

DISCOUNTS AND REDUCTIONS

DISCOUNTS

We offer the following discounts:

- 10% loyalty discount if you have previously undertaken Gym, Studio (ETM), Personal Trainer or Matwork Pilates with PFE
- 10% group discount when 3 or more individual applications are received together
- Only **one discount** can be applied to bookings and cannot be used in conjunction with other Special Offers. Terms and conditions apply.

REPS CPD POINTS

Please note REPs Points are correct at time of printing but subject to change.

*CYQ LEVEL 3 DIPLOMA in TEACHING PILATES (REPs CPD points 20)					
* Please note that as from the 31 st March this is a new qualification called Level 3 Diploma in Mat Pilates					
PLEASE NOTE THIS COURSE REQUIRES HOME STUDY PRIOR TO ATTENDING THE COURSE (UNLESS YOU HOLD A CYQ LEVEL 3 A&P QUALIFICATION- PLEASE CALL TO DISCUSS)					
LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
LEEDS (Yeadon)	LA Fitness	9.00am – 5.00pm SEMI-INTENSIVE	11-12, 25-26 May, 7-9 Jun, 21-23 Jun, 13-14 Jul 2013	21 or 22 Sep 13	12344/jk/em/cb
GLOSSOP	The Studio	9.00am – 6.00pm INTENSIVE	27-28 Jul, 2-4, 16-18 Aug, 24-25 Aug, 7 & 8 Sept 2013	9 or 10 Nov 13	12345 jk/jb/cb
LEEDS (Yeadon)	LA Fitness	9.00 – 5.00 pm	28-29 Sep, 11-13, 26-27 Oct, 9-10, 23-24 & 30 Nov 2013	25 & 26 Jan 14	12367 jk/jh/cb

CYQ LEVEL 3 DIPLOMA IN TEACHING PILATES	Fee
Matwork Pilates – pay in full at time of booking	1680.00
Matwork Pilates – pay £200 deposit and instalments	1795.00
Matwork Pilates – students who hold CYQ level 3 knowledge or AFI pay in full at time of booking	1403.00
Matwork Pilates – students who hold CYQ level 3 knowledge or AFI pay £200 deposit and instalments	1496.00

MODERN PILATES CPD Workshops

(Prerequisite Matwork Pilates or similar level 3 qualifications)

PROGRESSIVE MATWORK 1 £105 / £94.50 with 10 % loyalty discount (REPs CPD points 4)					
LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
LEEDS (Yeadon)	LA Fitness	1 day 9.00am-5.00pm	4 May 2013	N/A	12357/cb

PROGRESSIVE MATWORK 2 - Equipment £105 / £94.50 with 10 % loyalty discount (REPs CPD points 4)					
LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
LEEDS (Yeadon)	LA Fitness	1 day 9.00am-5.00pm	5 May 2013	N/A	12358/cb

PILATES ON THE BALL £105 / £94.50 with 10 % loyalty discount (REPs CPD points 4)					
LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
GLOSSOP	The Studio	1 day 10.00am-5.00pm	TBA	N/A	

PILATES ONE-TO-ONE WORKSHOPS**(Prerequisite for these workshops is Matwork Pilates or similar level 3 qualifications)**

DIAGNOSTIC PILATES 1 - £105 / £94.50 with 10 % loyalty discount					
POSTURAL ASSESSMENT & SHOULDER STABILITY					(REPs CPD points 4)
LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
LEEDS (Yeadon)	LA Fitness	1 day 9.00am – 5.00pm	19 Apr 2013	N/A	12349/jh
SHOULDER £105 / £94.50 with 10 % loyalty discount					
					(REPs CPD points 4)
LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
LEEDS (Yeadon)	LA Fitness	1 day 9.00am-5.00pm	20 Apr 2013	N/A	12348/jh

DIAGNOSTIC PILATES 2					
PELVIS & LOWER LIMB £105 / £94.50 with 10 % loyalty discount					(REPs CPD points 4)
LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
GLOSSOP	The Studio	1 day 9.00am – 5.00pm	2 Jun 2013	N/A	12350/jb

HIP & KNEE £105 / £94.50 with 10 % loyalty discount					
					(REPs CPD points 4)
LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
GLOSSOP	The Studio	1 day 9.00am-5.00pm	1 June 2013	N/A	12351/jb

SPINAL CONDITIONS (BACK PAIN) £105 / £94.50 with 10 % loyalty discount					
					(REPs CPD points 6)
LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
GLOSSOP	The Studio	2 days 9.00am – 6.00pm	12- 13 July 2013 (Fri 10am start)	N/A	12364/es

DIAGNOSTIC PILATES 3 £105 / £94.50 with 10 % loyalty discount					
THE SPINE & ABDOMINAL					(REPs CPD points 4)
LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
GLOSSOP	The Studio	1 day 9.00am – 6.00pm	14 July 2013	N/A	12365/es

SPECIALIST INSTRUCTOR WORKSHOPS**PILATES FOR PREGNANCY £210/ £189 with 10 % loyalty discount (REPs CPD points 6)**

LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
LEEDS (Yeadon)	LA Fitness	2 days 9.00 am-5.00pm	20 – 21 April 2013	N/A	12339/cb

PILATES FOR THE AGEING POPULATION £210/ £189 with 10 % loyalty discount (REPs CPD points 6)

LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
GLOSSOP	The Studio	2 days 9.00am – 6.00pm	19-20 Jul 2013	N/A	12359/sd
LEEDS (Yeadon)	LA Fitness	2 days 9.00am-5.00pm	22-23 Nov 2013	N/A	12361/sd

NEURO PILATES £105 / £94.50 with 10 % loyalty discount (REPs CPD points 4)

LOCATION	VENUE	FORMAT	DATES	ASSESSMENT	CODE
GLOSSOP	The Studio	1 day 9.00am-6.00pm	21 Jul 2013	N/A	12360/sd
LEEDS (Yeadon)	LA Fitness	1 day 9.00am-5.00pm	24 Nov 2013	N/A	12362/sd

Fees for Courses & Workshops
******* PRICES APPLY FROM January 2013*******

PROFESSIONAL FITNESS		Fee
Introduction to Exercise and Pregnancy (1 day) ON HOLD		95.00
Introduction to Exercise and Ageing (1 day) ON HOLD		95.00
Chair Based Exercise for the Frailer Older Adult (applies to qualified fitness instructors) ON HOLD	2 days	299.00
Chair Based Exercise for the Frailer Older Adult (other than qualified fitness instructors) ON HOLD	3 days	399.00
Aqua – Seniors ON HOLD		95.00
Aqua Circuits ON HOLD		95.00
Replacement Manuals & Certificates (including postage and packing)		30.00
DEPOSIT FOR EACH COURSE OR WORKSHOP (full payment required if fee less than £150)		150.00
CYQ LEVEL 3 DIPLOMA IN TEACHING PILATES		
		Fee
Matwork Pilates – pay in full at time of booking		1680.00
Matwork Pilates – pay £200 deposit and instalments		1795.00
Matwork Pilates – students who hold CYQ level 3 knowledge or AFI pay in full at time of booking		1403.00
Matwork Pilates – students who hold CYQ level 3 knowledge or AFI pay £200 deposit and instalments		1496.00
MODERN PILATES CPD WORKSHOPS		
Progressive Matwork 1		105.00
Progressive Matwork 2		105.00
Pilates on the Ball		105.00
Diagnostic Pilates 1 – Postural Assessment & Shoulder Stability		105.00
Shoulder		105.00
Diagnostic 2 – Pelvis & Lower Limb		105.00
Hip & Knee		105.00
Diagnostic Pilates 3 – Spine & Abdominals		105.00
Back Pain/Spinal Conditions		210.00
Pilates and Pregnancy		210.00
Pilates and Aging		210.00
Neuro Pilates		105.00
DEPOSIT FOR EACH COURSE OR WORKSHOP (full payment required if fee less than £150)		150.00

DISCOUNTS

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2. 10% group discount when 3 or more individual applications are received together

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ALL DEPOSITS ARE NON-REFUNDABLE and PRICES MAY BE SUBJECT TO CHANGE

APPLICATION FORM

9A CLEASBY ROAD, MENSTON, LEEDS LS29 6JE

ADVICE & GUIDANCE REGARDING YOUR APPLICATION

It is important that you have read the prospectus to ensure you are enrolling on the correct training course and you are aware of any pre-requisites required. If you have any questions about the course you are booking on please call us to ensure you receive the appropriate guidance and advice from our customer services team on **01943 879816**

PAYMENT

You can pay by **credit card** over the telephone. Please call **01943 879816** to speak to our customer services team

PERSONAL DETAILS

Surname		Male	Female	
Forename				Telephone Day
Address				Telephone Evening
				Mobile
				Occupation
Postcode				Next of Kin - Name
D.O.B.				Next of Kin - Telephone
Email		How did you find out about us?		

Course Name	Course Code	Start Date	Venue	Cost
Deposit or total amount enclosed with application				
Total prices of course/modules				

RELEVANT QUALIFICATIONS & EXPERIENCE

If you are a qualified exercise teacher please list your **exercise** qualifications.

Subject	Course & Awarding Body	Grade/Result	Date Awarded

Experience:

- (a) Students who have a level 2 or level 3 Central YMCA/OCR/Active IQ Qualification **must provide a copy of their Certificate** prior to attending the training programme. Please attach a photocopy of your Certificates with the application. Unfortunately your application cannot be processed without the Certificates.
- (b) Students who are applying for a qualification for the first time please state your experience only. It is a requirement of your booking that you have **practical experience** as a participant in the area of the course you are applying to book.

MEDICAL HISTORY QUESTIONNAIRE

- | | |
|--------|--|
| Yes/No | 1. Have you ever, or do you currently, suffer from a heart condition? |
| Yes/No | 2. Have you ever suffered from Angina or feel pain in your chest when you do physical activity? |
| Yes/No | 3. In the past month have you had chest pain when not doing physical activity? |
| Yes/No | 4. Do you lose balance through dizziness or do you ever lose consciousness? |
| Yes/No | 5. Do you have a bone or joint problem that could be made worse by a change in your physical activity? |
| Yes/No | 6. Are you taking any regular medication in connection with a medical condition or disability? |
| Yes/No | 7. Have you been told you should only do physical activity recommended by a doctor? |
| Yes/No | 8. Are you pregnant or recently had a baby? |
| Yes/No | 9. Do you know any reason why you should not do physical activity? |

If you answer yes to any of the following you MUST provide written consent from your doctor to undertake any course. Please give further details _____

INDIVIDUAL NEEDS/LEARNING DIFFICULTIES

Please indicate below if you have any disabilities or need additional support to assist with your learning. This information will be shared with your tutors and assessors to help with your learning. The information will be treated in confidence and will not prejudice your application. The information is required to help us to assist you on your learning programme if required. **Please tick ✓**

1. Multiple Disabilities	<input type="checkbox"/>	6. Medical condition e.g. asthma, epilepsy	<input type="checkbox"/>	11. Moderate/multiple learning difficulties	<input type="checkbox"/>
2. Blind or visually impaired	<input type="checkbox"/>	7. Behavioural /emotional difficulties	<input type="checkbox"/>	12. Severe learning difficulties	<input type="checkbox"/>
3. Deaf or hearing impaired	<input type="checkbox"/>	8. Mental ill health	<input type="checkbox"/>	13. Dyslexia (difficulty with words)	<input type="checkbox"/>
4. Disability affecting mobility	<input type="checkbox"/>	9. Temporary illness e.g. recent accident	<input type="checkbox"/>	14. Dyscalculia (difficulty with numbers)	<input type="checkbox"/>
5. Disability requiring a wheelchair	<input type="checkbox"/>	10. Other physical disability (please state)	<input type="checkbox"/>	15. Other learning difficulty (please state)	<input type="checkbox"/>

If you have ticked any of the boxes above please give **further information** to enable us to help with your learning:

EQUAL OPPORTUNITIES

We require this information to enable us to monitor the diversity of our applicants. **Please tick ✓**

White British	Mixed White & Black Caribbean	Asian or Asian British
Irish	White & Black African	Indian
Any other white background	White & Asian	Pakistani
		Bangladeshi
Any other mixed background. Please state:	Any other mixed background. Please state:	Any other Asian background. Please state:
Black or Black British Caribbean African	Chinese or other Ethnic Group Chinese	Other:
Any other Black/African background. Please state:	Any other background. Please state:	Not disclosed

PAYMENT DETAIL Please ✓ relevant box(s) below

1. I am paying by Cheque (payable to **"Modern Pilates Ltd"**)
2. I am paying by Credit/Debit Card (complete details below or telephone us to pay)
3. I enclose my deposit* of £_____ I will pay the balance 4 weeks before my course starts. **(For deposit see fees sheet)**
4. I enclose my deposit* of £_____ I wish to pay the balance by standing order **(please see below)**
5. My course fees are being paid by an employer/agency and I have attached an official order/confirmation*
- *If you do not send an official order/confirmation, your application form will be returned to you.

CREDIT/DEBIT CARD DETAILS

Card Number	Issue Date	Security Number(3 digit)
Name of Cardholder	Expiry Date	Issue Number (Debit Card only)

TO GUARANTEE YOUR PLACE ON A COURSE WE CAN TAKE CREDIT CARD BOOKINGS BY TELEPHONE ON 01943-879816

STANDING ORDER PAYMENTS

Standing orders can be set up for Matwork Pilates courses. If you wish to pay by standing order, please send a deposit and we will spread the payment out over a 3/4 month period. Please note the full balance is required before the end of the course.

Please state the day of the month you wish the Standing Order to be taken from your account

DECLARATION

Please confirm you have understood the following. (please tick ✓)

- I have read and understood the Terms and Conditions & agree to them.
- I attend Pilates exercise sessions on a regular basis.
- I understand that I will be required to bring a participant for the practical element of my assessment. (CYQ LEVEL 3 DIPLOMA course only)
- I confirm that I have received the appropriate guidance and advice, as stated above, about my course
- I attach copies of my Certificates (if applicable – see Relevant Qualifications) Level 2 Level 3

SIGNED: _____

DATE: _____

TERMS AND CONDITIONS

INTRODUCTION

This is an agreement between Professional Fitness and Education (PFE), Modern Pilates (MP), Physical Yoga (PY) and Aquafusion (AF) and you. These terms and conditions apply to your application for your training course, module or workshop and aim to outline your obligations as a student and our obligation to you.

BOOKING

- 1.1 All bookings must be accompanied by a **non-returnable deposit** or full payment (see fee sheet).
- 1.2 Bookings will not be accepted unless a deposit or payment has been received.
- 1.3 Bookings made on your behalf by your employer must be accompanied by an Official Purchase Order and your application form.
- 1.4 Balance payments are due 4 weeks before the course commences unless you are paying by standing order.
- 1.5 Balance payments not paid will result in the withholding of your Certificate/Qualification
- 1.6 Any fees paid and that are not used within one year of the date of payment will be forfeited.
- 1.7 You **must complete and return your application form** as it contains information that is required **prior** to your course commencing. Failure to do so could jeopardise your ability to join the course.
- 1.8 If you have answered **yes** to any of the Medical History questions you **must** enclose a letter from your doctor stating that he/she understands the nature of the course is vigorous physical exercise and it is acceptable for you to undertake and partake in the activities.
- 1.9 PFE has the right to refuse your application if it deems the medical condition(s) you have disclosed may be aggravated by attending the course. PFE also reserves the right to refuse entry to a course if you do not disclose a pre-existing medical condition.

All course bookings will be confirmed by us in writing and you have the right to cancel your booking and obtain a full refund of fees paid. This must be done within **7 days** of your booking. You must return all course materials and manual (recorded delivery) before we will refund the fees. Course materials not returned or received in a damaged condition will be deducted from the fees paid.

CANCELLATIONS

Cancellation Period	Liability/Penalty
4 weeks or more notice prior to course	Full refund less non-returnable deposit
2 weeks prior to the course	50% refund of fee less non-returnable deposit
Less than 2 weeks notice prior to course or non-attendance on the course	No refund

TRANSFERS

Transfer Period	Liability/Penalty
4 weeks notice given prior to the course starting notification must be in writing	Transfer fee of £50.00. Only one transfer allowed and this must be made within 1 year of the original booking
2 weeks notice given prior to the course starting notification must be in writing	No transfer
2 weeks or less with Medical Certificate	Transfer fee of £50.00 must be accompanied by a Medical Certificate and transfer must be made within 1 year of the original booking

ASSESSMENT

Transfer or Deferral	Liability/Penalty
Deferral of assessment at the time of booking	No deferral fee applicable if notification is received with your application form
7 days or more notice given prior to the assessment day	£50.00 deferral fee is payable
Medical Reason	£50.00 administration fee is payable and a Medical Certificate must be produced within 7 days of notice given
Non-attendance and no notification	All assessment fees forfeited and a fee of £100 will be payable to reschedule your assessment

ALL CANCELLATIONS, TRANSFERS AND ASSESSMENT TRANSFERS/DEFERRALS MUST BE CONFIRMED IN WRITING.

CERTIFICATION

Certificates will be issued with the name you have supplied on your application form. Changes to your name or additional certificates will incur a charge. Certificates will not be sent if any fees are outstanding.

COURSE CANCELLATION

Due to circumstances sometimes beyond our control we may at our discretion change or cancel dates. We will notify you of these changes by post and/or telephone and you will be entitled to a full refund or free transfer to another course.

RESPONSIBILITY & LIABILITY

PFE will not be responsible for any loss, damages, costs, claims, expenses or liabilities whatsoever arising out of the delivery of a course to you as a result of your act of omission including, but not limited to, the following:

- (a) Your failure to follow written or oral guidance by PFE or your tutor/assessor whilst on the training programme.
- (b) You supply PFE with any information that is inaccurate, untrue, misleading or out-of-date.
- (c) Loss or damage to your personal items and valuables that you bring to your course.

DATA PROTECTION

It is our policy to respect the privacy of our students and we will not disclose the details and information you have provided to us to a third party without your consent and unless we are required to by law. We will process your details and store them on our database. This information will be used from time to time for mailing you details of courses and workshops and services we offer. All the data about our students that we store is in accordance with the provisions of the Data Protection Act 1998. If at any time you do not wish to receive information or wish for your details to be removed from our system then you must inform us in writing.

OWNERSHIP OF MATERIAL

PFE own all intellectual property rights to the course materials and associated paperwork. You must agree not to photocopy, replicate, alter, modify, distribute or anything similar to a third party. Any rights infringed will be dealt with legally and reported to our Awarding Bodies.

You are required to sign the Application Form which states you have read and understood the Terms and Conditions.