



Yoga Study 2017-2018

Yoga Alliance 200-Hour and 300-Hour Programs

Sun Moon Yoga Study/Teaching Mentorship with Mona Cenicerros, MS:

See sunmoonyogastudios.com for Sun Moon Yoga's location, history; participation in university academic research and university internship program; yoga workshops, email address.

Sun Moon Yoga Study 200-Hour and 300-Hour programs are the studio's state licensed programs. Participants work within a group as a learning community; and also, directly with director Mona Cenicerros, MS; who as sole proprietor is responsible for Yoga Alliance credentialing; teaching majority of Yoga Alliance Standards, and individual mentoring. Cenicerros is supported in covering the YA Standards by the Academic Faculty below:

Director of Training:

- Sun Moon Yoga owner Mona Cenicerros, M.S. in Health Science from College of Allied Health and Nursing, Minnesota State University, Mankato.
- Adjunct faculty at MSU; Department of Human Performance/Exercise Science.
- Yoga Alliance 200 E-RYT (Completing 500E-RYT Summer 2013).

Academic Faculty:

- Carly Hopper, Master's Degree, Health Science, Minnesota State University, Mankato.
- Molly Mayer, Master's Degree, Occupational Therapy, St. Catherine University.
- Laura Erdman-Luntz, Master's Degree, Exercise Science, Georgetown University.
- Mary Margaret Anderson Faye, Yoga Alliance 500-Hour; Laughter Yoga.
- Candy Bell, Master's Degree in Counseling, Minnesota State University, Mankato.

Support Staff:

Bookkeeping, Bruce Bohrod (bbohrod@hickorytech.net)

Event Planning & Community Outreach Coordinator, Elizabeth Harsma (eharsma@yahoo.com)

Notice of Disclaimer:

Sun Moon Yoga Study reserves the right to amend, add, or delete classes, programs, policies, tuition and /or facilities without prior notice. Sun Moon Yoga Study also reserves the right to cancel classes due to insufficient numbers of students. Sun Moon Yoga Study information is prepared for the purpose of furnishing prospective students, and the Minnesota Office of Higher Education, with information about our Yoga Alliance approved 200-Hour and 300-Hour teacher training programs. Material below is subject to change without notice and may not be regarded in the same nature of binding obligations. Revisions made to this catalog shall be provided to within 10 days of implementation. Material in this catalog shall be made available in electronic or written format to students and prospective students. Sun Moon Yoga is goal-oriented toward a more green, and paperless program by 2020.

Disclosure Statement: *Minnesota OHE Statutes 141.2 to 141.32.*

Sun Moon Yoga Study is licensed as a private career school with the Minnesota Office of Higher Education pursuant to Minnesota Statutes 141.2 to 141.32. Licensure is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Statement of Non-Discrimination:

No person shall be excluded participation, denied any benefits, or subjected to any form of discrimination based on gender, sexual orientation, race, age, creed, religion, national origin, or physical disability.

Mission Statement:

To be a blessing to Mankato by sharing the health empowerment of yoga; and a regional yoga educational resource by supporting the development of qualified yoga teachers. Addressing the issues of: Unhealthy lifestyle, poor health/fitness, back pain, stress, high blood pressure, depression, osteoporosis, and many more. Sun Moon Yoga Study trains teachers in a non-competitive, holistic educational environment, with experienced teachers who teach yoga's preventative/ therapeutic techniques (in classes, workshops and trainings) for a variety of health issues for people of all ages, ability and income levels.

The top leading causes of disease and death in our country, (and the industrialized world) are preventable, and created by lifestyle behaviors. Yoga, through emphasis on movement, healthy diet, stress reduction, meditation, relaxation, etc. provides low-cost, non-drug/surgery answers for many health issues. Yoga provides healthy lifestyle tools, and we train individuals to share yoga.

To Achieve This:

Sun Moon Yoga Study is held in a space specifically designed to support the above mission; in a leased space. Sufficient props (chairs, bolsters, straps, mats) for pre-natal, seniors, and Yoga Alliance 200-Hour and 300-Hour trainings.

Admissions Requirements:

Procedure for applying to Sun Moon Yoga Study is to go to the Sun Moon Yoga Studios website - sunmoonyogastudios.com - fill out the online application and health history form, and choose the one- or two- payment option. Sun Moon Yoga Study considers an applicant to be enrolled as a student when the following criteria are met:

1. Completed an initial interview (either by phone, email, or in person)
2. Submitted an application with PayPal payment.
3. Participant has received an email message confirming acceptance; is on the Yoga Study in-gathering list and receiving messages and itineraries.

200-Hour & 300-Hour Teaching Techniques/Practice Contact Hours in Mankato, MN

Weekend Intensives – Participants may join the 200 or 300-Hour programs in Fall or Spring. 200-Hour students must complete all Fall and Spring weekends. 300-Hour students must complete all Fall, Spring, and Summer weekends. 200-Hour Weekends are approximately 17 hours, and meet eight times, for a minimum of 65 Training/Techniques and Practice contact hours with the lead trainer(s). 300-Hour Weekends are between 17 and 38 hours, and meet nine times for a minimum of 135 Training/Techniques and Practice contact hours with the lead trainer(s). *Home study and/or online and non-contact coursework hours are required to complete the Yoga Alliance (YA) Standards for both the 200 and 300-Hour programs.*

2017-2018 Weekend Intensives

200-Hour Program	300-Hour Program
<p>FALL 2017</p> <ul style="list-style-type: none"> • September 15–17: Fri–Sun • October 13–15: Fri–Sun • November 3–5: Fri–Sun • December 2–3: Fri–Sat <p>SPRING 2018</p> <ul style="list-style-type: none"> • March 23–25: Fri–Sun • April 20–22: Fri–Sun • May 4–6: Fri–Sun • June 8–10: Fri–Sun 	<p>FALL 2017</p> <ul style="list-style-type: none"> • October 6-8: Fri–Sun • November 9-12: Thurs–Sun <p>SPRING 2018</p> <ul style="list-style-type: none"> • February 17-18: Sat–Sun • March 10-11: Sat-Sun • April 21-22: Sat-Sun • May 5–6: Sat–Sun <p>SUMMER 2018</p> <ul style="list-style-type: none"> • June 15–17: Fri–Sun • July 21-22: Sat-Sun • August 10-12: Fri-Sun

Itinerary for Two-Day Weekend Intensives: 300-Hour Program

- Saturday: 8:30am–9pm (with lunch/dinner breaks; 12 hours)
- Sunday: 9am–4pm (7 hours)

(Approximately 17 contact hours per weekend; Home study and/or online coursework required with attendance to complete YA Standards)

Itinerary for Three-Day Weekend Intensives: 200 & 300-Hour Programs

- Friday: 7–10:00pm (3 hours)
- Saturday: 8:30am–9pm (with lunch/dinner breaks; 12 hours)
- Sunday: 9am–2pm (4 hours)

(Approximately 17 contact hours per weekend; Home study and/or online coursework required with attendance to complete YA Standards)

Itinerary for Four-Day Weekend Intensives: 300-Hour Program

- Thursday: 9am–9pm (12 hours)
- Friday: 9am–9pm (12 hours)
- Saturday: 8:30am–9pm (12+ hours)
- Sunday: 10am–4pm (5 hours)

(Approximately 38 contact hours per weekend; Home study and/or online coursework required with attendance to complete YA Standards)

Total cost of the Sun Moon Yoga Study Programs:

200-Hour Program	300-Hour Program
\$3,000, paid in-full	\$3,600, paid in-full
-OR-	-OR-
Two payments of \$1,500 each	Three payments: <ol style="list-style-type: none"> 1. \$600 for October Retreat 2. Two payments of \$1,500 each

To begin the Full Course:

- Complete the online application
- PayPal online (one-, two-, or three-payment option) or mail check to Mona Cenicerros, Director of Teacher Training, 635 South Front Street, Mankato, MN 56001
- Begin at the very next available Start Date, with online coursework or contact hour weekends.

Payment of Tuition

- Full course payment
- Two- or three-payment plan options

Refund Policy/Buyer's Right to Cancel

- Each student will be notified of acceptance/rejection in writing. In the event a student is rejected, all tuition, fees and other charges will be refunded.
- Notwithstanding anything to the contrary, if a student gives written notice of cancellation within five business days of the execution of the contract or day on which the student is accepted, then a complete refund is given regardless of whether the program has started.
- If a student gives a written notice of cancellation after five business days of the execution of the contract or day on which the student is accepted, but before the start of the program by the school, then all tuition, fees and other charges, except 15 percent of the total cost of the program (15 percent not to exceed \$50.00) shall be refunded to the student.
- If a student gives written notice of cancellation after the start of the period of instruction for which the student has been charged, but before completion of 75 percent of the period of instruction, then student is assessed a pro rata portion of tuition, fees and all other charges based on the number of days in the term plus 25 percent of the total program cost (25 percent not to exceed \$100.00.)
- Any notice of cancellation shall be acknowledged in writing within 10 business days of receipt of such notice and all refunds shall be forwarded to the student within 30 business days of receipt of such notice.

- This refund policy is not linked to any student conduct policy and any promissory instrument shall not be negotiated prior to the completion of 50 percent of the course.
- Written notice of cancellation shall take place on the date the letter of cancellation is postmarked or, in the case where the notice is hand carried, it shall occur on the date the notice is delivered to the school. The date of execution of the enrollment agreement shall be presumed to be the date of delivery of the notice of acceptance: and if delivered by mail, the postmark date of the letter of acceptance.
- Short-term programs. Licensed schools conducting programs not exceeding 40 hours in length shall not be required to make a full refund once a program has commenced and shall be allowed to prorate any refund based on the actual length of the program as stated in the school catalog or advertisements and the number of hours attended by the student.

Student Holidays:

Sun Moon Yoga Study will not be meeting on the following holidays: New Year's Eve, New Year's Day, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day.

Sun Moon Yoga's Excellence in Teaching 200-Hour Yoga Alliance teacher training program:

- Prerequisites: None
- Clock Hours: 200 hours
- Course title: Sun Moon Yoga's Excellence in Teaching 200-Hour Yoga Alliance Teacher Training Program.
- Course Description: 200-Hour level program meets or exceeds all the required standards set forth by Yoga Alliance.
- Topics covered:
 1. Techniques — 100 hours — Includes both training in the techniques and practice of asanas, pranayamas, kriyas, chanting and meditation.
 2. Teaching methodology — 25 hours — Includes principles of demonstration, observation, assisting, instruction, teaching styles.
 3. Anatomy and Physiology — 20 hours — Includes both Anatomy and Physiology (bodily systems, organs etc.) and astral/energy/subtle Anatomy and Physiology (chakras, nadis etc.)
 4. Philosophy, Ethics, Lifestyle — 30 hours — Study of Yoga Scriptures, ethics.
 5. Practicum — 10 hours — Student teaching, observing and assisting in yoga classes.
 6. The Business of Yoga — 5 hours — Liability insurance, marketing, subcontract labor laws.
 7. Electives — 10 hours — These are to be drawn from the top five categories.

Sun Moon Yoga's Advanced Training 300-Hour Yoga Alliance teacher training program:

- Prerequisites: None
- Clock Hours: 300 hours
- Course title: Sun Moon Yoga's Advanced Training 300-Hour Yoga Alliance Teacher Training Program.
- Course Description: 300-Hour level program meets or exceeds all the required standards set forth by Yoga Alliance.
- Topics covered:
 1. Techniques, Training, and Practice — 50 hours — Includes both training in the

- techniques and practice of asanas, pranayamas, kriyas, chanting and meditation.
2. Teaching Methodology — 5 hours — Includes principles of demonstration, observation, assisting, instruction, teaching styles.
 3. Anatomy and Physiology — 15 hours — Includes both Anatomy and Physiology (bodily systems, organs etc.) and astral/energy/subtle Anatomy and Physiology (chakras, nadis etc.)
 4. Philosophy, Ethics, Lifestyle — 30 hours — Study of Yoga Scriptures, ethics.
 5. Practicum — 30 hours — Student teaching, observing and assisting in yoga classes.
 6. The Business of Yoga — 5 hours — Liability insurance, marketing, subcontract labor laws.
 7. Electives — 170 hours — These are to be drawn from the other five categories.

Home Study and/or Online Work:

The remainder of the hours will be spent in planned study including: Internet research, reading books and articles, evaluating classes, home practice.

General Outline of the Program

- History of different styles of yoga.
- Yamas & Niyamas
- Physiology/anatomy of asanas (postures)
- Pranayama (breath techniques)
- Yogic diet, detoxification and cleansing
- Sequencing Vinyasa classes.
- Skills to energetically engage students.
- Teaching skills for creating community in classes.
- Use of music, readings in classes.
- Therapeutic and restorative yoga.
- Alignment and injuries
- Verbal and physical adjustments
- Communication skills
- Observational skills
- Meditation

Student Services

Sun Moon Yoga Study does not offer career planning assistance to graduates and does not guarantee job placement after completion of the 200-Hour or 300-Hour courses.

Academic Advising:

Sun Moon Yoga Study emphasizes a learning community, group energy and supportive experience. This requires attention beyond reviewing educational objectives, keeping attendance, observing students conduct. Upon receiving applications, Sun Moon Yoga Study responds with a confirmation email, including suggestion of joining each year's Yoga Study private Facebook group. There is strategically planned on-going communication, such as emailed itineraries, handouts, assignments and support -both between the director and students and between themselves. Sun Moon Yoga Study Academic Faculty also use private Facebook group page; respond to emails from students, offer tele-seminar sessions.

Satisfactory Academic Progress:

Satisfactory progress is defined as actively participating in all levels of Sun Moon Yoga Study. Students may face unexpected work, family issues that require them to miss training. If a

participant needs to miss all or part of a weekend he/ she can make up that time in the following year's offerings. There may be an additional charge of \$100 per a "make-up" weekend. When it becomes unlikely that a participant will complete the 200-Hour or 300-hour course (example: pregnancy, injury, moving to another city), a pro-rated amount of training costs will be refunded, and they are invited to re-enter the program in the future. Only full-weekend hours are retained (example: completed 3 weekends/retained- 3 weekends and four hours/4 hours not retained.) If a participant must repeat a weekend of study, he/she may be charged the per weekend cost of \$375. This repeat of the section may be due to failure to meet attendance requirements or Yoga Alliance Standards. The maximum time allowed for repeats will be determined by the registration requirements of the Yoga Alliance.

Student Conduct:

Students must adhere to the rules and regulations of Sun Moon Yoga Studio. Students whose conduct reflects discredit upon themselves or the school may be subject to probation and/or termination. The Student must adhere to conduct that will not interfere with the learning process of any other students, the classroom presentation by the instructor, presentations by visitors, or the progress of the class or Sun Moon Yoga Studios in general. The director of Sun Moon Yoga Study reserves the right of judgment, to place on probation and/or terminate a student on any of the following grounds:

1. Excessive absences or tardiness.
2. Non-conformity of rules and regulations.
3. Conduct that is unsatisfactory to Sun Moon Yoga Studios, its staff, faculty, and students.
4. Falsifying school records.
5. Breach of enrollment agreement.
6. Failure to pay fees when due and/or to make available required documents.
7. Theft
8. Drugs or alcohol on the premises.
9. Foul or hurtful language.

Participant Expectations:

- Students are to be wearing clothing appropriate for physical activity at all times.
- Attendance Policy: All participants are required to complete all weekends of study outlined above to graduate from their given program. If a participant needs to miss all or part of a weekend he/ she can make up that time the following year, there may be an additional expense for repeated weekends or make-ups.
- Director Mona Cenicerros is committed to assisting each participant complete the program within a two-year span. After two years participants who have not completed will have to make acceptable individual arrangements and possibly incur additional expenses.
- Tardiness and leaving class early is subtracted from the total time of the program, and counts against the minimum required attendance.
- Make-up Work Assignments and projects not completed on schedule during a course must be made- up within the two years of the start of the program.

Grading System:

Our program is based on a pass/fail system. Once all of the monthly homework assignments are successfully completed and turned in and all 8 months of training are attended (within two years) a participant is considered to be a graduate of the program.

Transcripts/Graduation Certificates:

Sun Moon Yoga Study is goal-oriented toward being a paperless program by 2020. Participants' Graduation Certificate is the only official *paper* work; will be awarded in a graduation ceremony. Participants attending Sun Moon Yoga Study Yoga Alliance 200-Hour and 300-Hour trainings will also receive an e-file and are responsible for submission of the e-file with fees to Yoga Alliance to be listed on the national registry. Former graduates may request an additional e-file copy of their official Graduation Certificate by emailing Mona Cenicerros, director of training, at sunmoon@hickorytech.net. A second Graduate Certificate will be sent by email, and will not be released for students who may have a past due account.

Student Records:

Consisting of proof for individual graduate's completion of the Yoga Alliance 200-Hour or 300-Hour curriculum, participant's records are maintained on Internet/CD files (see Student Records below) at the completion of the program. Sun Moon Yoga Secure Records Plan is:

1. Copies of records in secure depository; Minnesota State University, Mankato.
2. Carly Hopper, MS, Director of Campus Recreation, MSU, Mankato designated to provide copies to students upon request.
3. Binding agreement with MSU, Mankato should Sun Moon Yoga Study cease to exist.

Graduation Requirements:

In order to graduate, a student must:

1. Complete with a passing grade all homework for their program within the two years of the start date.
2. Complete all required weekend sessions of the program; or with sufficient makeup.
3. Fulfill all financial obligations to Mona Cenicerros and Sun Moon Yoga Study.

Complaint Procedure:

Sun Moon Yoga Study has never terminated a participant from the program, and encourages all feedback, so that we might improve. Procedure for investigating and resolving potential complaints or response to termination in which participants are notified in writing and may appeal to the director of Sun Moon Yoga Study within three (3) days of "Notice of Termination." Student Grievance Procedure

1. Complaints directed at an individual instructor or staff member will be openly discussed with the individual involved. All parties will be heard; a win/win sought.
2. If one-on-one discussion fails to result in satisfactory resolution, a written complaint must be submitted to Mona Cenicerros, program director.
3. If the Program Director cannot resolve the complaint to the student's satisfaction in writing within ten days, the student may file a complaint with Minnesota Office of Higher Education, 1450 Energy Park Drive.#350. St. Paul, MN 55108-5227 or by phone at 651-259-3976.

Scholarships:

There are currently no scholarships. Each year there is one tuition trade-out for Social Marketing/Support Staff Skills available for Sun Moon Yoga Study. Interested applicants may contact Mona via email sunmoon@hickorytech.net or Facebook.

Credit for Previous Training:

Sun Moon Yoga Study 200-Hour program does not accept hours from other Yoga Alliance (YA) programs, or any professional training in lieu of YA Standard requirements and contact hours. Sun Moon Yoga Study 300-Hour program accepts students who have previously completed 200-Hour training from other YA programs.

Necessary Technology and Texts needed for completion of studies:

Sun Moon Yoga Study is goal-oriented toward being a green, and paper free program by 2020. Participants are required to be able to communicate with program organizers on-line and to be able to print out emailed materials. Sun Moon Yoga does not provide computers, books and/or textbooks for this program. Participants are assigned the activity of creating their own reference library and may make their own decisions on resources to choose for specific categories.

Suggested, but NOT required references:

- Adele, Deborah. *The Yamas and Niyamas*. Onward Bound Books, 2009.
- Fahri, Donna. *The Breathing Book*. New York: Henry Holt and Company, Inc. 1996; also from Fahri, *Yoga Mind, Body and Spirit*, and *Teaching Yoga*.
- Iyengar, B.K.S. *Light on Yoga* and *The Tree of Yoga*.
- Long, Ray MD, FRCSC, *The Key Muscles of Hatha Yoga*.
- Schiffman, Erich. *Yoga - the Spirit and Practice of Moving into Stillness*.
- Davis, Brenda, MD. *Seven Healing Chakras*.
- Lasater, Judith. *30 Essential Poses for Beginners and their Teachers*; and *Rest and Relax*.

REQUIRED DISCLOSURE STATEMENT

MN STATUTE 141.28: Subdivision 1. ***Disclosure required***. A school, agent, or solicitor may represent in advertisements and shall disclose in catalogues, applications, and enrollment materials that the school is duly licensed by the state by prominently displaying the following statement:

“Sun Moon Yoga is licensed as a private career school with the Minnesota Office of Higher Education pursuant to Minnesota Statutes, sections 141.21 to 141.32. Licensure is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.”

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