March 2019

Dear Sir/Madam,

Please find enclosed an Information Pack on the Body Control Pilates matwork teacher training course, scheduled to commence in Doha in November 2019. We are proud that this is hosted by Yama Yoga, our Education Partner for Qatar. This course will give you a thorough understanding of the principles of Body Control Pilates and will fully equip you for a successful teaching career. After certification, you are qualified to teach matwork classes and sessions.

Body Control Pilates is recognised as a world-leading training provider, having pioneered the development of Pilates matwork. We helped to formulate the content of the UK government-backed national standard for Pilates and also chaired a team to develop a European-wide standard on behalf of EuropeActive, based in Brussels.

This matwork course in Doha will comprise four tuition blocks, each of three days. The 12 tuition days are then followed by a practical assessment; self-study (directed learning); a multiple choice written examination covering anatomy; a period of supervised teaching culminating in a ‘sign-off class’ and including some supervised teaching weekend workshops. Before taking your sign-off class you must submit six lesson plans to show how you would progress a group over a six-week period.

Tuition will be led by our UK team of course tutors and we will also ensure that there are regular opportunities for supervised teaching workshops in Doha. Students are also welcome to undertake supervised teaching in the UK if they wish to travel.

We run teacher training courses on a regular basis in Doha and you can find details on the Body Control Pilates and Yama Yoga websites. If you wish to register for the November 2019 course, please return a completed Enrolment Form to Yama Yoga at your earliest opportunity.

Please note that we ask that all applicants have ideally been taking regular Pilates classes or, failing that, have followed some of Lynne Robinson’s Pilates DVDs so that they are familiar with the basic exercises and the fundamentals. If you register for the course, you will receive The Pilates Bible and we will also be pleased to offer you a complimentary 3-month subscription to our Body Control Pilates Central website and apps to help you prepare for the course.

We are proud to offer an unrivalled matwork teacher training course in terms of its breadth and depth of content, and of the variety of experienced teachers that you will work with during your course. We cover more than 100 exercises - many unique to Body Control Pilates - and, importantly, we teach you how to assess and progress clients, adapting exercises as appropriate. You will be equipped to teach one-to-one and group classes and will have the ability to draw on the knowledge given to you on the course to plan effective classes for a wide variety of clients.

We ask from you a commitment to learn and to become an excellent Pilates teacher. In return, we will give you knowledge and support - throughout your training course and then beyond when you are a qualified Body Control Pilates teacher.

Finally, please don’t hesitate to get in touch with the Yama Yoga team in Doha if you need any further information or visit our website www.bodycontrolpilates.com for more general information on Body Control Pilates.

Yours faithfully,

Leigh Robinson

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Managing Director

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Decades of Innovation + Leadership

Since our formation in 1995, Body Control Pilates has been at the forefront in the growth of Pilates in the UK and beyond, most importantly in the development of standards for Pilates education. Our approach to teacher training was the first of its kind in the world and represented a total change from the previous 'apprenticeship' method of becoming a teacher. Since the 'Body Control The Pilates Way' book became a national 'Top 20' best-seller in 1997, Lynne Robinson's Body Control Pilates books and DVDs have become the benchmark for quality of teaching and clarity of content.

- 2018: Global launch of Body Control Pilates Central, offering online masterclasses and workouts
- 2017: Creation of a benevolent fund to support Body Control Pilates teachers in their training
- 2016: Body Control Pilates runs its first teacher training course in China
- 2015: Body Control Pilates celebrates 20 years with 1400 teachers based in 42 countries
- 2014: Body Control Pilates launches dedicated programmes for sport and breast cancer rehab
- 2013: Body Control Pilates delivers the first Ofqual-accredited 'Level 4 Pilates' courses from January onwards
- 2010: Body Control Pilates is the first Pilates training provider to gain 'Level 4' approval for its Low Back Pain course
- 2008: Body Control Pilates book and DVD sales exceed 2 million units cumulative sales worldwide
- 2006: The Body Control Pilates Centre London opens - Europe's largest dedicated Pilates space
- 2005: Body Control Pilates is the first UK Pilates training provider to gain 'Level 3 Pilates' approval
- 2003: Body Control Pilates is a founding member of the Pilates Standards Working Group
- 2002: Body Control Pilates is appointed exclusive provider of in-flight exercise by British Airways
- 1998: Lynne Robinson's first DVD 'Body Control The Pilates Way' is released
- 1997: 'Body Control The Pilates Way' is published (the world's first Pilates book for the general public)
- 1995: Work starts on creating the world's first curriculum-based Pilates teacher training course
For background information:
Pilates Standards in the UK and the European Union

The UK has had a government-backed national standard for Pilates in place since 2005. It is overseen by SkillsActive (the Sector Skills Council for Active Leisure and Learning) and the Register of Exercise Professionals, and sits at Level 3 in the National Qualifications Framework. It is known colloquially within the industry as 'Level 3 Pilates' and is the first of its kind in the world, setting the minimum requirements in terms of skills and knowledge that a teacher should have to teach Pilates matwork.

Any organisation that offers a Pilates teacher training course in the UK can apply for recognition of its courses against this standard and it is strongly recommended that, if you are about to embark on a career as a Pilates teacher, you train with an organisation whose course has been ratified at Level 3. A Level 3 course should, in total, require about 250 hours of your time from commencement to certification (around 100 of these should be on a ‘contact basis’), but you should also be aware that some training providers offer online ‘distance learning’ in place of contact hours.

We firmly believe that a typical minimum of 150 direct contact hours (students working with tutors either in a classroom or supervised teaching environment) is necessary for a student to fully understand the scope of the Pilates Method, to be able to teach and progress clients safely and effectively, and to have the foundation to build a successful career.

Pilates teachers graduating from approved courses are eligible to be listed as a Pilates Teacher at Level 3 (Advanced Instructor) on the UK Register of Exercise Professionals (www.exerciseregister.org). This is the recommended information source for anyone who wishes to check a Pilates teacher’s credentials in terms of training qualifications and professional development. A ‘Level 3’ Pilates qualification is now a precondition for entry onto the Register as a Pilates teacher.

This Body Control Pilates Matwork Certification is approved against the Level 3 Pilates standard and, in fact, far exceeds its requirements. We are proud that we were the first specialist Pilates training provider to receive formal approval against the UK national standard for Pilates. This means that students graduating from the Body Control Pilates Matwork Certification Course are automatically recognised as meeting that standard.

Our course is also accredited by ActiveIQ under the mandatory requirement for all training providers to have their course underpinned by an approved awarding body.

Body Control Pilates achieved another industry first with the launch of its ‘Level 4 Pilates’ qualification. This is formally recognised by Ofqual (Office of Qualifications and Examinations Regulation) and is only available through us. Holding ‘Level 4 Pilates’ demonstrates that a teacher has the advanced knowledge and skills to teach Pilates across a broad spectrum of clients. Entry is open only to qualified Body Control Pilates teachers.

Course graduates who are resident within the European Community (excluding the United Kingdom) will automatically become members of the European Register of Exercise Professionals (EREPS) as an accredited Pilates Teacher. EREPS is overseen by Europeactive (formerly EHFA, the European Health and Fitness Association). A new Pilates standard was introduced into the European Union in 2014 and is being implemented in the member countries. This was created under Europeactive’s remit, with the standard drawn up by Pilates experts from across Europe under the chairmanship of Body Control Pilates.
Matwork Certification Course: November 2019

Tuition Dates

Block 1: Thursday 7th November - Saturday 9th November 2019

Block 2: Thursday 5th December - Saturday 7th December 2019

Block 3: Thursday 9th January - Saturday 11th January 2020

Block 4: Thursday 6th February - Saturday 8th February 2020

Tuition days are planned to run as follows in terms of timing:

    Thursdays: 2.30pm – 9.00pm
    All other days: 12.30pm – 7.30pm

Supervised Teaching Workshops are planned as follows:

    Thursday 12th & Friday 13th March 2020
    Friday 17th & Saturday 18th April 2020

Final Sign-Off Teaching Exams are planned for May 14th 2020

Written Exam dates will be confirmed by Yama Yoga at a later date.
What is covered during the tuition days?

The 12 tuition days on your course are broken down into the following modules:

- Introductory Module, including joints and planes of movement
- Pelvis and Spine
- Breathing and Relaxation
- Stability (Centring)
- Shoulder Girdle
- Hip and Knee
- Ankles, Feet, Wrists, Hands
- Anatomy Review Day
- Classical Pilates
- Precision of Movement
- Client Enrolment and Assessment
- Lesson Plans and Teaching Skills & completing the course, teaching a class

These are followed by your supervised teaching period (developing your teaching skills); working towards your written examinations; completing self-study work on Pilates theory and on related topics.

Successful completion of each of these three elements culminates in receipt of your Body Control Pilates Matwork Certification and, if you wish to take the additional assessments, your ‘Level 3 Pilates’ Certificate, awarded by Active IQ and showing accreditation against the UK national standard (additional fees apply).
Schedule of Fees

The total level of fees is **QAR 15,000** or **QAR 12,750** with the Advance Payment Option. This is payable as detailed below. The fees include all elements of the course as advised, including certification, but please read the Terms and Conditions at the bottom of this page. Please note that, for all parts of the course, students must cover their own travel and subsistence expenses.

**Registration Fee: QAR 1,500**

This is payable upon confirmation of your place on a course. Your place is not guaranteed until this payment is made. Please see the Terms and Conditions below.

Thereafter, your tuition fees are payable in three instalments:

<table>
<thead>
<tr>
<th>Date</th>
<th>Fee</th>
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<tbody>
<tr>
<td>By Thursday October 17th 2019</td>
<td>QAR 5,000</td>
</tr>
<tr>
<td>First day of Tuition Block One (November 7th)</td>
<td>QAR 4,500</td>
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<tr>
<td>First day of Tuition Block Two (December 5th)</td>
<td>QAR 4,000</td>
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**Discounted Course Fees for Advance Payment: QAR 12,750**

After having paid your Registration Fee, your balance is reduced to QAR 11,250 providing that this is made in one payment. This must be cleared a minimum of **three weeks** before your course start date (by 17th October 2019).

Please note that if you have not made your Advance Payment by 17th October, you will automatically revert to a fee level of QAR 15,000.

**Additional Fees for UK Accreditation: QAR 750**

If you are likely to teach in the UK in the future, we strongly recommend that you take the additional assessments that enable you to receive accreditation against the UK ‘Level 3’ national standard. This involves two written exams and some coursework. The above fee covers Awarding Body registration and additional course materials and assessments.

Please contact Yama Yoga Studios regarding payment procedures.

**Terms and Conditions**

- If you wish to take advantage of the Advance Payment option, please tick the box on your Enrolment Form.
- Please see the Enrolment Form for specific refund conditions relating to the Registration Fee.
- The Supervised Teaching element of your course cannot be commenced until all fees are paid in full.
- Course fees include one Practical Assessment, one written examination and one 'Sign-Off Class' in Doha or London. Should you need to retake any of these elements, a ‘resit fee’ may be charged. Please contact the Body Control Pilates office for details.
- If it is agreed that a student takes their Practical Assessment or written examination at another location, or for medical reasons needs to take an oral examination in place of the written examination, a fee is payable by the student to the teacher overseeing the examination. Any requests in this respect must be submitted to, and approved by, Body Control Pilates Education Limited course management in association with Yama Yoga.
- Please note that in the case of early retirement from the course, or of failure to attend the course once confirmation of a place has been given by Body Control Pilates Education Limited or Yama Yoga and accepted by the student, all previously paid fees are non-refundable. Where a student has pre-paid course fees in full under the ‘Advance Payment Scheme’, fees are non-refundable if the student fails to attend the course without reasonable prior notification. In the case of early retirement during the tuition modules of the course a pro-rata refund will be considered for ‘Advance Payment’ students. Administration fees will apply.
- If you cancel your place on a course within 28 calendar days of the course start date, a cancellation charge of QAR 3,500 will be applied.
- In the unlikely event that Body Control Pilates Education Limited course management asks a student to leave a course, a consultation process will be initiated. Fees paid to that point in the course are non-refundable.
- Body Control Pilates Education Limited operates a formal Complaints Procedure, with external redress, under which students may seek a hearing if they feel they have been unfairly treated in examinations or assessments.
- If a student has not received certification within two years of the commencement of their course, Body Control Pilates Education Limited reserves the right to fail the student and to remove their name from the register of current students. Body Control Pilates Education Limited makes every effort to ensure that all students are fully supported through the course.
- Fees for any future courses may be subject to amendment.
- All fee payments are receipted and are inclusive of local taxes, where applicable.

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Body Control Pilates Central has arrived!

THE new online destination for Pilates masterclasses, workouts, exercise tips and more....

Monthly and annual subscriptions available at www.bodycontrolpilatescentral.vhx.tv

Enjoy 3 months’ free subscription once you have signed up as a student by paying your Registration Fee!

Also available as Android and Apple apps!

Your free subscription will be set up though the website (URL above). This will also enable you to log-in free of charge to the apps.