



SCHOOL CATALOG

The “Beyond the Basics”
Comprehensive Pilates
Teacher Certificate Program
Created by
The Pilates Place Studios

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INTRODUCTION:

The Beyond the Basics Comprehensive Pilates Teacher Certificate Program (The Program) is a comprehensive Pilates teacher certificate program that has a flexible classroom schedule and is taught by PMA®-CPT qualified teachers, Jackie Weiner and Louis Gonzales. The program is structured in three-modules (Pilates Mat, Pilates Reformer and Pilates Trap Table) that allows for flexibility in program delivery and trainee attendance.

The Beyond the Basics Program is owned by The Pilates Place Studios. The Beyond the Basics LLC is a Florida Limited Liability Company with EIN 27-10077974 ,which has been active since 09/25/2009. The two owners are Jacqueline Weiner and Louis Gonzales. Jacqueline Weiner is the Director of Education and Louis Gonzales is the Training Manager. The Pilates Place has been offering teacher training since 2009.

MISSION AND OBJECTIVE:

The Beyond the Basics Comprehensive Pilates Teacher Certificate Program is designed to train qualified candidates to become quality Pilates teachers and provide the comprehensive training, requisite for PMA certification eligibility.

Goal and Objective: To prepare all graduates for entry-level positions as a comprehensively trained Pilates teacher.

TEACHER BIOGRAPHIES:

Our staff is comprised of the following faculty members:

1. Jackie Weiner, MS, PMA®-CPT, is the Director of Education and one of the two owners. She has been PMA Certified since : 01/20/10. Jackie has been practicing Pilates since 1995 and is a partner in The Pilates Place Studios that currently has two locations in Florida,,: one in Miami and the other in the heart of South Beach, Miami Beach. She completed her Pilates comprehensive training from Michele Larsson's Core Dynamics Pilates Program. In 2006, Jackie partnered with friend and fellow Core Dynamics graduate Louis Gonzales to bring The Pilates Place to South Beach. Jackie has continued to expand her knowledge with ongoing education, including Pilates for scoliosis, pre & post- natal Pilates, and Pilates for athletes.
2. Louis Gonzales, BS, PMA®-CPT, is the training manager and the second owner. He has been PMA certified since 04/10/10 and he received his Pilates teacher comprehensive training from Kevin Bowen of Core Dynamics. He has taught at Fisher Island Spa, the Sports Club LA, Pilates Miami, Riviera Country Club and countless other facilities. He took his passion for the practice to the next level when he opened The Pilates Place Studios South Beach with



Jackie Weiner who, he met during his Training. Louis has a unique understanding of athletes and has developed a strong reputation among athletes for increasing their mobility, which has resulted in enhancing their game. He has a knack for creating mobility programs that also incorporate his Skanda Yoga training.

Disclaimer: The completion of the Beyond the Basics Pilates Teacher Program does not guarantee employment or certification.

PROGRAMS & COURSES OFFERED:

Reformer Module – Normal Completion Time 12 months

50-HOUR CLASSROOM -- Classroom instruction in traditional reformer repertoire
80 HOURS SELF PRACTICE, 80 HOURS ASSIST / OBSERVATION, 80 PRACTICE TEACHING
290 TOTAL HOURS REQUIRED FOR COMPLETION plus satisfactorily performing all exercises, passing a written test, and successfully teaching a reformer class.

PREREQUISITES – 15 hours private or group mat &/or equipment sessions

Mat Module: Normal Completion Time 2 month

20-HOUR CLASSROOM - classroom instruction in traditional mat repertoire
10 HOURS SELF PRACTICE, 10 HOURS ASSISTING / OBSERVATION, 10 HOURS PRACTICE TEACHING

50 TOTAL HOURS REQUIRED FOR COMPLETION plus satisfactorily performing all exercises, passing written test and successfully teaching a mat class.

PREREQUISITES - NONE

Trap Table (Trap Table/Chair/Ladder Barrel/Spine Corrector/Magic Circle) Module – Normal completion time 5 months

40 HOUR CLASSROOM -- Classroom instruction in traditional auxiliary equipment repertoire 50 HOURS SELF PRACTICE, 50 HOURS ASSIST / OBSERVATION, 50 PRACTICE TEACHING
190 TOTAL HOURS REQUIRED FOR COMPLETION plus satisfactorily performing all exercises, passing a written test and successfully teaching a traditional auxiliary equipment class.

PREREQUISITES - 15 hours private or group mat &/or equipment sessions

If a trainee plans on taking the Pilates Method Alliance certification test, he needs to complete and pass all three modules. Modules can be completed in any order.

Completion of the comprehensive Pilates program does not guarantee employment or certification



PROGRAM/COURSE COSTS:

\$250 fee for each reformer and trap table module for unlimited use of the equipment for self practice and practice teaching.

\$ 1800 Reformer Module, \$ 1800 Trap Table, \$ 800 Mat Module

FACILITIES:

Beyond The Basics Main Teacher Training Facility, 1253 Washington Avenue Suite 302, Miami Beach, Fl 33139. Is a fully equipped pilates studio with a total square area of 1000 sq. Ft. With 5 reformers / half traps, 1 trap tables, 5 chairs, 1 ladder barrels, 3 spine correctors, 1 ped o pul.

ADMISSIONS REQUIREMENTS:

Prospective trainees must:

1. Have taken at least 10 equipment or mat classes,
2. Must Be Able To Speak, Understand and Verbally Communicate in English
3. Physically Fit And Able To Lift 20 Lbs
4. Complete and submit the completed program application for Admission to the Beyond the Basics Comprehensive Pilates Teacher Certificate Program by the due date to the Director of Education at the Pilates Place Studios, 1253 Washington Ave. Suite 203, Miami Beach, FL 33139,
5. Costs Of Education Are Paid In Full Or Prior Arrangements Are Made With School Director.
6. Commits To Attend Classroom Sessions Or Prior Arrangements Are Made With School Director To Make Up Classroom Session To Be Missed

Beyond the Basics LLC / the Pilates Place Studios do not promise employment, certification or success as a Pilates teacher upon completion of the Comprehensive Pilates Teacher Certificate Program.

*Disclaimer: "No Applicant Will Be Denied On The Basis Of Race, National Origin, Color, Creed, Religion, Sex, Age, Disability, Gender Identity, Gender Expression, Or Sexual Orientation" Admission requirements are subject to revision.

ENROLLMENT PROCEDURES:

Once an application is submitted and approved, payment arrangements will be made. The books will be distributed and trainees will drop-in privileges to any class at The Pilates Place studios.



ALL COSTS:

\$250 fee to use the equipment during the course of the Reformer and Trap Table module for practice teaching or self-practice.

\$ 1800 Reformer Module

\$ 1800 Trap Table Module

\$ 800 Mat Module

ATTENDANCE REQUIREMENTS:

Trainees are expected to complete the classroom hours of each module by being punctual to all classroom sessions or making arrangements with the Director of Education or the Training Manager for make-up sessions (missed confirmed make up sessions can be made up but at the hourly rate of \$150). 90% attendance to all classroom sessions is required and, make-up classroom sessions are at the discretion of the trainer. Trainees are expected to class with proper materials. Instructors may request a trainee to withdraw from a course or a program if absences or tardiness exceed 70%. Trainees who are unable to continue classes for medical reasons or severe personal problems will be required to take a leave of absence until they are able to return to class. Proper documentation will be required to substantiate a trainee's withdrawal.

LEAVE OF ABSENCE:

BTB expects its trainees to finish a module they started. However, it is sometimes necessary or desirable for a trainee to take a leave from the program for a period of time. Such leaves may be voluntary or involuntary, and will be handled in accordance with the BTB trainee leave policy.

CONDUCT POLICY:

The training center is a fully functioning Pilates studio, so conversation is kept to a minimum and appropriate workout attire is required. Possession of weapons, illegal drugs and alcohol are not allowed at any time on school property. Any violation of school policies may result in permanent dismissal from the school. The training center is very busy with clients, teachers, and other trainees so everyone is expected to act maturely and professionally while respecting clients, other trainees and teachers at either studio.



DISMISSAL:

70 % or less attendance to all classroom session without prior approval from Director of Education will prompt dismissal from the training program with refund based on the refund schedule.

EDUCATIONAL SERVICES:

The Program has an open door policy for trainees to feel comfortable talking to the faculty about anything in the program. The Program has a full library of DVDs, books and manuals available for checkout by trainees at The Pilates Place Studios, 1253 Washington Ave. Suite 302, Miami Beach, FL 33139.

GRADING SYSTEM:

Every six weeks, progress reports with grades will be issued to trainees throughout the program.

96 - 100 = A Excellent

86 - 95 = B Above Average

76 - 85 = C Average

66 - 75 = D Below Average

Under 65 = U Unsatisfactory

PROGRESS POLICY:

The trainees in the Program will maintain 90% attendance and at least 80% score on all exams, practical and written, in order to stay in the program. Termination shall be at the school Director's discretion. The Director has final authority and shall notify the trainee of the final decision.

TRANSFER OF CREDIT POLICY:

Beyond the Basics will allow transfer of credits from another program but the trainee will need to complete a written and practical exam to show competency. The cost for Transfer Credit Examination is \$250 for mat module and \$400 for either reformer or Trap Table module. No retakes are allowed. Once the level of competency of the trainee is tested, the trainee will complete the remainder of their Comprehensive Pilates Teacher Training with the Beyond the Basics. Upon successful completion of the Comprehensive Pilates Certificate Program of The Beyond the Basics, the trainee will receive a Certificate of Completion of the Comprehensive Pilates Certificate Program from the Beyond the Basics.



REFUND POLICY:

Before first classroom meeting	- 90% less cancellation charge
After first classroom meeting	- 75% less cancellation charge
After 25% off classroom sessions but within first 50% of program	- 50% less cancellation charge
After 50% of classroom sessions	- No Refund

Cancellation fee is 10% of module costs

TRAINEE GRIEVANCE PROCEDURE:

- Speak directly to the source of the grievance.
- If this is not a reasonable option, or if such an option does not remedy the situation, contact Jackie Weiner at 305-316-3341.
- If this is not a reasonable option, or if such an option does not remedy the situation, document all relevant facts and send documentation to: psap@pilatesmethodalliance.org

SEXUAL HARASSMENT PROCEDURE:

Harassment due to sex will not be tolerated in the Pilates Place Studios DBA Beyond the Basic's workplace. Such conduct is subject to disciplinary actions, up to and including termination.

Procedure:

Any trainee who feels they have been subject to sexual harassment should take the following actions:

- Speak directly to the source of the problem.
 - If this is not a reasonable option, or if such an option does not remedy the situation, contact Jackie Weiner at 305-316-3341.
 - If this is not a reasonable option, or if such an option does not remedy the situation, document all relevant facts and send documentation to psap@pilatesmethodalliance.org.
- Any trainee, staff, volunteers or vendors who believes he or she is a victim of sexual harassment must immediately report any incident to the company's designated EEO Officer. The company will not tolerate retaliation against any employee who complains of sexual harassment or provides information in connection with any such complaint. If you have any questions regarding this policy, please contact Jackie Weiner at 305-316-3341.



ACCESS TO TRAINEE FILES

Trainees of the Beyond the Basics Certificate Program can review their file by requesting an appointment with the Director of Education within Studio hours, which are Monday through Friday, 8 am-2 pm.

Each file must contain:

- Picture identification (driver's license, immigration card, passport, etc.)
- Completed application
- Signed enrollment agreement
- Signed sexual harassment policy
- Signed non-discrimination Policy
- All academic records
- All faculty notes

SATISFACTORY COMPLETION:

Beyond the Basics will issue a certificate of completion (diploma) once the trainee has satisfactorily completed the requirements of each module and if all modules were satisfactorily completed, a comprehensive certificate of completion (diploma) will be issued. If a transfer credit for a module/s was issued for prior training at a different training program, only certificates of completion for each module taken at the Beyond the Basics will be issued.

NON DISCRIMINATION POLICY:

Beyond the Basics LLC dba The Pilates Place Studios does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, gender preference, gender expression, gender identity or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of trainees, students, staff, volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients. Beyond the Basics LLC dba The Pilates Place Studios is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.