



RIVER FLOW
TEACHER TRAINING SCHOOL



5 Koshas
yoga and wellness



Photography by Darrell Martin Photography, Olivia Heitz, Mary Hilliker

River Flow Yoga, LLC, is a Yoga Alliance Registered Yoga School (RYS 200 and RYS 300) and is approved by the Wisconsin Educational Approval Program to offer yoga teacher training.



200 Hour River Flow Yoga Teacher Training
at 5 Koshas Yoga & Wellness in Wausau, Wisconsin
Hybrid: Self-Paced, Online Live & In-Person

200 HOUR RIVER FLOW YOGA TEACHER TRAINING PROGRAM

Mission Statement:

The mission of the 200-hour Yoga Teacher Training Program is to prepare students to deepen their own personal practice and study of yoga *and* to teach general wellness yoga to a diversity of individuals and groups of students in a variety of settings. Our philosophy is to keep the time-honored and authentic tradition of yoga alive and relevant for today's practitioners.

Our Approach to Yoga:

Our approach to Yoga adapts the tools and techniques of yoga to the individual and group. We transmit teachings consistent with the lineage of Viniyoga™, as transmitted to us by Gary Kraftsow of the American Viniyoga Institute. Gary's teacher was TKV Deśikācar, the son of "the father of modern yoga," T Krishnamacharya. The trademark for the term, Viniyoga™ is the property of Gary Kraftsow and the American Viniyoga Institute.

Distinguishing features of this approach include:

- breath-centered movement
- use of repetition and stay in postures (asana)
- functional benefit of the posture (asana) over an exact form
- safe and intentional sequencing of practices
- adaptation of yoga tools and techniques for the practitioner and group
- comprehensiveness in the possible yoga tools and techniques that will serve practitioners including asana, pranayama, sound, meditation, and inner practices.

School Credentials:

- Yoga Alliance Registered Yoga School (RYS 200 and RYS 300) and Yoga Alliance
- Legally authorized by the Wisconsin Educational Approval Program to offer yoga teacher training.

CALENDAR

In-Person, In-Studio and Live Online Mentoring

These sessions are scheduled based on your pacing with content. We try to combine with other independent study for lively discussion, opportunities for observation, and to practice teaching.

Self-Paced Content

Self-paced content is interspersed with online live or in-person mentoring sessions so that you have an opportunity to integrate what you have learned in didactic lectures and video practices.

You determine the pace of your studies. A typical approach is to do 3 to 6 hours per week to complete in 12 months.

200-hr. River Flow Yoga Teacher Training

Student Competencies

The 200-hour Yoga Teacher Training Program meets the standards set by the Yoga Alliance to become a Registered Yoga Teacher at the 200-hour level (RYT-200).

Techniques, Training, Practice

- Understand the overarching framework of the training program, the Pancamaya model
- Understand the historical context of asana
- Describe the lineage approach to asana and the comprehensiveness of the yoga tools used and why based on the lineage and Pancamaya model
- Demonstrate how to practice (if appropriate for your body) and teach core Viniyoga™ asanas and adaptations including:
 - Forward Bends: Apanasana, Cakravaksana, Vajrasana, Uttanasana, Ardha Uttanasana, Utkatasana, Ardha Utkatasana, Prasarita Padottanasana, Parsvottanasana, Ardha Parsvottanasana, Janu Sirsasana, Upavistha Konasana, Pascimatanasana, Tiryangmukha Ekapada Pascimatanasana, Kurmasana, Navasana
 - Backbends: Bhujangasana, Salabhasana, Ardha Salabhasana, Vimanasana, Urdhva Mukha Svanasana, Godipitham, Virabhadrasana, Ekapada Ustrasana, Dvipada Pitham, Catuspadapitham, Purvatanasana, Dhanurasana, Ustrasana
 - Twists: Parivrtti Trikonasana, Parsvakonasana Parivrtti, Jathara Parivrtti, Ardha Matsyendrasana, Maricyasana Parivrtti, Bharadvajrasana, Janu Sirsasana Parivrtti, Baddha Konasana Parivrtti, Sukasana Parivrtti
 - Lateral Bends: Uttitha Trikonasana, Uttitha Parsvakonasana, Parighasana, Vasisthasana, Jathara Parivrtti lateral adaptation, Janu Sirsasana Parivrtti, Upavistha Konasana lateral adaptation, Supta Parsva Padangusthasana
 - Axial Extension Postures: Samasthiti, Tadasana, Savasana, Tadakamudra, Caturanga Dandasana, Adho Mukha Svanasana, Dandasana, Urdhva Prasarita Padasana, Supta Padangusthasana, Supta Prasarita Padangusthasana, Maha Mudra, Baddha Konasana, Gomukasana, Sukasana and other meditation postures
 - Inversion: Viparita Karani, Sarvangasana, Akuncanasana
 - Leg Balances: Tadasana, Vrksasana, Garudasana, Ardha Chandrasana, Uttitha Eka Padangusthasana, Uttitha Parsva Padangusthasana, Virabhadrasana balance, Natarajasana
 - Arm-Leg Balances and Seated Balances: Cakravakasana adaptations, Vasisthasana, Navasana
- Understand pranayama frameworks including the prana vayu-s
- Demonstrate how to safely practice breath adaptation in asana, directional flow of breath, breath awareness techniques, simple ratio practices with Ujjayi breathing and pranayama techniques including: Anuloma Ujjayi, Viloma Ujjayi, Nadi Shodana, Pratiloma Ujjayi, Sitoli, Sitkari.
- Learn key lineage chants including Ganapati, Patanjali, Sa Ha Na, Santipatah, Pancavayu, Chant for health, Panca maya and Atma Hrdaye.
- Understand basic Sanskrit chanting terms and how they are applied including: varna, svara, matra, balam, sama, and santana.

- Describe meditation methods and examples of how to apply the methods in practice.
- Understand the basics of the cakra model, relevant source texts, and a framework for how to do cakra practice
- Understand the basics of an integrated practice that includes asana, pranayama, chanting, meditation, and ritual.

Anatomy & Physiology

- Discuss the biomechanics of ventilation and basic physiology of breathing
- Demonstrate the major joint action and primary muscles impacted with one key Viniyoga™ posture from 6 different categories of movement
- Discuss esoteric anatomy as it relates to the pancamaya and cakra models
- Discuss the esoteric anatomy of the nadis and susumna
- Discuss how to adapt postures, breath adaptation in asana and pranayama for safety for students with common health conditions, including pregnancy and postpartum
- Discuss use of asana, pranayama and meditation for stress reduction as it relates to impacting physical structure and the autonomic nervous system

Yoga Humanities

- Understand an introductory level of terms and definitions of Yoga and the relevant source texts
- Chant and discuss the relevance of key sutras from the Yoga Sutra-s of Patanjali including themes of: What is Yoga, Fluctuations of the Mind, Practice and Non-Attachment, Obstacles to Practice, 8 Limbs of Yoga, Yamas and Niyamas, Kriya Yoga and Seeds of Suffering and Overcoming the Seeds of Suffering, Meditation.
- Reflect on the relevance of a key sutra or group of sutra-s in a written essay
- Discuss ethical principles for teaching yoga including financial practices, scope of practice, teacher-student relationships, integrity, confidential information, inter-professional relationships, truthful advertising, and accessibility for all potential students
- Understand professional development as a yoga teacher, including registration requirements and continuing education

Professional Essentials

- Develop safe sequences for specific intentions, time of day and student groups including specific assignments around: direction of movement, core postures, adaptation themes, vinyasa krama, brmhana effect, langhana effect
- Demonstrate ability to teach posture adaptations and if needed, props, for key Viniyoga™ postures including how to adapt key Viniyoga™ postures for a chair or use of a wall for support and balance
- Demonstrate effective teaching of breath-centered movement relationships, patterns of repetition and stay, open vs. closed movement, basic alignment principles to promote safe movement, vinyasa krama, savasana, opening and closing classes
- Demonstrate how to safely teach breath adaptation in asana, directional flow of breath, breath awareness techniques, simple ratio practices with Ujjayi breathing
- Demonstrate teaching methodology appropriate to the student(s)

- Understand key principles about teaching yoga throughout the lifecycle, including special populations like children, pregnant women, workers, and seniors.
- Develop, teach, and evaluate a class series around a particular overarching intention and weekly class themes and safe practices for a particular student group
- Understand how to integrate yoga into a current profession such as wellness coaching, personal training, health care or education.
- Teach at least 5 hours total during the training through experiential sessions and a final teaching demonstration.
- Meet the standards set by the Yoga Alliance to become a Registered Yoga Teacher at the 200-hour level (RYT-200)
- Meet minimum pre-requisites for entry into advanced Yoga Therapist Training programs accredited by the International Association of Yoga Therapists.

Content Intensives

The program is modularized and divided into distinct topic areas which allows for enrollment in areas of interest for interested practitioner, working towards a 200 hr teacher training over time or continuing education for current yoga teachers:

Asana & Teaching Methodology Intensive – 117 hours

Viniyoga™ asana framework, terminology, study of directions of movement and postures, sequencing asana practice and adaptation of postures including use of props.

Pranayama Intensive – 28 hours

Biomechanics of ventilation, physiology of breathing, human energetics in yoga practice, developmental steps in pranayama practice, developing practices for specific energetic effects, developing practices for simple ratio breath practices, pranayama techniques and yoga stress reduction.

Meditation + Cakra-s Intensive – 26 hours

Introduction to meditation including what is meditation, why meditate, challenges, major methods of meditation, application, how to use asana, pranayama and chanting to prepare for meditation, relevant source texts. Includes an introduction to the cakra model, teachings on each cakra and practices for each cakra.

Yoga Sutra-s & Chanting Intensive – 29 hours

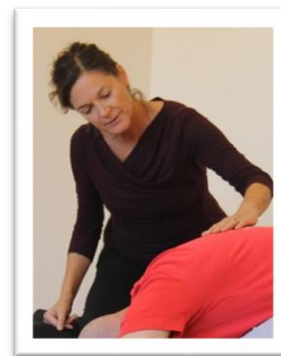
Learn key lineage chants including Ganapati, Patanjali, Sa Ha Na, Santipatah, Pancavayu, Chant for health, Panca maya and Atma Hrdaye. Understand basic Sanskrit chanting terms and how they are applied including: varna, svara, matra, balam, sama, and santana. Chant and discuss the relevance of key sutras from the Yoga Sutra-s of Patanjali including themes of: What is Yoga, Fluctuations of the Mind, Practice and Non-Attachment, Obstacles to Practice, 8 Limbs of Yoga, Yamas and Niyamas, Kriya Yoga and Seeds of Suffering and Overcoming the Seeds of Suffering, Meditation.

If a teacher training student enrolls in an intensive, their tuition in a future year will be reduced by the cost of any intensives taken minus a \$100 admin and handling fee.

Your Instructor/Lead Teacher:

Mary Hilliker, RDN, E-RYT 500, C-IAYT has been a student of yoga for over 30 years and a teacher for over 20 years. She has over 5000 hours of teaching experience.

Mentoring and teaching practitioners and teachers in the yoga tradition is a passion for Mary. She worked in administrative and faculty roles for the American Viniyoga Institute (AVI) over the past 10 years. She has been teaching yoga teacher trainings for the last 10 years and has served as faculty and in curriculum coordination roles for AVI's Foundation for Yoga Therapy and Yoga Therapist Training for 10 years.



Mary credits her teachers and their training programs for her development personally and professionally: a 200-hour hatha yoga teacher training with Elizabeth (Chandler) Patric, and a 500-hour Viniyoga Teacher Training (2006) and Viniyoga Therapist Training (2009) with Gary Kraftsow. She continues to study annually with Gary Kraftsow. Mary owns and operates River Flow Yoga, LLC in Wausau, WI, a yoga teacher training school, and is a partner in 5 Koshas Yoga & Wellness, a yoga and wellness studio in Wausau, WI. She provides individualized Yoga Therapy and teaches general, senior and therapeutic classes, workshops and retreats. She has a special interest in helping each student reach their full potential even in the face of challenging health conditions or life-changing situations.

A “have mat, will travel” approach has landed Mary in unique teaching situations, including several health care settings, senior centers, government centers, manufacturers, insurance companies, schools, retail stores, churches, community rooms and finally, in 2015, a yoga studio. Through her experiences of teaching in northern and central Wisconsin, she has gained a depth of experience in working with people of all ages, interests and needs. Her practical approach and ability to see the potential in each student helps her make yoga accessible for a variety of individuals, groups and community settings.

Additional Faculty:

The faculty team is comprised of teachers and health care professionals, all trained in the Viniyoga lineage, including:

- Jay Coldwell, RYT-200, iRest Level 2 Teacher and Student of Vedic Chant
- Andrew Beaumont, MD, PhD, RYT-500, C-IAYT
- Heather Van Dalfsen, MEd, E-RYT 500, C-IAYT
- Jane Wengert, RN, RYT-500, C-IAYT
- Renee Peterson, RYT-500, Certified Prenatal Yoga Teacher
- Pauline Zweck, E-RYT-200
- Bill Miller, MA, RYT-500
- Mary Kluz, MS, RYT-500
- Sally Konkol, RYT-200
- Kerry MacDonald, RYT-200

Location, Facilities, Amenities:



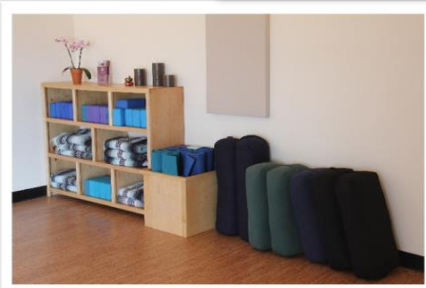
Wausau, Wisconsin is a beautiful old river city with all the modern conveniences you need if you are traveling from out of town for the weekend.

Our training facility, 5 Koshas Yoga & Wellness, is located at 2200 Sherman Street in Wausau, Wisconsin.

The facility is conveniently located just off I-39, allowing convenient access from a variety of commuter locations. The facility is handicapped accessible.

Yoga blocks, cushions, and blankets are provided. Please bring your own yoga mat. Chairs and bolsters are available for lectures and practices.

Coffee, tea and filtered water will be provided. There will be access to a refrigerator and microwave. Indoor and outdoor spaces are available for meals. The studio is located near Marathon Park which has excellent walking trails for noontime strolls. We have a beautiful patio for enjoying breaks and lunch. There are a variety of restaurants and lodging facilities nearby.



How the Program Works & How We Will Assess Your Progress

Scheduled Weekends & Weekdays

Each scheduled weekend or weekday program will include a combination of lectures, practices, experiential exercises and teaching practicum. The program is sequenced to maximize learning with progressive steps toward effective teaching.

If you have an extenuating circumstance that results in missed hours, you will be required to make up the hours. If recordings are not available and the make-up requires one-on-one teaching with the lead instructor or a designee, you may incur additional expense (\$60/hour). If you anticipate missing an entire weekend, please talk with Mary Hilliker in advance of applying for or enrolling in the program.

If you miss a weekend and do not call and notify the instructor, you will be dismissed from the program. Unused tuition will be refunded per the refund policy.

Self-Paced Lectures & Practices

The self-paced lectures & practices complement mentoring and in-person classroom experiences.

Student Expectation

Our expectation is that you will have a *regular, personal yoga practice* that works for your schedule and aligns with your interests and health needs. **It is your most important learning tool in this program.** You will use your personal practice as a tool to deepen your understanding of yoga. We highly recommend keeping a personal practice journal to keep reflections, document ideas, make notations about what you need more information about and to track your progress.

Home-Study

- Home study assignments that are turned in are scheduled at regular intervals in the program. These assignments include personal practice reflections, suggested readings, written assignments, class or personal practice sequences, or completion of a home-study guide for self-paced lectures & practices.
- Home-study assignments will be reviewed within 14 days and considered Pass or More Refinement Needed. Feedback will be provided either in written or verbal form. Students will receive written information about what to review to improve their understanding in key content areas if they receive a "More Refinement Needed". Students will be given 2 additional opportunities in a 2-month period to convert "More Refinement Needed" into "Pass".

A schedule for home-study assignments will be provided at the start of the program. A timeline is set up based on your individual schedule. You will need to complete home-study on the following topics:

- 2 study guides, one on integration of anatomy and asana and one on how to adapt asana for common conditions
- 1 Biomechanics of Asana worksheet (integration of anatomy & asana)
- Personal or Class Sequences (1 Direction of Movement sequence, 3 different core pose sequences, 1 adaptation theme sequence and 1 human energetics sequence)
- Final Project Concept & Outline
- Final Project 1st Draft of 4 Sequences

- Final Project Summary (Including final sequences)
- Yoga Sutra-s of Patanjali Writing Assignment
- Cakra Writing Assignment
- Teaching Methodology Writing Assignment

Mentoring

Over the course of the training, you will be talking with Mary Hilliker, RDN, E-RYT 500, C-IAYT, lead teacher, or another designated faculty member, by video conference or in person about personal practice, home-study assignments, teaching practicum and the final project. The purpose of mentoring is to help provide:

- Guidance about your personal practice
- Refinement for any program content that may be needed (with special attention to sequencing and adaptation)
- Mentoring on the planning, refinement and teaching of your final project
- Encouragement for your journey as a yoga practitioner and teacher.

Your mentor will contact you to schedule the telephone calls. The mentoring calls are required and are scheduled at key times in the program for assessing your understanding and integration of the teachings. If you fail to respond to the teacher's invitation to hold a call, you will still be expected to complete those mentoring calls/sessions before certification. Calls/sessions not completed during the training will be considered late and be billed at \$60/hour.

Students may request additional mentoring time from the lead instructor or an assigned mentor for \$60/hour.

Teaching Demonstrations

You will begin to practice teaching after you have developed your personal practice, experienced yoga practice taught by experienced yoga teachers in this lineage, received didactic information about teaching methodology and experiential exercises to practice teaching postures and breath awareness. Your progress on teaching will be assessed (Pass/Needs More Refinement) through 10 different teaching demonstrations/practicum that provide progressive steps toward effective teaching.

You will be given at least 2 additional opportunities to satisfactorily complete teaching demonstrations if you do not pass after the first demonstration. If you are unable to satisfactorily complete teaching demonstrations after 2 attempts, a corrective action plan will be developed between you and the lead instructor. If you are unable to satisfactorily complete the corrective action plan, you will not receive a certification of completion. If you wish to withdraw from the program at that time, the refund policy will be used to refund unused tuition.

Final Project

A requirement for completion of the 200-hour River Flow Yoga Teacher Training is the development, marketing, implementation, and evaluation of a final project that includes teaching yoga classes or workshops (Complete/Incomplete). The final project is an opportunity for you to deepen, refine and demonstrate your understanding of how to plan and teach a yoga class series. The final project may also help you further the direction for your own work as a yoga teacher.

This project should be completed before the final session of the training. **The final project focuses on general yoga teaching, not yoga therapy.** The project should demonstrate your ability to plan for, market, conduct and evaluate a yoga class series or workshop(s).

To guide you in the development of your final project, we have developed three possible project formats:

- 1) Series of classes (4) for a specific student population. Examples of specific populations include athletes, workers in manufacturing, elderly people, men, office workers, college students, prisoners, teens, etc.
- 2) Series of classes (4) with a specific theme. Examples of specific themes might include: intro to yoga series, directions of movement or a direction of movement such as backbending, leg balances, morning energizing, yoga for athletes, or evening de-stress.
- 3) A workshop or series of workshops (4 hours total of teaching practices) for a specific student population or a specific theme such as: introduction to yoga for beginners, starting a personal practice, yoga for boomers and beyond, and yoga de-stress for college students.

NOTE: If you are a health professional who plans to incorporate yoga into your existing professional practice, we can mutually decide on a project that may work in your practice that incorporates development of a concept, an outline, 4 sequences and 4 total hours of teaching.

Your mentor will discuss your project with you prior to beginning it. **You will be given a final project format for the outline, sequences, written summary and presentation.** Your mentor will help you refine your ideas about audience or theme and provide feedback on your proposed sequences/class or workshop outline(s). This will be part of the home-study assignments and will be assessed as part of your progress in the program (Pass/Needs More Refinement). Students will be given 2 additional opportunities in a 2-month period to convert "More Refinement Needed" into "Pass". Students will receive specific information about what to review to improve their understanding to develop and teach a yoga class series or workshop(s).

Please remember that the project you choose should demonstrate your understanding of the principles and practices taught in the River Flow Yoga Teacher Training program.

Your final project (final sequences plus summary) will be due in advance of the final weekend of the training to allow adequate time to review and provide feedback (Complete/Incomplete). You will be asked to do a brief (5-7 minute) project presentation during the final training weekend.

Tuition and Fees:

Application Fee

There is a \$100 application fee. Once you have submitted the electronic applicatApplications are due by **September 1, 2022**. The application fee is **non-refundable**.

Tuition

Tuition Paid in Full: \$3300

Pay As You Go Tuition is \$270/month for 13 months. All payments must be completed before certification is granted.

Have an unlimited membership at 5 Koshas Yoga & Wellness? Tuition is discounted as follows:

Tuition Paid in Full: \$2805

Pay As You Go is \$230/month for 13 months

Missed Sessions

Any missed sessions must be made up with the primary instructor or a designee at \$60/hour.

Additional Mentoring Required

Core concepts that are not understood or demonstrated by the student through home-study, experiential learning or practice teaching may require additional mentoring by the lead instructor or assigned faculty and will be charged at \$60/hour.

Late Home-Study or Final Project

Any home-study or final project review done after the last payment will be billed (including make-up mentoring calls and phone calls for home-study feedback) at \$60/hour.

Included in the Course

200 hr. River Flow Yoga Teacher Training Student Manual materials are provided in PDF format electronically one week in advance of each session. It is your option to print the materials or to store and use those materials on a laptop or tablet. We will provide guidance on how to organize a printed version of the manual.

Electronic files will use a naming convention so that you can easily organize your electronic storage.

Required Materials

Students can expect to pay approximately \$150-200 for the required materials. Included in the expected expense if the cost of printing the student manual (approximately \$100 for black ink).

1. *Yoga for Wellness* by Gary Kraftsow (available as print or e-books).
2. *Yoga for Transformation* by Gary Kraftsow (available as print or e-books).
3. *Yoga Anatomy* by Leslie Kaminoff and Amy Matthews, 2021 edition (print copy recommended).
4. *Most Effective Yoga Adaptations of 20 Superposes* by Olga Kabel, RYT, C-IAYT (available on Amazon).
5. *Why Yoga Works & How It Can Work for You: Based on the Teachings of T. Krishnamacharya and TKV Desikācar* by Robert Birnberg, Christine Dormaier and Fran Ubertini, 2018 (available on Amazon).
6. *Embodying the Yoga Sutra: Embodying The Yoga Sutras: Support, Direction, Space* by Ranju Roy and David Charlton, 2019.

7. Journal for keeping personal practice notes
8. Electronic files or printed version of the student manual (sections provided 1 week in advance of each weekend session).
9. At least one additional translation of the Yoga Sutra-s of Patanjali such as:

***Liberating Isolation* by Frans Moors (highly recommended, available at 5 Koshas Yoga & Wellness)**

The Yoga Sutras of Patanjali by Sri S. Satchidananda

Yoga Sutras of Patanjali: With Great Respect and Love by Mukunda Stiles

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

The Yoga Sutras: An Essential Guide to the Heart of Yoga Philosophy by Nicolai Bachman, spiral bound.

Inside the Yoga Sutras by Reverend Jaganath Carrera.

10. A method for making and combining pdfs for turning in homestudy assignments. This might be an app on your laptop, a phone scanner app such as Adobe Scan or CamScanner, or a printer with a scan option.

You will have an opportunity to view yoga resources from the lead teacher and guest faculty that may be helpful to you as you study and teach.

Admission Policies:

Admission Requirements

1. Applicants must be 18 years or older. Exceptions will be considered if the applicant has written permission of their parent or guardian and a letter of recommendation from a school counselor, teacher or other community leader who can attest to their ability to apply themselves in an educational or cooperative learning community environment.
2. Applicants must have computer literacy and access to a computer and printer/scanner as well as a PDF program to submit assignments. Applicants must be comfortable with sending and receiving e-mails, scanning, downloading materials as needed and navigating websites.
3. Applicants must have a willingness to develop a regular yoga practice that is appropriate for their health, interests and needs.
4. Students will be expected to teach a basic set of yoga asanas. Students are not expected to practice asanas or techniques that are not appropriate for their health.
5. Complete and submit the 200 hr. River Flow Yoga Teacher Training application form which details your educational background, professional background and current employment, yoga educational background/certifications, yoga personal practice, any teaching experience, your interest and goals, and your agreement with the training requirements and code of conduct policy.
6. Pay the application fee (you will be sent a payment link). Once your application fee has been paid, your application will be reviewed. The application fee is waived for veterans, VA employees and active military personnel. Mary Hilliker may request a phone call with you to clarify any application information and to discuss any of your unique learning needs.
7. Once your application is approved, you can enroll in the training program. See Tuition section for fees and deadlines.

How to Apply

1. Contact Mary Hilliker at mary@5koshasyoga.com for the application form or download from the website.
2. Complete the application form:
https://docs.google.com/forms/d/e/1FAIpQLScfs77SnRN24U1Dqssyzqx8nZiyADYZvmjgd_5B2_9QrDp3A/viewform
3. Pay the \$100 application fee through the link provided:
<https://5koshasyoga.punchpass.com/passes/171551?check=1680209155>

Acceptance and Notification

You will be contacted within 5 working days upon receipt of your application. You will be provided a link to pay the application fee. An admissions call will be scheduled if needed once your application fee is received. You will be notified within 2 weeks of your acceptance into the program.

Completion Requirements and Policies:

Completion Requirements

- Attendance at all scheduled mentoring sessions and make-up of any missed sessions, which may require one-on-one mentoring with one of the faculty members at the student's own expense (A minimum of 200 direct contact hours are required.)
- Completion of home-study assignments given between sessions (Pass/Needs More Refinement or (Pass = 75% correct/More Refinement Needed <75% correct). *Students will be given written and/or verbal comments on home-study from the instructor. A student may be asked to re-do an assignment and will be given 2 additional opportunities within a 2-month period to successfully complete home-study assignments.*
- A final project that involves planning and teaching a yoga series to a group; a written summary of the teaching experience and a short presentation to classmates on the final project (Complete/Incomplete). *Students will provide a project summary and class sequences in advance of teaching their final projects to receive written and/or verbal comments to refine the class series (Pass/Needs More Refinement). Students will be given 2 additional opportunities within a 2-month period to refine their class outlines and sequences if needed.*
- Payment of application fee, tuition and any make-up hours or additional mentoring required to meet completion requirements. (Complete/Incomplete)

Home-Study and Final Project Completion Deadline

Students who don't complete home-study and a final project within **3 months** of the completion of the training as a result of extenuating circumstances may be required to pay a \$100 re-entry fee to the River Flow Yoga. Any home-study or final project review done after the last session will be billed (including phone call feedback time) at \$60/hour.

Applying To Yoga Alliance For RYT-200

Yoga Alliance is a national credentialing organization for yoga teachers. Yoga Alliance maintains a national Yoga Teachers' Registry to recognize and promote teachers with training that meets minimum educational standards. Upon completion of all requirements for certification, the River Flow Yoga Teacher Training School will issue a certificate that can be used to apply for registration with Yoga Alliance. River Flow Yoga Teacher Training School will also notify Yoga Alliance of students who have completed their training requirements.

The River Flow Yoga Teacher Training School is a Registered Yoga School with Yoga Alliance with an approved 200-hour yoga teacher training program. **Any fees associated with applying for registration with Yoga Alliance are the responsibility of the student.**

What River Flow Yoga, LLC Will Do for You Upon Completion

- Provide a certificate of completion of the training program requirements

- Notify Yoga Alliance of students who have completed all program requirements.
- Keep you informed about continuing education opportunities for yoga teachers.

Employment Services

River Flow Yoga, LLC does not offer job placement services. We will help you progress in your knowledge of and ability to teach yoga and offer mentoring on your career as you progress through the program. We will make all reasonable attempts to connect you with teaching opportunities that come to our attention. **We do not guarantee employment placement.**

School Policies:

Non-Discrimination

River Flow Yoga, LLC does not discriminate on the basis of age, gender, gender identity, gender expression, sexual orientation, physical ability, marital status, sexual orientation, political interests, race, national origin, marital status, parental status, veteran's status, religion, political interests or mental disability. We will make every attempt to create an inclusive environment where all students feel welcome, honoring and leveraging differences and fostering diversity and inclusion in training teachers.

Accommodation

Students with specific physical challenges, mental health conditions or learning disabilities who believe that they may need accommodations in this training are encouraged to contact Mary Hilliker, School Director and Lead Teacher, at mary@5koshasyoga.com as soon as possible to ensure that such accommodations are implemented in a timely fashion.

Attendance and Tardiness

- Attendance at all sessions is required.
- If you are more than 30 minutes late for a session, one hour will be deducted from your total contact hours.
- Attendance is taken at each scheduled time block on the calendar.
- In the event of an emergency or planned absence, a make-up plan is developed with the lead teacher to fulfill required training hours. A make-up plan may include one-on-one mentoring with one of the faculty members, review of recorded content or participation in a class or workshop with a specific written assignment to assess progress with student competencies. Any one-on-one mentoring for make-up is at the student's own expense and is billed at \$60/hour.
 - Please see **Probation, Dismissal and Re-Admittance** policy for how un-excused absences are handled.

Audit or Continuing Education Through Intensives

Some students may not pursue certification or registration as a teacher but are interested in deepening their personal practice and study of yoga. The intensives are meant to address this need. Please talk

with Mary Hilliker about attendance suggestions. You will be expected to arrive on time for sessions you plan to attend. You will also be expected to review any content from missed sessions in advance of the next session so that you have the same background as your classmates.

Leave of Absence

In the event a student must discontinue due to mitigating circumstances beyond the student's control, the refund policy will be applied to any unused tuition. If the student has completed at least 60% of the course instruction, all attempts will be made to assist the student in completing either through participation in another program at another location or with one-on-one mentoring with lead or other designated faculty if that is an affordable option for the student. River Flow Yoga, LLC is not responsible for any additional travel costs that a student might incur to attend another program or to do one-on-one mentoring.

Student Records

An electronic summary of the student's home-study and final project progress will be kept on file with River Flow Yoga, LLC for a period of 6 years. It is the student's responsibility to keep a copy of their home-study and final project. An electronic copy of the student's completion certificate will be kept on file with River Flow Yoga, LLC indefinitely. A duplicate certificate fee may be charged. Records are private and can be accessed only by the teacher trainee or River Flow Yoga staff/faculty.

Probation, Dismissal and Re-admittance

Any criminal activity associated with the training program such as theft or illegal drug possession will result in immediate dismissal from the program.

Students who violate the code of conduct will receive a written warning and a corrective plan will be discussed with the student. If a second violation occurs, dismissal from the program will result. The school director/lead instructor will implement the dismissal. Refunds will be applied per the refund policy. A student who has been dismissed may apply for re-admission to a future training, but acceptance is not guaranteed.

A student will be in a probationary period if they have home-study that needs additional refinement, or they aren't up to date with home-study assignments. The student will have up to 2 additional opportunities within a 2-month period to convert a "Needs Additional Refinement" to "Pass". Students will have up to 2 months to turn in home-study past the time that it is due. If they have home-study in that time that "Needs Additional Refinement", they will have up to 2 additional opportunities within a 2-month period to convert a "Needs Additional Refinement" to "Pass". A student will be considered off probation when home-study is turned in and a "Pass" is achieved.

The exception to the probationary policy is a student who wishes to audit the course. A student who is auditing the course will sign an agreement that states that they have no expectation of receiving a completion certificate.

If a student is not grasping the content in the course or satisfactorily completing the home-study but wishes to remain in the training without expectation of receiving a completion certificate, the student will sign an agreement to that effect.

A student who has an expectation of receiving a completion certificate but is unable or unwilling to complete home-study, or teach a final project, will be considered on probation until course requirements are complete and receive a "Pass".

Advanced Standing

The school does not offer any advanced standing for any previous training or coursework from other yoga schools.

Housing

River Flow Yoga, LLC does not provide housing. Recommendations will be provided to any student that is commuting for the weekend.

School Information:

River Flow Yoga, LLC

Mailing Address: 5 Koshas Yoga & Wellness, 2220 Sherman Street, Wausau, WI 54401 or Door County Economic Development Corp, 185 E. Walnut Street, Sturgeon Bay, WI 54

River Flow Yoga, LLC Website: <https://www.5koshasyoga.com/teacher-training/200-hour-teacher-training/>

River Flow Yoga, LLC Phone: 715.218.7120

Email: mary@5koshasyoga.com

River Flow Yoga, LLC Owner, School Administrator, Lead Teacher: Mary Hilliker, RDN, E-RYT 500, C-IAYT, Certified Viniyoga Teacher and Yoga Therapist



River Flow Yoga Teacher Training School
Application for 200-hour River Flow Yoga Teacher Training
Wausau, WI

How to Submit Your Application: Please fill out this form electronically

at:

https://docs.google.com/forms/d/e/1FAIpQLScfs77SnRN24U1Dqssyzgx8nZiyADYZvmjgd_5B2_9QrDp3A/viewform

Applications can be made at any time.

Personal Information

Name

Mailing Address

City

State

Zip Code

Country

Web site (optional):

Email address that you check regularly:

Home Phone:

Mobile Phone:

The following information will help us to get to know you and guide your training.

Your Educational Background: *Include Institutions, Degrees, and Attendance/Graduation Years.*

Professional Background and Current Employment (position, focus of your work):

Are you interested in incorporating yoga teaching and yoga techniques into your current professional work? Yes No.

If yes, please let us know more about how you would like to incorporate yoga into your existing work.

Yoga Practice and Teaching Experience

When did you start practicing Yoga? What type of classes do you take? Do you have a home practice?

Have you participated in yoga classes, events or workshops with River Flow Yoga or 5 Koshas Yoga & Wellness? ___Yes ___ No

If **Yes**, please provide more information about what you've participated in.

Yoga Educational Background for Yoga Teachers

Please fill out any of the following sections that are applicable to your yoga educational background and experience.

Yoga Teacher Training Program (s) Information

School/Program Name	Dates Attended	# of Hours	Yoga Alliance Registered	
			Yes	No
			Yes	No

If you are a yoga teacher, how long have you been teaching Yoga? What type(s) of classes do you teach? Do you work with students on a one-to-one basis?

Interest and Goals

What are your goals for this professional training?

How do you see your yoga career unfolding?

Please provide any additional information about you or your background, other professional credentials and experience, academic background, life experience, and accomplishments that you would like to share. We look forward to getting to know you well!

Questions: Contact Mary Hilliker at mary@5koshasyoga.com or call 715.218.7120



Student Enrollment Agreement

200-hour River Flow Yoga Teacher Training

Copyright Acknowledgement

I acknowledge that all student materials provided in this training, including print and audio, are the copyright of River Flow Yoga Teacher Training and are provided FOR MY PERSONAL USE ONLY. I acknowledge that I cannot alter or distribute in any way without written permission from Mary Hilliker or the respective guest faculty and the River Flow Yoga Teacher Training School.

Photo-Video-Audio Guidelines and Release

Staff may take photographs, video and record audio for use in future trainings or marketing of training programs. If you do not wish to be photographed or filmed, please advise the lead instructor. Students are permitted to take photographs as long as it is not distracting to the class. A student should ask classmates if they have their permission to be in personal photographs, especially if those photographs will be used on social media sites.

Recordings are not permitted without permission from the lead instructor.

I consent to being photographed and recorded, and grant River Flow Yoga, LLC and 5 Koshas Yoga & Wellness, LLC, its assignees, employees, and agents, the unrestricted and absolute right to use the photographs or recordings by any means now known or to become known. I hereby release & discharge River Flow Yoga, LLC and 5 Koshas Yoga & Wellness, LLC, its assignees, employees, and agents any & all claims of action, including, without limitation, libel, defamation, invasion of privacy or right of publicity, infringement of copyright, trademark or violation of any other right.

Code of Conduct for Students & Faculty

A code of conduct is a declaration of acceptable ethical and professional behavior by which all yoga teachers-in-training and faculty agree to conduct themselves in the classroom, in teaching and in the business of yoga. We will foster an atmosphere of respect for each other and a learning environment conducive to the development of each student. See the attached Code of Conduct.

Complaint & Grievance Policy

See attached.

Catalog

The terms and conditions of application, admission, participation in and completion of the 200-hour River Flow Yoga Teacher Training are stated in this catalog

Liability Waiver

I understand that yoga includes physical movements as well as an opportunity for relaxation, stress re-education and relief of muscular tension. As is the case with any physical activity, the risk of injury, even serious or disabling, is always present and cannot be 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 irrevocably release and waive any claims that I have now or hereafter may have against Mary Hilliker of River Flow Yoga, LLC and the business, contractors and staff of 5 Koshas Yoga & Wellness, LLC.

Coronavirus/COVID-19 Disclaimer

Coronavirus, COVID-19 is a contagious virus that spreads easily through person-to-person contact. Federal and state authorities recommend social distancing as a mean to prevent the spread of the virus. Participating in River Flow Yoga Teacher Training and 5 Koshas classes/events or accessing the business on-site facilities, may increase the risk of contracting COVID-19.

In no way does 5 Koshas warrant that COVID-19 infection will not occur through in-person participation in group yoga classes and/or events, either on location at the 5 Koshas Studio or other locales providing a space to conduct Activities.

I agree that I shall not visit the 5 Koshas Studio or utilize its facilities (other than exclusively online classes/events) within 10 days after returning from highly impacted areas of the Coronavirus or areas with confirmed cases of COVID-19. I also recognize that I will not visit the 5 Koshas Studio or utilize its facilities, if exposed within the last 10 days to any person with a confirmed case of COVID-19, or a person to whom has traveled to highly impacted areas of the Coronavirus. I acknowledge and assume both the known and potential dangers of utilizing the 5 Koshas facility if attending an in-person class or other wellness service. You also understand and agree that despite 5 Koshas reasonable efforts to mitigate such dangers when in studio, may result in COVID-19 exposure.

'In Good Health' Verification

When attending in-studio Activities, I will only attend and enter the 5 Koshas Studio when I am in good health and have not been in contact with anyone experiencing symptoms of COVID-19. For a list of symptoms and guidelines as detailed by the CDC, visit:

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

I adhere to complete a symptom screening checklist with a 5 Koshas staff member upon arrival to the studio, and agree to complete said screening with each visit to the studio. I will comply with 5 Koshas staff directive on attending a studio Activity, and understand it is up to the discretion of the studio to admit my attendance to any Activity.

Refund Policy for Withdrawal or Dismissal

See attached.

I have read and agree to the following:

- 1. Copyright Acknowledgement
- 2. Photo-Video-Audio Guidelines and Release
- 3. Code of Conduct for Students and Faculty
- 4. Complaint & Grievance Policy
- 5. Catalog - application, admission, participation in and completion
- 6. Liability Waiver
- 7. Refund Policy for Withdrawal or Dismissal

Print Name: _____

Signature: _____

Date: _____

River Flow Yoga Teacher Training Code of Conduct for Students & Faculty

FOR ALL STUDENTS, ALUMNI, AND VISITORS IN THE RIVER FLOW YOGA TEACHER TRAINING SCHOOL COMMUNITY, in this document referred to as Students.

FOR ALL FACULTY, ADMINISTRATIVE STAFF, ASSISTANTS AND VOLUNTEERS IN THE RIVER FLOW YOGA TEACHER TRAINING SCHOOL COMMUNITY, in this document referred to as Staff or Faculty.

The School Director is Mary Hilliker. Her email is mary@5koshasyoga.com or mary@5koshasyoga.com. Her cell phone is: 715.218.7120.

The Studio Manager is Jay Coldwell. His email is jay@5koshasyoga.com. His cell phone is 715.370.8033.

INTENTION

The intention of this code of conduct is to state accepted standards of conduct and ethical, professional behavior within the River Flow Yoga (RFY) Teacher Training's educational environment. RFY values the unique nature of the student-teacher relationship. A safe and secure space to facilitate learning, healing and transformation is paramount for every individual.

STANDARDS OF CONDUCT

Advertising and Public Communications

Faculty and students are expected to not make false, deceptive or fraudulent statements or advertisements related to their training, experience or competence, academic degrees or credentials, institutional affiliations, their classes, workshops or teacher trainings, or success of services to exploit anyone's fears or emotions around expectations of cures or results.

Acceptable Use of Technology

Students and staff are expected to use technology during the training to communicate and transfer training materials, home-study, and final projects.

It is not acceptable for students or staff to transfer AVI or RFY copyrighted electronic materials from the training to anyone.

Keep cell phones on mute or vibrate to minimize distraction for other students and faculty.

Accessibility, Inclusion and Equity

Faculty and students will promote an inclusive environment where all faculty and students feel welcome, honoring and leveraging differences and fostering diversity and inclusion around: age, gender, gender identity, gender expression, sexual orientation, physical ability, marital status, sexual orientation, political interests, race, national origin, marital status, parental status, veteran's status, religion, political interests and mental disability.

Appropriate Behavior and Conduct

Students and faculty are expected to arrive on time for lectures, practices, and other processes during the weekend sessions and to communicate with the appropriate faculty for unexpected tardiness or

absence. Students who are tardy or absent for direct contact hours in the training will be asked to make up that time in a manner agreed upon between the student and School Director.

Students and faculty are expected to cultivate within themselves qualities such as friendliness, compassion, joyfulness, and discernment in all student-student, student-faculty and faculty-faculty relationships.

Faculty and students are expected to maintain professional boundaries of student-faculty, faculty-faculty, and student-student relationships, protecting students from:

- Sexual misconduct (Any faculty-student or student-student sexual relationship, even if consensual, influences the learning and teaching environment for other students and faculty.)
- Physical, verbal or sexual abuse
- Coercion for financial gain
- Harassment for religious, moral or political beliefs
- Abandonment or neglect (a referral to another program or professional service will be made if we are unable to help a student)
- Disclosure of personal and sensitive information (health history, medication use, mental health information, academic performance)
- Any dual relationships that exist prior to the start of a training should be disclosed. Dual relationships have the potential to interfere with and compromise the integrity of the teacher - student relationship (friendships, business relationships, romantic relationships). All efforts will be made to minimize any influence of these relationships in the training environment.

It is the policy of RFY to provide a learning community and workplace free of unwelcome harassment, sexual advances, requests for sexual favors, and other verbal or physical conduct or communications deemed to constitute sexual harassment.

Students and staff are expected to maintain professional boundaries in order to ensure structure, security, and predictability in an educational environment.

Attendance

Students must make up any direct contact hours missed during a training weekend. The School Director will work with you to come up with an affordable and accessible plan for make-up.

Competency and Productivity

Students are expected to adhere to deadlines for home-study, mentoring calls, and final projects. Professionalism in the teaching of your final project is expected as you represent the profession and the RFY Teacher Training School in the highest regard.

Students are expected to perform at the competency levels outlined in the training program catalog. Remediation strategies tailored to the individual student will be developed and implemented when a student is performing below the competency level expected.

Students who attend all sessions but do not complete program requirements will receive a Program Attendance Certificate and will be asked to complete a Program Completion Agreement (attached) which specifies remaining assignments, payment for home study review and time frame after which additional coursework may be required in order to receive certification.

Faculty are expected to provide timely review and feedback for student assignments in a professional manner regarding the student's growth and evolution. Students and faculty are expected to communicate when timely submission of home-study or review of assignments is not possible. Faculty are expected to consult the School Director as needed to resolve student concerns so that each student can reach their highest potential for teaching.

Compliance with Law and Studio Policies

All parties are expected to comply with local, state and federal laws and ordinances to assure the health, safety and comfort of all in attendance. All parties are expected to comply with studio policies. For the safety of all students in the training environment, guns and other weapons are not allowed in the studio. Anyone who has a concern for their personal safety should talk with the Studio Manager or School Director.

Compliance with Supervision

All students are expected to comply with requests for supervision of their teaching in the weekend sessions and to maintain openness to faculty recommendations.

Faculty are expected to provide supervision for specific teaching practicum and to provide feedback in a professional manner with the quality of satya tempered by ahimsa.

Confidentiality and Privacy

RFY does not sell or transfer student or staff data or personal information to other organizations or individuals at any time for any reason. All requests to be removed from student mailing lists are honored.

Student contact information is gathered for the purpose of communicating training logistics, information, and electronic manuals. Student contact information is shared with mentors only for the purpose of student/mentor communications. Faculty are asked to use student information only for the purposes of the training.

RFY collects individual student photos to include in the student record. RFY records practices and lectures for the purpose of student make-up and student review.

The only exception to disclosing information is to comply with the order of a court, prevent bodily harm or danger to the student or others, or where the information has already been disclosed to the training group by the student.

Conflict of Interest

Students are expected to talk with a faculty member about any possible conflicts of interest related to the training or use of training materials, or the training team. For example: If you are personal friends or a business partner with a faculty member, this should be disclosed so that your work is supervised by another faculty member.

Faculty are expected to disclose possible conflicts of interest related to RFY, the training or use of training materials, or training team to the School Director. For example: If you have a personal or business relationship with any of the students in the training program, please notify the School Director. Use of copyright training materials cannot be used in other venues without permission.

Dress Code and Hygiene

All students and staff are expected to dress in a manner that is appropriate to the environment. While dress in weekend sessions is modest but casual, students are expected to adopt the dress code and health and safety requirements of any setting for teaching in their respective community. For example, health care environments often have specific dress and hygiene codes that promote health, safety and professionalism. Perfumes and excessive use of essential oils are discouraged for the comfort and health of all students and faculty.

Financial Practices

The school will discuss all fees and financial arrangements in a straightforward professional manner. The school will operate business affairs according to recognized standard business and accounting practices, render services to students in need without regard to financial remuneration. The school discourages faculty from getting involved in financial arrangements with students in the training program.

Integrity

Faculty and students will demonstrate the highest of moral standards and professional competence. Honesty, compassion, selflessness, humility, trustworthiness and transparency are expected in terms of intentions, action and speech. The yamas and niyamas are guiding principles for conduct.

Faculty and students in the program shall accurately represent their training and credentials.

Powerpoints, recorded audio, video, photos, sequences and the student manual are shared only with students and faculty for the purposes of study or teaching within the program and should not be shared with others unless a written authorization is obtained from the school.

Lawful and Honest Conduct

All students and staff are expected to communicate any suspected breaches of academic integrity and honesty or unlawful activity that may occur within program to the School Director or Studio Manager. An example of a breach of conduct is cheating on a test or having someone else do homework assignments.

Non-Impairment

Students and staff may not be impaired or under the influence of controlled substances during practices, lectures or other educational processes. Any student or faculty who needs to take a controlled substance due to a health issue should communicate that to the School Director. Anonymity and sensitivity are assured.

Professional Growth/Continuing Education

School faculty will maintain the integrity, competency, and high standards of the yoga profession by striving to improve their skills through continuing education and training. School faculty will maintain their Yoga Alliance registration and continuing education requirements.

School faculty and students in the training program will maintain a regular yoga practice that aligns with their householder responsibilities, age, health needs, and interests.

Property – Care and Maintenance

Students and faculty are expected to respect the school resources provided during weekend training sessions and to respect the facilities of 5 Koshas Yoga & Wellness.

Scope of Practice

Faculty who are not licensed health care providers will refrain from giving medical advice or advising concerning a student's personal life. Faculty who are licensed health care providers should consult their professional credentialing organizations for guidance about boundaries when working in a training program outside of their health care practice. Faculty will refer students to licensed health care providers when appropriate.

COMPLIANCE AND ACCOUNTABILITY

In the spirit of Yoga and teachings in the Yoga Sūtra-s of Patañjali, self-disclosure about any misconduct, ethical dilemmas or unlawful conduct is encouraged. Faculty members should report to the School Director. Students should report to the School Director or Studio Manager.

REPORTING VIOLATIONS

Anonymity will be protected to the fullest extent possible. All parties are required to comply with local or state laws around reportable offenses.

DISCIPLINARY ACTION

Any threat to health or personal safety by a student or staff member will result in expulsion from the training program or dismissal from RFY contracting.

Staff sexual misconduct will result in immediate dismissal from RFY contracting. Other ethical lapses or misconduct will be evaluated on a case-by-case basis with the intention to protect the learning environment for all students and to foster professional growth for faculty members.

An individualized plan to remedy any ethical lapses or misconduct will be formalized with a written agreement. Any further violation of the Code of Conduct will result in dismissal from the program or faculty duties.

TIMING

Reports of violations of the code of conduct will be reviewed and decisions rendered within 30 days of the receipt of a written complaint or grievance.

DISSEMINATION

The Code of Conduct is included in all RFY staff contracts. Parties verify receipt, understanding, and agreement via signature as part of their written agreement.

The Code of Conduct is included in the RFY Enrollment Agreement. Students verify receipt, understanding, and agreement via signature as part of their Student Agreement.

Complaint and Grievance Policy

Any conduct that is unlawful, such as sexual assault, should be reported to the police.

If a student has a minor complaint about an instructor, about the program, or about another student, the complaint should be brought to the lead instructor for discussion and resolution. If resolution cannot be reached with the lead instructor, the lead instructor will request review with a Complaint Review Panel of faculty members/former students/collaborating studio staff.

River Flow Yoga, LLC encourages any faculty member or student who has a grievance related to the code of conduct policy to report the incident to our Complaint Review Panel. The grievance will be treated in confidential manner.

The grievance shall be in writing and include the following:

- Full name
- Email and phone number
- The name of the person who the grievance is against
- A description of the alleged policy violation
- Date and time of the policy violation
- Names and contact information of anyone with first-hand knowledge of the situation
- Evidence to support the grievance

In the interest of fairness and privacy, the report should be made by the person who has experienced or witnessed the misconduct.

The contact for the Complaint Review Panel is Jay Coldwell, jay@5koshasyoga.com.

Reports of violations of the code of conduct will be reviewed and decisions rendered within 30 days of the receipt of a written complaint or grievance.

If resolution cannot be made with the review panel, the student may contact the Wisconsin Educational Approval Program for assistance at 431 Charmany Drive, Suite 102 · Madison, WI 53719 Phone: (608) 266-1996 Email: eabmail@eab.wisconsin.gov or at www.eab.wisconsin.gov.

Due process and procedure for complaints and grievances are described in the Code of Conduct Policy and Student Policies.

Refund Policy for Withdrawal or Dismissal

Per State of Wisconsin Education Approval Board and the WI Department of Veterans Affairs State Approving Agency, River Flow Yoga, LLC will use the following refund policies.

VETERANS REFUND POLICY

When a veteran or other eligible student enrolled in a non-accredited school fails or ceases to attend a class, withdraws from a class or is terminated for any reason before a class is completed, the school will refund a pro-rata portion of all tuition, fees, and other related charges for that class. The exact proration will be determined by the ratio of the number of days of instruction completed by the student to the total number of instructional days for the course. Pro rata refunds will be made within 40 days after the last class attended, or the effective date of the withdrawal or termination. (Authority: 38 CFR 21.4255)

ALL OTHER STUDENTS

If a student wishes to use the withdrawal policy, the student will receive a full refund of all money paid if the student cancels within a 3-business day cancellation period after acceptance, minus the application fee of \$100. The student will receive the refund within 10 business days.

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 of tuition as follows:

Withdrawal	Refund will be:
Prior to the start of the program	100% refund (minus the application fee)
After start of the course but prior to 10% completion	90% refund
After 10% completion but prior to 20% completion	80% refund
After 20% completion but prior to 30% completion	70% refund
After 30% completion but prior to 40% completion	60% refund
After 40% completion but prior to 50% completion	50% refund
After 50% completion but prior to 40% completion	40% refund
After 60% completion or more	No refund

Completion %s are based on curriculum hours released to date. Curriculum modules for each intensive are released in the progression of how the student is completing the program.

Students who use the withdrawal policy will receive the refund within 10 days. A student who is dismissed from the program will receive a refund within 40 days after dismissal or notification of withdrawal.