

THE ULTIMATE REFORMER SERIES

COURSE DURATION

6-12 months from commencement

OVERVIEW

Walk away from the Ultimate Reformer Certification as a qualified instructor of the highest calibre; well versed in Pilates principles, program design, exercise sequencing techniques and practice, with emphasis on group dynamics for the Pilates Reformer. You will be confident in verbal, tactile and combined cueing practices to facilitate motor learning and be competent to work with healthy clients one-on-one and in group.

You will be ready to instruct Reformer classes in a Pilates studio, small group session (semi or private), gym group classes, health centre group classes, home and corporate environment for beginner to advanced levels.

COURSE PRE-REQUISITES

Minimum requirements for entry into this course are:

- Attainment of HSC / Secondary education or tertiary education equivalent
- A good understanding of Pilates – a minimum of 25 hours of personal Pilates practice either in private or group sessions. This may include matwork and studio work (*preferably with a Polestar Pilates certified practitioner*). This can be provided as a log from your studio/gym or letter/email from your Pilates practitioner.
- Successfully completed HLTAAP001– Recognise healthy body systems in a health care context (or equivalent) attained through a recognised complementary health care college or RTO. This equates to one semester of basic anatomy/physiology or equivalent.
- Completion of Polestar Matwork Series or Pilates Mat qualification from another Pilates education school of equivalent level.

ANATOMY AND PHYSIOLOGY REQUIREMENTS

Polestar Pilates Courses require the completion of basic anatomy/physiology. If you are already qualified in one of the following occupations you will qualify for RPL: *Physiotherapist, Osteopath, Exercise Physiologist, Nurse, Myotherapist, Remedial Massage Therapist, Cert IV Personal Trainer*. However, if you are from a different background and have NOT completed any basic Anatomy and Physiology education completion, it is required prior to the start of your course. ***Polestar provides an online Anatomy course that meets these requirements, it is at an additional fee of \$350. Please contact Polestar directly for further information.***



COURSE STRUCTURE & UNITS

The following table outlines the units of competency that make up the Polestar Pilates Ultimate Reformer Series. The course is delivered over two three-day courses (Friday, Saturday & Sunday). [usual hours Fri & Sat 12pm-5pm & Sun 8am-12pm, but may vary in different cities]

The courses must be taken in the following order: **PP, REF1, REF2 & REF3.**

UNIT	UNIT OF COMPETENCY
PP	Polestar Pilates Principles of Movement - ONLINE
REF1	Plan and instruct a beginner Polestar Pilates Reformer class
REF2	Plan and instruct an intermediate Polestar Pilates Reformer class
REF3	Plan and instruct an advanced Polestar Pilates Reformer class

PP - Pilates Principles of Movement

Learn and apply the theories of movement that lay the foundation for Polestar Pilates in this prerequisite for all other Polestar courses. Using evidence-based research, you will discover the passage ways for movement throughout the body and develop the tools to provide either assistance for or challenge your clients in helping them achieve their goals. Polestar Principles will bring to life your ability to assess, problem-solve, design and modify exercise programs to meet specific needs and abilities.

This non-apparatus course introduces current research in movement science, motor learning, bioenergetics, and communication science to instructional practice through basic movement principles which are used throughout the Polestar Pilates curriculum. This course introduces Polestar Assessment Tool™, which includes postural evaluation and functional testing, to prepare you to properly design a plan to implement Pilates exercises for clients. This unique component significantly enhances decision-making skills as a Pilates practitioner.

Students will complete online (self-paced) modules about each Principle inclusive of built in webinars and attend a live lecture hosted by an Educator, to revise and discuss the findings in the unit. There are 6 modules for students to complete with 6 follow up live discussions.

For those individuals taking more than one course (such as Reformer and/or Comprehensive Studio/Rehab), this course is required only once.



REF1-REF3: Reformer Levels 1-3

Maximize your use and application of this most versatile piece of apparatus in Pilates, the reformer. Become proficient with assessment techniques, Pilates reformer exercises, movement sequences, and the application of Polestar Principles that you can use to excel your own practice or in a Pilates studio environment.

The Polestar Pilates Reformer Series consists of three lectures designed with all movement specialists in mind – from physical therapists to personal trainers and group instructors.

After the Pilates Principles of Movement course (PP), the Pilates Mat program continues with two, three day lectures scheduled approximately one month apart. The time between courses allows you to practice and become comfortable with the material before continuing to the next course and level of repertoire with the inclusion of 2 Practicums.

The principles learned in PP will be applied throughout the two lectures and you will learn the following:

- Reformer exercises for beginners through to advanced levels
- Dynamics of group training
- Program design and exercise sequencing
- Advanced cueing skills
- Exercise modifications for a variety of population

DELIVERY FORMATS

Face-to-Face Standard Format

Modules are delivered over two, 3-day sessions approximately one month apart.

The time between courses allows you to practice and become comfortable with the material before continuing to the next course and level of repertoire with the inclusion of 2 Practicums.

Order of Modules:

- Principles (face-to-face or online)
- Reformer Weekend 1, 3 days
- Practicum 1 - hours
- Reformer weekend 2, 3 days
- Practicum 2 - hours

Face-to-Face Intensive

Modules are delivered over two, 3-day sessions approximately one month apart.

The time between courses allows you to practice and become comfortable with the material before continuing to the next course and level of repertoire with the inclusion of 2 Practicums.

Order of Modules:

- Principles (face-to-face or online)
- Reformer Intensive 5 days
- Practicum 1 – 4 hours
- Practicum 2 – 4 hours

COURSE ASSESSMENT

Assessment requirements include: attending all of the course hours, completing reading and writing assignments as well as a specified number of observation, self-mastery, and apprentice teaching hours as noted below. To track your hours and progress, a log book will be issued at the start of the course with your materials. Certificates will be granted upon successful completion of the log book and an 80% pass mark on the final exam. The delivery modes are made up of approximately 260 nominal hours and are broken down as follows:

Lectures & Homework	Observation	Practice (Self-Mastery)	Apprentice Teaching
130	30	50	50

Lectures: Lecture hours include formal lecture/workshop face-to-face delivery, practical and written assessments and mandatory tutorial hours.

Observation: Observation is where the student observes a studio in action, and has their hours signed off by a certified practitioner (50% must be under a Polestar qualified instructor). 10 observation hours online can be used towards this requirement.

Self-Mastery (and Self-Directed): These hours are for students to practice the exercises learnt in the curriculum so as to master the repertoire. Self-mastery hours include 15 hours of self-directed study i.e. practicing the repertoire in your own time at home or with other students (not under supervision of a qualified teacher).

NOTE: Polestar Online Academy can also be used as a tool for your self-practice hours. The remaining hours may be a combination of reformer and/or studio sessions.

Apprentice Teaching: Once you feel confident in the repertoire, you will be expected to assist a Pilates practitioner (50% Polestar qualified) within a Pilates Studio workplace in order to gain practical experience. You will teach 2 – 3 exercises in their class, under their guidance and assist with tactile cueing and client correction for the remaining hour to achieve sign off.

NOTE: a qualified Pilates instructor must be present at all apprentice teaching sessions to provide sign off and feedback.

Self-Study Requirements: following is the recommended MINIMUM hours required per week for duration of the course:

- Self-Practice - minimum 1 hour per week
- Supervised Practice - minimum 2 hours per week
- Observation - minimum 2 hours per week
- Written homework – minimum 2 hours per month

For all hours, 50% can be completed with a non-Polestar trained instructor.

Practicums:

Practicums help accelerate your teaching and demonstration hours in a supported environment with an Educator. Teaching is within a clinical format against units of competency and allows students to accrue 2 hours for 1 hour (1:2) towards their student logbook. Topics included will be review of Theory, Repertoire, Case Studies and Self-Mastery demonstration and teaching. They are scheduled generally over 4hrs but can be shorter and some are online.

There are 2 Practicums scheduled as part of the Reformer course and are included in the course fees. All other practicums are optional and the schedule for booking can be found here:

<https://www.polestarpilates.edu.au/practicums/>

TEXT BOOKS:

As part of the training Polestar recommends the following text to assist with your learning:

- Principles of Movement, Brent Anderson: Slack Publications (*this book is included in your course fees*)
- Anatomy of Movement, Blandine Calais-Germain: Eastland Press 1993
- Pilates Evolution, the 21st Century or Return to Life through Contrology - Joseph Pilates: Bain Bridge Books
- Dynamic Alignment Through Imagery, Eric Franklin: Human Kinetics 1996

STAFF QUALIFICATIONS

Educators with Polestar Pilates Australia are of the highest calibre in the world, holding either a relevant Degree such as Physiotherapy, Osteopathy, or the like. Educators must have at least 5 years teaching experience and go through a dedicated process of mentoring and assisting students before they can become an Educator.

All Educators with Polestar Pilates Australia are required to obtain the following:

- Diploma of Polestar Pilates Studio and Rehabilitation Method or higher.
- TAE40110 Certificate IV in Training and Assessment Certificate (or higher).
- Current membership of relevant professional/industry association (e.g. Pilates Alliance Australasia)
- Maintain professional development credits, insurance and first aid training.
- Attend annual Educator in-house training and any international conference with Polestar Pilates international.
- Induction program to be cognisant of AQTF standards and the responsibilities and expectations of teaching in the VET system and its relationship to the Pilates education programs.
- It is also recommended that staff have associated learning experience/skills/qualifications such as: dance, sports science, physiotherapy.
- Maintain professional development credits, insurance and first aid training.



COURSE RECOGNITION

Students who graduate from Polestar's Ultimate Reformer series qualify for:

- Group Membership with the **Pilates Association Australia**
- Fitness Pilates Instructor (FPI) with **AUSactive**. Must also include the unit NAT10828001 – Work within the Pilates Industry (from the Diploma).
- For those already members with **AUSactive** you will receive 15 CEC's for REF1-REF3 and 10 CEC's for PP.

Pilates Association Australia (PAA)

Ph: 0485 901 833

www.pilates.org.au

Email: info@pilates.org.au

<https://www.pilates.org.au/education/>



AUSactive Australia

Ph: 1300 211 311

Email: info@ausactive.org.au

<https://ausactive.org.au/members/pilates-professional/>



Exercise & Sports Science Australia (ESSA)

Ph: (07) 3171 3335

Email: info@essa.org.au

<https://www.essa.org.au>



COURSE PRICING & TERMS AND CONDITIONS

Polestar Pilates Ultimate Reformer Series:

Includes: Units: PP, REF1, REF2, REF3, Course Manuals, Principles of Movement book by Brent Anderson, Logbook, Online portal, 2 Practicums and Final Exam.

EARLY BIRD: available up to 8 weeks prior	STANDARD: after early bird pricing ends
Full Payment upfront \$3,090 Payment Plan: \$3,250 Deposit \$750 with \$500 x 5 months	Full Payment upfront \$3,460 Payment Plan: \$3,590 Deposit \$765 with \$565 x 5 months

All prices are in Australian dollars and include GST when applicable. All prices are subject to change without notice



Registration Policies (including Cancellations and Transfers) – please read all points carefully

1. Payment Plan:

- Deposit or Full Payment is due at time of registration by either Credit Card or Direct Debit. Note Credit Card fees may apply.
- If you choose the Payment Plan option, a surcharge will apply. This fee is charged by a third-party provider at their current rate.
- Dishonor fees apply for failed transactions, these will be automatically deducted from your account
- NOTE your registration is **NOT** confirmed until Deposit is received and Payment Plan has been setup

2. Commitment: On registering for a course with Polestar Australia you confirm that you have read and understand the commitment of time required to complete the course. It is the Students responsibility to ensure the course hours fit into their schedule and life commitments.

3. Course Units and Exams must be completed within the following timescales. No certification will be issued after these time lines.

- Ultimate Reformer Series: *12 months from Principles*
- Mat Series: *12 months from Principles*
- Studio / Rehab Series: *18 months from Principles*
- Diploma Upgrade: *6 months from release of Units*

4. Course Cancellation Terms.

- Courses cancelled in writing with 30 DAYS OR MORE notice prior to the start date of your first face to face weekend (PP or SR1) are eligible for a refund minus an ADMIN FEE. The Admin Fees for each course that will be deducted are: Mat Series: \$300 Studio-Rehab Series: \$500 Reformer Series: \$300
- Courses cancelled with LESS than 30 days' notice prior the start date of your first face to face weekend (PP or SR1) are NOT accepted and NO REFUND will be issued.
- Courses cancelled after commencement your first face to face weekend (PP or SR1) are NOT accepted and NO REFUND will be issued. All scheduled payment schedules must still be honored.
- Courses cannot be cancelled due to change of mind, weddings, work travel, holidays, personal relocation or similar

5. Cancellations due to special circumstances - if you have registered for and / or started your course and need to cancel due to special circumstances Polestar Australia will consider each application. Note proof of circumstances must be provided. These would include: bereavement within immediate family, debilitating injury / illness. It does not include personal reasons such as: weddings, work travel, holidays, personal relocation, change of mind or similar.

6. Use of Online instruction methods –

In the event that Polestar Pilates Australia either:

- a. Cannot provide courses, examinations or modules onsite due to circumstances or events beyond its control or
- b. Cannot ensure the safety and security of its staff and/or students where circumstances and events beyond its control

including weather conditions; any contagious diseases, epidemics or pandemics including but not limited to COVID-19 and their consequences; demonstrations; riots; civil unrest; curfew and city lock-downs, government travel restrictions, Polestar Pilates Australia may at its sole discretion:

1. Replace those parts of courses, modules, examinations which can be so replaced without compromising Polestar instruction standards, with online instruction and reschedule such parts of the courses, modules, examinations which cannot be replaced by online instruction- at no additional cost to students.
 2. Reschedule the said courses, examination or modules in their entirety – at no additional cost to students.
 3. Cancel any scheduled courses, examination or modules in their entirety – at no additional cost to students
- No financial compensation will be payable to students in circumstances 1. and 2. above.
Full refund of fees paid for cancelled course, examination, module will be made to students for circumstances 3. above.

7. Unit Transfers Requests

- If you are unable to attend a Unit that is scheduled for your course it can be made up privately with an Educator at an additional Fee at Educator Rate (varying from \$120-\$150 per hour)(except for Principles). Alternatively, you can complete the Unit in another State at your own travel costs. Note that all Units must be completed in the same order, intake and cannot be changed.

- Transfer approvals are dependent on course numbers in the requested location. Transfers will NOT BE CONFIRMED until Registrations have been closed at the requested location. Note this occurs 2 weeks prior to course commencement.
- Online academic units cannot be transferred to another year / intake.
- Transfer Fee: \$150 per Unit applies

8. Course Extension

- All courses must be completed within the stated timeline. (Mat & Reformer Series 12 months, Studio/Rehab 18 months).
 - If you need to extend due to special circumstances Polestar Australia will consider each application. Note proof of circumstances must be provided. These would include: bereavement within immediate family, debilitating injury / illness. It does not include personal reasons such as: weddings, work travel, holidays, personal relocation or similar situations.
 - Course Extension Fee: \$350 applies
9. **Course fees DO NOT INCLUDE:** required reading materials for reading and writing assignments; coaching hours for logbook completion with a Mentor (including observation, self-mastery practice and apprentice teaching); Study Groups, Personal extras (sundries, travel and accommodation), DVD's, Coaching or Mentoring and any assessment re-sit fee. Transfer fee to another state.
 10. **Course fees INCLUDE:** weekend lectures and labs (PP, M1-M3, REF1-REF2, SR1-SR6), course manuals, logbooks, access to Academic Units online, final exam, morning and afternoon refreshments
 11. A USI (Unique Student Identifier Number) must be provided at Registration – final certifications cannot be provided without the USI number being submitted to Polestar Australia
 12. Registration deadline is 14 days in advance of course start date. Registration received less than 14 days will be processed only if space is available. You are not registered until you receive written confirmation from Polestar Pilates.
 13. Registration is limited to between 15-25 participants depending on location and studio size. Registration received for a course that has reached full capacity will not be processed and you will be contacted. Courses will only go ahead with a minimum of 10 participants.
 14. Polestar Pilates reserves the right to postpone or cancel any course due to, but not limited to; weather conditions; any contagious diseases, epidemics or pandemics including but not limited to COVID-19 and their consequences; demonstrations; riots; civil unrest; curfew and city lock-downs, government travel restrictions. If we cancel a course, you will have the option of transferring to another course or receiving a full refund. Polestar is not responsible for any travel costs due to cancellation.
 15. You understand that you will attend the Polestar course, use the facilities and equipment at your own risk. At registration you confirm that all medical conditions and injuries, both past and present have been disclosed and where required have obtained clearance from your general practitioner.
 16. You will take it upon yourself to discuss any changes to your current health with your instructor. You recognise that the instructor is not able to provide medical advice with regard any medical fitness and that the information provided is used as a guideline to the limitations of my ability to exercise.
 17. All courses commence on Saturday at 12.00pm and Sunday 8.00am and finish at 5.00pm both days, with a 1-hour lunch break on Sunday.

Exam Cancellation Terms

- You can only book your final exam once you have attended all your course Units (after Ref 3)
- A cancellation fee of \$150 applies for all exams cancelled within 2 weeks of your confirmed exam date

CONTACT DETAILS

Student Administration Team: education@polestarpilates.com.au

Phone: 02 9091 9400

Polestar Pilates Australia, Level 1, 32 Cross St, Brookvale NSW 2100