



# Pilates Teacher Certification Retake Application

Please complete, sign, and date this on-line application form. Completed applications can be submitted as follows:

Enter data and save a copy to your desktop. Submit completed application to Castle Worldwide via email, mail or fax.

Castle Worldwide  
6001 Hospitality Ct.  
Suite 100  
Morrisville, NC 27560  
Fax. 919-361-2426  
Email: PMA@castleworldwide.com

Please allow 10 days for application processing. In order to receive important electronic correspondence regarding certification, please ensure that your e-mail program will accept e-mails from [ibt@castleworldwide.com](mailto:ibt@castleworldwide.com) and [pma@castleworldwide.com](mailto:pma@castleworldwide.com).

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## PERSONAL INFORMATION:

Last Name:	First Name:	Middle Name:	Date of Birth:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address: (address for correspondence with Castle Worldwide, INC)		City:	
<input type="text"/>		<input type="text"/>	
State/Province:	Zip/Postal Code:	Country:	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Contact Number: (please include country/city code)	E-mail		
<input type="text"/>	<input type="text"/>		

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## EXAM TESTING OPTIONS:

- Internet Based Test Registration - I wish to take the examination by Internet Based Testing (IBT testing is offered at testing sites throughout the world)
- Paper and Pencil Test Registration - I wish to take the examination by Paper and Pencil. Check PMA website for testing locations, dates, and related deadlines

I would like to take the exam at the following (date/city) paper and pencil event:

Applications received 21-29 days prior to the exam will require a \$50 late fee for processing. Applications received 20 days or less before the exam date will require a \$50 late fee and will be processed at Castle's discretion.

Applications due one month prior to exam date. Candidates who submit incomplete applications will receive a deficiency notification from Castle requesting the missing information. Candidates then have 90 days to complete the application. Beyond the 90 days, candidates may re-activate their application within 30 days for a fee of \$75.

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## TESTING LANGUAGE:

English

English/Spanish

English/Portuguese

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**PAYMENT INFORMATION:** The retake fee is \$150.00 and is non-refundable.

A payment email will be sent after application is processed. All payments are made online on a secure payment page.

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**ATTESTATION:**

I understand that in order to process my application, Castle Worldwide, Inc. may verify my education or training. I agree to cooperate in such a review and authorize others to provide information regarding my abilities and experience. I hereby solemnly declare and affirm, under the penalties of perjury, that the facts and matters contained in the foregoing application are true and correct, and I agree to abide by the Pilates Method Alliance Code of Ethics and Scope of Practice.

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**Castle receives and processes all applications. Upon approval of your application, Castle will send you an email with a link to provide payment using Visa, MasterCard, AMX, or Discover.**

If an application is missing pertinent information 90 days after original receipt, the application will be closed and the application fee will be forfeited. Candidates who do not complete their application within 90 days may reactivate their application by submitting a written request and a \$75 fee within 30 days of the application expiration. If the application is not completed during this 90-day period, the application will be closed and the candidate must re-apply and pay the application fee.