid roga, kāsa, svāsa hicca. Herbs: arjuna, punarnava, eranda, haridra, tulasi, pippali, yasti madhu, sitopaladi, talisadi, trikatu, kutaja, vidanga, sallaki vasaka. Overview of the

- ayurvedic preparations: tablets, decoction, ghee, tincture wine, jams/ jellies, etc. Pulse: Relationship between annavaha and pranavaha srotas
- Module 8** Ayurvedic care for the **musculoskeletal system** (asthivaha and mamsavaha srotamsi): Granthi, asthigata vāta, aandhigata vāta, ama vāta. Herbs: View of the western herbs used for the musculoskeletal (willow bark, cramp bark, devil's claw) and western approach and treatment; the oils of ayurveda.
- Module 9** **Ayurvedic chikitsa** (types of therapy): purva karma, padhana karma, pancha karma, samana (palliation), shodhana (detox/reduction), rasayana (rejuvenation), tonification, head and neck region, five senses therapies. Herbs: bilva, haritaki, psyllium husks, senna, bhibitaki, triphala, avipatiikar, dashamula, hingwastaka, anantamula, daruharidra, devadaru, lodhra
- Module 10** Ayurvedic care for **male reproductive system, urinary tract and kidneys** (shukravaha srotas, mutravaha srotas and vrukka): Klaibya, aśmari. Herbs: gokshura, musta, shilajit, usira, ajwain, ajmoda, kiratatika, twak
- Module 11** Advanced herbalism and subtle therapies. Herbs: Overview of drug herb interactions, using drop dose prescribing instead of material dose
- Module 12** Internship Preparation: counseling skills, patient management, assessing client strengths and challenges, case discussions; developing research skills; referral to adjunct therapies of Jyotish, yoga therapy, Vastu practitioners, western medicine and various CAM modalities

AP Internship

The Level Two AP Internship program follows successful completion of Year I Ayurvedic Health Counselor internship and the Ayurvedic Practitioner program. The Certified Ayurvedic Practitioner Internship consists of 100 patient encounters *in addition to* the 50 AHC internship PEs. 50 of these encounters are observation and 50 intern-facilitated encounters with either direct or indirect supervision. Patient encounters will occur throughout the school year and interns are given a maximum of 12 months after coursework has ended to complete the internship. After the intern(s) has completed the minimum number of patient visits, they may practice privately as an Ayurvedic Practitioner. The same details for the AHC internship apply to the AP internship. In particular, the internship is funded by clients and is not included in Year Two tuition. Please refer to the internship details in the AHC section for more information.

Year Two Registration Fees, Tuition, Cost of Books and “Extras”

AP Tuition:

Full tuition is \$5,500 and must be paid in monthly installments (at no monthly interest charge). An initial payment of **\$550** must be received at least 5 days prior to the first scheduled class (**1/2/18—the date take into account that the due date fall on a holiday**). Eleven remaining payments of \$450 each will be electronically withdrawn from your bank account via PayPal on the first of each month.

Tuition discounts are available if you opt for the quarterly payment plan or to pay tuition in full upfront.

Quarterly Tuition Plan = 5% Discount: An initial payment of \$1400 must be received at least 5 days prior to the first scheduled class (**1/2/18—the date takes into account that the due date falls on a holiday**). Three remaining payments of \$1275 each will be electronically withdrawn from your bank account at the beginning of each new quarter (January 1st, March 1st, and June 1st). Total Tuition: \$5,225 (at no monthly interest charge).

Full Tuition Upfront = 10% Discount: A full payment of \$4,950 must be received at least 5 days prior to the first scheduled class (**1/2/18—the date takes into account that the due date falls on a holiday**). Accommodations can be made for students who wish to pay via a bank transfer.

All initial payments include a \$100 application fee. All payments must be received by the first day of the month in order for the student to be allowed to attend class.

Students are required to purchase their books. The estimated cost is between **\$139** and **\$227**. This item is an estimate and subject to change. Books and other supplies may be purchased from any available store or online vendor. Radiant Living will provide class lecture notes, presentations and the internship Guide Map in digital form (via Google Docs).

Book	Author	Low Price	High Price
Textbook of Ayurveda Volume 3	Vasant Lad	\$62.62	\$74.65
Balance Your Hormones, Balance Your Life	Dr. Claudia Welch	\$7.84	\$15.57
Madava Nidanam	Madhava Kara and translated by K.R. Srikantha Murthy	\$19.49	\$59.41
Ayurvedic Healing, A comprehensive Guide	Dr. David Frawley	\$8.58	\$9.99
Radiant Living Pre and Post Class materials	Patricia Wickman with excerpts from various sources	0	0
Radiant Living Internship Packet	Patricia Wickman	0	0

Total		98.53	159.62
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Books and other supplies may be purchased from any available store or online vendor. Radiant Living will provide the pre and post class materials and Internship packet in digital form (PDF). Students should plan accordingly for additional costs related to their studies which may include an internet connection, computer, printer, notebooks, binder, photocopying, client record supplies, professional attire, optional equipment not required by the program but that may be needed (e.g. Kitchen equipment, clinic/office furniture and supplies, filing cabinet, supplemental books, massage table, linens, etc.). Additional costs include fees for attending workshops, retreats or other events in fulfillment of the 100 hours of outside work as well as the cost of oils, herbs and spices to fulfill your at-home herbal preparations homework assignments.

Summary of Year Two Tuition and Fees:

	Low Estimate	High Estimate
Tuition	\$4,950	\$5,500
Books	\$139.22	\$227.53
Office Supplies	\$100.00	\$1,500
Kitchen Equipment	\$100.00	\$500.00
Herbs and Oils	\$100.00	\$500.00
Supplemental outside Workshops/Classes	\$100.00	\$500.00
Optional Body Therapy Training	\$0	\$2,000.00
Fee for extended internship	\$0	\$800
Total	\$5489.22	\$11527.53

Optional Texts

The Yoga of Herbs: an Ayurvedic Guide to Herbal Medicine by David Frawley and Vasant Lad

Perfect Health by Deepak Chopra

The Complete Book of Ayurvedic Home Remedies by Vasant Lad

The Three Season Diet: Eat the Way Nature Intended: Lose Weight, Beat Food Cravings and Get Fit by John Douillard

Perfect Health for Kids: Ten Ayurvedic Health Secrets Every Parent Must Know by John Douillard
The Chemistry of Joy by Henry Emmons
The Chemistry of Calm by Henry Emmons
A Life of Balance: The Complete Guide to Ayurvedic Nutrition and Body Types with Recipes by Maya Tawari
Yoga and Ayurveda: Self-Healing and Self-Realization by David Frawley
40 Days to Enlightened Eating: Journey to Optimal Weight, Energy, and Vitality by Elise Cantrell
Ayurvedic Beauty Care: Ageless Techniques to Invoke Natural Beauty by Melanie Sachs
Ayurveda and Marma Therapy by Frawley, Ranade and Lele
Eastern Body, Western Mind by Anodea Judith
Pregnancy, Childbirth, and the Newborn by Simkin, Whalley and Keppler

Academic Policies

Homework and Assessments

1. All homework assignments must be complete and submitted to the instructor by the end of the course in order to receive certification.
2. Students must have an additional copy of all homework available during the live web classes.
3. Homework is graded on a pass/fail basis. Homework that is complete, correct, turned in on time and showing integration of Ayurvedic concepts will receive a passing grade. Incomplete or incorrect work will receive a failing grade, but the student will have the opportunity to make corrections or complete an additional assignment in order to receive a passing grade upon approval of the instructor.
4. Any corrected homework or additional assignments must be submitted by the end of the course in order to receive certification.
5. All homework assignments must be complete with a passing grade.
6. Students should expect a minimum of approximately seven hours of study time per week to complete required reading and homework assignments.

Tests

1. Students will take a test at the end of each module.
7. Tests are graded on a percentage basis. If a student receives a failing grade (below 60%), they will have the opportunity to retake the test to receive a passing grade. Students must notify the instructor via email when the retake of the test is complete.

Progress Reporting

1. Grades will be updated weekly and available for private viewing on Canvas. Most assignments are pass/fail. All Canvas assignments must be marked as complete in order to receive the AHC certification.

Class Participation

1. Students must have complete homework assignments, textbooks, and supplemental materials with them for each live web class.
8. Students must be prepared to discuss the required reading materials during class.
9. Students must be ready to connect to the live class at least 10 minutes before the session begins to allow time for resolving any potential technical issues.
10. Students who enter the class late or leaving early must submit notes for missed time via Google Docs. Additional assignments may be given for the student to receive a passing grade at the discretion of the instructor.

Application Procedure

Enrollment agreements are accepted year-round and the application process remains open until a session is completely filled. Accepted applicants are processed on a first-come, first-served basis. Completed applications are dated upon receipt. Incomplete applications are returned for completion by the student and not dated until completed. The school director will notify the student regarding his or her acceptance within 24 hours after receiving the enrollment agreement, past education and first payment. If accepted, the registration fees will be processed and an electronic receipt will be provided via email. Radiant Living reserves the right to deny admission to any applicant if we believe they are unable to abide by the code of student conduct and academic policies, or do not meet admission requirements. Once the class size is full, students are added to our waiting list for the next class offering.

Applicants may apply by mailing an enrollment agreement and other required documentation by the state of Wisconsin as well as fees to:

Radiant Living LLC
12918 Green Cedar
Helotes, TX 78023

Equal Opportunity Policy

Radiant Living does not discriminate against applicants, students, employees, faculty, or staff on the basis of race, color, creed, sexual orientation or national or ethnic origin. The school admits the students of any race to all the rights, privileges, programs and activities generally accorded or made available to students and does not discriminate

on the basis of race in administering its educational policies, admission policies and other school-administered statistics, policies and related materials and publication are reviewed by the Texas Workforce Commission at least annually.

Required Technology for Online Classroom

All students are required to have a computer and good internet connection in order to participate in the live webcasts. A poor internet connection can result in sound and video delays. The room in which the student participates in the live webcasts needs privacy so class time is not disrupted by family members, pets, cell phones, etc.

Leave of Absence, Refunds, Cancellations and Withdrawals

If illness or other serious circumstances occur that prevent a student from continuing the program as originally planned, the student may either withdraw from the program or apply for a leave of absence. For both alternatives, the student needs to obtain an application form from the administrative office and return it for approval. A leave of absence or a voluntary withdrawal with a pro rata refund will not officially begin until the Director of Radiant Living has been *notified in writing* (this provision does not apply to residents of Wisconsin). For Wisconsin residents only: If a student stops attending class and participating in homework *for a period of 6 months*, he or she will automatically be dismissed and issued a pro rata refund based on their last recorded date of attendance or any activity in the program. Non-Wisconsin residents must notify the Director in writing in order to receive a refund. Refunds for non-Wisconsin residents are based on the last recorded date of any sort of participation in the program.

Under Texas Education Code, Section 132.061(f), a student who is obligated for the full tuition may request a grade of “incomplete” if the student withdraws for an appropriate reason unrelated to the student’s academic status. A student receiving a grade of incomplete may reenroll in the program during the 12-month period following the date of the student’s withdrawal and complete those incomplete subjects without payment of additional tuition. In other words, a student may resume attending classes during the next school year at the level where the leave was initiated at no additional cost if the student paid in full at the beginning. The exception to this is if the course of instruction is discontinued by the school and this prevents the student from completing the course (See 7b of “Refund Policy”). The student also has the option of viewing recordings from their own school year and completing the assignments through independent study. To resume the program, a student must notify Radiant Living’s Director of his or her intention to resume classes and be in good academic and financial standing. It is not necessary for a student to retake any previously completed classes if the course of study resumes within twelve months of beginning the leave of absence.

During a leave the student may make arrangements for a payment plan interruption. The student will need to apply for readmission to a new class at the tuition rate in effect at that time. This is also the case if a student chooses to withdraw. (See “Refund Policy”).

There will be no refunds or credits for missed classes during the program. Tuition and fees are based upon a student’s reservation and intent to attend.

CANCELLATION POLICY

A full refund will be made to any student who cancels the enrollment contract within 72 hours (until midnight of the third day excluding Saturdays, Sundays and legal holidays) after the enrollment contract is signed. A full refund will also be made to any student who cancels enrollment within the student’s first three scheduled class days, except that the school may retain not more than \$100 in any administrative fees charged, as well as items of extra expense that are necessary for the portion of the program attended and stated separately on the enrollment agreement. For Wisconsin residents: A full refund will be made within 10 business days after the cancellation.

REFUND POLICY FOR NON-WISCONSIN RESIDENTS

The following refund policy is in compliance with requirements established by the Texas Workforce Commission and does not apply to Wisconsin residents.

1. Refund computations will be based on scheduled course time of class attendance through the last date of attendance. Leaves of absence, suspensions and school holidays will not be counted as part of the scheduled class attendance.
2. The effective date of termination for refund purposes will be the earliest of the following:
 - (a) The last day of attendance, if the student is terminated by the school;
 - (a) The date of receipt of written notice from the student; or
 - (b) Ten school days following the last date of attendance.
3. If tuition and fees are collected in advance of entrance, and if after expiration of the 72 hour cancellation privilege the student does not enter school, not more than \$100 in any administrative fees charged shall be retained by the school for the entire residence program or synchronous distance education course.
4. If a student enters this synchronous distance education program and withdraws or is otherwise terminated after the cancellation period, the school or college may retain not more than \$100 in any administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be the pro rata

portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed **75 percent or more** of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination. More simply, the refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 75% completion mark, after which no refund is due.

5. Refunds for items of extra expense to the student, such as books, tools, or other supplies are to be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.
6. A student who withdraws for a reason unrelated to the student's academic status after the 75 percent completion mark and requests a grade at the time of withdrawal shall be given a grade of "incomplete" and permitted to re-enroll in the course or program during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program.
7. A full refund of all tuition and fees is due and refundable in each of the following cases:
 - (a) An enrollee is not accepted by the school;
 - (c) If the course of instruction is discontinued by the school and this prevents the student from completing the course; or
 - (d) If the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or representations by the owner or representatives of the school.

A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges.

REFUND POLICY FOR STUDENTS CALLED TO ACTIVE MILITARY SERVICE

A student of the school or college who withdraws from the school or college as a result of the student being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the student is enrolled:

- (a) If tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of any unpaid tuition, fees, or other charges owed by the student for the portion of the program the student does not complete following withdrawal;
- (e) A grade of incomplete with the designation "withdrawn-military" for the courses in the program, other than courses for which the student has previously received a grade on the student's transcript, and the right to reenroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or
- (f) The assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:
 - 0. Satisfactorily completed at least 90 percent of the required coursework for the program; and
 - 1. Demonstrated sufficient mastery of the program material to receive credit for completing the program.

The payment of refunds will be totally completed such that the refund instrument has been negotiated or credited into the proper account(s), within **60 days** after the effective date of termination.

REFUND POLICY FOR WISCONSIN RESIDENTS

- 1. The student will receive a full refund of all money paid if the student:
 - (a) Cancels within the three-business-day cancellation period under EAB 6.04;
 - (b) Was unqualified and the school did not secure a disclaimer under EAB 9.0;
 - (c) Enrollment was procured as the result of any misrepresentation in the written materials used by the school or in oral representations made by or on behalf of the school.
- 2. Refunds will be made within 10 business days of cancellation.

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

At Least	But Less Than	Refund of Tuition
10%	10%	90%
20%	20%	80%
30%	30%	70%
40%	40%	60%
50%	50%	50%
60%	60%	40%
60%	no refund	no refund

4. As part of this policy, the school may retain a one-time application fee of no more than \$100. The school will make every effort to refund prepaid amounts for books, supplies and other charges. A student will receive the refund within **40 days** of termination date. If a student withdraws after completing 60% of the instruction, and withdrawal is due to mitigating circumstances beyond the student's control, the school may refund a pro rata amount.
5. A written notice of withdrawal is **not** required.

Scholarships

Radiant Living does not offer scholarships nor bartering for services. Students may choose to obtain a private student loan or run a crowdsourcing campaign to raise funds for their studies. Patreon is a great way to raise funds for your education: <https://www.patreon.com/home>. The school director is happy to provide guidance on how to run a successful crowdsourcing campaign. Where there is a will to study Ayurveda, there is a way!

Attendance, Tardiness and Leaves

1. Each module/month consists of approximately 12 hours of live class time. If the student misses a class, he or she must view the recordings of class and provide the instructor with notes on the class to demonstrate that he or she has viewed it. Students must notify the school director ahead of the class period if they are going to miss class in order for it to be an excused absence. More than 5 unexcused absences are grounds for student probation.¹ See "Probation, Dismissal and

¹ On occasion, the school director makes allowances for people who cannot attend live classes. These students watch the recordings during the following week in which they were

Re-admittance.” Students will not receive approval as an AHC or AP until the missed classes and all assignments are complete. This is in accordance with the National Ayurvedic Medical Association’s requirement that students participate in live instruction. Attendance is recorded in the online Canvas classroom.

11. Students who arrive to class more than 30 minutes late or who leave class more than 30 minutes early are considered tardy for the class, unless excused by the instructor. Each 3 tardy’s counts as one absence. He or she must watch the recording of the missed portion and present notes to the instructor. Students are expected to arrive in the online classroom on time.

Other Assistance

1. Students are welcome to contact the instructor at any time via email with questions about homework, class concepts, etc. Please do not hesitate to ask for help when it is needed.
12. Students are encouraged to connect with a study-buddies. This are people that you talk with over the phone or online to discuss integration of Ayurvedic concepts and to help each other with homework assignments.
13. If a student is having extreme difficulty with academic material/concepts that cannot be answered adequately via email or by engaging other students in conversation, the student may request a private phone tutorial with an instructor at the cost of \$60/hr.

Progress Records and Grades

All grades/progress records are accessible in the Canvas classroom. Assignments are complete or incomplete. Quizzes and tests are electronically scored in the Canvas classroom. At the end of Module 10, If the student does not have a grade of at least and 80% in the classroom the instructor will schedule a meeting to create a plan with the student regarding how they can become raise their grade. Students need to complete all of the assignments, quizzes and tests in order to graduate from the Radiant Living Online School of Ayurveda. They must retake the quizzes and tests until they receive a score of 80% or higher. Students are required to take and pass the National Ayurvedic Medical Association (NAMA) board exams in order to receive recognition through this organization of official qualification as a Certified Ayurvedic Health Counselor and/or Certified Ayurvedic Practitioner.

All student records for the Radiant Living Online School of Ayurveda are permanently stored electronically by the school. Student transcripts will be kept permanently. Radiant Living maintains confidentiality of all records by using password-protected technology when sharing them with students. Should there be a technology glitch in Canvas, GoToMeeting and Google Drive, Radiant Living will not be held responsible.

recorded and the student will submit notes he has taken via Google Drive in order to receive credit having attended class.

Code of Student Conduct

Students are expected to think, act and live in accordance with the laws and spirit of Ayurveda & Yoga, their own dharma, and ahimsa. All students must follow the national standards of practice and conduct established by the National Association of Ayurvedic Medicine, the Yoga Alliance, and all policies of Radiant Living.

Specific expectations to study, live and practice within this spirit are:

- Students should be punctual for class and appointments. Repeat tardiness is not acceptable.
- The room in which you are participating in the live web classes should be private and as free of disturbances from family members and pets as possible.
- Classroom attire shall be modest, neat and clean.
- Whenever working with the public or clients, please refrain from wearing scented perfumes or chemicals, in respect for those with chemical sensitivities.
- Please turn off all cell phones, alarms, audio pagers and similar equipment before the start of the live web classes.
- In emailing and calling Radiant Living's administration and instructors, be respectful of their personal and family time.
- Please follow each instructor's direction for asking questions during class. It is desirable to stay on subject and limit other questions to designated times. The instructor has an office hour on Wednesdays from 10-11am CDT to address individual needs.
- Students promise to embrace and love themselves and their teachers despite their shortcomings and submit to the Japanese concept of "Wabi-sabi" or that beauty is found in the transient and imperfect nature of everything in nature and life. Students understand that any grievances must be shared with the school director IN PRIVATE and not during group classes. Complaints must be communicated in a civilized and cultured manner.

In the event a student's conduct or intended conduct is not conducive to his or her learning or the learning of others, the director shall communicate these concerns to the student and jointly suggest a plan of corrective action within a specified time period. If, after the specified time, the director feels the student has not adequately responded, the director and student should meet to determine further action (see "Probation, Dismissal and Re-admittance").

Probation, Dismissal and Re-admittance

A student who fails to meet academic standards or who violates the code of conduct will be placed on probationary status after meeting with the director. The duration of the probation is one month. If the student has failed to meet academic requirements

when the probationary period expires, the student may be dismissed from the school. Students may appeal the dismissal by writing a letter to the director. Re-admittance will only be considered in extreme circumstances at the discretion of the director. Under Title 40, Texas Administrative Code, section 807.221-224, students terminated for unsatisfactory progress cannot be readmitted until a minimum of one grading class period.

Grievance Procedure

Radiant Living Online School of Ayurveda has a certificate of approval from the Texas Workforce Commission to operate a career school or college in the state of Texas. In addition, the school has a certificate of approval by the Educational Approval Board in the state of Wisconsin. The assigned school number in Texas is S4684. Both the AHC and AP programs are approved by the TWC, other Texas state agencies, the Wisconsin Educational Approval Board and the National Ayurvedic Medical Association (NAMA). Students must address their concerns about the school or an educational program by following this grievance process: If a student has a complaint about Radiant Living or any of its faculty or representatives, the student should first attempt to communicate his/her concerns with the party involved. Such issues typically serve as a learning process for all involved. If the complaint or concern is not resolved at that level, the school Director should be contacted for further action. If the complaint cannot be resolved after exhausting the school's grievance procedure, the student may file a formal complaint with TWC. Information on filing a complaint with TWC can be found on the Career School and Colleges Website at <http://www.texasworkforce.org/careerschools>. Please direct unresolved grievances to:

Texas Workforce Commission
Career Schools and Colleges, Room 226T
101 East 15th Street
Austin, Texas 78778-0001
Phone: (512) 936-3100
<http://www.texasworkforce.org>

For residents of WI:
Educational Approval Board
431 Charmany Drive, Suite 102
Madison, WI 53719
(608) 266-1996
EABMail@eab.wisconsin.gov
eab.state.wi.us

Ayurveda Certificates & Graduation

At the completion of the Ayurveda Health Counselor coursework and internship, all students who have successfully finished the entire program in good academic standing and have all tuition and fees paid in full are granted a certificate as an Ayurvedic Health

Counselor. There will be an online graduation ceremony for students who complete all requirements. Students will become board certified by the National Ayurvedic Medical Association upon successfully passing the board exam. Read more about the exam here: <https://www.namacb.org/examsfaq>

Auditing

Students who have completed any program and wish to repeat any portion thereof may request special auditing approval from the current instructor at no additional cost. Advanced students are encouraged to keep attending classes to assist in the capacity of mentors and cheerleaders for the less seasoned students. Also, this will foster a Radiant Living community of support with like-minded people. Students wishing to enter on an auditing basis may do so for the AHC and AP programs if tuition for both programs has been paid in past years. Regular tuition, fees and all policies except grading and attendance apply.

Publicity/Advertising Rights

The School reserves the right to photograph or video students and reproduce those photographs or videos in school literature, publicity, and/or advertising. Any student or graduate who does not wish to grant permission to Radiant Living to use a photograph, video or other promotional material should notify the Director in writing.

Graduate Placement Assistance

The Ayurveda and Yoga professions in the U.S. are growing rapidly, but its non-licensed status still makes current graduates pioneers in the field. Most graduates nation-wide opt to begin private practice or join an existing practice. Some graduates may be hired by other clinics or wellness centers operating under the direction of a medical physician, chiropractor, massage therapist, or other licensed professional looking to add an Ayurveda or Yoga program to their repertoire. There is a Facebook page for Ayurvedic Practitioners where people post new job openings or practices for sale on a regular basis. Radiant Living makes an effort to stay apprised of job openings and career opportunities nation-wide, and to pass that information on to our students and graduates via email or Facebook. Radiant Living does not offer formal placement services and makes no guarantee of employment. Upon request and written authorization from any student, the school will release a copy of the student's grades and faculty evaluation to other schools, potential employers or the student. Applicable administrative fees for processing may apply. The National Ayurvedic Medical Association is taking steps toward making Ayurveda a licensed profession in the United States. The details of requirements for licensure are unknown at this time, but there are plans for a grandfathering process for Ayurvedists who have pursued studies prior to the instigation of licensure. Radiant Living's school director will do her best to stay abreast of licensing issues and notify the students. Students are encouraged to learn about such developments on their own as well. The Radiant Living Online School

of Ayurveda does not guarantee employment. Student referrals to prospective employers are not based on direct contact with the employer regarding current job openings.

Space Description, Facilities and Equipment

Radiant Living is an online school. Live classes will be broadcast from an office in Helotes, TX. The equipment consists of a computer, internet connection and standard office supplies.

Class Recordings and Confidentiality

All classes are recorded for later viewing of Radiant Living students and clients. Students waive any right for content of classes to remain confidential. Using discretion, good taste and kindness, Radiant Living administrators post clips of classes in newsletters and on social media for the purpose of promoting the school. This pertains mainly to content created by guest teachers. Most classes are password protected on Vimeo, but occasionally, school administrators make recordings public for the purpose of promoting the school and the guest teacher.

National Certification

The National Ayurvedic Medical Association (NAMA), as of September 2017, has a board exam for AHC certification and will have a board exam for AP certification as of January 2018. Students will become board certified at the national level through NAMA upon successful completion of these tests. Radiant Living abides by NAMA standards and updates our programs regularly to assure compliance. Students are strongly encouraged to maintain membership and actively participate in NAMA. For more information, visit the NAMA website: <https://www.namacb.org>.

The Association of Ayurvedic Professionals in North America is a wonderful organization with the purpose of creating a community of ayurvedic professionals with the common goal of growing the presence of ayurveda in integrative health care. The Radiant Living Online School of Ayurveda is a registered school with AAPNA. The founder, Shekhar Annambhotla, invites all Radiant Living students and graduates to join AAPNA. Visit their website to join: <http://aapna.org>.

After graduation, NAMA required continuing education credits each year in order to maintain the professional membership. Students and graduates are strongly encouraged to conduct research projects in the field of Ayurveda as well as attend conferences, workshops, retreats and seminars on Ayurveda and other holistic modalities.

2018-2019 Calendar—Ayurvedic Health Counselor Training

Date	Time	Activity
7/15/18-8/4/18		Enrollment Period
8/31/18		First payment and application deadline—exceptions may be made for late applicants who, upon interview and written consent agree to use the class recordings to get caught up with missed modules.
8/4/18	1-4pm CDT	Start of Live Web Classes
	1-4pm CDT	End of Live Web Classes
8/31/20		Deadline to complete internship without having to pay the \$800 extension fee

Breaks and Mealtimes: There are no official breaks or mealtimes. We will do stretching and breathing periodically throughout class sessions.

Instructor Office Hour: Wednesdays 10-11am except during vacations. Day and time may vary.

The schedule is in Central Standard Time

Click [here](#) to view The 2018-2019 Google Calendar:

2019 Calendar—Ayurvedic Practitioner Training

Date	Time	Activity
		Enrollment Period
		First payment and application deadline—exceptions may be made for late applicants who, upon interview and written consent agree to use the class recordings to get caught up with missed modules.
		Start of Live Web Classes
		End of Live Web Classes

		Deadline to complete internship without having to pay the \$800 extension fee
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Other dates to be determined.

State Licensure

This program is approved and regulated by the Texas Workforce Commission, Career Schools and Colleges, Austin, Texas as well as the Wisconsin Educational Approval Board Madison, Wisconsin.

The information contained in this catalogue is true and correct to the best of my knowledge.

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