**ENROLLMENT AGREEMENT FOR SVASTHA YOGA THERAPY PROGRAM**

This Enrollment Agreement is between

Svastha Yoga Pte Ltd

Address: 125 Meyer Road, 03-05 The Makena, Singapore 437936.

Email: info@svastha.net

hereafter referred to as “the school,” and the assigned below

Student’s Name:

Address:

Telephone:

Email:

hereafter referred to as “the student.”

The school agrees to provide the training, “Svastha Yoga Therapy Program,” commencing from the date the student is enrolled in the first course in the training.

**Agreement is Binding**

This agreement will be binding only when it has been fully completed, signed, and dated by the student and an authorized representative of the school.

**Changes in the Agreement**

Any changes in the agreement will not be binding on either the student or the school unless such changes are acknowledged in writing by an authorized representative of the school and by the student or the student’s parent or guardian if he/she is a minor.

**Cancellation of Contract**

If you have not started training, you may cancel this contract by submitting written notice of such cancellation to the school at its address shown on the contract, which notice shall be submitted not later than midnight of the fifth business day (excluding Sundays and holidays) following your signing this contract or the written notice may be personally or otherwise delivered to the school within that time. In event of dispute over timely notice, the burden to prove service rests on the sender.

**Duration of Agreement**

This agreement will be valid until the student completes the training, withdraws from it, or is dismissed from it. The allotted time for completing the program is 4 years from the date of enrollment. Extensions can be applied for and will be granted at the discretion of the School Director and Program Director.

**Admissions requirements and procedures**

Svastha Yoga & Ayurveda does not discriminate based on race, sex, religion, ethnic origin, sexual preference, or disability. Applicants must be at least 18 years of age and have completed a 200-hour training and have sustained yoga practice for a year before applying for the yoga therapy program.

Applicants are required to fill out an application form which will be reviewed by the program director or designated senior faculty before acceptance into the program. We may also conduct an interview for further evaluation and to answer questions.

**Transfer credit**

Currently, we do not accept transfer credits from other programs.

**Tuition**

You may have received a discounted tuition fee option communicated to you via email. In that case, that is the tuition that will apply to you. The standard tuition is quoted below. All amounts are in US Dollars.

Live and Asynchronous Courses: $5330

Ongoing Mentoring & Integration: $420

Documentation, Assessment Guidance & Certification: $300

Personal Mentoring: $500 (estimated)

Total: $6550

Please check the program page for current standard tuition including any updates: <https://online.svastha.net/pages/svastha-yoga-therapy-program>

**Refund policies**

In the case of students withdrawing after payment of fees, the school will retain a cancellation charge of $50 plus a percentage of tuition and fees, which is based on the percentage of contact hours attended, as described in the table below. The refund is based on the date on which the student confirms to the school their desire to withdraw from the training.

|  |  |
| --- | --- |
| **A student terminating training** | **is entitled to a refund of unencumbered monies paid by this percentage** |
| Within first 10% of program | 90% |
| After 10% but within first 25% of program | 75% |
| After 25% but within first 50% of program | 50% |
| After 50% but within first 75% of program | 25% |
| After 75% | No refund |

Courses may be canceled if minimum enrollment is not received two weeks prior to the course date. If a course is cancelled by the school, refunds will be given in full, within 30 days of the canceled course. If a student cancels his/her participation in a course, the refund will be determined by the refund policy.

All refunds will be made within 30 days from the date of termination. The official date of termination or withdrawal of a student shall be determined by one of the following criterion:

* The date on which the school receives written notice of the student’s intention to discontinue the training program.
* The date on which the student violates published school policy, which provides for termination.
* Should a student fail to return from an excused leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier of the date the school determines the student is not returning or the day following the expected return date.

**Opportunities and requirements for financial aid**

We offer scholarships to deserving students on a case-by-case basis. Generally, the amount of the scholarship is up to 30% of the tuition fee. Students who request a scholarship will be directed by email to explain in detail the circumstances behind their need for scholarship and as well as how they plan to use yoga therapy to benefit themselves and others. The final decision on grant of scholarships will be made by the School Director or Program Director.

**Student conduct**

Students are expected to:

* Act maturely and are required to show respect for other students and faculty members.
* Remember to do nothing that does not sound correct or appropriate for their body.
* Take self-responsibility for their choices in their learning and practice to the extent possible.
* Ask questions, after study, practice, teaching, and reflection, as appropriate.
* Support each other where possible. However, it is not their responsibility to be a caregiver, parent, or therapist for each other.
* Let the instructor know about any physical or psychological limitations that may impact their receiving classroom teachings.
* Honor confidentiality. Any private information shared in the group should remain within the group.
* Come to class with appropriate materials: attire, books, and completed homework.
* Come prepared to move, wearing comfortable clothing. Wear jewelry in moderation or take it off during classes.
* Not wear perfumes, bath oils, strong smelling shampoos, lotions, aromatherapy or fragrances. Be on time.
* Communicate ahead of time if support is needed in completing reading assignments or home play.

The following are not allowed in the classroom or school property:

* Possession of weapons, illegal drugs, and alcohol of any kind.
* Use of computers or cell phones distracting from course work. Therefore, no texting during classroom lecture and practices is allowed.
* Recording of class lectures.

**Student grievance procedures**

Student complaints should be brought to the attention of the Senior Teacher. The complaint may begin as a verbal discussion. The discussion and outcome of the discussion will be documented in the student’s folder and acknowledged by both the instructor and the student. The Senior Teacher will be required to inform the School Director of the discussion and its results.

If the student feels he/she has not found resolution, the student should write and document his/her complaint, including any supportive information. The written document will be given to the Senior Teacher and the School Director. The Director will meet independently with the instructor and the student. The Director will have the right to investigate the situation. This may include interviewing peer students, teacher assistants and, with permission of the student, family members. All meetings will be documented and acknowledged by the people in attendance of the meetings. All documentation will remain in the student’s file. When resolution is determined, the Director, instructor and student will meet and document the outcome of the meeting.

If the Director is the Senior Teacher, another Senior Teacher will be asked to moderate the complaint. The filing of a complaint will not affect the student’s fair evaluation in completing a program or course.

**Attendance policies**

All programs and all continuing education classes are experiential and full participation is expected. Students are expected to attend on time with proper materials and apparel. Live courses allow 20% of attendance to be missed without affecting completion of the program. Students are expected to review the recordings of these sessions.

When live attendance drops below 80% of sessions, students must write a summary of the missed sessions of 200 words or more to make up missing sessions to reach 80%. The choice of missed sessions to address will be made in consultation with the lead teacher/program director. At the discretion of the lead teacher and/or program director, the student may be required to attend make-up sessions for missed sessions or reattend the course in a subsequent round of training. Students are liable for tutoring costs for these make-up sessions at $25 per hour.

**Academic performance requirements**

Students are expected to complete all assessments on time with a passing grade. They are also expected to abide by attendance policies.

Students must maintain adequate attendance and complete assessments on time. Students who are falling short of meeting the criteria will be asked to have a consultation session with an assigned senior teacher for the purpose of clarifying expectations.

Students can request clarification on progress reports at any time during the program. Any student may be dismissed for excessive absences, incompletion of assessments, and violations of rules and regulations of the school as set forth in school publications. The Program Director, after consultation with all parties involved, will make the final decision.

If a student feels they cannot complete the program due to medical reasons or personal problems, they should meet with the Program Director or senior teacher assigned them. Appropriate choices can be made through discussion and mediation. All meetings reflecting a student’s participation in the program will be documented and will include the decisions and/or conditions of continued registration in the program.

**Program completion requirements**

Programs and courses must be completed within the allocated time unless arrangements are made with the Senior Teacher and the School Director. To receive a certificate of completion for any program, all classes must be attended per the attendance guidelines, assessments completed, a final test taken, and practice teaching completed. Class participation and evaluation of practicum classes will be used to appraise teaching skills.

Any violation of school policies may result in permanent dismissal from school. A certificate will not be issued until all requirements are completed.

If a participant drops out during a program, course, or workshop, hours will not be granted for the incomplete program, course, or workshop.

Students will be required to make payments based on the plan recorded in their contract unless you meet with the school to adjust your payment schedule. Students who are more than 30 days late in payments may be charged an additional fee of $20 per month unless payment arrangements are made with the school.

**Non-discrimination policy**

No person shall be denied participation or subjected to any form of discrimination based on age, race, sex, religion, disability, veteran status, national or ethnic origin, sexual orientation, or gender identity/expression or any other characteristic protected by law.

**Acceptance of Agreement**

I certify that:

I have received a copy of the program contents and syllabus for the Svastha Yoga Therapy Program from the school and have read the same.

I have received and read a copy of the school’s policies and procedures.

I have read and understand the cancellation and refund policy and complaint procedures.

I have read and accepted the Terms of Use (<https://online.svastha.net/pages/terms-of-use>) and Privacy Policy (https://online.svastha.net/pages/privacy-policy) required to access the school’s online learning platform (online.svastha.net).

I hereby agree to abide by the terms and conditions set forth in the above documents.

Student Name:

Signature: REPLACE THIS WITH YOUR NAME IN UPPER CASE

Date:

As the authorized representative of the school, I hereby agree to the conditions set forth herein:

Name of authorized representative: Ganesh Mohan

Signature: GANESH MOHAN

Date: 20 January 2025