



Tosa Yoga Center Teacher Training Program

200 HOUR LEVEL

School Catalog

**Tosa Yoga Center Teacher Training Program
c/o Tosa Yoga, LLC**

6734 West North Avenue, Wauwatosa, Wisconsin 53213

tosayoga.com | becomeateacher@tosayoga.com | 414.828.7555

Welcome to Tosa Yoga Center's 200 Hour Teacher Training Program!

Tosa Yoga Center's 200 Hour Teacher Training Program will teach students how to plan purposeful classes focused on proper sequencing, sensible use of teaching techniques, and knowledge of how the body moves. Students will learn to read the room, adapt to the energy of the class, and provide a space that facilitates well-being for the individuals who attend their classes. Additionally, by studying yoga history and philosophy, self-care practices, and yoga's subtle, energetic teachings, students will continue to deepen their own yoga practice and become inspired to live their yoga and share it with others.

2019 Program begins on January 5th, 2019 and ends on November 17th, 2019.

Applications are due by December 1st, 2018.

Mission Statement

The Tosa Yoga Center Teacher Training Program was developed to provide quality yoga education to students who wish to teach vinyasa flow yoga. By learning to become confident, effective communicators, teach in a caring, ethical way, and discover their own unique style and voice, Tosa Yoga Center trained teachers will be prepared to offer purposeful, meaningful yoga classes. The Tosa Yoga Center Teacher Training Program is open to all students who wish to become yoga teachers or seek to deepen their own yoga practice and journey.

Philosophy

Tosa Yoga Center provides a welcoming and comfortable environment for students to practice yoga and other healing activities. We recognize that in today's world, yoga students have little time to squeeze their practice into the day-to-day routine, so we strive to teach our classes with purpose, intention, and care for each student's well-being. The Tosa Yoga community is a supportive, nurturing place to practice self-care through yoga; it inspires students to live a yogic lifestyle, bringing the practice to every aspect of life.

History

The Tosa Yoga Center Teacher Training Program was created in 2016 by Melanie Landgraf. The school is located in the commercial district of "East Tosa" in Wauwatosa, WI. The Tosa Yoga Teacher Training Program is approved by the Wisconsin Educational Approval Board (WEAB).

The school's curriculum follows the Yoga Alliance guidelines and is a Registered School (RYS) with Yoga Alliance. Upon completion of the program students will receive a Certificate of Completion and can apply for registration with Yoga Alliance as a Registered Yoga Teacher at the 200-hour level (RYT 200).

Program Description

The Tosa Yoga Center Teacher Training Program meets and exceeds the minimum standards described by Yoga Alliance to become a Registered Yoga Teacher (RYT) at the 200-hour level. Yoga Alliance requires 180 contact (class room) hours and 20 non-contact hours. The Tosa Yoga Center Teacher Training Program is comprised of 183 contact hours and 40 non-contact hours of homework and self-study. A certificate of completion is awarded upon satisfactory completion of all contact and non-contact hours. Contact hours are earned through regular attendance and non-contact hours are substantiated by completion of all required written assignments, homework and journaling.

School Facilities and Location

The Tosa Yoga Teaching Training School is located at Tosa Yoga Center:

Tosa Yoga Center
6734 W. North Avenue
Wauwatosa, WI 53213

Tosa Yoga Center is conveniently located in Wauwatosa's "East Tosa" on the northeast corner of the intersection of 68th Street and North Avenue. Our extensively remodeled studio is warm and cheerful, with an earthy and reclaimed, yet elegant design and atmosphere. We offer over 30 classes per week, as well as diverse workshops and guest teachers and presenters.

The studio is fully equipped with mats, blocks, blankets, straps and bolsters.

As a student of the Tosa Yoga Center Teacher Training Program, you will be offered free classes with Melanie Landgraf and Jes Davies, a 20% discount on workshops, and a 20% discount on retail merchandise for the duration of the program.

Catalog Changes

The Tosa Yoga Center Teacher Training Program reserves the right to make changes or revisions to this catalog. Every effort will be made to ensure the accuracy of information contained in this document. Class topics for specific dates and times, however, may be changed to accommodate teacher scheduling.

Requirements for Program Admission

- Applicants should be 18+ years of age
- At least 6 months of regular yoga practice
- Completed application with \$100 application fee
- Interview with Program Director

Most program correspondence will occur electronically, so applicants should be computer literate and have access to email.

How to Apply

To apply to the program, please submit the completed application documents along with the \$100 application fee in the form of a check to Tosa Yoga, LLC. You may mail or drop off the application and check at Tosa Yoga Center. Application details are included at the end of this catalog.

We will contact you within three weeks of your application submission to set up the admission interview. Please understand that application to the program does not guarantee acceptance. The interview is an ideal opportunity to ask any questions about the program. You will be notified of your acceptance into the program via email once your interview is completed.

Within 14 days of acceptance into the program, applicants must sign the Agreement & Liability Release Form, the Code of Ethics, and the Catalog Release Form, and pay the \$500 application deposit or make their full or first payment to ensure their spot and status as a student of the program.

Application Deposit

To encourage applicants who are willing to attend this entire training, the application deposit of \$100 is due with the completed application. You will be refunded the \$100 within two weeks after your interview should you not be admitted to the program.

Advance Standing

The school does not offer advance standing for any previous trainings or course work.

Non-Discrimination Policy

The Tosa Yoga Center Teacher Training Program does not discriminate on the basis of age, gender, marital status, national or ethnic origin, sexual orientation, color, race or religion.

Housing

Tosa Yoga Center does not provide housing. If you expect to require housing, names and accommodation locations will be provided upon request.

Employment Assistance Services

Tosa Yoga Center does not offer employment assistance services. We will offer suggestions and discuss possible career and job opportunities within the field of teaching yoga, but we not offer career counseling or job placement. This program makes no guaranty of employment. For many, teaching yoga is a part-time endeavor and a few may pursue it as a full-time job. And for some, participating in a yoga teacher training is about deepening their knowledge of yoga as a discipline without necessarily having interest in teaching.

Student Conduct

Ethics are at the core of the yogic lifestyle. This topic is taken very seriously at Tosa Yoga Center and within the Tosa Yoga Center Teacher Training Program. The Code of

Ethics outlines our expectations for student conduct. Please review it and be familiar with its contents. During our program, we will discuss ethics in depth.

Students are expected to follow all school rules, policies and ethical codes as outlined in this catalog and behave as mature adults. Any student whose conduct is disruptive may be terminated from the program at the discretion of the Tosa Yoga Center administration. Disruptive behaviors include, but are not limited to: excessive tardiness, failure to pay fees when due, harassing other students, abusive language, breach of confidentiality, possession of or being under the influence of alcohol or drugs during school sessions, destruction of studio or school property, theft, any behavior creating a safety concern, any conduct that is unsatisfactory to Tosa Yoga Center, its teachers, desk staff and students, and any act aiding, abetting, or inciting others to commit any act that would detract from the normal operations of Tosa Yoga, LLC.

Attendance

Attendance at all sessions is required. If you anticipate missing class sessions, please discuss this during your interview. Formal attendance will be conducted for each class and attendance is recorded in students' permanent records. Please arrive 15 minutes early to adequately prepare for the class.

If a student does miss a class, they must meet with the Program Director to develop and agree on a plan to learn the missed content and fulfill the required hours. It is to the student's benefit that all missed material is made up prior to the next scheduled meeting. Yoga asana time missed may be made up by attending approved classes. Lectures and other classes that are unique to the teacher training may be made up through individual private instruction with the Program Director or Assistant Program Director. Make up instruction resulting from absences will be charged at \$75 per hour.

If a student misses more than one full training weekend, and the hours cannot be made up before the end of the program, the student may be dismissed from the program at the discretion of the Program Director. A meeting between the student and the Program Director will be set up to determine if the student is able to make up the missed hours or if the student will be dismissed from the program.

Tardiness

Please be on time and arrive at least 15 minutes early to be prepared for the start of the class. If a student is more than 10 minutes late, the student is considered tardy. If a student is tardy more than 3 times, it is considered one hour of missed class time and that class time must be made up. See "Attendance" for details on making up missed hours of class time.

Leaves of Absence

Leaves of absence from the Teacher Training Program are not offered. If a student should have to discontinue the training, and should wish to continue the training at a later date, they would have to begin the program again at that time. The refund policy will apply to unused tuition.

Make-Up Hours

Make-up instruction resulting from absences will be charged at \$75 per hour. See “Attendance” for requirements for make-up hours, should it be necessary.

Absence Records

Absences are recorded by faculty and kept with student records in computer and paper files.

Teacher Training School Policies for Students

Students are required to follow all Teacher Training School Policies once they are a student of the program. To be considered a student of the teacher training program, the following criteria must be met:

- Student has successfully completed the application process (see above)
- Student has satisfactorily made their program deposit of \$500, payment in full, or first payment
- Student has signed and turned in the Agreement & Liability Release Form, the Code of Ethics, and the Catalog Release Form

Probation, Dismissal and Re-Admittance

Students who are not fulfilling the Student Conduct codes (see “Student Conduct”) will receive a written warning and will be placed on probation for the length of the program. Should a second incident of student conduct policy violation occur, termination from the program will result and the refund policy will be followed. The Program Director will make this decision. Students may apply for re-admission to a future class, however, admission is not guaranteed. Requests for re-admission must be sent to Melanie Landgraf, Program Director, Tosa Yoga Center Teacher Training Program at melanie@tosayoga.com or via mail to Tosa Yoga, LLC, 6734 W. North Ave., Wauwatosa, WI 53213.

Termination Procedure

Students to be terminated or dismissed from the program are notified in writing and may appeal to the Director of the Tosa Yoga Center Teacher Training Program within three days of the Notice of Termination. Appeals may be sent to Melanie Landgraf, Program Director, Tosa Yoga Center Teacher Training Program at melanie@tosayoga.com or via mail to Tosa Yoga, LLC, 6734 W. North Ave., Wauwatosa, WI 53213.

Reinstatement

All students requesting reinstatement may be denied at the discretion of the Program Director.

Ownership and Governance

Melanie Landgraf is the owner of Tosa Yoga, LLC. Melanie Landgraf is the Program Director of the Tosa Yoga Center Teacher Training Program. Melanie Landgraf and Jes Davies are the primary teacher trainers.

Student Complaints

Students having concerns, complaints, or suggestions are encouraged to bring them to the attention of any school personnel. A decision made by the Program Director on all complaints is final.

If a complaint cannot be resolved, the student can contact the Wisconsin Educational Approval Board for further assistance at (608) 266-1996 or via email at EABMail@eab.wisconsin.gov. The mailing address for the Wisconsin Educational Approval Board is 431 Charmany Drive, Suite 102, Madison, WI 53719.

Tuition and Fees

We offer three payment options. You may pay with cash, check or credit card. A \$100 program discount will be given for payment made with cash or check. Please take the \$100 discount off of your final payment. Please make all checks payable to Tosa Yoga, LLC.

Payment Option 1 (*Early-bird option*) Before November 1, 2018: Pay full amount of \$3,150 on or before November 1, 2018.

The \$100 application fee will be applied to the tuition payment. Upon acceptance into the program a \$500 deposit must be submitted within fourteen days to hold a place in the class for the student. The remaining \$2,550 is due by November 1, 2018.

Total payment \$3,150. (Total for payment made with cash or check: \$3,050.)

Payment Option 2 (*By-first-day option*) After November 1, 2018: Pay full amount of \$3,350 by the first day of training (January 5th).

The \$100 application fee will be applied to the tuition payment. Upon acceptance into the program a \$500 deposit must be submitted within fourteen days to hold a place in the class for the student. The remaining \$2,750 is due by the first day of the training.

Total payment \$3,350. (Total for payment made with cash or check: \$3,250.)

Payment Option 3 (*Two-payment option*): Pay \$1,400 by the first day of the training (January 5th) and \$1,450 by May 1, 2019. The \$100 application fee will be applied to the tuition payment. Upon acceptance into the program a \$500 deposit must be submitted within fourteen days to hold a place in the class for the student. The remaining \$1,450 is due by May 1, 2019.

Total payment \$3,450. (Total for payment made with cash or check: \$3,350.)

Additional Costs for Supplies

Required Reading Books	\$50
Spiral Notebook and/or Journal	\$5
Pens/Pencils/Highlighters	\$10
Yoga Mat	\$75
Total Supplies Cost	\$140

Cancellation and Refund Policy

The student will receive a full refund of all money paid if the student cancels within a three-business-day cancellation period. The student will receive the refund within ten business days.

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

After completion of at least:	But, prior to completion of:	Refund will be:
N/A	First Day	100%
One weekend of class	10% of the program	90%
10%	20% of the program	80%
20%	30% of the program	70%
30%	40% of the program	60%
40%	50% of the program	50%
50%	60% of the program	40%
60%	N/A	No refund

As part of this policy, the school may retain a one-time application fee of no more than \$100. A student will receive the refund within 40 days of the termination date. If a student withdraws after completing 60% of the instruction, and the withdrawal is due to mitigating circumstances beyond the student's control, the school will refund a pro-rated amount.

A written notice of withdrawal is not required.

Student Progress Reports

A final paper, a written final exam, and a final practical exam (teaching demonstration) will be used to assess the student's understanding of the material presented. The final paper and final exam, and final practical exam will show the student has obtained an understanding of the information presented during the training.

Final Paper: The final paper will cover the student's overall personal growth through the program as well as goals after completion. It will include specific topics of high interest learned during the program, any personal realizations that resulted from this intensive study of yoga as well as the student's goals for teaching yoga after the completion of the program. The final paper will be graded on having answered all of the questions given in the instructions for the final paper and will be graded pass or fail. Instructions for the final paper will be handed out on the third to last weekend and will be due at the

second to last training weekend. Final papers with notes will be returned at the last training weekend.

Written Final Exam: The written final exam will cover: Teaching Methodology, Anatomy and Physiology, and Yoga Philosophy/Lifestyle and Ethics for Yoga Teachers. Scores of 70% correct or higher will constitute passing the exam. The written exam will be handed out on the third to last weekend and will be due at the second to last training weekend. Corrected exams will be returned at the last training weekend.

Practical Final Exam: The practical final exam will cover Teaching Techniques, such as creation of a class using proper sequencing, safe instruction using proper cuing and language, and using proper time management and class structure. The practical exam will be graded pass or fail. It will occur during the final weekend of training.

Within two weeks of completing the final paper, written exam, and practical exam, students will be notified in writing via email regarding their certification status.

Journaling & Reading: Students are expected to maintain a weekly journal of their personal asana practice, meditation practice, as well as complete any required reading and homework assignments, discussion questions from the teacher training program manual, and self-study of program topics.

Attending Classes: Students are asked to attend a minimum of 2 yoga classes per month with Melanie Landgraf or Jes Davies. Students enrolled are offered free classes with Melanie Landgraf and Jes Davies.

See Additional Program Requirements section for complete details of the above.

Satisfactory Progress

Satisfactory progress is defined as actively participating in all contact hours and levels of the training program, as well as completion of all homework (including required reading, assignments, and discussion questions from the program manual), journaling, and passing the final paper, written final exam and practical (teaching) final exam. Students cannot pass the training until the program requirements are met. See “Program Requirements.” Students struggling to meet the program requirements will be given an opportunity to make satisfactory progress through personal attention with the Program Director and/or faculty through make-up hours. See “Attendance” above for requirements for make-up hours. Students will also receive updates on their progress orally as well as through homework and responses to their journaling.

Unsatisfactory Progress

Unsatisfactory academic progress is defined as a lack of participation in classes, incomplete homework assignments (not reading required texts and not completing program manual discussion questions or assigned homework), not making up missed hours and not passing required exams.

Students may retake the written final exam one time and re-write the final paper one time if they do not pass on the initial attempt, for a total of two attempts per exam or paper. If a student does not pass after the second attempt for either of the exams or paper, the student will be dismissed from the program.

Should student progress not be satisfactory, at any point during the training, the student will be placed on probation and will be notified via email immediately to schedule a meeting with the Program Director and/or faculty to discuss ways to improve progress and complete any past requirements. The student will stay on probation until the progress becomes satisfactory. See “Satisfactory Progress” above.

In the event a student does not achieve satisfactory progress by completing required readings, homework assignments, and program manual discussion questions and journaling, or the student is not able to make up missed hours, or the student does not pass an exam after two attempts, as determined by the Program Director and/or faculty, the student will be released from the program and the refund policy will be followed, if applicable, depending on the number of weeks of the program the student has completed.

Students may continue to attend classes, regardless of their exam performance. They will, however, not receive certification unless they meet the requirements stipulated above and have successfully passed all exams, completed all required reading and homework, and have completed all attendance requirements.

Additionally, certification will not occur if the student fails to demonstrate safe instruction during the final practical (teaching) exam, the student fails to demonstrate understanding of the material presented in the final paper and final written exam (after two attempts), or the student violates the Code of Ethics.

Certification

To receive a certificate of completion from Tosa Yoga Center Teacher Training school, students must pass all exams, complete all papers and homework satisfactorily, and meet attendance requirements. At that point, students are eligible to apply for a Yoga Alliance 200 Hour Recognition.

Graduation Requirements

Graduates will meet the program requirements as outlined in this catalog. In order to receive a Certificate of Completion the student is required to have 183 contact hours and a minimum of 40 non-contact hours.

Tosa Yoga Center Teacher Training Program staff is available to fulfill deficit contact hours at \$75 per hour.

Students' Records

Student records are maintained at Tosa Yoga studio in computer and paper files. The records maintained include the application, exam completion/grades, attendance

records and a copy of the Certificate of Completion. All records, except for the Certificate of Completion, will be stored for a period of seven years from the date of graduation. The Certificate of Completion will be kept permanently. Records are private and students must contact Tosa Yoga, LLC in writing to obtain records or a replacement graduation certificate. Records will only be sent to the participant. There is a \$25 fee for replacement certificates.

Program Curriculum

The Tosa Yoga Center Teacher Training Program includes five program disciplines. The full program consists of 223 hours; 183 hours are considered “contact” hours and 40 hours are considered “non-contact” hours. As defined by Yoga Alliance, a contact hour is a classroom hour in the physical presence of a faculty member. Non-contact hours are reading and homework assignments.

1. Techniques, Training and Practice (TTP) consists of learning how to teach and practice traditional yoga techniques including asana, pranayama, kriya, mantra, meditation, bandha, and mudra. This discipline includes 104 contact hours and 15.25 non-contact hours.
2. Teaching Methodology (TM) consists of principles of demonstration, observation, assisting, correcting, instruction, teaching styles, qualities of a teacher, the student’s process of learning, and business aspects of teaching yoga. This discipline includes 18 contact hours and 8 non-contact hours.
3. Anatomy and Physiology (A&P) consists of human physical anatomy and physiology (bodily systems, organs, etc.) and Yogic energy anatomy and physiology (chakras, nadis, etc.). This discipline includes 22 contact hours and 4.75 non-contact hours. It includes both the study of the subject and application of its principles to yoga practice (benefits, contraindications, healthy movement patterns, etc.).
4. Yoga Philosophy/Lifestyle and Ethics for Yoga Teachers (PLE) consists of the study of yoga philosophies, yoga lifestyle, and ethics for yoga teachers. This discipline includes 21 contact hours and 9 non-contact hours. This philosophy portion of the training will include the reading and discussion of ancient yoga texts. Text commentaries are discussed in a group setting to explore the core philosophies of Yoga and how they can be applied to everyday life (“yoga off the mat”). Students are encouraged to explore their own personal connection to the teaching and examine the integration of yogic philosophy into their classes.
5. Practicum (PR) consists of practice teaching, receiving feedback, observing others teaching and hearing/giving feedback. This discipline consists of 18 contact hours and 3 non-contact hours.

Program Goals

Asana:

Posture Breakdown - Upon completion of the program, the student will have a solid understanding of the different aspects of a posture and how to teach the posture using that information, which includes, but is not limited to: physical and energetic alignment, proper cues, modifications and variations, use of props, preparatory postures, hands-on assists, counterposes, benefits and contraindications.

Yoga Class & Sequencing Breakdown - Upon completion of the program the student will be able to properly create and sequence a safe and effective class, using the proper organization of the sections that make up a class (including, but not limited to, warm-ups, body of class, peak pose, counterposes, closing, savasana, etc.) and understand the details about what postures and information is included in each section, as well as the time it takes to move through each section of yoga class.

Meditation:

Upon completion of the program the student will be familiar with the history, purpose and benefits of meditation, how to practice and teach a simple 5-step meditation, and how to incorporate other meditation practices into daily life.

Philosophy:

History of Yoga, Philosophy & Ethics - Upon completion of the program the student will be familiar with the history of yoga, the story of the Bhagavad Gita, and the eight limbs of yoga from Patanjali's Yoga Sutras, with a focus on the yamas and niyamas. The student will also be familiar with Yoga's relationship to Ayurveda. Furthermore, the student will learn about ethics and scope of practice for yoga teachers as well as yoga teacher self-care and nutrition.

Anatomy & Physiology:

Physical Anatomy & Physiology - Upon completion of the program the student will be exposed to the various organ systems of the body as well as the effects of stress on those systems. The student will be familiar with anatomical terms describing bones, muscles, and movement. Greater emphasis will be placed on applied kinesiology (understanding how the bony structure of the body is intended to move). Discussions will focus on safety and sustainability in yoga postures.

Energetic (Subtle) Anatomy & Practices - Upon completion of the program the student will be familiar with the anatomy of beings from a yogic view, which includes shariras, koshas, pranavayus, chakras, and nadis. Energetic practices will also be covered, including bandhas, pranayama (three-part breathing, cooling and energizing breath practices), and mudra.

Teaching Methodology:

Teaching Essentials, Methods & Practices - Upon completion of the program the student will understand how to properly structure a class, how to manage time and energy within a class, how to properly cue and use voice, including volume and inflection, how to establish priorities of observing, demonstrating, and assisting, and how to create themes and use music. Students will also understand the basic business aspects of teaching yoga.

Student Growth:

Student Practice Teaching - By practice teaching, upon completion of the program, the student will develop a solid understanding of how to teach postures and sequences. This will include, but will not be limited to, developing solid skills for giving proper

direction/instruction/cues, what modifications to offer, and how to demonstrate and use hands-on assists.

Personal Growth - In addition to the skills directly related to teaching yoga, the student is likely to enhance his or her own personal yoga practice, improve their communication skills, and understand personal and business ethics.

Program Schedule/Required Time

Welcome Weekend: January 5 (3-6pm)

Weekend 1: January 18-20

Weekend 2: February 15-17

Weekend 3: March 15-17

Weekend 4: May 3-5

Weekend 5: June 14-16

Weekend 6: July 19-21

Weekend 7: August 16-18

Weekend 8: September 20-22

Weekend 9: October 18-20

Weekend 10: November 15-17

Friday

Evening Session: 6-9pm

Saturday

Morning Session: 8am-12pm

Lunch Break: 12-1pm

Afternoon Session: 1-5pm

Sunday

Morning Session: 9am-12pm

Lunch Break 12-1pm

Afternoon Session: 1-5pm

Program Syllabus

Section 1: Fridays 6-8pm: History/Philosophy of Yoga, Lifestyle & Ethics

(Lecture & Discussion with Melanie & Jes)

Week 1: What is Yoga/A Yoga Teacher?/Self-Care/Nutrition/Intro to Yamas & Niyamas**

**We will discuss one Yama/Niyama each week in addition to the weekly topic on the syllabus.

Week 2: History/Philosophy of Yoga

Week 3: Bhagavad Gita

Week 4: Review/Catch-up of Weeks 1-3

Week 5: Yoga Sutras

Week 6: 8 Limbs

Week 7: Ethics for Yoga Teachers/Scope of Practice

Week 8: Ayurveda & the Doshas

Week 9: Review/Catch-up/Students Choice of Topic(s)

Week 10: Student Teaching Finals

Section 2: Fridays 8-9pm: Energetic (Subtle) Anatomy & Practices

(Lecture, Discussion & Practices with Melanie & Jes)

Friday evening will end with a meditation practice each week.

Week 1: Anatomy of Beings from a Yogic View: Shariras & Koshas

Week 2: Prana/Pranavayus

Week 3: Chakra System/Nadis

Week 4: Bandhas

Week 5: Pranayama

Week 6: Mudra

Week 7: Meditation

Week 8: Sanskrit/Deities/Mantras

Week 9: Review/Catch-up/Students Choice of Topic(s)

Week 10: Student Teaching Finals

Section 3: Saturdays 8-10am: Class & Sequencing Breakdown (Focus on Anatomy)

(Yoga Class & Sequencing Breakdown with Jes)

Week 1: Yoga Basics

Week 2: Emphasis on Stress Management

Week 3: Forward Bends

Week 4: Twists

Week 5: Backbends

Week 6: Hip Openers

Week 7: Shoulder Emphasis

Week 8: Focus on Foundations/Pada and Hasta Banda

Week 9: Review/Catch-up/Students Choice of Topic(s)

Week 10: Student Teaching Finals

Section 4: Saturdays 10am-12pm: Physical Anatomy & Physiology

(Lecture & Discussion with Jes)

Week 1: Paul Grilley Video w/Lectures on Tension vs. Compression/Individual Differences Discussion About How Yoga Postures are Complex

Week 2: Systems of the Body: Impacts of Stress/Benefits of Yoga

Week 3: Spinal Flexion/Anatomy of Forward Bends

Week 4: Spinal Rotation/Anatomy of Twists

Week 5: Spinal Extension/Anatomy of Backbends

Week 6: Pelvic Girdle/Hips

Week 7: Shoulder Girdle/Ribcage

Week 8: Ankles/Feet/Wrists/Hands

Week 9: Review/Catch-up/Students Choice of Topic(s)

Week 10: Student Teaching Finals

Section 5: Saturdays 1-4pm: Posture Breakdown

(Posture Breakdown with Melanie & Jes)

Week 1: Opening Postures/Warm-ups/Stabilization/Core

Week 2: Sun Salutations

Week 3: Standing Postures (External Rotation)
Week 4: Standing Postures (Internal Rotation & Twists)
Week 5: Seated Postures (Hip Openers, Twists, Forward Folds)
Week 6: Backbends, Supine, Closing Postures & Savasana
Week 7: Arm Balances
Week 8: Inversions
Week 9: Review/Catch-up/Students Choice of Topic(s)
Week 10: Student Teaching Finals

Section 6: Saturdays 4-5pm: Student Practice & Teaching (Postures)

(Student Practice Teaching with Melanie & Jes)

Week 1: Stabilization/Core
Week 2: Sun Salutations
Week 3: Standing Postures (External Rotation)
Week 4: Standing Postures (Internal Rotation & Twists)
Week 5: Seated Postures (Hip Openers, Twists, Forward Folds)
Week 6: Backbends, Supine, Closing Postures & Savasana
Week 7: Arm Balances
Week 8: Inversions
Week 9: Review/Catch-up/Students Choice of Topic(s)
Week 10: Student Teaching Finals

Section 7: Sundays 9am-12pm: Class & Sequencing Breakdown (Focus on Building a Class)

(Yoga Class & Sequencing Breakdown with Melanie)*

**Please note that you do not have to be able to perform the arm balances and inversions below. You will be given instruction on how to teach them and work on them in your own practice.*

Week 1: Warrior 2 Family Postures/Intro to Class Structuring
Week 2: Twisting/Lunges and/or Warrior 1 Family Postures
Week 3: Heart Opening/Backbends
Week 4: Introductory Arm Balance (Crow) & Modifications/Prep Postures
Week 5: Chaturanga Family Arm Balance (Eight Angle) & Modifications/Prep Postures
Week 6: Standing Balance and/or Side Plank Arm Balance & Modifications
Week 7: Gentle Yoga
Week 8: Handstand/Half Handstand (L-Stand) & Modifications/Prep Postures
Week 9: How to Teach an Inversion Workshop (for any level)
Week 10: Student Teaching Finals

Section 8: Sundays 1-3:30pm: Student Practice & Teaching (Sequences)

(Student Practice Teaching with Melanie & Jes)

Week 1: Stabilization Postures (2 posture sequences)
Week 2: Sun Salutations
Week 3: Standing Sequence (2-4 posture sequences)
Week 4: Student Lesson Plan (10-15 minute sequence)
Week 5: Student Lesson Plan (15-20 minute sequence)

Week 6: Student Lesson Plan (10-20 minute sequence)

Week 7: Seated Sequence/Second Half of Class

Week 8: Focus on Simple Assists

Week 9: Review/Catch-up/Students Choice of Topic(s)

Week 10: Student Teaching Finals

Section 9: Sundays 3:30-5pm: Teaching Essentials, Methods & Practices

(Lecture & Discussion with Melanie & Jes)

Week 1: Vinyasa vs. Flow/How to Create a Yoga Class: PLAN, ORGANIZE, BUILD

Week 2: How to Create a Yoga Class: PLAN, ORGANIZE, BUILD (continued)

Week 3: Basic “Rules”/Qualities of a Good Teacher/“Things” I Wish I Knew/Speaking: Your Voice and Cueing

Week 4: Establishing Priorities: Demonstrate/Observe/Assist

Week 5: Pacing/Class Dynamics/Adapting to Class Level/Managing Time and Energy/ Unusual Class “Situations”

Week 6: Additional Components: Finding Your Style/Class Themes/Music

Week 7: Teaching to Beginners/Special Populations

Week 8: Creating Workshops/Business Aspects/Community and Service

Week 9: Review/Catch-up/Students Choice of Topic(s)

Week 10: Student Teaching Finals

Required Time

The required times listed above are the minimum. **Students are required to attend all hours above**, so it is important to keep that part of your schedule clear and not expect early dismissal. See “Attendance” above for requirements for make-up hours, should it be necessary.

Students should be in appropriate attire for yoga asana, ready with books and materials by the start of the session. It is suggested that students arrive 15 minutes early to allow for time to prepare.

Lunch/Break Times

Students can bring food for lunch and/or breaks. Students will be given a short break during each morning, afternoon and evening session. Students are given a one hour break on Saturday and Sunday for lunch. They may stay at the studio or leave for lunch. Food is not provided, but there is a refrigerator and microwave for student use.

Optional Extra Time

On the occasion that learning could benefit significantly from extra time spent on a certain topic, the trainer(s) may provide extra time during the program for students. This time would be an invitation for students and not required for any certification requirements. No material from this extra time would show up in a written test or quiz or show up in any way to negatively affect certification. It would be purely for students’ benefit and would not count for or against make-up time. If any extra time would be provided during the training, it would be announced via email.

Variations in Time

Every training weekend is different with respect to the sub-topics explored, the absorption rate of the students, and possible weather emergencies. Also, there will be a degree of internal work in the training which can vary greatly in the amount of time necessary for the best result.

Time or Venue Changes

Outright changes will be avoided if at all possible, but should there be a need for a time or venue change, students will be notified via email within one week of the change.

Mandatory Time

Mandatory Time is defined as all time inside of the hours listed above in “Required Time” where students are not dismissed early. All Mandatory Time that is missed must be made up with the instructor or Program Director unless other permission is granted. (See “Attendance”).

Additional Program Requirements

SUPPLIES AND MATERIALS:

Required Reading Books

Spiral Notebook and/or Journal

Pens/Pencils/Highlighters

Yoga Mat

Supplies and books may be purchased anywhere. *All of the books can be found for purchase on major online retail websites, and for convenience, we will send an email with links to purchasing websites for the required books.

It is highly recommended that students have their own yoga mat.

It is also encouraged that students bring a water bottle and a few healthy snacks.

All other props, manuals and materials will be provided each week at training.

READING:

Required Reading-

Tosa Yoga Center Teacher Training Manual (*provided to students with program*)

Yoga Teachers’ Toolbox by Joseph & Lilian LePage (*provided to students with program*)

The Yamas & Niyamas: Exploring Yoga’s Ethical Practice by Deborah Adele

The Heart of Yoga: Developing a Personal Practice by T. K. V. Desikachar

Recommended Reading-

Your Body, Your Yoga: Learn Alignment Cues That Are Skillful, Safe, and Best Suited To You by Bernie Clark

Yoga Mat Companion 1: Anatomy for Vinyasa Flow and Standing Poses by Ray Long

Meditations from the Mat: Daily Reflections on the Path of Yoga by Rolf Gates

The Path of the Yoga Sutras: A Practical Guide to the Core of Yoga by Nicolai Bachman

Moving Inward: The Journey to Meditation by Rolf Sovik

The Living Gita: The Complete Bhagavad Gita - A Commentary for Modern Readers by Sri Swami Satchidananda

The Yoga Sutras of Patanjali by Swami Satchidananda

Light on Yoga: Yoga Dipika by B. K. S. Iyengar

The Language of Yoga: Complete A to Y Guide to Asana Names, Sanskrit Terms, and Chants by Nicolai Bachman

108 Sanskrit Flashcards by Nicolai Bachman

Mudras for Healing and Transformation by Joseph & Lilian LePage

PRACTICES AND JOURNALING:

Yoga

Students are expected to maintain a regular yoga practice - a minimum of 10-20 minutes per day, 5 days per week and journal after each session. The journal entry should include:

- Date, time, and length of practice
- General description of the physical focus
- A description of at least one sequence or part of a sequence of postures
- Any other notes or thoughts

Students are expected to attend 2 classes/month with Melanie Landgraf or Jes Davies and journal after each class.

- Date, time, and length of practice
- General description of the physical focus
- Thoughts and ideas on class structure, sequencing, cueing, etc.

Meditation

Students are expected to maintain a regular meditation practice - a minimum of 5-10 minutes per day, 5 days per week and journal after each session. The journal entry should include:

- Date, time, and length of practice
- General description of the kind of meditation practice (walking meditation, chanting, breath work, working with a mala, 5-step seated meditation, etc.)
- Any other notes or thoughts

Kirtan

Students are required to attend at least one Kirtan during their training and journal after the experience(s). The journal entry should include:

- Date, time, and length of Kirtan event
- General description of the Kirtan (in your own words)
- Notes or thoughts about your experience

Teaching Log

Students must teach three full yoga classes and journal about their teaching experience. Classes may be taught anywhere. Tosa Yoga Center will provide at least one class time slot to teach for those who sign up for a student taught class. Student taught classes are donation-based classes held at Tosa Yoga on most Sundays from 5:30-6:30pm. The sign-up sheet is located at the front desk at Tosa Yoga Center. The journal entry should include:

- Date, time, and length of class
- General description of the physical focus
- A description of at least one sequence or part of a sequence of postures
- Notes or thoughts about your teaching experience

TT Manual Discussion Questions & Homework

Students are expected to answer the “Discussion Questions” in the Program Manual in advance of that lesson being taught in order to have a productive discussion following lecture. Any other journaling on the information provided in the Program Manual is encouraged. And, additional homework assignments may be given from time to time by faculty.

FINALS:

Final Paper: The final paper should cover the student’s overall personal growth through the program as well as goals after completion. It should include specific topics of high interest learned during the program and why they are of interest to the student, any personal realizations that resulted from this intensive study of yoga, as well as the student’s goals for teaching yoga after the completion of the program. The final paper should be 2-3 pages in length. The final paper will be graded on having answered all of the questions given in the instructions and will be graded pass or fail. Instructions for the final paper will be handed out on the third to last weekend and will be due at the second to last training weekend. Final papers with notes will be returned at the last training weekend.

Final Exam: The written final exam will cover: Teaching Methodology, Anatomy and Physiology, and Yoga Philosophy/Lifestyle and Ethics for Yoga Teachers. Scores of 70% correct or higher will constitute passing the exam. The written exam will be handed out on the third to last weekend and will be due at the second to last training weekend. Final papers with notes will be returned at the last training weekend.

Practical Exam: The practical final exam will cover Teaching Techniques, such as creation of a class using proper sequencing, safe instruction using proper cuing and language and using proper time management and class structure. The practical exam will be graded pass or fail. It will occur during the final weekend of training.

Within two weeks of completing the final paper, final written exam, and final practical (teaching) exam, students will be notified in writing via email from the Program Director regarding their certification status. Certificates of Completion will be mailed to each student.

Faculty

Melanie Landgraf, E-RYT500 - Program Director, Primary Teacher Trainer



Melanie started practicing yoga in 1999 mostly out of curiosity and a fond memory of her grandmother talking about doing yoga. She simply loved it, and soon realized she wanted to share it with others. Melanie received her 200 hour teacher training in Brazil in 2004 and completed her 500 hour teacher training in 2013. Melanie opened Tosa Yoga in Wauwatosa, WI, in 2006 and spent 7 years growing her classes and creating an amazingly welcome yoga space.

Over the summer and fall of 2012, Melanie and her husband, Guy, completed an extensive remodel at a new location just a few blocks away and opened the doors at this new location in December of 2012. They poured their hearts and souls, (a little blood, sweat, and tears, as well!) into creating a beautiful new studio where Tosa Yoga would continue to grow and welcome even more students. Within the “new” Tosa Yoga Center, that sense of community continues to grow and expand outside of the studio walls.

In 2017, Melanie launched her first 200-Hour Yoga Teacher Training Program, along with Assistant Program Director, Jes Davies. Melanie and Jes provide a deeply fulfilling, yet practical approach to studying yoga and its philosophies and learning to teach it.

As the studio owner, Melanie continues to run most aspects of the day to day business activities, but she loves teaching her weekly classes and her 200-Hour Yoga Teacher Training Program. Her weekly classes proved a balanced, challenging, yet attainable yoga flow, led with compassion for all students, dedication to enjoying the moment and having fun. And, within the Yoga Teacher Training Program, Melanie is passionate about providing students an opportunity to deepen their own personal yoga practice, learn a wide variety of the aspects of the yoga discipline, and learn how to teach yoga and share it with others in their communities and in their lives.

Jes Davies, E-RYT500 - Assistant Program Director, Primary Teacher Trainer



Jes has been practicing physical therapy and teaching group fitness classes for over 20 years, focusing on her yoga teaching for the last 15 years. She was hooked once she realized that this “practice” was much more than movement and fitness. It was structured around a framework that included the body, mind, and spirit. She has come to love studying philosophy and incorporates readings through the classes she teaches.

Jes completed her yoga training before there were local programs available. She connected with Stephanie Adams of Jaya Yoga in Hood River, OR. This program was a natural match as the focus is on sustainability and safety in asana practice. It allowed Jes to integrate her knowledge of anatomy and kinesiology and apply it to movement on the mat. She brings this knowledge into her classes through alignment-based teaching, emphasizing their ability to kinesthetically feel and change how they position and move, correcting poor habits.

Students can expect to come into class and feel welcomed to the Tosa Yoga community, and to hear messages about breathing and listening to their bodies today. Whether it is a level 1 therapeutic class, level 2/3 vinyasa class or strong mat fusion class, Jes will guide students through a progressive series of postures that will challenge them appropriately.

She is excited to support the Tosa Yoga Teacher Training Program, help individuals learn more about themselves, more about this practice, and share it in the community where they live and dwell.

Tosa Yoga Center Teacher Training Program Application

To enroll in the Tosa Yoga Center Teacher Training Program, please submit your application, with the following information:

- Personal Information
- Application Questions
- Additional Informational Questions
- \$100 deposit check

Personal Information:

Please submit the following information as part of your application.

Please print neatly below OR re-type on a separate sheet of paper.

If re-typing, please write the information item being requested with your personal information.

(i.e. Name: _____

DOB: _____

Address: _____)

Name

Date of Birth

Address

City, State, Zip

Cell Phone

Home Phone

Email

Current Occupation

Emergency Contact

Emergency Contact Phone

Application Questions:

Please submit your application to the Program Director, Melanie Landgraf, with answers to the following information about your interest in the Tosa Yoga Center Teacher Training Program.

Please print neatly below OR re-type on a separate sheet of paper.

If you re-typing, please include the original questions with your responses.

1. What is your primary reason for wanting to become a yoga teacher?
2. Why do you want to take the Tosa Yoga Center Teacher Training Program in particular?
3. What are your overall expectations from this program?
4. Please share any other information you would like to regarding your interest/desire to take yoga teacher training.

Additional Informational Questions:

Please answer these additional informational questions as part of your application.

Please print neatly below OR re-type on a separate sheet of paper.

If you re-typing, please include the original questions with your responses.

1. Do you have a regular yoga or meditation practice? If so, please generally describe your practice over the course of a typical week (style, length of practice, groups of postures, etc.)

2. How long have you been practicing yoga? Who are a few teachers that you have taken classes or workshops with?

3. Do you currently teach yoga? If so, where have you been trained and what style to you currently teach and where?

4. Describe your physical health (major illnesses, injuries, surgeries, physical/mental conditions).

5. Have you ever been injured from your yoga practice? If so, please describe in detail.

6. Describe some of your other interests and hobbies.

Application Checklist (for your reference):

- ☐ Personal Information
- ☐ Application Questions
- ☐ Additional Informational Questions
- ☐ Application deposit check made for \$100 to Tosa Yoga, LLC*
- ☐ Drop off or mail completed application & check to:

Tosa Yoga Center Teacher Training Program
c/o Tosa Yoga, LLC
6734 W. North Avenue
Wauwatosa, WI 53213

**The \$100 deposit will be refunded in full in the event that you are not admitted to the program. Once your acceptance letter has been emailed, the deposit is non-refundable.*

Next Steps:

☐ **Scheduling Interview** - Upon receipt of your completed application and deposit, you will be contacted via email to set up an admissions interview.

☐ **Acceptance and Notification** - You will be notified of your acceptance into the program via email once your interview is completed.

☐ **Release Forms & Finalize Acceptance** - Upon acceptance and to finalize your participation in the program, mail the \$500 program deposit payment check along with the three release forms (Code of Ethics, Agreement & Liability Release, and Catalog Release) to Tosa Yoga, LLC or drop off at Tosa Yoga Center. To pay the \$500 program deposit online with credit card, go to TosaYoga.com/BecomeATeacher.

☐ **Welcome Email** - You will receive a welcome email confirming your program deposit or full or first payment was received, along with any instructions or details needed about the first day/weekend of training.

TOSA YOGA CENTER TEACHER TRAINING PROGRAM CODE OF ETHICS

Once certified as a Yoga teacher, you represent not only Tosa Yoga Center and its Teacher Training Program, Program Director and Faculty to your students, but the yogic lineage. Certified Yoga teachers are expected to uphold the following ethical standards. Please read the standards to be sure that they are consistent with your values, as all certified teachers will be trained to follow these standards.

Purpose

As a Yoga teacher, I recognize the sensitive nature of the student-teacher relationship. I recognize that it is my responsibility and privilege to support the physical, mental, emotional and spiritual well-being and growth of my students, and to uphold the dignity and integrity of the yogic teachings. Therefore, I agree to abide by the following ethical standards.

Professional Conduct

In all professional matters and in my teaching practice, I agree to:

- Offer only those services which I am qualified and competent to provide.
- Represent all professional qualifications accurately and correct any misrepresentation of professional qualifications.
- Not attempt to diagnose any physical or psychological condition of a student or prescribe any treatment.
- Not suggest or approve of anything which goes against a physician's treatment or advice.
- Stay aware of current topics in yoga teaching in modern society and take continuing education in yoga teaching on a regular basis.
- Be honest, straightforward, conscientious, fair and professional in all business, contractual and financial matters and dealings.
- Conduct business practices and manage business finances according to recognized business and accounting procedures.
- Avoid speaking negatively about other teachers, colleagues, and professionals, as well as other yoga styles or traditions.

Relationships with Students

In recognition of the student-teacher relationship, the trust placed on me by my yoga students, and in order to provide an environment which facilitates the well-being of my yoga students, I agree to:

- Offer complete respect and show only the highest regard and sensitivity for my students' personal beliefs and values.
- Avoid any action that will conflict with the highest interest of my students.
- Treat all communications from students with professionalism.
- Avoid discriminating against any student and offer my services of teaching yoga to all persons, regardless of sex, race, color, ancestry, age, marital status, political affiliation, or sexual orientation.

- Avoid taking unfair advantage of students financially, sexually, romantically or otherwise.
- Avoid exploiting the trust and dependency within the unique student-teacher relationship.
- Avoid any dual relationships with students (business, close personal, or sexual) that could compromised the integrity of our teaching or the well-being of the student.
- Refrain from initiating a romantic or sexual relationship with a current student, even if invited by the student. All forms or sexual behavior or harassment with students are unethical, even if the student consents to such involvement.
- Use caution if I choose to enter into a personal relationship with a former student. (The student-teacher relationship involves a power imbalance, which can remain even if the student is no longer studying with the teacher.)
- First discuss openly and honestly with my teacher or the Tosa Yoga Center Teacher Training staff if any situation or circumstance arises in regard to a personal relationship with a student that is out of the ordinary and the appropriate course of action is unclear.
- Fully acknowledge that this ethical protocol is intended to support the best interests of my students and the Yoga profession.

Advertising

In all advertising, promotional materials and descriptions of my services, including verbal statements, I agree to:

- Make no false statements or exaggerated claims as to the benefits of yoga or my classes/workshops.
- Represent my training, professional qualifications, certifications, affiliations and abilities with truth and accuracy.
- Not falsely imply sponsorship, endorsement, or representation by any organization.

I have read and understand this code of ethics and hereby agree to honor its provisions:

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____

**TOSA YOGA CENTER TEACHER TRAINING PROGRAM
AGREEMENT & LIABILITY RELEASE**

I _____ (print name) understand that yoga includes physical movements as well as an opportunity for relaxation, stress reduction, and a release of muscular tension. As in the case with any physical activity, the risk of injury, even serious or disabling, is always present and cannot be entirely eliminated. If I experience any pain or discomfort, I will listen to my body, adjust the posture and ask for support from the teacher. I will continue to breathe smoothly. Yoga is not a substitute for medical attention, examination, diagnosis or treatment. Yoga is not recommended and is not safe under certain medical conditions. I affirm that I alone am responsible to decide whether to practice yoga. I hereby agree to irrevocable release and waive any claims that I have now or hereafter may have against Melanie Landgraf, Jes Davies, any assistant teachers, or Tosa Yoga, LLC.

I have carefully read this agreement and the entire contents of the Tosa Yoga Center Teacher Training Program School Catalog and fully understand its contents. I have signed this release freely and voluntarily. I am aware and agree that it is a complete release of liability for any injuries or damages I may sustain due to yoga classes, workshops, events, and activities with Melanie Landgraf, Jes Davies, the Tosa Yoga Center Teacher Training Program and Tosa Yoga, LLC and all such hosts, instructors, organizers, and participants.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____

**TOSA YOGA CENTER TEACHER TRAINING PROGRAM
CATALOG RELEASE**

I have read, understand, and agree to the terms and conditions for application, admission, and participation in the Tosa Yoga Center Teacher Training Program.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____