

APPRENTICESHIP AGREEMENT

YOGA ASSOCIATION OF ALBERTA
11759 Groat Road, Edmonton AB T5M 3K6
Phone: 780.427.8776; Website: www.yoga.ca; E-mail: cert@yoga.ca

Near the beginning of their program, YAA-TTP students must choose a YAA Certified Senior Teacher as a Mentor with whom to apprentice. This mentorship requires the student to attend classes with their Mentor on a weekly or regular basis, as well as regular meetings or consultations to review progress and homework assignments, plus supervised teaching hours. These arrangements should be made with the mentoring teacher directly. Mentors may have additional requirements for final assessment before recommending certification.

It is the student's responsibility to research and choose a Mentor and return this form to the TTP Coordinator within 4 months of acceptance into the program. See the website for information on choosing a good teacher and a current list of YAA Certified Senior Teachers and Intermediate Teachers. Any difficulties finding or choosing a Mentor, issues with program progress, or questions should be directed to the TTP Coordinator at the email above. Consult the TTP Coordinator to make alternate arrangements in advance if weekly classes with chosen Mentor(s) are not accessible and other arrangements are required. Students are responsible to maintain up-to-date contact information with both their Mentor and the TTP Coordinator and respond to regular requests for information in regard to their program progress.

By signing below, I agree to mentor under the teacher(s) named below and accept the student's roles and responsibilities as outlined in Section I.5 above for the duration of my registration within the YAA-TTP.

TTP Student Name

TTP Student Signature

Date

By signing below, I hereby agree to mentor the above-named student under the auspices of the YAA Teacher Training Program. I am familiar with the most recent YAA Teacher Training Syllabus and Certification Guidelines and the YAA Mentorship Guidelines. I agree to accept the roles and responsibilities outlined therein for the above-named TTP student for the duration of his / her registration within the YAA-TTP.

Mentors: If this student does not have his/her own yoga teaching insurance, I agree that he/she will be vicariously covered under my own yoga teaching insurance only for times when this student is instructing in my presence in order to fulfill the requirements of their apprenticeship hours. This agreement applies ONLY to Toole Peet insurance policies. If not insured through Toole Peet, the Mentor should contact their insurance company directly to make arrangements for coverage under these circumstances.

Mentor Name

Mentor Signature

Date

A TTP student may attend regular weekly classes with a YAA Certified Intermediate Teacher if those are more accessible, but this is optional, and at the discretion of the Mentor (who must initial below to approve).

Intermediate Teacher Name (optional)

Mentor Initials to Approve

Intermediate Teacher Signature

Date



## SUMMARY SPREADSHEET GUIDELINES

To be considered for YAA Certification, a student must have successfully completed the requirements and have accurately and completely documented them on the *Summary Spreadsheet*. Students must verify to their Mentor that they have completed each category required by taking brief notes on classes and recording details of each workshop in a log or journal as one of several requirements in the *Assignments List*.

When filling out the *Summary Spreadsheet*, refer to the following guidelines. **The spreadsheet can also be downloaded as an Excel Spreadsheet or as a pdf file from [www.yoga.ca](http://www.yoga.ca)** (insert rows or use as many sheets as needed).

1. **80 Hours of YAA TTP Monthly Core Curriculum Classes – Complete series of 16 x 5-hour specialized workshops** geared towards teachers in training given by YAA Certified Senior Teachers. The TTP Core Curriculum Classes are held once a month in Edmonton, usually on Saturdays. Senior Teachers in other locations may run their own equivalent classes (consult the TTP Coordinator for advance approval). Consult the *Curriculum List* for a list of topics covered in the classes. The sequence of classes repeats every two years. Students may begin the program at any time during the year. **If a student is unable to attend a particular class, it can be taken in the next two-year sequence, or else the material must be covered in a different form, at the Mentor’s discretion.**
2. **45 Hours of YAA Teaching Skills Workshops – Minimum of 3 x 15-hour specialized workshops.** These are weekend-long workshops given by YAA Certified Senior Teachers for supervised practical application of teaching skills. Teaching Skills Workshops are offered twice per year in Edmonton. Senior Teachers in other locations may run their own equivalent workshops (consult the TTP Coordinator for advance approval).
3. **50 Hours of Senior Teacher Workshops - Minimum of 50 hours of Workshops** given by the Mentor or any other YAA Senior Teachers (or equivalent). Training in modifications for special concerns, meditation, yoga philosophy and breath awareness is highly recommended. *(YAA Senior Teachers have a minimum of 1,000 hours of training/upgrading, 10 years of teaching experience, and 20 years of practice. Consult the TTP Coordinator for advance approval for any non-YAA teachers.)*
4. **15 Hours of Anatomy – Minimum 15 hours of specialized classes or workshop(s)** designed to initiate the study of anatomy, physiology and biomechanics for yoga teaching purposes, taught by a qualified instructor. (May be taken online if there is an interactive component – i.e., one-on-one or group calls with instructor, homework submitted w/ feedback, marked exams, etc.). Upon completion of the TTP, the student must have a working knowledge of the basic anatomy of the body including the major muscle groups and their movements, the skeletal system and joints, and the internal organs and their basic functions. (Credit for previous coursework must have advance approval from the Coordinator upon TTP entry.)
5. **10 Hours of Practicum with Mentor – Minimum of 10 hours of practicum with the student’s Mentor**, which consist of regular meetings or consultations for the purpose of reviewing progress, homework assignments, asking questions, etc. **A portion of these hours must be supervised teaching** in a classroom setting under the direct supervision of the Mentor (2 hours or more, at the discretion of the Mentor). Requirement may not be met by class attendance only or by substitute teaching. Note that students are also expected to take regular weekly classes with their mentor throughout their time in the program (~100 hours), although these hours are not counted within the program. Mentors may have additional requirements for final assessment before recommending certification.

## CURRICULUM CHECKLIST

YAA TTP Core Curriculum Classes are held in Edmonton once a month, usually on Saturdays, with the sequence repeating every two years. Students may begin the program at any time during the year. Other locations may run equivalent classes (consult the TTP Coordinator for advance approval). **If a student is unable to attend a particular class, it can be taken in the next two-year sequence, or else the material must be covered in a different form, at the Mentor's discretion.** For example, after consulting with their Mentor, the student may cover the material in other classes and/or workshops offered elsewhere and submit a written or oral report to their Mentor to demonstrate understanding of the material. The Mentor may require additional training. **Note:** Most descriptions and spellings for the list below have been taken from *Light on Yoga* by B.K.S. Iyengar and may differ from other books and traditions. Common names have been added for ease of reference.

**Students** are expected to record class details and learnings in their *Journal Pages* (sample provided following the Assignment Checklist), as well as to record these hours on their *Summary Spreadsheet*. **Come to class familiar with the asanas listed** (most as illustrated in *Light on Yoga*, by B.K.S. Iyengar), even if you do not personally practice them. Consult your Mentor or a resource in the *Recommended Reading List* on how to perform the *asanas*, their benefits and contraindications, warm-ups, modifications and where they might fit into a class plan. **Bring the following props to each class: 1 sticky mat, 4 foam blocks, 1 strap, 2 blankets and 1 wood block. Bolster recommended.**

**Mentors** are responsible to initial beside each category below at the end of the student's program, confirming that they have read and discussed the *Journal Page* the student prepared for each TTP class attended or prepared otherwise, as evidence to support satisfactory understanding of each element in the curriculum.

THIS SECTION IS CURRENTLY UNDERGOING A REVIEW/REORGANIZATION  
AND WILL BE COMMUNICATED WHEN FINALIZED.

- |         |  |                          |
|---------|--|--------------------------|
| ___ #1. | <b>Asana:</b><br><b>Theory:</b><br><b>Pranayama:</b> | <b>DATE TAKEN:</b> _____ |
| ___ #2. | <b>Asana:</b><br><b>Theory:</b><br><b>Pranayama:</b> | <b>DATE TAKEN:</b> _____ |
| ___ #3. | <b>Asana:</b><br><b>Theory:</b><br><b>Pranayama:</b> | <b>DATE TAKEN:</b> _____ |
| ___ #4. | <b>Asana:</b><br><b>Theory:</b><br><b>Pranayama:</b> | <b>DATE TAKEN:</b> _____ |
| ___ #5. | <b>Asana:</b><br><b>Theory:</b><br><b>Pranayama:</b> | <b>DATE TAKEN:</b> _____ |
| ___ #6. | <b>Asana:</b><br><b>Theory:</b><br><b>Pranayama:</b> | <b>DATE TAKEN:</b> _____ |
| ___ #7. | <b>Asana:</b><br><b>Theory:</b><br><b>Pranayama:</b> | <b>DATE TAKEN:</b> _____ |
| ___ #8. | <b>Asana:</b><br><b>Theory:</b><br><b>Pranayama:</b> | <b>DATE TAKEN:</b> _____ |





## ASSIGNMENT CHECKLIST

Over the course of the program and in consultation with their Mentor, students must complete a journal, three book reports and four papers. The following checklist outlines the assignment requirements. Consult the *Recommended Reading List* for books. Details are at the discretion of the Mentor. Submit the completed assignments to your Mentor only. When all assignments have been completed, have your Mentor sign this sheet and submit with your *Initial Certification Application*.

**Mentors** are responsible to initial beside each assignment below at the end of the student's program, confirming that they have read and discussed the assignment noted to support satisfactory understanding of each element.

**Note: If completed assignments were not exactly as outlined below, please provide a list of assignments as completed.**

### Assignment Checklist:

#### A) Workshop/Class Journal

\_\_\_\_\_ A log or journal with notes on all your workshops and classes as you go through the program. A sample outline is provided, and these Journal Pages may be copied for each workshop or series of classes and compiled in a binder, or through any other method approved by the Mentor. The record should provide a summary or description of each workshop: the material covered, and any comments you had on the elements included, theory, methodology, philosophy, etc. Brief comments on regular classes may also be included but need not be as detailed. As part of the required practicum hours, students will arrange regular meetings with their Mentor where these notes may be consulted to integrate learning and highlight any questions or concerns that arise. Note that Mentors may charge an hourly rate for individual meetings or may conduct small group classes in this regard.

#### B) Three Book Reports chosen in consultation with your Mentor and the *Recommended Reading List (Appendix D)*:

\_\_\_\_\_ Name of book: \_\_\_\_\_  
\_\_\_\_\_ Name of book: \_\_\_\_\_  
\_\_\_\_\_ Name of book: \_\_\_\_\_

#### C) Four Papers:

\_\_\_\_\_ Paper on the Yoga Sutras: What is Raja Yoga? Write a brief synopsis of Patanjali's 8-fold path. Identify the central point or focus of each of the four Padas (chapters). Feel free to refer to introductory comments of the translator / commentator from your chosen source but document any ideas that aren't your own.

\_\_\_\_\_ Paper on the Bhagavad Gita: Outline of the content and significance of the Bhagavad Gita. Discuss Jnana Yoga, Bhakti Yoga, Karma Yoga and the Gunas.

\_\_\_\_\_ Paper on subtle body anatomy: Define Kundalini and name the 3 central nadis of the body and their connection to the Kundalini. Discuss the chakras.

\_\_\_\_\_ Paper on special concerns: Describe 5 of the main, simple special concerns or conditions you might encounter in a beginner's class which may need teaching adaptations of a pose or poses and outline the primary risks involved, main contraindications, and one adaptation or supportive asana for each need (or area). Some examples include menstruation or pregnancy, structural limitations or old injuries such as a sore knee or shoulder. Be aware that students with current and untreated injuries or diagnosed medical conditions (e.g. un-medicated hypertension or diabetes) should be referred to a medical practitioner or other qualified health professional.

I affirm that TTP student (print name) \_\_\_\_\_ has completed all the above requirements.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Mentor)

INITIAL CERTIFICATION APPLICATION

YOGA ASSOCIATION OF ALBERTA  
11759 Groat Road, Edmonton AB T5M 3K6  
Phone: 780.427.8776; Website: [www.yoga.ca](http://www.yoga.ca); E-mail: [cert@yoga.ca](mailto:cert@yoga.ca)

\* Completed Applications must be received by  
March 1<sup>st</sup> for May Certification, July 1<sup>st</sup> for September Certification, and November 1<sup>st</sup> for January Certification. \*

Name: _____	E-mail Address: _____
Address: _____	
City/Province: _____	Postal Code: _____
Phone Number: (Home) _____	(Alternate) _____

Please ensure your full YAA membership is up-to-date and submit this form to the above address or email with the following:

- Certification Fee** (\$100) (attach cheque or pay online).
- Summary Spreadsheet signed by Mentor** approving detailed, accurate documentation of hours. **Follow the Summary Spreadsheet Guidelines to break out your training hours into the appropriate columns.**
- Curriculum List signed by Mentor.**
- Assignment List signed by Mentor.**
- Copy of CPR Certification** (any level).
- Mentor Letter of Recommendation** (Mentors please consult the *YAA Mentorship Guidelines* for outline - may be attached or sent directly to [cert@yoga.ca](mailto:cert@yoga.ca)).
- Character Reference Letter** written by a colleague or yoga teacher who has known the applicant for at least two years, that verifies that the applicant's professional conduct reflects the *YAA Code of Ethics and the Guidelines for YAA Certified Teachers based on the Code of Ethics (Appendix B)*. May be attached or sent directly to [cert@yoga.ca](mailto:cert@yoga.ca).
- Karma Yoga Requirement** - A minimum of 10 additional hours of Karma Yoga (actions performed with yogic awareness and in selfless service to others on a volunteer basis) for a non-profit or charitable organization. At least 5 of these hours must be in service to the YAA and verified by the YAA Executive Director. Verification details may be attached or sent directly to [cert@yoga.ca](mailto:cert@yoga.ca) by authorized representative.

Please be advised that any applicant may be subject to an audit of submitted documentation at any time. This information is used to determine eligibility in YAA programs. The YAA does not sell databases to third parties.

**By signing below, I hereby affirm that all the information herein and all documents attached to this application are correct, complete and true to the best of my knowledge. Furthermore, I have read, understood and accept the stipulations of YAA Certification as outlined in the YAA TTP Syllabus and Certification Guidelines and I agree to adhere to the YAA Code of Ethics and Guidelines for YAA Certified Teachers (Appendix B).**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Your name and contact information may be listed in the YAA Teacher Directory which is published in Yoga Bridge and on the YAA website and you will receive commercial electronic emails from the YAA. Photographs taken at YAA workshops or supplied by you may also be used for publication purposes. All other information is kept confidential. **If you do not want your information published, please inform the YAA office in writing or by email.**