

# ★ moving galaxy yoga school

## 2023 COURSE CATALOG



★ welcome!

As the founder of the moving galaxy yoga school (formerly known as Shakti Shack Yoga School), and the director of our 200- and 300-hour teacher training programs, I'm excited to introduce you to our course offerings and teaching methodology. Here you'll find content for our two introductory learning paths: **the practice immersion** and the **teaching apprenticeship**. Completion of both of these modules comprises a 200-hour Yoga Teacher Training in compliance with Yoga Alliance and the State of Wisconsin Educational Approval Program.

Our program is designed to be collaborative, inspiring, community-oriented, and comprehensive. Whether you intend to pursue a career as a yoga teacher, or simply want to immerse yourself in the tradition and deep investigation of yoga, there's a place for you in this program, and in this community of yogis!

If you have further questions about anything you see in the course catalog, or would like to apply, please feel free to reach out to me via email: [anna@movinggalaxy.com](mailto:anna@movinggalaxy.com).

Your partner on the path of transformation,  
Anna Argeropoulos  
Founder and Director  
moving galaxy yoga school



## ★ mission statement

moving galaxy yoga school's 200-Hour Yoga Teacher Training program is a **creative, inclusive, and well-rounded** approach to yoga education. We strive to include the multi-dimensional experience of yoga – asana (poses), pranayama (breathing), meditation, and sangha (community). Our intention is to begin by imparting the **knowledge** of the practice via a practice immersion, and to then include practical and **well-outlined teaching methodologies for those wishing to teach**, teaching resources for class sequencing and classroom management, as well as practical skills in business and interpersonal communication. Students who complete the practice immersion will experience an immersive and knowledge-driven connection with their yoga practice. Graduates from our teacher apprenticeship program will additionally feel ready to lead a yoga class with confidence and support from day one.

## ★ facilities & equipment

We're pleased to host you in our studio space – the moving galaxy | yoga and mindful movement at 2408 N Farwell Ave in Milwaukee, WI. Featuring two studios – a larger space that accommodates up to 30, and a small group space that accommodates up to 15, we're centrally located on Milwaukee's East Side, with easy-to-find parking, and lots of walkable amenities.



### SCHOOL OWNERSHIP,

moving galaxy yoga school is owned and operated by Moving Galaxy, LLC, and Anna Argeropoulos, who also serves as the school administrator. Administrative offices located at 3263 N Humboldt Blvd. Milwaukee, WI 53212

## FALL 2023 WEEKEND BREAKDOWN

All session times are as follows:

Friday: 5:45-9:15

Saturdays: 9-6

Sundays: 9-6

### **9/8-9/10 | Practice Unit One: Roots & Lineage**

FRI | Opening Ritual and Foundational Forms

SAT | Understanding the Bones, Anatomy of the Spine, Anatomical Terms and Foundations, History of Yoga, Non-Violent Communication, Warm-ups, the Namaskars

SUN | Dirgha Pranayama, Foundational Forms Poses, Warm-Ups, continued, Intro to Meditation

### **9/22-9/24 | Practice Unit Two: Foundations and Pathways**

FRI | Patanjali's Eight-Limbed Path & the Yamas and Niyamas,

SAT | Lower Body Anatomy, Ujjayi Pranayama, Intro to Standing Poses, Mudras

SUN | Movement Meditation and Walking Meditation, Intro to Energetic Anatomy: Koshas and Nadis

### **10/6-10/8 | Practice Unit Three: Tapas and Sankalpa**

FRI | Yoga Sutra Chat, Book 2

SAT | Anatomy of the Torso, Kapalabhati Pranayama, Metta Meditation, Intro to Revolved and Balancing Poses

SUN | Balancing Postures - Foot, Arm, Hand, Intro to Ayurveda, Intention-Setting Ceremony

### **10/20-10/22 | Practice Unit Four: Spanda**

FRI | Sutra Chat, Book 1

SAT | Anatomy of the Shoulder, Breathing, and the Back Body, Nadi Shodhana Pranayama, Intro to Backbending, Tonglen Meditation

SUN | The Chakras, Mantra and Japa Mala, Brahmari Pranayama

## ★ Curriculum & Schedule, cont.

### **11/3-11/5: Practice Unit Five | Connecting to the Earth**

FRI | Intro to Hip Mobility and Forward Folding

SAT | Anatomy of the Hip and Pelvis, Intro to Restorative Practice, Ritual Practice Elements, Practice Immersion Wrap-up and Self-Practice Celebration \*Last Session of Practice Immersion\*

SUN | \*First Session of Teacher's Apprenticeship\* Intro to Teaching Methodology, Creating Safe and Sacred Space

### **11/17-11/19: Apprenticeship Unit Six | Expansive Vision**

FRI | Principles of Sequencing

SAT | Principles of Cueing, Principles of Centering, Principles of Sequencing, continued

SUN | The Hero's Journey and Honoring Cycles

### **11/20 | 5:30-9:30 PM Practice Teach One**

This one-time only Monday evening session allows Bridget and Anna to observe your first teach when they return from retreat in Guatemala!

### **12/1-12/3 | Apprenticeship Unit Seven | The Seat of the Teacher**

FRI | Hands-On Assists, Teaching Basics

SAT | Hands on Assists, continued, Assisting Savasana, Intro to Assisting Classes, The Seat of the Teacher, Principles of Sequencing, Continued, Intro to Prenatal

SUN | Practice Teach 2, Mentoring and Group Feedback

### **12/15-12/17: Evolution and Leaving the Nest**

FRI | Business and Ethics of Yoga, Preparing for Transition, and Goal-Setting

SAT | Teaching Practicum Final and Feedback

SUN | Graduation Ceremony and Celebration!

## ANNA ARGEROPOULOS

*ERYT-500, PROGRAM DIRECTOR AND LEAD TEACHER*



Anna has been practicing yoga since she was 8 years old and her Mom brought a yoga book home from the library. She has studied many styles and forms of yoga and holds a 500HR certification, a prenatal certification, is a Personal Trainer certified via the American Council on Exercise, and a Corrective Exercise Specialist. She continues to study in the fields of martial arts and biomechanics. Her first, and most beloved, training was at Laughing Lotus Yoga Center in NYC. Anna is passionate about mentoring yoga teachers, clear and creative cueing, and accessible knowledge of the physical body. As with all teachers in her primary lineage, her classes incorporate practical examination of dharma and chanting. Having practiced through the changing rhythms of her own life, including two pregnancies, Anna believes strongly in the power of meditative movement for all bodies. Most importantly, Anna strives to bring joy and devotion to how she presents the practice of yoga, so that her students can find a way to create a steady and sustainable personal practice for years to come.



## BRIDGET WIRTH

*RYT-500 AND LEAD TEACHER*

Bridget is an RYT-500 and ERYT-200, living and teaching yoga in her hometown of Milwaukee since 2018. Through her journey both as a yoga teacher and practitioner, Bridget stepped away from her corporate career in the midst of achieving her advanced certification to make yoga the focus of her life. Since then, Bridget has had the honor of mentoring and training teachers-to-be as co-leads of 200-hour YTT programs in the area, which has been the most rewarding (and challenging) aspect of her journey to date.

As a yoga guide, Bridget aims to create a safe, calming, and supportive space for students to explore their inner world. Bridget's classes are creative, fluid and well-balanced, with plenty of space to let it all sink in. Bridget continues to explore the boundaries of her practice and teaching, and currently is continuing her education in the study of biomechanics. Outside of the studio, you can find Bridget dipping in Lake Michigan or hiking a trail.



## KELSEY WEAVER

*ERYT-500, LECTURER*

Kelsey began practicing yoga in college as a way to eliminate stress and stay flexible. It took a couple of years for her practice to grow deeper and to learn that yoga was not merely stretching or another way to work out, but a way to challenge her body and mind in a way she did not realize was possible. As she started discovering strength and empowerment, both on and off the mat, she decided to deepen her practice and understanding of yoga by getting her 200-hour certification in December 2012, and later completed her 300-hour certification in February 2018 with Laughing Lotus in New York City, NY. Kelsey's teaching is ever-evolving and she loves to find new ways to creatively challenge and connect with her students. Whether they're flying or falling, she's there to create a supportive environment and lead them with laughter. She brings calm and intensity to each class she teaches, wanting every student to reach his or her full potential by helping create simplicity in complex poses, ensuring success for all students. Kelsey is currently continuing to deepen her personal practice and teaching repertoire with Katonah Yoga® in New York.



## KRISTIE SPLIVALO

*RYT-500, LECTURER*

Kristie's...aka Kiki... yoga journey started in 2011. Her physical health initially brought her to her mat but her mental health has kept her on her mat ever since. Dealing with bouts of depression and anxiety for most of her life, yoga has been an amazing tool in finding a sense of calm, strength, and acceptance. This deep connection to self is what led her to want to teach and share this practice with others.

In 2015 Kristie completed her 200hr Yoga Teacher Training and has since gone on to receive her 95hr Prenatal Yoga Teacher Certification as well as complete her 500hr Registered Yoga Teacher Certification. She has been able to help others follow their yoga journey by both co-leading and leading 200hr Yoga Teacher Trainings in Kohler, WI.

In her classes you'll experience a strong, intentional yoga flow allowing space for exploration both physically and mentally; with a few laughs along the way.

When she's not on her mat you'll most likely catch Kristie hanging out with a cup of coffee or with her husband and their pup, Bodhi, on some wild adventure hiking, sailing, surfing, or exploring.



## MARY ADKINS

*RYT-500, LECTURER*

Mary Adkins is a 500HR Certified Vinyasa Yoga Teacher and has guided weekly yoga classes since 2017. Mary has had the humbling experience of mentoring and co-leading teacher trainings over the past 2 years. Mary teaches mainly vinyasa based yoga, but also has instructed restorative yoga, yin yoga and guided meditation. The majority of her time dedicated to yoga study is spent in the energetic body and she is passionate about keeping this potent part of the practice at the forefront of her students own studies. To open up the deep layers of this practice to students wanting to learn and beginning their own Atha yoga anushasanam is the greatest pleasure.



## LARRY BIRKETT

*RYT-500, LECTURER*

Larry is a Mindfulness Meditation Teacher, and discovered meditation in 2010 at a Yoga Journal Conference with David Nichtern – senior Buddhist teacher and one of the initial American students of Chögyam Trungpa Rinpoche. He has been practicing meditation for more than 10 years and has studied many Buddhist lineages and forms including Theravadin [Vipassana], Soto Zen [Mahayana] and Tibetan [Vajrayana].

From 2012 until 2017, Larry studied meditation and yoga extensively with Michael Stone. During the pandemic, he completed a 40-week year long Buddhist studies program with Ethan Nichtern, whom he continues to study with today. In 2022, Larry auspiciously came full circle and completed a 100-hour mindfulness meditation teaching certificate with David Nichtern, through Dharma Moon and Tibet House – the cultural home of the Dalai Lama in the United States – where he continues his Buddhist studies. Larry's classes are centered around the foundational meditation practices of focus & discovery and are accessible to all.

Larry has a degree in theater performance and design and came to Milwaukee in 1988 to work as an actor with the Milwaukee Rep. There, he met his husband, Shawn, and together, they worked as theater professionals in Milwaukee for the next twenty-some years. Since 2012, Larry has been teaching mindfulness meditation to incarcerated people in jails and prisons throughout Milwaukee; yoga teachers; as well as students, student athletes, faculty, and staff at Marquette University where he now serves as the Director of Retail & Licensing for Intercollegiate Athletics. Off his cushion, Larry strongly believes in travel, live music, hiking, craft cocktails and his spirit animal – pizza!





## admissions & entrance requirements

Students with at least a year of dedicated yoga practice are encouraged to fill out the application form along with a \$100 registration deposit on the moving galaxy website. For students with less than a year of dedicated practice, a meeting and attendance at minimum one yoga class (preferably more) with Anna is required, at which point an assessment of the student's readiness will be made and communicated verbally and via email confirmation.

Once the application is submitted, notification of acceptance will be delivered via email within five business days. Regular enrollment closes a week prior to the program's start. In the event that the program's 15 spots fill, a wait list will be maintained. Waitlisted students will be notified if an enrollment space becomes available on a first-come, first-served basis, and will be allowed to enroll anytime before completion of the first teacher training weekend, with the understanding that any material and classroom hours missed will be a part of makeup work.

The 200-Hour Yoga Practice Immersion and Teacher Apprenticeship is intended to be both a deepening of a yoga practitioner's knowledge of the lineage of yoga - its forms, breathing techniques, and meditation techniques, as well as a program to allow a student to skillfully guide other yoga students through a practice. At the end of the Practice Immersion, students will have a working understanding of the components of a yoga practice and a basic knowledge of the sequence of a class, so they have the ability to guide themselves through a self-directed practice. At the end of the Teacher's Apprenticeship, students will have led a 30-minute, 45-minute, and an hour-long yoga class to a minimum of three students, and will be equipped with the skills to create their own classes, market themselves as yoga teachers, and pursue a career as a yoga teacher, if they desire. Participants will also observe, assist, and help teach in 10 classes, with one of our master teachers, receiving feedback and filling out evaluations. Teaching beyond the three teaching practicums of the teacher's apprenticeship is not required, but is strongly encouraged, and there will be opportunities to teach free community classes for graduates who wish to pursue more teaching practice.





## tuition and fees

moving galaxy yoga school is committed to providing equitable access to yoga teacher training, and offer a **limited number of partial and full scholarships for BIPOC**. Inquire with Anna Argeropoulos directly to apply: [anna@movinggalaxy.com](mailto:anna@movinggalaxy.com). No other financial aid or assistance is offered.

A non-refundable \$100 application fee is due upon program acceptance (fee is waived for studio members). To apply, head to our website: <https://www.movinggalaxymke.com/trainings>.

### **PRACTICE IMMERSION ONLY PRICING**

(includes Unlimited Membership from September 2023 through November 2023)

**\$1800 Seva Rate:** for teachers and active military. Must be paid in full (no payment plans available). Approval of seva status is required. Contact Anna Argeropoulos to apply for Seva status: [anna@movinggalaxy.com](mailto:anna@movinggalaxy.com)

**\$2000 Early Bird:** Available for students who sign up by August 1, 2023. Must be paid in full (no payment plans available).

**\$2300 Regular Tuition Rate:** Available after August 1st until final registration day of September 1st. Must be paid in full (no payment plans available).

**\$2600 Payment Plan Tuition Rate:** Initial \$500 deposit required after initial acceptance and registration, then three payments of \$700, processed on the first of the month from September through November 2023.

### **FULL PROGRAM PRICING:**

#### **PRACTICE IMMERSION AND TEACHER'S APPRENTICESHIP**

(Includes Unlimited Membership from September 2023–December 2023)

**\$2800 Seva Rate:** for teachers and active military. Must be paid in full (no payment plans available), and approval of seva status is required. Contact Anna Argeropoulos to apply for Seva status: [anna@movinggalaxy.com](mailto:anna@movinggalaxy.com)

**\$3200 Early Bird Rate:** Available for students who sign up by September 1st, 2023. Must be paid in full (no payment plans available).

**\$3500 Regular Tuition Rate:** Available after September 1st until final registration day of September 1st. Must be paid in full (no payment plans available).

**\$3700 Payment Plan Tuition Rate:** Initial deposit of \$500 required after registration and program acceptance, then four monthly payments of \$800, processed on the first of the month from September through December 2023.



## books & materials fees

The following books are required reading and may be purchased from any retailer preferred by the student, or at the studio.

Approximate cost for the books is \$75.

The Heart of Yoga: Developing a Personal Practice by TKV Desicachar

Living Your Yoga: Finding the Spiritual in Everyday Life by Judith Hanson Lasater

A Path With Heart: A Guide Through the Perils and Promises of Spiritual Life by Jack Kornfield

Anatomy of Movement by Blandine Calais-Germain

Yoga Resource Practice Manual by Darren Rhodes

Students must furnish their own yoga mat, and a journal or other notebook for writing.





## YOGA ALLIANCE STANDARDS

In accordance with standards set by Yoga Alliance, our curriculum covers the following core competencies:

### Techniques, Training and Practice | 75 hours

The foundational aspects of a yoga practice: asana (poses), Pranayama (breathing techniques), the Subtle Body (traditional energetic anatomy systems), and Meditation.

### Anatomy and Physiology | 30 hours

The science of the human body, which includes study of the bones, joints, and muscles, as well as the other physiological systems of the body including respiratory, endocrine, and digestive. Our curriculum also includes an introduction to the field of biomechanics, which fuses the study of anatomy, kinesiology, and principles of physics to explore safe and healthy movement patterns.

### Yoga Humanities | 30 hours

The history and philosophical roots of the yoga practice, as well as a philosophically-grounded introduction of ethics, with a direct reference to the Yoga Alliance Scope of Practice and Code of Conduct.

### Professional Essentials | 65 hours

Practical teaching skills, including teaching methodology, business management, sequencing theory, and time spent practicing teaching and receiving feedback.





## advanced standing

moving galaxy yoga school's Practice Immersion and Teacher Apprenticeship program does not grant advanced standing to applicants. Applicants who have completed another 200-hour training can choose to pursue our advanced 300-Hour training program, or can enroll in the 200-hour program as an opportunity to experience a different curriculum. If a student already possessing a 200-Hour training chooses to enroll in the moving galaxy yoga school's Practice Immersion and Teacher Apprenticeship, there is no change in program cost and program length.



## program completion & certification

Upon completion of moving galaxy yoga school's Practice Immersion and Teacher Apprenticeship programs, students will receive a Certificate of Completion. This Certificate of Completion allows the holder to pursue registering with Yoga Alliance as a Registered Yoga Teacher at the 200-hour level, and moving galaxy yoga school's curriculum meets all Yoga Alliance standards for Registered Yoga Schools at the 200-Hour level. This Certificate of Completion is not a degree. **Please note: completion of only the Practice Immersion is a non-certifying track.**



## student progress

To assess participants' readiness to teach, three Teaching Practicums are scheduled throughout the Teacher Apprenticeship portion of the training. Each Teaching Practicum has an outlined set of goals, and students will be graded on how well they meet these pre-established goals through a written evaluation by the Program Director, with points assigned to each pre-established teaching goal. A passing grade is a score of 80% or higher on the Teaching Practicum, although students with scores above 80% will still be given constructive feedback and next steps to continue to progress their teaching skills. Written evaluations will be given to students the day after each Teaching Practicum. Immediately following each Teaching Practicum, students will also participate in a peer-led feedback session, with feedback recorded by a peer for the student to refer to afterward.

Students' daily and weekend progress and participation will be monitored by the lead trainers, and if participation or comprehension is not deemed by the lead trainers to be at a satisfactory level, they will be notified individually at the end of each training weekend, with opportunities given to meet one-on-one in order to bring progress up to a satisfactory level. In general, willingness to participate in each group activity is the major cornerstone of daily and weekend progress, and with participation, most students should be able to successfully complete their three Teaching Practicums.

For both the Practice Immersion and Teacher's Apprenticeship, at the end of each training weekend, students will receive home study assignments, a total of 10 (6 Practice, 4 Apprenticeship). Each home study is a combination of reading and personal responses. Although these assignments are not graded, their completion and submission to the program director is required as a component of program completion for teaching certification, and strongly encourage for Practice Immersion-only participants. After the final weekend of training, students must complete an online written short-answer exam, and multiple choice exam, as the final certifying component. These assessments are open book. Students must receive a grade of 80% or higher on the written exam, and will be notified of test results within a business day of submission.

## Student Records

While enrolled in the program, and for six years after program completion, the moving galaxy yoga school maintains an electronic database of student records, which includes their program application, home study written responses, any make-up work assignments, three Teaching Practicum written evaluations, and the test results for the final written exam. moving galaxy yoga school permanently maintains a record of each student's program completion, aka their transcripts. All information is confidential, and only accessible to the school program director and the student if requested. Since certification via Yoga Alliance is done by the student, we only provide a certificate of program completion (diploma) to the student, which is required for Yoga Alliance registration. All other records are kept confidential and released only to the student upon request.

## Satisfactory Progress

### STUDENT PROBATION, DISMISSAL AND READMITTANCE

Due to the small and feedback-oriented nature of our Teacher Apprenticeship Program, it is rare that a student will be placed on probation due to unsatisfactory grades or progress. After Teaching Practicum 3, if the student does not receive a passing grade, they will be placed on academic probation, and required to complete a satisfactory Teaching Practicum makeup, which will occur after the 9 training weekends, at a time mutually agreed upon by the program director and the student. This must be completed within three months from the final weekend of training. Successful completion of this practicum makeup is a required component in the certification process and a passing grade of 80% or higher will result in the student being removed from probation. Additionally, failure to submit the written exam and all home study written responses within 11 months following the 10 weekend training will also result in academic probation. Students will be notified at 10 months after the completion of the training sessions, and will have one month to complete all written assignments and the written exam in order to certify and be removed from probation.

It is moving galaxy yoga school's policy to only very rarely dismiss students from the 200-Hour Teacher Apprenticeship portion of the program, due to unsatisfactory grades or progress and every effort will be made by the teaching faculty to ensure program completion and satisfactory progress.

# Student and Instructor Conduct

As a space of transformation and personal development, the moving galaxy and moving galaxy yoga school expects both teachers and instructors to adhere to a code of conduct as set out by the 10 ethical precepts of yoga outlined in the Yamas and Niyamas. Specifically, this entails:

## **Satya** | Truth

Students and instructors will adhere to truthful statements and representations of themselves at all times. Illicit or illegal activity during the instructional time, teaching practicums, home study, and final certifying exam is strictly prohibited. Faculty members and teachers are not qualified to diagnose or treat physical or mental conditions.

## **Ahimsa** | Non violence

We do not permit managers, employees, teachers, independent contractors, students, or others in the workplace to harass any other person because of age, gender (including pregnancy), race, ethnicity, culture, national origin, religion, sexual orientation, disability, socioeconomic status, genetic information, or any other basis proscribed by law. Students and instructors will refrain from both physical and verbal, and implied non-verbal harm to each other, which includes (but is not limited to) discrimination or derogatory language based on age, gender, physical ability, marital status, sexual orientation, race or religion, and non-specific physical intimidation. Students and instructors will also refrain from physical harm to themselves, which includes usage of drugs and alcohol during instructional time. We prohibit retaliation against anyone for reporting a violation of our Code of Conduct or other policies, or for participating in an investigation relating to a violation of our Code of Conduct or other policies.

## **Asteya** | Non stealing

Students and instructors will refrain from taking things that do not belong to them, as well as respecting the time of others by arriving on time, and starting and ending sessions on time.

## **Brahmacharya** | The Divine Path

We do not tolerate sexual harassment in our studio or in our training program. Sexual harassment refers to any unwelcome sexual attention, sexual advances, requests for sexual favors and other verbal, visual or physical conduct of a sexual nature when the conduct harms the person's employment or working environment. We prohibit sexual misconduct in our studio. Sexual misconduct is any unsolicited and unwelcome sexual advance including requests for sexual favors, sexual touching, and verbal, visual, or physical conduct that creates a sexually hostile environment in a yoga class or studio. This includes inappropriate touch, inappropriate speech, or the implication that granting sexual or romantic favors as required in order for a student or teacher to progress or complete requirements of the program. Romantic or sexual relationships between students are not permitted during participation in the training program. Following program completion, if students wish to pursue a romantic or sexual relationship, this is at the students' discretion. Romantic or sexual relationships between instructors and students are similarly not permitted during participation in training, and are highly discouraged following program completion.

## **Aparigraha** | Non-Hoarding

Students are under no expectation of exclusive commitment to moving galaxy yoga school, its instructors, or the studio hosting the training, and are free to practice with and teach for other studios following program completion. No preferential treatment will be given based on students' choices of instructors and yoga studios.



# Student and Instructor Conduct, continued

## **Saucha** | Cleanliness

Students and instructors will adhere to reasonable expectations of personal hygiene, and will maintain the cleanliness of the instructional space. Students can expect to arrive to a clean and orderly space, and will do their utmost to return it to that at the end of each session.

## **Santosha** | Contentment

If situations arise where students or instructors are unhappy, need clarification, or need to address a conflict, it is their responsibility to approach the parties involved, and discuss it using the principles of Nonviolent Communication, which will be taught in the first weekend together. Student-to-student conflict resolution must include an instructor, and Student-to-instructor conflict must include a second faculty member to act as a mediator.

**Tapas** | Right Effort Students and instructors agree to come prepared to each session, and to fulfill their obligations to the program as outlined in this course catalog and the requirements of certification.

**Svadyaya** | Self-Study Students and instructors will participate in self-mentoring, group mentoring, and feedback. Students will receive mentoring and feedback during their three Teaching Practicum sessions, as well as informally throughout the instructional sessions. Instructors will receive feedback at program completion via an anonymous online survey sent to each program participant, regardless of whether they have completed the program. Instructors will also utilize Yoga Alliance program reviews, and optional student exit interviews as additional feedback and mentoring opportunities, if students wish to provide feedback in a one-to-one setting.

**Isvara Pranidhana** | Believe and honor the magic Students and instructors acknowledge that a portion of yoga teacher training is committing to a transformational metaphysical journey, and that occasionally a yoga practice can induce non-ordinary states of being and awareness. Additionally, students and instructors acknowledge that a certain amount of mental and physical fortitude is expected over the course of the training program. Students and instructors acknowledge that they alone can decide what is safe and agree to remove themselves from any activity that they deem to be unsafe for them, taking responsibility for the potential for physical and personal risk, as well as physical and personal transformation.

## leave of absence

Due to the intense nature of the program, a leave of absence is not permitted once the program begins. If a student is accepted into the program and wishes to defer their acceptance to a later session, they have a year after acceptance to begin the program. Specific requests for leaves of absence due to extenuating circumstances such as injury will be evaluated on a case-by-case basis by the Program Director.

## anti-harrassment policy

We do not tolerate sexual harassment in our studio or in our training program. Sexual harassment refers to any unwelcome sexual attention, sexual advances, requests for sexual favors and other verbal, visual or physical conduct of a sexual nature when the conduct harms the person's employment or working environment. We prohibit sexual misconduct in our studio. Sexual misconduct is any unsolicited and unwelcome sexual advance including requests for sexual favors, sexual touching, and verbal, visual, or physical conduct that creates a sexually hostile environment in a yoga class or studio. This includes inappropriate touch, inappropriate speech, or the implication that granting sexual or romantic favors as required in order for a student or teacher to progress or complete requirements of the program.

## code of conduct violations

We prohibit retaliation against anyone for reporting a violation of our Code of Conduct or other policies, or for participating in an investigation relating to a violation of our Code of Conduct or other policies.

## anti-retaliation policy

If at any time, a student or instructor is found to be in conflict with the ethical precepts outlined, they will be notified via a personal meeting and given a warning. Three warnings constitute grounds for dismissal from the program or the teaching staff. Students and instructors may appeal a dismissal decision via written notice and a meeting consisting of a faculty member and two other student peers. Each participant in the meeting can anonymously submit a judgment on whether to readmit the party in question, and a decision will be made based on responses submitted.

Violence, sexual harassment, and usage of discriminatory language are grounds for immediate dismissal with no appeal process available. Additionally, unlawful behavior is grounds for immediate dismissal.

# attendance and tardiness

100% attendance is expected for all program participants, and required for all who wish to continue to the Teaching Apprentice certifying portion of the program. In the event that a participant needs to miss a session, make up work and instructional time will be required, as well as additional cost in the event that 10–20 hours of instructional time are missed. Students who miss more than 10% or 20 hours of instructional time will not be eligible to certify and will have to repeat course material when it is offered again, at an additional cost of \$20/group instructional hour, or \$150/individual instructional hour. Make up work expectations are outlined below:

## SESSIONS MISSED

1 Session  
(3–5 instructional hours)

2 Sessions  
(5–10 instructional hours)

3 Sessions  
(10–20 hours)

## MAKE UP REQUIREMENTS

- 2 additional yoga classes
- Student will check on material missed with their yoga buddy, and confirm with instructor.
- Student will write a one-page report on material missed and submit to instructor before program completion

- 4 additional yoga classes
- Student will check on material miss with their yoga buddy, and confirm with instructor.
- Student will write a two-page report on material missed and submit to instructor prior to program completion

- Additional cost of \$150
- 6 additional yoga classes Instructor will outline all material missed and assign reading accordingly, with required two-hour session with instructor to go over material missed.
- Student will write a three-page report on material missed, and submit to instructor prior to program completion

# attendance and tardiness, continued

In accordance with the ethical precepts outlined before, all sessions will start and end on time, and students are required to arrive on time. "On time" means ready to begin at the session start time, so it will be necessary for students to plan to arrive 10 to 15 minutes prior to start time, to allow time to settle in. Attendance will be taken by the instructor at the beginning of each session. Attendance records will be maintained in an electronic database by the program director, and will be visible to students via shared access to a view-only copy of the attendance database. Tardiness must be accompanied by a phone call or text to the instructor, and two tardies will result in one absence, with the expectation of student completing make up work as outlined in the guidelines above.

## refund policy and withdrawals

The student will receive a full refund of all money paid if the student:

- Cancels within the three-business-day cancellation period under SPS 406.03
- Accepted, but was unqualified and the school did not secure a disclaimer under SPS 409.04
- 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.

Refunds will be made within 10 business days of cancellation. 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 |
|--------------|---------------|-------------------|
| 1 unit/class | 10%           | 90%               |
| 10%          | 20%           | 80%               |
| 20%          | 30%           | 70%               |
| 30%          | 40%           | 60%               |
| 40%          | 50%           | 50%               |
| 50%          | 60%           | 40%               |
| 60%          | no            | no refund         |

As part of this policy, moving galaxy yoga school will retain a one-time application fee of \$100. Student is responsible for pursuing potential refunds for books and other materials purchased, as it is the students' responsibility to supply them, and they do not need to be purchased through the moving galaxy yoga school. A student will receive their tuition 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.

# constructive notice of withdrawal policy

A written notice of withdrawal is highly encouraged, but not required. Students are encouraged to withdraw by written notice, which can be via email, to Program Director, but any mode of withdrawal will be recognized. Students will be administratively withdrawn after missing three consecutive sessions without prior notice or arrangements made with lead trainers.

# student complaint/grievance policy

In the event that a student complaint arises, an email or meeting with the Program Director is recommended. If the Program Director is a part of the student complaint, another faculty member can handle receiving the student complaint, which will then be referred to the program director. In accordance with the principles of Nonviolent Communication that will be taught in the first weekend together, the meeting or email exchange should include an identification of the student complaint, a request by the student on how they would like the complaint resolved, an opportunity for the program director to expand upon or modify the student resolution request, and a written summary of the meeting, as well as the agreed-upon resolution. Student(s), faculty member, and program director will all sign the written resolution.

Beyond this initial meeting and conflict resolution, if necessary, students can contact Yoga Alliance via their website: <http://yogaalliance.org>, email: [info@yogaalliance.org](mailto:info@yogaalliance.org), or phone: 1-888-921-9642.

Additionally, students can contact the Wisconsin Department of Safety and Professional Services Educational Approval Program:

Educational Approval Program - Department of Safety and Professional Services  
4822 Madison Yards Way  
Madison, WI 53705  
Phone: (608) 266-1996, press 5 for EAP  
Fax: (608) 264-8477  
Email: [DSPSEAP@wisconsin.gov](mailto:DSPSEAP@wisconsin.gov)

# employment services

moving galaxy yoga school does not offer any placement or employment services. Completion of the Practice Immersion and Apprenticeship Program to certify at the 200-hour level with Yoga Alliance is not a guarantee of employment, and student referrals to prospective employers are not based on direct contact with the employer regarding current job openings.