

national  
pilates  
training

2018

COURSE GUIDE

## Hello and thank you for your interest in Pilates Instructor Training with National Pilates Training.

Our centre offers a selection of instructor training courses in the Pilates Method including the Certificate in Pilates Matwork Instruction (10537NAT), Diploma of Professional Pilates Instruction (10537NAT) and the Advanced Diploma of the Pilates Method (10538NAT). All these courses are government accredited and registered with the Pilates Alliance Australasia.

The courses are delivered by National Pilates Training in partnership with Pilates International Training using highly experienced and qualified staff. All our faculty educators have completed a minimum of the Diploma of Professional Pilates Instruction and have the 'Train the Trainer' qualification (TAE40110 Certificate IV in Training and Assessment).

The level of experience and quality of the formally trained educators at National Pilates Training ensures each student receives continuous support throughout the course and across all our Aligned for Life Pilates studios.

At National Pilates Training, we have an extremely high success rate relating to employability. Our instructors enter the workforce with the required skills and are work-ready. National Pilates Training has developed an exclusive affiliate studio network to assist students in completing work experience hours for National Pilates Training. These affiliate studios assist students reach their goals and gain their qualifications.

At National Pilates Training we provide the best possible start in your new career path. We guarantee the highest quality delivery with the most experienced staff on offer in the Pilates industry today. We are passionate and committed to the teachings of Joseph Pilates and his Pilates method and we look forward to sharing our knowledge with you.

If you would like further information or would like to meet our team and see our facilities, email our Director Training, Katrina Edwards at [katrina@alignedforlife.com.au](mailto:katrina@alignedforlife.com.au) or call on 0414 645 455. You can find out more information about us, our training and our studios at [www.nationalpilates.com.au](http://www.nationalpilates.com.au)

Kind Regards  
Katrina Edwards

National Pilates Training  
Director & Faculty  
Educator 4/370 Little  
Bourke St Melbourne VIC  
3000



## CONTENTS

Section	Page
Course Outline – Certificate in Pilates Matwork Instruction	4
Course Outline – Diploma of Professional Pilates Instruction	10
Course Outline – Advanced Diploma of the Pilates Method	17
2018 Delivery Schedule – Diploma and Certificate courses	21
2018 Delivery Schedule – Certificate-only course	23
2018 Delivery Schedule – Advanced Diploma course	24
2018 Course Fee Schedule	25
Application Form	26
Contact Us	29

## Pilates Instructor Course

### CERTIFICATE IN PILATES MATWORK INSTRUCTION

#### The qualification

The **Certificate in Pilates Matwork Instruction** aims to provide a Pilates Matwork Instructor with the highest calibre training. Instructors who complete this course are sufficiently versed in the basic science of human movement as well as adaptations to given situations. The Instructor has the creativity to blend the two to create a client program which caters to individual needs. This type of Instructor will be able to work competently with apparently healthy clients in one-on-one and group settings.

The **Certificate in Pilates Matwork Instruction** is regarded as entry level into the Pilates Matwork industry and is designed to reflect the role of those who can work autonomously within the defined range, and with apparently healthy to low-risk clients. The Certificate In Pilates Matwork Instruction provides an accredited outcome of six units of competency drawn from the *Diploma of Professional Pilates Instruction* (10537NAT).

This course provides a Statement of Attainment which acknowledges partial completion of the *Diploma of Professional Pilates Instruction* (10537NAT) providing graduates with the recognition of having completed six accredited units of competency drawn from the Diploma course. This is not a formal qualification outcome but a grouping of units drawn from the *Diploma of Professional Pilates Instruction*.

<b>Role/Function:</b>	Pilates Matwork Instructor
<b>Industry Recognition (Peak Body):</b>	Matwork Membership

#### Recognition given to the course

The Pilates Alliance of Australia (PAA) has a membership structure in place to allow for reference of training and experience as well as a hierarchy system for achievement within the industry, and as part of membership requirements, a compulsory CECs program to ensure currency and continued professional development.

The Certificate in Pilates Matwork Instruction will continue to align with expectations set down by the PAA and therefore retain the recognition of the PAA at the relevant membership level.

Australian Qualifications Framework (AQF) Level	PAA recognition	Malpractice/ Professional Indemnity Insurance	Eligible for Health Fund** provider number	Able to lead a Pilates practice/ studio
Enrolled as a student in a recognised training program Student membership	Student Membership	No	No	No
<b>Certificate in Pilates Matwork Instruction</b>	Matwork Membership Minimum 120 hours	Yes	No	No
<b>Diploma of Professional Pilates Instruction (10537NAT)</b>	Full membership Level 1	Yes	Yes	No
<b>Advanced Diploma of the Pilates Method (10538NAT)</b>	Full membership Level 2	Yes	Yes	Yes

## Units of competency and course structure

The Certificate is made up of the following endorsed and Pilates-customised units of competency, drawn from the *Diploma of Professional Pilates Instruction* (10537NAT).

	UNIT CODE	UNIT OF COMPETENCY
<b>THE FOUNDATIONS</b>	PILPOS402B	Plan and instruct Pilates method programming for postural assessment and correction
	HLTWHS001	Participate in workplace health and safety
<b>INTEGRATED REPERTOIRE 1</b>	PILMAT401B	Plan and instruct a Pilates Matwork class from foundation to basic level
	PILMAT402B	Plan and instruct a progressive Pilates Matwork class
	PILMAT403B	Plan and instruct an intermediate Pilates Matwork class
	PILSMA401B	Instruct the Pilates studio basic to intermediate Small Apparatus repertoire

Graduate with: Certificate in Pilates Matwork Instruction  
Eligible for Direct Credit for these units if enrolling in the *Diploma of Professional Pilates Instruction* (10537NAT)

## Delivery of the qualification

The *Certificate in Pilates Matwork Instruction* is undertaken over 13 x 4-hour contact sessions - plus assessment - over a six-month duration. There is additional time needed to complete the work experience hours, self-mastery and self-directed learning. The overall time to complete the *Certificate in Pilates Matwork Instruction* is very much dependent upon the individual student.

CLASSIFICATION	INCLUDES	EXPLANATION
<b>Contact Hours</b> 54 hrs Total	<ul style="list-style-type: none"> <li>Face to face delivery</li> <li>Assessments</li> </ul>	<ul style="list-style-type: none"> <li>Formal delivery on nominated contact day</li> <li>Mid-term &amp; Final</li> </ul>
<b>Work Experience</b> 100 hrs Total (min) (30 observation 70 teacher training)	<ul style="list-style-type: none"> <li>Observation</li> <li>Training Studio</li> <li>Real Time</li> </ul>	<ul style="list-style-type: none"> <li>Application within the work environment – either simulated or real</li> </ul>
<b>Self-directed Learning</b> 100-120 hrs (min)	<ul style="list-style-type: none"> <li>Set home work</li> <li>Self application</li> <li>Repertoire Review</li> </ul>	<ul style="list-style-type: none"> <li>Learning done under own guidance</li> </ul>
<b>Self-Mastery</b> 50 hrs (min)	<ul style="list-style-type: none"> <li>Complete 1hr workouts</li> <li>Matwork or studio</li> <li>Qualified instructor or self</li> </ul>	<ul style="list-style-type: none"> <li>Minimum 1 per week with a qualified instructor</li> <li>Some students may require additional sessions</li> <li>Plus own self mastery</li> </ul>

Contact days are held at our affiliated Aligned for Life Pilates – Melbourne CBD studio, 4/370 Little Bourke Street, Melbourne.

The course delivery varies from intake to intake but is generally delivered on either a Friday, or a Saturday afternoon / all-day Sunday every two weeks. You can receive the current Delivery Schedules by contacting our Director of Training, Katrina Edwards on: [katrina@alignedforlife.com.au](mailto:katrina@alignedforlife.com.au) or 0414 645 455

The required 100 hours of on-the-job training is a crucial phase in the development of the student's skills and knowledge, and it is essential that students are facilitated in appropriate environments and under appropriately trained supervisors. National Pilates Training includes a

structured Work Experience Facilitation Site (WEFS) Program to enable student placement under faculty members and past graduates as mentors and supervisors, in a controlled manner.

A **minimum of 4 hours per week** for the Certificate in Pilates Matwork Instruction is required to meet extra work requirements, including observation, work experience, self-mastery and self-directed learning tasks. Your personal commitment will determine the overall course duration.

## Entry requirements

- Attainment of VCE / HSC or equivalent
- A minimum of 30 hours logged in personal Pilates practical sessions
- Successful completion of *HLTAP301A Recognise healthy body systems in a health care context* (or equivalent Anatomy & Physiology study) attained through a recognised complementary health care college or RTO
- Pre-course assessment (available upon application for enrolment)

This course does not contain limitations on access and equity; however, we reserve the right to refuse an application for course admission if there is reasonable evidence to suggest that the applicant is physically incapable of carrying out the normal requirements of Pilates training practice.

## Assessment strategy

A variety of assessment Methods are used in alignment with the principles of competency based training. Where possible, reasonable adjustments may be made for individual needs in assessments. Individual needs may include:

- Provision of personal support services
- Allowance for fatigue or medication
- Religious/traditional beliefs
- Adaptation(s) for any injury/physical limitations
- Literacy or numeracy difficulty
- Using a large print version of any papers
- Oral assessment in place of written

Formative (informal) assessment is an integral and vital part of the teaching strategy which provides feedback to students. This is an ongoing process of monitoring student progress. It would take different forms, such as peer assessment, self-assessment and/or teacher assessment of levels of performance throughout the development of knowledge, skills and attitudes.

Formative Assessment includes the following:

<b>Practical/Work Experience</b>	On-the-job in a real / work environment. (Work experience and clinic hours). Assessed over the duration of the course. Looking at the applied understanding and demonstration of learned skills and knowledge in the workplace environment. Includes self-mastery. Assessment will be fed by supervisor and faculty feedback and review. Student to complete log book and observation notes.
<b>Quizzes &amp; Workbooks</b>	Task sheets/ repertoire and apparatus analysis workbooks; work experience tutorials.

Summative (formal) assessment is a measure of the student's achievement against the units of competency. Summative assessment determines the student's results and is the basis of reporting student achievement.

Summative Assessment includes the following:

<p><b>Practical Demonstration</b></p>	<p>One Final Practical assessment, which consists of practical/demonstration, including WH&amp;S safety, set up and client safety procedures and policies. Also involves teaching and demonstrating a selection of given exercises.</p> <p>Final Matwork Teaching Assessment which involves teaching and demonstrating a selection of given exercises from the course repertoire.</p> <p>Final Self Mastery Assessment.</p>
<p><b>Written Assessment</b></p>	<p>One final examination of two hours' duration. This exam is a combination of short answer questions, multiple choice, True/False questions, exercise analysis, programming and functional anatomy short answer questions.</p>

Assessment for all practical activities is undertaken in a controlled environment under the supervision of the assessor in real workplace and/or simulated conditions. All assessment systems are recorded and accessed for evaluation.

**Assessment information: special ethical and legal considerations in implementing the course**

Trainers and assessors must ensure that course participants have a sound understanding of the following issues:

- Duty of confidentiality and privacy legislation
- Duty of care, consent and the principles of negligence
- Ethical practice issues
- Acceptance of limits of personal competence and the need for appropriate referral of clients to allied health/complementary health care practitioners
- Limits on practice and boundary/licensing/registration issues with other practitioners and health professions
- Compliance, risk management and insurance
- General business principles and GST compliance
- Occupational Health and Safety

**Workplace assessment**

The work experience component may be considered as the most important phase of a student's training, where they are able to put all their knowledge into practice. National Pilates Training has created a unique situation whereby the student can carry out work experience as an instructor in a professional studio environment.

Real Time refers to the work experience hours performed in assisting qualified instructors in an actual studio situation.

Clinic Training refers to the work experience hours performed by the student in an environment specifically designed for the students to act as instructors with willing clients who understand that they are being trained by students rather than qualified instructors, whilst under supervision of a qualified and experienced practitioner.

Graduate students are not only well versed in the theoretical aspect but also in practice ensuring that they are able to confidently work as a Pilates professional within a complementary health environment.

The following table details the required work experience hours:

	<p><b>Practical Work Experience hours</b></p>
<p>Certificate in Pilates Matwork Instruction</p>	<p>Nominal work experience hours = 70</p> <p>Observation hours = 30</p>



## Resources

Essential texts are:

- *The Anatomy of Movement* by Calais-Germain
- *Return to Life Through Contrology* by J H. Pilates & W. Miller

The recommended reading list provided at the beginning of the course will outline further relevant texts that will assist learning and comprehension of the course. It is recommended that each student select materials to purchase from this list for their learning benefit.

Recommended reading material:

- *Muscles Testing and Function* by Kendall/McCreary/Provance
- *The Pocket Book of Anatomy* by Mel Cash
- *The Pilates Method of Physical and Mental Conditioning* by P Friedman & G Eisen
- *The Pilates Body* by Brooke Siler
- *Fundamentals of Anatomy and Movement* by Carla Z Hinkle
- *Rules of the Bones* by Bruce King
- *The Complete Illustrated Encyclopaedia of Alternative Healing Therapies* by C Norman Shealy MD. PhD.

## Direct Credit (DC), Recognition of Prior Learning (RPL) & Current Competency (RCC)

Recognition will be given for skills and knowledge gained in other courses, life experience, or training. DC, RPL and RCC assessment may include a variety of methods such as portfolio, practical test, demonstration, interview or a combination of these methods.

Students can attain competencies in this qualification in several ways:

- Formal or informal training and education, including training at work/in-house staff training
- Work experience
- General life experience; and/or
- Any combination of the above.

All assessment pathways must provide for the recognition of competencies previously attained. Competencies achieved and currently held by individuals can be formally assessed against the Units of Competency in this qualification.

Evidence that may be required is:

- A current resume that reflects the participant's experience in the Pilates and related industries (allied health and fitness)
- Any certificates or statements of attainment that relate to Pilates instruction
- Statement/s of attainment for successfully-completed nationally endorsed competencies
- References from employers in relation to professional Pilates instruction
- Membership with a recognised Pilates regulatory body
- Log/documentated evidence of Pilates practical workout sessions, observation hours and/or assisted teaching
- Video of recent practical Pilates instructing session/s
- Current Senior First Aid Certificate
- Academic transcript of successful completion of Anatomy and Physiology to intermediate and/or advanced levels.

The Certificate course is customised by the delivery of a course structure which is flexible in terms of recognition of prior learning and previous experience and upon application consideration will be given to advanced standing and/or credits where appropriate. Our Course Administrator and Director of Training can issue applications for RPL and DC upon request at the Application stage for entry to the Course.

## Progression from the course

The *Certificate in Pilates Matwork Instruction* articulates directly into the *Diploma of Professional*



*Pilates Instruction* (10537NAT), allowing for a progressive attainment of skills and knowledge through formal training.

### **Further information**

Please contact our Director of Training, Katrina Edwards for further details and a current delivery schedule.

National Pilates Training  
Level 4, 370 Little Bourke Street  
Melbourne 3000  
Phone: 0414 645 455  
Email: [katrina@alignedforlife.com.au](mailto:katrina@alignedforlife.com.au)

## Pilates Instructor Course

### DIPLOMA OF PROFESSIONAL PILATES INSTRUCTION (10537NAT)

The **Diploma of Professional Pilates Instruction (10537NAT)** is viewed as an entry point into the Pilates industry. It is designed to reflect the role of Pilates Instructors who operate in a professional and specialised studio environment and who work with low- risk (apparently healthy) client groups. It is suitable for those who wish to work in a private/semi-private or group fitness environment. Successful graduates are eligible for Level 1 full membership with Pilates Alliance Australasia.

#### Nominal duration of the course

The nominal duration of the *Diploma of Professional Pilates Instruction* is 1,150 hrs.

#### Vocational/educational outcomes of the course

The outcome of the *Diploma of Professional Pilates Instruction* (10537NAT) is employment as a Pilates Studio Instructor, teaching comprehensive Pilates studio work on all apparatus to a variety of clients. Graduates will be able to take up employment in the Pilates industry in established Pilates studios, health centres, fitness centres, community centres, self-employed as a small business owner, and in clinical practices.

A Pilates studio instructor is a Pilates Studio industry Level 1 teacher working within the Pilates specialist environment, instructing apparently healthy to low- risk clients in the full scope of the Pilates method work for general conditioning, postural assessment and correction, rehabilitation, and specific training for apparently healthy or low-risk clients in private to small group situations.

The *Diploma of Professional Pilates Instruction* contains only core units and is a combination of:

- 4 units from the Complementary and Alternative Health Care disciplines of the Health Training Package 2007; and
- 15 Pilates-specific units developed by Pilates International Pty Ltd.

In accordance with regulatory body Pilates Alliance of Australia (PAA), it is essential to protect and enhance the image, knowledge and understanding of the Pilates Method.

To meet the industry needs, it is absolutely essential that students complete a combination of units of competency from Health Training package, along with Pilates International's development of specific industry Units of Competencies,

#### Qualification Level

The *Diploma of Professional Pilates Instruction* (10537NAT) aims to graduate a student to become a Pilates Studio Instructor of the highest calibre. This is someone who is soundly versed in the science of human movement, as well as adaptations to given situations, and who has the creativity to apply solutions in a range of circumstances according to the needs of each individual. This graduate will be able to work competently with apparently healthy through to low risk clients in a comprehensive studio environment and in co-ordination with Allied Health network personnel.

The *Diploma of Professional Pilates Instruction* (10537NAT) is regarded as entry level into the Pilates studio industry (Pilates specialist) and is designed to reflect the role of those who can work autonomously within the defined range, and under limited supervision.

<b>Role / Function</b>	Pilates Instructor
<b>AQF Level</b>	Diploma (Level 5)
<b>Industry Recognition (Peak Body)</b>	Level 1 Membership

Likely functions within the Pilates industry for those who have this level of competency include: working with clients (e.g. Pilates Instructor) and working within clearly-defined contexts (Pilates or Allied Health environment or similar).

At the end of the Diploma course, graduates will be able to find employment as fully-trained Pilates Instructors in the following areas:

- Pilates studios
- Gymnasiums with Pilates studios
- Gymnasiums with Pilates group fitness
- Community centres
- Health spas
- Sports conditioning (comprehensive)
- Dance conditioning (comprehensive)
- Corporate health equipment
- Allied Health centres / Clinics

## Recognition given to the course

The Pilates Alliance of Australia (PAA) has in place a membership structure to allow for reference of training and experience as well as a hierarchy system for achievement within the industry, and as part of membership requirements, a compulsory CEC's program to ensure currency and continued professional development.

The Diploma of Professional Pilates Instruction will continue to align with expectations set down by the PAA and therefore retain the recognition of the PAA at the relevant membership level.

Australian Qualifications Framework (AQF) Level	PAA recognition	Malpractice/ Professional Indemnity/ Insurance	Eligible for Health Fund** provider number	Able to lead a Pilates practice/ studio
Enrolled as a student in a recognised training program Student membership	Student Membership	No	No	No
<b>Certificate in Pilates Matwork Instruction</b>	Matwork Membership Minimum 120 hours	Yes	No	No
<b>Diploma of Professional Pilates Instruction (10537NAT)</b>	Full membership Level 1	Yes	Yes	No
<b>Advanced Diploma of the Pilates Method (10538NAT)</b>	Full membership Level 2	Yes	Yes	Yes

## Units of competency & course structure

The following table outlines the endorsed and Pilates-customised units of competency which comprise the *Diploma of Professional Pilates Instruction*. The table shows a holistic, integrated delivery of common knowledge and project cluster areas for units of competency that make up the *Diploma of Professional Pilates Instruction (10537NAT)*.

	UNIT CODE	UNIT OF COMPETENCY
<b>THE FOUNDATIONS</b>	PIPOS402B	Plan and instruct Pilates method programming for postural assessment and correction
	HLTWHS001	Participate in workplace health and safety
<b>INTEGRATED REPERTOIRE 1</b>	PILMAT401B	Plan and instruct a Pilates Matwork class from foundation to basic level
	PILMAT402B	Plan and instruct a progressive Pilates Matwork class
	PILSMA401B	Instruct the Pilates studio basic to intermediate Small Apparatus repertoire

<b>WORK PROFESSIONALLY IN THE PILATES INDUSTRY</b>	PILIND501B	Work within a Pilates industry framework
	HLTHIR301C	Communicate and work effectively in the health industry
	PILEQU502B	Use and maintain core Pilates industry equipment and apparatus
<b>INTEGRATED REPERTOIRE 2</b>	PILREF501B	Instruct the Pilates studio introductory to basic Reformer repertoire
	PILREF502B	Instruct the Pilates studio progressive Reformer repertoire
	PILCAD501B	Instruct the Pilates studio introductory to basic Cadillac repertoire
<b>COMMUNICATIONS</b>	HLTCOM404C	Communicate effectively with clients
	HLTCOM408D	Use specific health terminology to communicate effectively
<b>INTEGRATED REPERTOIRE 3</b>	PILWCH501B	Instruct the Pilates studio introductory to intermediate Wunda Chair repertoire
	PILBAR502B	Instruct the Pilates studio introductory to intermediate Barrels repertoire
	PILCAD502B	Instruct the Pilates studio progressive to intermediate Cadillac repertoire
<b>PROGRAMMING</b>	PILPRO502B	Undertake exercise planning and programming for a Pilates studio in a variety of situations
<b>INTEGRATED REPERTOIRE 4</b>	PILMAT403B	Plan and instruct an intermediate Pilates Matwork class
	PILREF503B	Instruct the Pilates studio intermediate Reformer repertoire
<b>NOMINAL:</b> 1,150 hrs <b>COMPLETION:</b> Diploma of Professional Pilates Instruction (10537NAT)		

## Delivery of the qualifications

The *Diploma of Professional Pilates Instruction* is undertaken over 30 x 4-hour contact sessions - plus assessments - over a period of 6-8 months. Students will need additional time to complete the work experience hours, self-mastery & self-directed learning. The overall time to complete the *Diploma of Professional Pilates Instruction* is very much dependent upon the student.

CLASSIFICATION	INCLUDES	EXPLANATION
<b>Contact Hours</b> 500 Total	<ul style="list-style-type: none"> <li>Face to face delivery</li> <li>Assessments</li> </ul>	<ul style="list-style-type: none"> <li>Formal delivery on nominated contact day</li> <li>Mid-term &amp; Final</li> </ul>
<b>Work Experience</b> 350 Total (min) (150 observation 200 teacher training)	<ul style="list-style-type: none"> <li>Observation</li> <li>Training Studio</li> <li>Real Time</li> </ul>	<ul style="list-style-type: none"> <li>Application within the work environment – either simulated or real</li> </ul>
<b>Self-directed Learning</b> 200 Hours	<ul style="list-style-type: none"> <li>Set home work</li> <li>Self application</li> <li>Repertoire Review</li> </ul>	<ul style="list-style-type: none"> <li>Learning done under own guidance</li> </ul>
<b>Self-Mastery</b> 100 hours	<ul style="list-style-type: none"> <li>Complete 1hr workouts</li> <li>Studio or Matwork</li> <li>Qualified instructor or self</li> </ul>	<ul style="list-style-type: none"> <li>Minimum 2 per week supervised</li> <li>Must include a minimum of 1 studio workout per week at Aligned for Life by a qualified instructor (some students may require 2)</li> <li>Plus own self mastery</li> </ul>

Contact days are held at our affiliated Aligned for Life Pilates – Melbourne CBD studio, 4/370 Little Bourke Street, Melbourne

The course delivery varies from intake to intake but is generally delivered on either a Friday, or a Saturday afternoon / all-day Sunday every 2 weeks. You can receive our current Delivery Schedules by contacting our Director of Training, Katrina Edwards on: [katrina@alignedforlife.com.au](mailto:katrina@alignedforlife.com.au) or 0414 645 455.

The required 350 hours of on-the-job training is a crucial phase in the development of the student's skills and knowledge, and it is essential that students are facilitated in appropriate environments

and under appropriately trained supervisors. National Pilates Training includes a structured Work Experience Facilitation Site (WEFS) Program to enable student placement under faculty members and past graduates as mentors and supervisors, in a controlled manner.

A **minimum 8 hours per week** for the Diploma is required to meet extra work requirements, including observation, work experience, self-mastery and self-directed learning tasks. Your personal commitment will determine the overall duration of the course.

## Entry requirements

- Attainment of VCE / HSC or equivalent
- A minimum of 30 hours logged in personal Pilates practical sessions
- Successful completion of *HLTAP301A Recognise healthy body systems in a health care context* (or equivalent Anatomy & Physiology study) attained through a recognised complementary health care college or RTO
- Pre-course assessment (available upon application for enrolment)

This course does not contain limitations on access and equity; however, we reserve the right to refuse an application for course admission if there is reasonable evidence to suggest that the applicant is physically incapable of carrying out the normal requirements of Pilates training practice.

## Assessment strategy

A variety of assessment methods are used in alignment with the principles of competency based training. Where possible, reasonable adjustments are made for individual needs in assessment. Individual needs may include:

- Provision of personal support services
- Allowance for fatigue or medication
- Religious/traditional beliefs
- Adaptation/s for any injury/physical limitations
- Literacy or numeracy difficulty
- Using a large print version of any papers
- Oral assessment in place of written

Formative (informal) assessment is an integral and vital part of the teaching strategy which provides feedback to students. This is an ongoing process of monitoring student progress. It would take different forms, such as peer assessment, self-assessment and/or teacher assessment of levels of performance throughout the development of knowledge, skills and attitudes.

Formative Assessment includes the following:

<b>Practical/Work Experience</b>	On-the-job in a real /work environment. (Work experience and clinic hours). Assessed over the duration of the course. Looking at the applied understanding and demonstration of learned skills and knowledge in the workplace environment. Includes self-mastery. Assessment will be fed by supervisor and faculty feedback and review. Student to complete log book and observation notes.
<b>Quizzes &amp; Workbooks</b>	Task sheets/ repertoire and apparatus analysis workbooks; work experience tutorials.

Summative (formal) assessment is a measure of the student's achievement against the units of competency. Summative assessment determines the student's results and is the basis of reporting student achievement.

Summative Assessment includes the following:

<p><b>Practical Demonstrations</b></p>	<p>One mid program, one final, and during contact sessions. Consists of practical application and demonstration of specific tasks, including WHS safety for apparatus/equipment set up and client safety procedures and policies; program preparation and application; working/communicating within the industry and with other health professions.</p> <p>Final Studio Teaching Assessment, which involves teaching and demonstrating a selection of given exercises from the course repertoire.</p> <p>Final Self Mastery Assessment.</p>
<p><b>Written Assessments</b></p>	<p>One mid program and one final – two hours duration each. These will include a combination of multiple choice, true/false questions, short and long answer questions, exercise analysis, programming, functional anatomy and WHS questions. As well as case studies and assignments/projects.</p>

Assessment for all practical activities is undertaken in a controlled environment under the supervision of the assessor in real workplace and/or simulated conditions. All assessment systems are recorded and accessed for evaluation.

**Assessment information: special ethical and legal considerations in implementing the course**

Trainers and assessors must ensure that course participants have a sound understanding of the following issues:

- Duty of confidentiality and privacy legislation
- Duty of care, consent and the principles of negligence
- Ethical practice issues
- Acceptance of limits of personal competence and the need for appropriate referral of clients to allied health/complementary health care practitioners
- Limits on practice and boundary/licensing/registration issues with other practitioners and health professions
- Compliance, risk management and insurance
- General business principles and GST compliance
- Occupational Health and Safety

**Workplace assessment**

The work experience component may be considered as the most important phase of a student's training, where they are able to put all their knowledge into practice. National Pilates Training has created a unique situation whereby the student can carry out work experience as an instructor in a professional studio environment.

Real Time refers to the work experience hours performed in assisting qualified instructors in an actual studio situation.

Graduate students are not only well versed in the theoretical aspect but also in practice; ensuring that they are able to confidently work as a Pilates professional within a complementary health environment.

The following table details the required work experience hours:

	<p><b>Practical Work Experience hours</b></p>
<p><b>Diploma of Professional Pilates Instruction</b></p>	<p>Nominal work experience hours = 200 Observation hours = 150</p>

## Resources

Essential texts are:

- The Anatomy of Movement* by Calais-Germain
- The Anatomy of Movement-Exercises* by Calais-Germain
- Return to Life Through Contrology* by J H. Pilates & W. Miller
- Muscles Testing and Function with Posture and Pain* by F. P. Kendal (et al) (2005)

The recommended reading list provided at the beginning of the course will outline further relevant texts that will assist learning and comprehension of the course. It is recommended that each student select materials to purchase from this list for their learning benefit.

Recommended reading material:

- Muscles Testing and Function* by Kendall/McCreary/Provance
- The Pocket Book of Anatomy* by Mel Cash
- The Pilates Method of Physical and Mental Conditioning* by P Friedman & G Eisen
- The Pilates Body* by Brooke Siler
- Fundamentals of Anatomy and Movement* by Carla Z Hinkle
- Rules of the Bones* by Bruce King
- The Complete Illustrated Encyclopaedia of Alternative Healing Therapies* by C Norman Shealy MD. PhD.
- Manual of Structural Kinesiology* by Clem W Thompson

## Direct Credit (DC), Recognition of Prior Learning (RPL) & Current Competency (RCC)

Recognition will be given for skills and knowledge gained in other courses, life experience, or training. DC, RPL and RCC assessment may include a variety of methods such as portfolio, practical test, demonstration, interview or a combination of these methods.

The competencies in this qualification may be attained in several ways:

- Formal or informal training and education, including training at work/in-house staff training
- Work experience
- General life experience; and / or
- Any combination of the above,

All assessment pathways must provide for the recognition of competencies previously attained. Competencies achieved and currently held by individuals can be formally assessed against the Units of Competency in this qualification.

Evidence that may be required can include:

- A current resume that reflects the student's experience in the Pilates and related industries (allied health and fitness)
  - Any certificates or statements of attainment that relate to Pilates instruction
  - Statement/s of attainment for nationally endorsed competencies that have been successfully completed
  - References from employers in relation to professional Pilates instruction
  - Membership with a recognised Pilates regulatory body
  - Log/documentated evidence of Pilates practical workout sessions, observation hours and/or assisted teaching
- 
- Video of recent practical Pilates instructing session/s
  - Current Senior First Aid Certificate
  - Academic transcript of successful completion of Anatomy and Physiology to intermediate and/or advanced levels.

This course is customised by the delivery of a course structure which is flexible in terms of recognition of prior learning and previous experience and upon application consideration will be given



to advanced standing and/or credits where appropriate. Our Course Administrator and Director of Training can issue applications for RPL and DC upon request at the Application stage for entry to the Course.

### **Progression from the course**

The *Diploma of Professional Pilates Instruction* (10537NAT) articulates directly into the *Advanced Diploma of the Pilates Method* (10538NAT), allowing for a progressive attainment of skills and knowledge through formal training.

The *Diploma of Professional Pilates Instruction* (10537NAT) also allows for articulation and credit transfer to qualifications in the National Health Training package.

### **Further information**

Please contact our Director Training, Katrina Edwards, for further details and a current delivery schedule.

National Pilates Training  
Level 4, 370 Little Bourke Street  
Melbourne 3000  
Phone: 0414 645 455  
Email: [katrina@alignedforlife.com.au](mailto:katrina@alignedforlife.com.au)

## Pilates Instructor Course

### ADVANCED DIPLOMA OF THE PILATES METHOD (10538NAT)

The **Advanced Diploma of The Pilates Method (10538NAT)** is a post-graduate style course following on from the *Diploma of Professional Pilates Instruction (10537NAT)* or the equivalent level of pre-requisite training. The *Advanced Diploma of The Pilates Method* provides the practical skills and related scientific knowledge required to become a competent and effective practitioner, health care advisor and therapist in the field of Pilates. Successful completion of this course will mean graduates are competent at dealing with healthy to moderate risk level clients, teach up to the late intermediate repertoire on all apparatus and be able to manage a Pilates/health practice.

Functions within the Pilates industry for those with this qualification include:

- Managing and/or administering a Pilates studio practice with responsibility for supervising and/or managing staff
- Working under guidelines set by medical or allied health professionals in programs or services related to injury rehabilitation and underlying pathologies
- Working closely with at risk clients in referral with allied health professionals
- Leading and instructing Pilates exercise for clients with musculoskeletal impairment -both individuals and group
- Leading and instructing Pilates exercise for all client types up to and including late intermediate repertoire and specific conditioning.

### Qualification Level

As a graduate of the *Advanced Diploma of The Pilates Method (10538NAT)*, you will enter the Pilates method industry at a senior level. You will work unsupervised with clients of a low to moderate risk nature, be at the senior supervisory level and may perform studio management duties. You will have the practical skills and related scientific knowledge required to become a competent and effective practitioner and health care advisor in the field of Pilates.

Successful graduation gives you immediate eligibility for Level 2 membership as a Pilates Practitioner with the Pilates Alliance Australasia (PAA). As a Level Two practitioner you will be consolidating your journey of learning and have demonstrated your commitment to continuing education by increasing your skills and understanding of more complex client requirements.

<b>Role/Function:</b>	Pilates Practitioner
<b>AQF Level:</b>	Advanced Diploma (Level 6)
<b>Industry Recognition (Peak Body):</b>	Level Two Membership

### Entry requirements

Minimum pre-requisites and requirements for entry in to this course is a successful completion of the *Diploma of Professional Pilates Instruction (10537NAT)*, or demonstrated equivalent

This course does not contain limitations on access and equity, however it reserves the right to refuse an application for course admission if there is reasonable evidence to suggest that the applicant is physically incapable of carrying out the normal requirements of Pilates training practice

### What will I learn?

The *Advanced Diploma of The Pilates Method (10538NAT)* has been developed to provide vocational training for the more senior and experienced Pilates Practitioner working with at risk clientele, whilst carrying out studio management roles and the supervision of staff. It provides the practical skills and scientific knowledge required to become a competent and effective practitioner and health care advisor in the field of Pilates.

The following program areas describe the content for the Advanced Diploma course:

- ❑ **CARING FOR AT RISK CLIENTELE** - This includes advanced anatomy and physiology with application of advanced knowledge, including Pre-Pilates and specific Pilates repertoire, to systems of the body, the study of low to moderate level musculoskeletal injuries and conditions, programming strategies for low to moderate risk client conditions and injuries, programming strategies for rehabilitation of in depth musculoskeletal injuries, critical analysis of research relevant to the Pilates method as an allied health modality.
- ❑ **MANAGE A PRACTICE** - This includes managing and administering a Pilates studio or Healthcare practice
- ❑ **INTEGRATED REPERTOIRE 5** - This includes late-intermediate repertoire on the Reformer, Cadillac (trap table), Wunda Chair, High Barrel, Spine Corrector and Low Barrels, Ped-a-Pul, and all small apparatus, as well as Matwork. This repertoire also includes programming applications and considerations for the studio and Matwork environment.

The following table lists the units of competency achieved upon successful completion of the qualification:

PROGRAM AREA	UNIT CODE	TITLE
<b>CARING FOR AT RISK CLIENTELE</b>	PILREH602B	Deliver Pilates Method strategies for musculoskeletal rehabilitation
	PILPRE601B	Instruct the Pre-Pilates repertoire for musculoskeletal rehabilitation
	HLTCOM502C	Develop professional expertise
	HLTCOM406C	Make referrals to other health care professionals when appropriate
	PILSPE602B	Provide exercise for Pilates clients with special conditions
<b>STUDIO MANAGEMENT</b>	HLTCOM503D	Manage a practice
<b>WORK PROFESSIONALLY</b>	CHCORG428A	Reflect and improve upon own professional practice
	CHCORG627B	Provide mentoring support to colleagues
	HLTSHU509C	Maintain personal health and awareness as a professional responsibility
<b>INTEGRATED REPERTOIRE 5</b>	PILMAT604B	Plan and Instruct a late intermediate Pilates Matwork class
	PILREF604B	Instruct the Pilates studio late intermediate Reformer repertoire
	PILCWB601B	Instruct the Pilates studio late intermediate Cadillac, Small Apparatus, Wunda Chair and Barrels repertoire

### What hours are required for the program?

The Advanced Diploma is delivered through a combination of directed distance learning, off-the-job contact, on-the-job practical work experience, and self-directed learning, which can be broken down as follows:

- ❑ Contact Hours – Face-to-face teaching time/ lectures/ tutorials
- ❑ Directed Distance Learning (workbooks, assessment tasks)
- ❑ Work Experience (200 hours of on-the-job practical observation/teaching)
- ❑ Self Directed Learning (self review and self-mastery)

The following table details the Nominal Course hours:

WORK EXPERIENCE	CONTACT	SELF-DIRECTED LEARNING	TOTAL
200 hours on-the-job (professional work experience)	675 hours off-the-job (Contact hours, Directed Distance Learning)	300 hours (self-mastery and practice)	<b>1,175 hours</b>

**Work experience hours (WE)** are practical hours devoted to applying the course content in a studio environment. All students will commence with observation, and are then cleared to commence teaching type work experience on an individual basis. For Advanced Diploma students, WE can be completed at your principal place of work or an affiliated Studio which has attained our Work Experience Facilitation Site (WEFS) accreditation.

**Contact hours** include formal lecture/workshop face-to-face delivery, practical and written assessments as per each course schedule.

**Self-directed learning hours** include set homework tasks, self-guided tutorials, self-study and time spent practising repertoire on the equipment. Your self-mastery hours are workout hours – students are required to maintain a schedule of workouts at a minimum of two per week for the duration of the course, with a minimum of one of these weekly workouts being supervised by a qualified instructor. These workouts are at additional cost.

## How will I be assessed?

All courses are assessed through a variety of methods in alignment with the principles of competency-based training. These will include formal assessment by way of practical and written examinations and informal assessment and monitoring of progress via assignments/task sheets, quizzes, self-assessment and supervisor feedback. More detailed information regarding assessments will be provided upon enrolment.

## Resources

Essential texts are:

- Tortora, G. J. & Derrickson, B. (2006) "Principles of Anatomy and Physiology". USA: Wiley
- Clippinger, K. (2007) "Dance Anatomy and Kinesiology"

The recommended reading list provided at the beginning of the course will outline further relevant texts that will assist learning and comprehension of the course. It is recommended that each student select materials to purchase from this list for their learning benefit.

Recommended reading material:

- Kendall, F. P. et al (2010) "Muscles Testing and Function with Posture and Pain". Baltimore:
- Pilates, J & Robbins, J. "A Pilates Primer: The Millennium Edition"
- Calais-Germain, B. (2008). "Anatomy of Movement - Exercises". Seattle: Eastland Press.
- Friedman, P & Eisen, G. (2004). "The Pilates Method of Physical and Mental Conditioning".
- Thompson, Clem W. (2011). "Manual of Structural Kinesiology".
- Siler, Brooke (2000). "The Pilates Body".
- King, Bruce. "Rules of the Bones".
- Shealy, C Norman. MD. PhD. "The Complete Illustrated Encyclopedia of Alternative Healing Therapies".
- Thomas W. Myer. "Anatomy Trains – Myofascial Meridians for Manual and Movement Therapies".
- Becker, Galewick, Thierer & Thomas. "Medical Terminology: Language for Health Care".

## Direct Credit (DC), Recognition of Prior Learning (RPL) & Current Competency (RCC)

Recognition will be given for skills and knowledge gained in other courses, life experience, or training. DC, RPL and RCC assessment may include a variety of methods such as portfolio, practical test, demonstration, interview or a combination of these methods.

The competencies in this qualification may be attained in several ways:

- Formal or informal training and education, including training at work/in-house staff training
- Work experience
- General life experience; and/or
- Any combination of the above,

All assessment pathways must provide for the recognition of competencies previously attained. Competencies achieved and currently held by individuals can be formally assessed against the Units of Competency in this qualification.

This course is customised by the delivery of a course structure which is flexible in terms of recognition of prior learning and previous experience and upon application consideration will be given to advanced standing and/or credits where appropriate. Our Director of Training can issue applications for RPL and DC upon request at the Application stage for entry to the Course.

### **Continued Learning after Advanced Diploma**

The Advanced Diploma of The Pilates Method now articulates to:

- Bachelor of Exercise Science (commencing June 2013); and
- Bachelor of Exercise Physiology (commencing January 2014).

Both articulation processes have been devised by Pilates ITC in collaboration with University of Canberra. Articulation from the Advanced Diploma effectively credits a year's worth of subjects from those required by either degree, thereby reducing study by a full year.

### **Further information**

Please contact Katrina Edwards, Director of Training, for further details and a current delivery schedule.

National Pilates Training  
Level 4, 370 Little Bourke Street  
Melbourne 3000  
Phone: 0414 645 455  
Email: [katrina@alignedforlife.com.au](mailto:katrina@alignedforlife.com.au)

**Diploma of Professional Pilates Instruction (10537NAT)  
Certificate in Pilates Matwork Instruction  
February 2018 Delivery Schedule**

<p><b>Diploma of Professional Pilates Instruction (10537NAT)</b></p> <p>Prerequisites:</p> <ul style="list-style-type: none"> <li>• VCE / HSC or equivalent</li> <li>• HLTAAP001 or equivalent A&amp;P study</li> <li>• 30 hours of personal Pilates practical sessions</li> </ul> <p>Enables articulation into 10538NAT – Advanced Diploma of the Pilates Method</p>	<p><b>Fridays</b>      9:00 am – 1:00 pm and 2:00 pm – 6:00 pm</p> <p><b>February 2018</b>      Fri 23<sup>rd</sup></p> <p><b>March 2018</b>      Fri 9<sup>th</sup>, Fri 23<sup>rd</sup></p> <p><b>April 2018</b>      Fri 6<sup>th</sup>, Fri 20<sup>th</sup></p> <p><b>May 2018</b>      Fri 4<sup>th</sup>, Fri 18<sup>th</sup></p> <p><b>June 2018</b>      Fri 1<sup>st</sup>, Fri 29<sup>th</sup></p> <p><b>July 2018</b>      Fri 13<sup>th</sup>, Fri 27<sup>th</sup></p> <p><b>August 2018</b>      Fri 10<sup>th</sup></p> <p><b>September 2018</b>      Fri 7<sup>th</sup>, Fri 21<sup>st</sup></p> <p>See below for assessment dates</p>
<p><b>Certificate in Pilates Matwork Instruction</b></p> <p>Prerequisites:</p> <p>VCE / HSC or equivalent HLTAAP001 or equivalent A&amp;P study 30 hours of personal Pilates practical sessions</p> <p>Enables articulation into 10537NAT – Diploma of Professional Pilates Instruction</p>	<p><b>Delivered with the Diploma</b></p> <p><b>February 2018</b>      Fri 23<sup>rd</sup></p> <p><b>March 2018</b>      Fri 9<sup>th</sup>, Fri 23<sup>rd</sup></p> <p><b>April 2018</b>      Fri 6<sup>th</sup>, Fri 20<sup>th</sup></p> <p><b>May 2018</b>      Fri 4<sup>th</sup></p> <p><b>June 2018</b>      Fri 1<sup>st</sup></p> <p>See below for assessment dates</p>
<p><b>IMPORTANT DATES &amp; INFORMATION</b></p> <p><b>Saturday afternoon matwork classes</b>      These are held at 1:00 pm each Saturday contact day and are free of charge. Highly recommended for self-mastery.</p> <p><b>Application deadline</b>      Friday 2 February 2018      5:00 pm</p> <p><b>Orientation</b>      Friday 9 February 2018      time TBC</p> <p><b>Diploma mid-term written exam</b>      Friday 15 June 2018      9:00 am – 11:10 am</p> <p><b>Certificate final written exam</b>      Friday 15 June 2018      9:00 am – 11:10 am</p> <p><b>Diploma final written exam</b>      Friday, 5 October 2018      9:00 am – 11:10 am</p>	
<p align="center">For further details about our Instructor Training go to: <a href="http://www.nationalpilates.com.au">www.nationalpilates.com.au</a></p> <p align="center">Further details include; units of competency, pre-requisites and requirements, vocational outcomes, assessment, costs and inclusions.</p> <p align="center">All contact days occur at the Aligned for Life Melbourne CBD studios: Level 4, 370 Little Bourke Street, Melbourne</p> <p><b>Please note:</b> Numbers are limited and National Pilates Training reserves the right to vary course schedule at any time as deemed necessary, including cancellation or delay due to insufficient numbers. Full refunds will be provided in these circumstances.</p>	

**Diploma of Professional Pilates Instruction (10537NAT)  
Certificate in Pilates Matwork Instruction  
June 2018 Delivery Schedule**

<p><b>Diploma of Professional Pilates Instruction (10537NAT)</b></p> <p>Prerequisites:</p> <ul style="list-style-type: none"> <li>• VCE / HSC or equivalent</li> <li>• HLTAAP001 or equivalent A&amp;P study</li> <li>• 30 hours of personal Pilates practical sessions</li> </ul> <p>Enables articulation into 10538NAT – Advanced Diploma of the Pilates Method</p>	<p><b>Saturdays</b> 2:00 pm – 6:00 pm <b>Sundays</b> 9:00 am – 1:00 pm and 2:00 pm – 6:00 pm</p> <p><b>June 2018</b> Sat 2<sup>nd</sup>, Sun 3<sup>rd</sup>, Sat 16<sup>th</sup>, Sun 17<sup>th</sup>, Sat 30<sup>th</sup> <b>July 2018</b> Sun 1<sup>st</sup>, Sat 14<sup>th</sup>, Sun 15<sup>th</sup>, Sat 28<sup>th</sup>, Sun 29<sup>th</sup> <b>August 2018</b> Sat 11<sup>th</sup> <b>September 2018</b> Sat 8<sup>th</sup>, Sun 9<sup>th</sup>, Sat 22<sup>nd</sup>, Sun 23<sup>rd</sup> <b>October 2018</b> Sat 6<sup>th</sup>, Sun 7<sup>th</sup>, Sat 20<sup>th</sup>, Sun 21<sup>st</sup></p> <p>See below for assessment dates</p>
<p><b>Certificate in Pilates Matwork Instruction</b></p> <p>Prerequisites:</p> <ul style="list-style-type: none"> <li>• VCE / HSC or equivalent</li> <li>• HLTAAP001 or equivalent A&amp;P study</li> <li>• 30 hours of personal Pilates practical sessions</li> </ul> <p>Enables articulation into 10537NAT – Diploma of Professional Pilates Instruction</p>	<p><b>Delivered with the Diploma</b></p> <p><b>June 2018</b> Sat 2<sup>nd</sup>, Sun 3<sup>rd</sup>, Sun 17<sup>th</sup>, Sat 30<sup>th</sup> <b>July 2018</b> Sun 1<sup>st</sup>, Sat 14<sup>th</sup>, Sun 15<sup>th</sup>, Sun 29<sup>th</sup> <b>August 2018</b> Sat 11<sup>th</sup></p> <p>See below for assessment dates</p>

**IMPORTANT DATES & INFORMATION**

<b>Saturday afternoon Matwork classes</b>	These are held at 1:00 pm each Saturday contact day and are free of charge. Highly recommended for self-mastery.	
<b>Application deadline</b>	Friday 11 May 2018	5:00 pm
<b>Orientation</b>	Saturday 19 May 2018	Time TBC
<b>Diploma mid-term written exam</b>	Saturday 25 August 2018	2:00 pm – 4:10 pm
<b>Certificate final written exam</b>	Saturday 25 August 2018	2:00 pm – 4:10 pm
<b>Diploma final written exam</b>	Saturday, 10 November 2018	2:00 pm – 4:10 pm

For further details about our Instructor Training go to:  
[www.nationalpilates.com.au](http://www.nationalpilates.com.au)

Further details include; units of competency, pre-requisites and requirements, vocational outcomes, assessment, costs and inclusions.

All contact days occur at the Aligned for Life Melbourne CBD studios:  
Level 4, 370 Little Bourke Street, Melbourne

**Please note:** Numbers are limited and National Pilates Training reserves the right to vary course schedule at any time as deemed necessary, including cancellation or delay due to insufficient numbers. Full refunds will be provided in these circumstances.



**Certificate in Pilates Matwork Instruction**  
**August 2018 Delivery Schedule**

<p><b>Certificate in Pilates Matwork Instruction</b></p> <p>Prerequisites:</p> <ul style="list-style-type: none"> <li>• VCE / HSC or equivalent</li> <li>• HLTAAP001 or equivalent A&amp;P study</li> <li>• 30 hours of personal Pilates practical sessions</li> </ul> <p>Enables articulation into 10537NAT – Diploma of Professional Pilates Instruction</p>	<p><b>August 2018</b>    Fri 3<sup>rd</sup>, Sat 4<sup>th</sup>, Fri 17<sup>th</sup>, Sat 18<sup>th</sup>, Sun 19<sup>th</sup>, Fri 31<sup>st</sup></p> <p><b>September 2018</b> Sat 1<sup>st</sup>, Sun 2<sup>nd</sup></p> <p><b>CONTACT DAY SCHEDULE</b> See information below</p>
--	--

<b>IMPORTANT DATES &amp; INFORMATION</b>		
<b>Friday morning Matwork classes</b>	There is a Matwork class held at 8:00 am on Friday 18 <sup>th</sup> Aug and Friday 1 <sup>st</sup> Sep, prior to contact session commencement. Matwork classes are highly recommended for self-mastery.	
<b>Application deadline</b>	Friday 13 July 2018	5:00 pm
<b>Orientation</b>	Thursday 19 July 2018	Time TBC
<b>Certificate final written exam</b>	Friday 5 October 2018	9:00 am – 11:10 am

For further details about our Instructor Training go to:  
**[www.nationalpilates.com.au](http://www.nationalpilates.com.au)**

Further details include; units of competency, pre-requisites and requirements, vocational outcomes, assessment, costs and inclusions.

All contact days occur at the Aligned for Life Melbourne CBD studios:  
Level 4, 370 Little Bourke Street, Melbourne

**Please note:** Numbers are limited and National Pilates Training reserves the right to vary course schedule at any time as deemed necessary, including cancellation or delay due to insufficient numbers. Full refunds will be provided in these circumstances.

<b>CONTACT DAY SCHEDULE:</b>					
<b>Fridays:</b>	8:00 am Matwork Class (not compulsory but highly recommended).				
	9:00 am – 10:50 am	<i>Class Time</i>		2:00 pm - 4:00 pm	<i>Class Time</i>
	10:50 – 11:10 am	<i>Tea Break</i>		4:00 pm - 4:20 pm	<i>Tea Break</i>
	11:10 – 1:00 pm	<i>Class Time</i>		4:20 pm - 6:00 pm	<i>Class Time</i>
	1:00 pm – 2:00 pm	<i>Lunch</i>			
<b>Saturdays</b>	2:00 pm -4:00 pm	<i>Class Time</i>		4:00 pm -4:20 pm	<i>Tea Break</i>
	4:20 pm – 6:00 pm	<i>Class Time</i>			
<b>Sundays:</b>	9:00 am – 10:50 am	<i>Class Time</i>		2:00 pm - 4:00 pm	<i>Class Time</i>
	10:50 – 11:10 am	<i>Tea Break</i>		4:00 pm - 4:20 pm	<i>Tea Break</i>
	11:10 – 1:00 pm	<i>Lunch</i>		4:20 pm – 6:00 pm	<i>Class Time</i>
	1:00 pm – 2:00 pm	<i>Lunch</i>			

<b>Advanced Diploma of the Pilates Method (10538NAT)</b> <b>2018 Delivery Schedule</b>	
<b>Stage One</b>	Materials sent out on enrolment  Self-directed tasks – 3 months to work on.
<b>Stage Two – Presenter Katrina Edwards</b> <b>PILMAT604B</b> – Instruct a late intermediate Pilates Matwork class <b>PILREF604B</b> – Instruct the Pilates studio late intermediate Reformer repertoire <b>PILCWB601B</b> – Instruct the Pilates studio late intermediate Cadillac, Small Apparatus, Wunda Chair and Barrels repertoire	<b>Commences: 11/05/2018</b> <b>Contact days:</b> Friday, 11/05/2018, 9am-6pm Saturday, 12/05/2018, 2 pm – 6 pm Sunday, 13/05/2018, 9am-6pm
<b>Stage Three – Presenter Kath Banks</b> <b>PILREH602B</b> – Deliver Pilates Method strategies for musculoskeletal rehabilitation <b>PILPRE601B</b> – Apply the Pre-Pilates repertoire for musculoskeletal rehabilitation <b>PILSPE602B</b> – Provide exercise for Pilates clients with special conditions <b>HLTCOM502C</b> – Develop professional expertise <b>HLTCOM406C</b> – Make referrals to other health care professionals when appropriate	<b>Commences: 22/06/2018</b> <b>Contact days:</b> Friday 22/06/2018, 9am – 6pm Saturday 23/06/2018, 2 pm – 6 pm Sunday 24/06/2018, 9am – 6pm Friday, 20/07/2018, 9am-6pm Saturday, 21/07/2018, 2 pm – 6pm Sunday, 22/07/2018, 9am-6pm (Scoliosis workshop with Helen New)
<b>Stage Four – Self Directed Learning</b> <b>HLTCOM503D</b> – Manage a practice <b>CHCORG428A</b> – Reflect and improve upon own professional practice <b>HLTSHU509C</b> – Maintain personal health and awareness as a professional responsibility <b>CHCORG627B</b> – Provide mentoring support to colleagues	<b>No contact days - self directed learning</b>
<b>Review day</b>	Friday 19/10/2018, 12:00 noon – 4:00 pm
<b>IMPORTANT DATES &amp; INFORMATION</b> <b>Final Theory Assessment:</b> Saturday 10 November 2018, 2:00 – 5:10 pm	
<p>For further details about our Instructor Training go to: <a href="http://www.nationalpilates.com.au">www.nationalpilates.com.au</a></p> <p>Further details include; units of competency, pre-requisites and requirements, vocational outcomes, assessment, costs and inclusions.</p> <p>All contact days occur at the Aligned for Life Melbourne CBD studios: Level 4, 370 Little Bourke Street, Melbourne</p> <p><b>Please note:</b> Numbers are limited and National Pilates Training reserves the right to vary course schedule at any time as deemed necessary, including cancellation or delay due to insufficient numbers. Full refunds will be provided in these circumstances.</p>	

**2018 COURSE FEES and PAYMENT SCHEDULE**  
Effective from October 2017

**Certificate in Pilates Matwork Instruction**

Option	Due Date(s)	Total Payable
Payment Plan 1	\$1,000 due on enrolment - must be paid 21 days prior to course commencement \$975 due on or before 4 <sup>th</sup> contact day \$975 due on or before final contact day	\$2,950
Payment Plan 2	\$1,000 due on enrolment – must be paid 21 days prior to course commencement \$540 due on or before 2 <sup>nd</sup> contact day \$540 due on or before 4 <sup>th</sup> contact day \$540 due on or before 6 <sup>th</sup> contact day \$530 due on or before final contact day	\$3,150

**Diploma of Professional Pilates Instruction (10537NAT)**

Option	Due Date(s)	Total Payable
Payment Plan 1	\$1,000 due on enrolment - must be paid 21 days prior to course commencement \$1,340 due on or before 1 <sup>st</sup> contact day \$1,340 due on or before 4 <sup>th</sup> contact day \$1,340 due on or before mid-term assessment day \$1,340 due on or before 12 <sup>th</sup> contact day \$1,340 due on or before final contact day	\$7,700
Payment Plan 2	\$1,000 due on enrolment – must be paid 21 days prior to course commencement 8 x payments of \$890 per month over the first eight months of the course	\$8,120

**Advanced Diploma of the Pilates Method (10538NAT)**

Option	Due Date(s)	Total Payable
Payment Plan 1	\$1,000 due on enrolment - must be paid 21 days prior to course commencement \$1,900 due on or before commencement of Stage Two \$1,900 due on or before commencement of Stage Four	\$4,800
Payment Plan 2	\$1,000 due on enrolment – must be paid 21 days prior to course commencement \$1,400 due on or before commencement of Stage Two \$1,400 due on or before commencement of Stage Three \$1,300 due on or before commencement of Stage Four	\$5,100

Note: Direct debit payments via credit card will be processed on the Friday before the due date.

For applications and further details go to  
[www.nationalpilates.com.au](http://www.nationalpilates.com.au) or contact our  
Director of Training, Katrina Edwards at  
[katrina@alignedforlife.com.au](mailto:katrina@alignedforlife.com.au)

Please select the course you are applying for:

- Advanced Diploma of the Pilates Method (10538NAT)**
- Diploma of Professional Pilates Instruction (10537NAT)**
- Upgrade to Diploma of Professional Pilates Instruction (10537NAT)**
- Certificate in Pilates Matwork Instruction**
- Selected Units of Competency from Diploma of Professional Pilates Instruction (10537NAT)**

DELIVERY START DATE:

/	/	/
---	---	---

## CONTACT DETAILS

NAME (FIRST, MIDDLE & SURNAME)

DOB

(Please tick)

Female  Male

ADDRESS

TELEPHONE

SUBURB

STATE

POSTCODE

EMAIL

## EXPERIENCE

NUMBER OF CLIENT SESSIONS COMPLETED WHERE?

STUDIO:	MATWORK:	
---------	----------	--

ARE YOU CURRENTLY TEACHING PILATES?  YES  NO

YES  NO

I have taught for

months/years

NAME OF STUDIO/EMPLOYER?

WHAT IS YOUR HIGHEST COMPLETED SCHOOL LEVEL AND IN AND WHICH CALENDAR YEAR DID YOU COMPLETE THAT LEVEL (please tick)

Year 12  
  Year 11  
  Year 10  
  Year 9  
  Year 8  
  Did not attend school

EDUCATIONAL QUALIFICATIONS:

PLEASE INDICATE IF YOU HAVE SUCCESSFULLY COMPLETED ANY OF THE FOLLOWING QUALIFICATIONS (Please tick below)

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Bachelor degree or higher            | <input type="checkbox"/> Certificate IV (or advanced certificate/technician) | <input type="checkbox"/> Certificate 1 |
| <input type="checkbox"/> Advanced diploma or associate degree | <input type="checkbox"/> Certificate III (or trade certificate)              | <input type="checkbox"/> Certificate   |
| <input type="checkbox"/> Diploma (or associate diploma)       | <input type="checkbox"/> Certificate II                                      |  |

PLEASE LIST QUALIFICATIONS AND/OR EXPERIENCE (INCLUDE QUALIFICATIONS NOT RELEVANT TO THE PILATES INDUSTRY)

I WISH TO APPLY FOR RECOGNITION OF PRIOR LEARNING (RPL) OR DIRECT CREDIT TRANSFER (DC):

YES  NO

CURRENT EMPLOYMENT (Please tick below)

- |                                    |  |  |
|------------------------------------|--|--|
| <input type="checkbox"/> Full time | <input type="checkbox"/> Self Employed (no staff)            | <input type="checkbox"/> Unemployed (seeking full-time work) |
| <input type="checkbox"/> Part Time | <input type="checkbox"/> Employed (unpaid family Business)   | <input type="checkbox"/> Unemployed (seeking part-time work) |
| <input type="checkbox"/> Employer  | <input type="checkbox"/> Unemployed (not seeking employment) |  |

## OTHER INFORMATION

ARE YOU:  Aboriginal  Torres Strait Island  Neither

COUNTRY OF BIRTH:  ARE YOU AN AUSTRALIAN RESIDENT?  YES  NO

IF NO, WHAT TYPE OF VISA DO YOU HOLD?

DO YOU SPEAK A LANGUAGE OTHER THAN ENGLISH AT HOME?  YES  NO

IF YES, PLEASE SPECIFY:

HOW WELL DO YOU SPEAK ENGLISH (Please tick):

Very well  Well  Not well  Not at all

DO YOU CONSIDER YOU HAVE ANY DISABILITIES? (Please tick)

None  Hearing/deaf  Physical  Intellectual  Learning  Mental Illness  Vision  Medical Condition  Other

IF YES, PLEASE PROVIDE DETAILS:

REASONS FOR STUDY:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> To get a job                    | <input type="checkbox"/> To try for a different career    | <input type="checkbox"/> I wanted extra skills for my job    |
| <input type="checkbox"/> To develop my existing business | <input type="checkbox"/> To get a better job or promotion | <input type="checkbox"/> To get into another course of study |
| <input type="checkbox"/> To start my own business        | <input type="checkbox"/> It was a requirement of my job   | <input type="checkbox"/> Personal interest/self development  |
|  |   | <input type="checkbox"/> Other reasons                       |

## APPLICATION FEE - PAYMENT DETAILS

I wish to pay my \$60 application fee by:

Electronic Transfer: BSB: 633 000 Account No: 126 166 867 (Please include your full name as a payment reference)

Credit Card (Please tick one)  Visa  MasterCard

CARD NUMBER

EXPIRY

CVV

NAME ON CARD

CARD HOLDERS SIGNATURE

DATE

### Terms and Conditions

1. If insufficient enrolments are obtained, National Pilates Training reserves the right to cancel or postpone courses at short notice. If cancellation occurs by National Pilates Training, fees will be refunded in full.
2. The application fee is not refundable.

## CHECKLIST

Send this completed application form to register your interest for enrolment in training with National Pilates Training. **Please ensure the following are included with your application form.**

Your application should include:

- Completed application form (2 pages)
- Application fee
- Certified copy of HLT11P001 (previously HLTAP301A/HLTAP301B) or Anatomy & Physiology equivalent such as A&P for Pilates & Movement
- Certified copy of logged hours (ie. Letter from your studio)
- Certified copy of Senior First Aid Certificate (optional)
- Brief resume detailing educational experience & work experience, including references from employers and/or industry colleagues in verification of your experience
- Certified copies of Certificates of Membership to Pilates Industry regulatory body (for Advanced Diploma only)
- Certified copy of Diploma Pilates qualification; OR justification of equivalent (for Advanced Diploma only)
- Certified copies of any previous qualifications (please include qualifications not relevant to the Pilates industry)

## ADDRESS DETAILS

Please return your documents via post or email (making sure you have completed the checklist):

National Pilates Training 4/370  
Little Bourke St, Melbourne,  
Vic, 3000.

P 0414 645 455

E [katrina@alignedforlife.com.au](mailto:katrina@alignedforlife.com.au)

W [www.nationalpilates.com.au](http://www.nationalpilates.com.au)



## Contact Us

If you would like detailed information about our instructor training, please visit our website or call us.

[www.nationalpilates.com.au](http://www.nationalpilates.com.au)

**National Pilates Training**

4/370 Little Bourke St, Melbourne, 3000

P 0414 645 455

E [katrina@alignedforlife.com.au](mailto:katrina@alignedforlife.com.au)

