

YOGA ACADEMY OF NORTH AMERICA

STUDENT HANDBOOK

2012



SATYANANDA YOGA

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The Yoga Academy of North America is housed within the Atma Center, a **SATYANANDA YOGA®** City Center.

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1 About This Handbook

This handbook introduces the training courses offered by the Yoga Academy of North America (YANA), including two Yogic Studies and two Teacher Training courses. YANA is a nonprofit 501c3 organization dedicated to providing Yogic Studies and Teacher Training in the Satyananda tradition.

This handbook contains information on the requirements, policies, and procedures encompassing these courses. Even if you have participated in previous Yogic Studies or Teacher Training programs in North America, or from among the several providers of this training worldwide, you should review this whole handbook. **Your application for enrollment in any course must be accompanied by your signature indicating that you have read and understood this document and agree to abide by its guidelines.**

For information about other courses conducted by worldwide **SATYANANDA YOGA®** Academies in Mangrove and Rocklyn, Australia; Bogota, Columbia; Europe and the Founding location in Munger, India, please refer to Section 2 of this handbook.

2 About SATYANANDA YOGA®

A disciple of Swami Sivananda of Rishikesh, India, Swami Satyananda founded the **Bihar School of Yoga** in Munger in 1963. Under his guidance, the ancient wisdom of yoga was made more accessible to a modern, scientific way of thinking. In fulfilling his mission to spread yoga worldwide, Swami Satyananda was one of the earliest yoga masters to bring yoga training to the West. There are now Satyananda Yoga teachers in most countries around the world.

Satyananda Yoga has developed into an internationally renowned system. It provides a coherent philosophy of life without postulating any religious or political beliefs. It provides everyone, regardless of their social background, with tools for health, peace of mind and an inspired vision for their lives. People who practice Satyananda Yoga are of all ages, levels of fitness and walks of life.

Satyananda Yoga draws on a number of traditional systems of yoga, including Hatha, Raja, Karma, Jnana, Mantra and Bhakti yoga. Its practices are adaptable and can accommodate individual needs.

When Swami Satyananda retired from public life in 1988, he appointed Swami Niranjanananda as his successor. Swami Niranjanananda extended the work of bringing yoga into the modern world and in 1994 established Bihar Yoga Bharati at Munger, which became the world's first Yoga University. In 2008, Swami Niranjanananda turned over the administrative duties of Bihar School of Yoga to Swami Suryaprakash.

The establishment of Bihar Yoga Bharati is the fulfillment of the vision of Swami Sivananda as transmitted through Swami Satyananda and Swami Niranjanananda. It combines the academic study of yoga with the personal experience of living in an ashram (place of spiritual learning) environment. Its goal is the holistic growth of the student, with equal emphasis on physical, mental and spiritual development. As a living master, Swami Niranjanananda is able to inspire and direct the presentation and relevance of yoga to a changing world.

2.1 Provision of Yogic Studies and Teacher Training in North America

Training in the Satyananda tradition has been offered in North America since 2000 when the Atma Center in Cleveland Heights, Ohio, a city center yoga studio, provided an in-depth

teacher training program. In 2002, the Atma Center began to provide the Yogic Studies and Teacher Training courses under license from the **SATYANANDA YOGA® ACADEMY** Australasia. Since 2000, nearly 200 students received in-depth training the Satyananda Yoga tradition through this program.

In 2004, the North American Gurukul (NAG), a nonprofit 501c3 umbrella organization, was launched to increase the awareness and growth of Satyananda Yoga throughout North America and to offer a more formalized structure upon which a community of Satyananda Yoga teachers, devotees and aspirants could be organized.

As part of that structure, the Yoga Academy of North America (YANA), a non profit 501c3 subsidiary of NAG, was established to become the vehicle for the provision of Yogic Studies and Teacher Training in North America.

As part of the transfer of course provision to YANA, the Yogic Studies and Teacher Training coursework was restructured in 2008 to streamline the Yogic Studies training programs to better serve the needs of the students and to further standardize course offerings among international providers of Yogic Studies and Teacher Training in the Satyananda tradition.

The Teacher Training Program continues to be registered with the Yoga Alliance, a non-profit organization dedicated to establishing standards within the yoga community. Refer to Section 8 of this handbook for more details on available qualifications.

3 Yogic Studies

If you are seeking ways to broaden and deepen your experience of life, Yogic Studies is for you. Yogic Studies gives you the tools and the knowledge to increase your knowledge of yoga and of yourself.

There are two levels of Yogic Studies. Each level may be taken in one or two parts; if taken in two parts, these parts must be taken in order (week 1 before week 2). Profiles and prerequisites for each level are provided below.

3.1 Yogic Studies Courses

Yogic Studies Level 1

Pre-requisite: None

Yogic Studies Level 1 lays a strong foundation, building a basic understanding of the multiple branches of yoga and the unique Pawanmuktasana™ series of **SATYANANDA YOGA®**. You systematically learn fundamental yoga techniques and how to adapt them to your needs. You will also experience the basic elements of a yogic lifestyle so that you can effectively apply yoga directly to your daily life.

Key areas of exploration include the dimensions of human experience (koshas), energy flow (prana and nadis), yoga psychology, and anatomy and physiology, especially as related to yoga practices. Techniques presented include Sun Salutation, classical poses such as triangle, basic mudras, pranayama, meditations, and shatkarmas.

Yogic Studies Level 2

Pre-requisite: YS Level 1

Yogic Studies Level 2 takes you further into the theory and practice of yoga with an emphasis on philosophy. You are introduced to the traditional texts of Patanjali's Yoga Sutras and the Bhagavad Gita, and you investigate the relationship of Tantra, Samkhya, and Vedanta to

modern yoga. The techniques of mudra and bandha are integral parts of this unit, along with further explorations of the chakras and yogic psychology.

There is an emphasis on critical skills so the student can continue learning about yoga outside of structured courses.

3.2 Yogic Studies Subjects

Asana:

Asana includes practice and understanding of the postures used in **SATYANANDA YOGA®**, including those unique to the tradition such as the Pawanmuktasana™ series. While the understanding and practice of asana is important in Yogic Studies, physical prowess is not a requirement.

Pranayama:

Like asana, this subject is progressively developed over the duration of the course. Emphasis is given to learning, understanding and experiencing a range of pranayama practices as these are a strong feature both of the Satyananda style and this course.

Shatkarmas:

The core cleansing practices of Hatha Yoga are introduced and students are given the opportunity to integrate some of these practices into one's daily life.

Satyananda Yoga Nidra®:

The depth of this practice is unique to Satyananda Yoga. Not only is it a relaxation technique but as a pratyahara practice, it provides a gentle way of integrating subconscious mental and emotional material. For this reason, Satyananda Yoga Nidra® is thoroughly explored and expanded over the duration of the courses.

Meditation:

Explore a range of meditation practices that will provide the necessary tools to relieve the stresses of daily living and enhance concentration and focus.

Mudra and Bandha:

Practice a range of techniques for harnessing and redirecting energy and awareness.

Yogic History Philosophy and Culture:

Swami Niranjanananda has said "philosophy without practice is meaningless, but practice without philosophy is equally futile." To understand yoga and its application today, it is important to know its cultural origins and underlying philosophies.

Yogic Physiology:

Examine the subtle dimensions and energy systems - including nadis, pranas, and chakras - of the human organism.

Yogic Psychology:

Gain a yogic understanding of consciousness, awareness, mind, perception and cognition, personality, intellect and emotion. Learn practical tools for managing the mind.

Anatomy & Physiology:

Learn how yogic practices affect the major systems of the human body and how to modify these practices for your physical needs.

Integration of Yogic Principles:

Yogic theory and practice are synthesized into life skills

3.3 Yogic Studies Texts, Audio and Accessories

Required Texts & Accessories	YS1	YS2
<i>Asana Pranayama Mudra Bandha</i> , Swami Satyananda. The 4 th Edition will be referred to for pagination.	√#	√#
<i>Yoga Nidra</i> , Swami Satyananda Saraswati, 1998	√#	√
<i>Yoga Darshan</i> , Swami Niranjanananda Saraswati, 2002	√	√
<i>Meditations from the Tantras</i> , Swami Satyananda, 1983	√	√
<i>Essentials of Human Anatomy and Physiology</i> , Marieb, or comparable	√	√
<i>Human Anatomy Coloring Book</i> , Margaret Matt, Dover Publications Inc. or comparable study aid	Optional	
<i>Surya Namaskara</i> , Swami Satyananda Saraswati, 1996		√
<i>Dharana Darshan</i> , Swami Niranjanananda Saraswati, 1999		√
<i>Kundalini Tantra</i> , Swami Satyananda Saraswati, 1984		√
<i>Four Chapters on Freedom – Commentary on the Yoga Sutras of Patanjali</i> , 1976		√
<i>Tattwa Shuddhi</i> , Swami Satyasangananda, 1984		√
<i>Bhagavad Gita</i> , Swami Sivananda, 2003		√
<i>Essence of the Upanishads</i> , Eknath Easwaran	Optional	
<i>Practical Yoga Psychology</i> , Vivekananda, 2005	Optional	√
CD: <i>Surya Namaskar Mantras</i>		√
Accessory :Neti Pot	√#	√#
Accessory :Mala (108 beads)	√#	√#

#=Required during the residential learning period.

Books and supplies are available through the Atma Center and may be purchased online, over the phone, or in person; they are also available from other providers such as natarajbooks.com.

4 Teacher Training

Swami Satyananda: “If you dedicate yourself completely to the task of teaching yoga, it will be easy to express the positive side of your personality”.

Teacher Training courses explore the skills required for the planning and teaching of yoga in a range of settings. You will learn how to select appropriate practices for different class levels, from beginner to experienced. Other aspects include the skills needed for managing a professional practice.

Prior attendance at community **SATYANANDA YOGA®** classes is highly recommended for those students planning to attend the Teacher Training courses.

4.1 Teacher Training Courses

Teacher Training 1

Pre-requisite: Yogic Studies Level 1

This course introduces the skills required for instructing others in the practices of Satyananda Yoga at a foundation or beginner level. It explores class and course planning, student support skills, applied anatomy & physiology, teaching those with special needs, and the basics of organizing, promoting and managing yoga courses.

Teacher Training 2

Pre-requisites: Teacher Training 1 and Yogic Studies Level 2

Teacher Training 2 develops your teaching skills at the intermediate level. It includes an emphasis on the more subtle aspects of yoga, advanced student support skills and special needs training, and workshop and seminar planning.

4.2 Teacher Training Subjects

Teaching Asana:

Learn to teach asana ranging from the Pawanmuktasana™ series to inversions.

Teaching Pranayama:

Impart a comprehensive understanding of basic breathing methods through more complex practices.

Teaching Meditation:

Instruct a variety of meditation techniques with an emphasis on application to daily living.

Teaching Satyananda Yoga Nidra®:

Learn how to delineate which stages of the practice are suitable for assorted teaching situations.

Teaching Mudra and Bandha:

Convey these powerful hatha yoga techniques at an accessible level.

Teaching Shatkarmas:

Safely guide the shatkarma cleansing series.

Teaching Mantra and Kirtan:

Lead mantras (chanting) and kirtans.

Creative Class Planning:

Build balanced and satisfying classes for a variety of levels and needs.

Creative Course Planning:

Discover strategies for sequencing and progressing classes into fulfilling courses.

Teaching for Special Needs:

Customize teaching methodologies to suit diverse students and environments beyond the general class situation.

Applied Anatomy and Physiology:

Understand human anatomy and physiology with the depth and focus necessary for safe and effective teaching

Professional Yoga Teacher:

Efficiently plan, organize, promote and manage a viable yoga-based business

Qualities of a Yoga Teacher:

Embody the positive qualities and attributes of a Satyananda Yoga teacher. Know the ethical and legal framework of being a yoga teacher.

Student Support Skills for Yoga Teachers:

Develop the skills for effective communication with students while maintaining professional boundaries. Identify when students need referral to other appropriately equipped professionals

Apply Basic First Aid & CPR:

These units must be taken through the American Red Cross, American Heart Association, or equivalent for overseas students. The student is responsible for attending these courses, paying the fees, and providing a copy of their certificate or card to YANA.

4.3 Teacher Training Texts, Audio and Accessories

Required Texts	TT1	TT2
<i>Asana Pranayama Mudra Bandha</i> , Sw. Satyananda Saraswati, 4 th edition will be used for pagination and names of practices.	√#	√#
<i>Yoga Nidra</i> , Swami Satyananda Saraswati, 1998	√#	√#
<i>Meditations from the Tantras</i> , Swami Satyananda Saraswati, 1983	√#	√#
<i>Dharana Darshan</i> , Swami Niranjanananda Saraswati, 1999	√#	√#
CD: <i>Surya Namaskar Mantras</i> by SATYANANDA YOGA®		√
<i>Prana Pranayama</i> , Sw Niranjanananda Saraswati, 2009	√	√
Also Recommended		
<i>Practical Yoga Psychology</i> , Vivekananda, 2005		√
<i>Surya Namaskara</i> , Swami Satyananda Saraswati, 1996	√	√
Sanskrit Glossary of Yogic Terms, Swami Yogakanti	√	√

#=Required during the residential learning period.

Books and supplies are available through the Atma Center and may be purchased online, over the phone, or in person; they are also available from other providers such as natarajbooks.com.

5 Course Structure

5.1 Overall Time Commitment

Each course comprises three parts:

- 1) The Residential Learning period involves attending theoretical and practical classes on site.
- 2) The Individual Study period consists of home practices, quizzes, assignments and reading.
- 3) The Final Assessment period involves written and practical exams at the end of each Level.

Courses vary in length, depending on the course. The following chart depicts the residential learning period days, home practice weeks, and final assessment days for all 6 courses.

Course	Residential Learning Period Days	Home Study Weeks	Final Assessment Days	Hours of Study
Yogic Studies 1	14 (each week may be taken separately)	32	1	
Teacher Training 1	14	28-30	1-2	650
Yogic Studies 2	14 (each week may be taken separately)	40	1	
Teacher Training 2	14	28-30	2-3	1290

Note: TT1 & TT2 also require a current First Aid certification that is taken independently and requires approximately 2 additional days of study through a recognized agencies such as the Red Cross, American Heart Association, etc.

Note: Teacher Training students must schedule individual teaching practicals with their Course Coordinator. See Section 7.4 below.

5.2 Time Commitment during the Residential Learning Period

The Residential Learning Period of each course offers an immersion in the many facets of yoga and yoga teaching. Classes and activities run from early morning until evening with little spare time. It will be difficult to spend time on other projects, such as work, phone calls or email. There is no child care provided during these courses.

For a sample time table of the course you plan to attend, please contact the Course Coordinator at coursecoordinator@yogaacademyna.org.

5.3 Time Commitment during the Individual Study Period

Following the Residential Learning Period, you continue at home with the digital submission of a logbook of home practice, written quizzes, and/or assignments. Your individual study is supported by comprehensive written resources as well as an online community, telephone and email support. You will spend between 10 to 20 hours each week on home study, depending upon the rate at which you read and assimilate new information.

Due to the demanding nature of these courses, you should not undertake other significant projects while you are doing Yogic Studies or Teacher Training. Experience has shown that

people with extensive family (especially small children) and work commitments will find the work load challenging to manage due to the time required.

5.4 Time Commitment during the Final Assessment Period

The Final Assessment period for each course consists of written assessments, practical assessments, and / or oral presentations.

The Academy realizes that returning to Cleveland Heights may be difficult if you are a distance student. If you are unable to get to the Academy for the final assessment period, please contact your Course Coordinator to discuss possible alternative arrangements. There may be additional fees; you will be informed of these fees in advance.

The practical assessments for the Teacher Training courses are arranged individually with the Course Coordinator well in advance. Complete details about the assessment process will be discussed at your course's induction.

6 Study Options

YANA offers the following study options:

- Each Yogic Studies course may be taken in its entirety
- Each Yogic Studies course may be taken in 2 separate week-long parts followed by the home study appropriate to each week
- Yogic Studies 1 may be audited
 - Auditing students attend the classes during the Residential Learning Period and receive the course materials
 - Auditing students do not receive support or turn in submissions for the home study period
 - Auditing students do not take any final assessments
 - Auditing students do not receive any certification of completion for the course

6.1 Continuity of Study

These courses are continually reviewed, revised and updated to maintain high quality and to improve our service to our students. Therefore, enrollment in each subsequent course must be completed within 24 months of completion of the previous one. If time period is exceeded, you may be required to retake any or all courses already completed.

7 Bridging within North America

Students enrolled in previous Yogic Studies and Teacher Training Courses who are continuing may be required to complete bridging work due to adjustment in course content since last enrollment. The following chart gives general information regarding bridging or ongoing training. Please contact YANA directly to learn the details of your particular situation.

Last course completed from Old Course Offerings	Relevant Course for Enrollment	Bridging required?
YS 1a (1/3 of Level 1)	YS 1	yes
YS 1b (1/3 of Level 1)	YS 1	yes
YS 1c (1/3 of Level 1)	YS 2	possibly
	TT 1	possibly
YS 1a (1/2 of Level 1)	YS 1	yes
YS 1b (1/2 of Level 1)	YS 2	yes
	TT 1	yes
YS 2a (1/2 of Level 2)	YS 2	no
	TT 1	yes – Anatomy & Physiology
YS 2b (1/2 of Level 2)	TT 1	no
	TT 2	no
TT1	YS 2	yes – Anatomy & Physiology

7.1 What is involved in bridging?

Given that everyone's circumstances are unique, bridging must be coordinated on a case-by-case basis. In short, bridging work covers the information in the new course that was not in the old one. The majority of this new information concerns Anatomy and Physiology.

Upon enrolling in your next course, completing your bridging application form and paying the relevant fees, you will be supplied with all relevant bridging materials and be directed to an online site where you will find additional resources and assessment tasks. Please note that bridging does not require any on-site work; all training and assessment can be done from home.

Students who have completed courses from one of our international partners should contact us directly to determine what bridging work may be required.

7.2 What does it cost to bridge?

This is determined on a case-by-case basis. Bridging will generally cost between \$50 and \$215.

7.3 How do I apply to bridge?

Contact YANA directly at info@yogaacademyna.org to receive a bridging application form.

8 Available Qualifications

Students attending YANA may choose to pursue Level 1 or Level 2 Teacher Accreditation or may choose to complete only Yogic Studies for personal growth and development

A Certificate of Completion is awarded at the end of each Level of Yogic Studies indicating successful completion of all requirements and eligibility to advance to the next level of study.

A Level 1 Teacher Certificate is issued upon successful completion of Teacher Training 1.

A Level 2 Teacher Certificate is issued upon successful completion of Teacher Training 2.

A student wishing accreditation within the Satyananda Yoga tradition along with trademark privileges may also apply for Accreditation. Refer to the following section for more details.

Note: Those interested in the award of the Diploma of Satyananda Yoga Training through the Australian system should contact SYAA directly.

9 Accreditation Structure

Paramahansa Niranjanananda has a vision of a unified system for supporting the teaching of **SATYANANDA YOGA®**. Accredited teachers pay an accreditation fee which is to further develop the quality, scope and depth of Satyananda Yoga in support of the vision.

Accreditation is recognition by the international **SATYANANDA YOGA®** community that you are competent to teach the Satyananda style of yoga. Teachers living in North America must apply for accreditation to the North American Gurukul, Inc (NAG). Generally, accreditation is based on the country of residence, regardless of nationality; or, if there is no accreditation mechanism in the country in which you reside, accreditation is based on the country in which you took Teacher Training 1. Demonstration of ongoing continuing education and maintenance of First Aid/CPR is needed to maintain your accreditation. More information will be provided during Teacher Training.

10 About our **SATYANANDA YOGA®** Partners

The provision of Yogic Studies and Teacher Training in the Satyananda tradition is formally offered in Academies on 5 continents - Asia, Australia, Europe, North America, and South America. The core academy curricula have been developed from the courses offered at Bihar Yoga Bharati, India. Each Academy independently operates and offers a customized, though complementary, curriculum to meet the needs of the regions in which they serve. All academies share the same basic mission:

- To propagate and disseminate the knowledge, skills and understanding of yoga by providing high-quality training and learning opportunities accessible to all.
- To create an organization and structure that meets the highest international standards and to support training and learning of yogic disciplines and the practical experience of yogic lifestyle.
- To assist in the alleviation of suffering and benefit those in need by exemplifying and making available the practices and lifestyle skills of yoga.

An informal partnership among Academies provides recognition of prior learning equivalencies (see below) to students who have completed various courses from within the academy structure. A profile of the worldwide providers of training in the Satyananda tradition and a chart of the approximate equivalencies is described below.

7.1: Bihar Yoga Bharati (BYB), India

The Registrar, **Bihar Yoga Bharati (BYB)**, Ganga Darshan, Munger, 811201 Bihar, India. Tel: 91+6344+222430. Fax: 91+6344+220169. Web: www.yogavision.net

The Four Month Course in Yogic Studies is conducted in English once a year. BYB seeks to admit a diversity of students with a broad range of interests and backgrounds. The Four Month Course is a residential course to provide basic training in the practical and theoretical aspects of yoga and ashram life based on the ancient gurukul system. Upon completion of the course, a Certificate in Yogic Studies is awarded to those who are successful in the written and practical examinations

Combining academic studies with the gurukul lifestyle and discipline will be positively challenging and all students must be open to this approach. The gurukul disciplines are designed to create an atmosphere in which the yogic life and spirit can be experienced at a subtle level. Alongside yogic education, the life and spirit of selfless service, dedication and compassion will be imbibed by the students.

7.2: SATYANANDA YOGA® ACADEMY Australasia (SYAA)

~ MANGROVE, 300 Mangrove Creek Rd., Mangrove Creek NSW 2250, Australia, Ph: 61(0)2 4377 1171, Fax: 61(0)2 4377 1219, Email: education@satyananda.net, www.satyananda.net

Satyananda Yoga has been established in Australia for more than 30 years. Over 1,000 yoga teachers have received their training during that time. Its major residential centers in Australia are at Mangrove Mountain in New South Wales and Rocklyn in Victoria.

Satyananda Yoga Academy (Australasia) was established in 1997 to enhance the professional training of yoga teachers. In 2003, the Academy was registered in New South Wales as a Registered Training Organization (RTO) and its Diploma of Satyananda Yoga Teaching was accredited under the Australian Qualification Training Framework.

The Diploma of Satyananda Yoga Training is unique in yoga teacher training in Australia in offering a nationally recognized qualification combined with the opportunity for intensive personal yoga practice within an ashram environment.

The first portion of the Diploma consists of three Yogic Studies courses. These courses provide a thorough training in yoga theory and the development of a strong personal yoga practice (sadhana). The teacher training course is the final course for the Diploma and focuses on how to effectively share with others what has been learned in the preceding courses.

SYAA has added a Vocational Graduate Degree. This course has as its pre-requisite the Diploma of Satyananda Yoga Training.

Contact SYAA directly for more details.

7.3: Academia de YOGA SATYANANDA Columbia

Calle 124 No. 7-89, Bogota, Columbia, Ph: 57 214957, 57 2149769, FAX: 57 2156484 (Indicativos 97-1), Email: Columbia@satyananda-yoga.net, www.satyananda-yoga.net (S. America)

Established in Colombia by Swami Satyananda over 35 years ago, Satyananda Yoga has a strong reputation in South America. Academia de Yoga Satyananda commenced operations in 1995 and has been growing steadily since. Yogic Studies courses commenced in 2007. A new yoga center was constructed and opened in Bogotá in September 2008. Yogic studies 2 ran for the first time in 2008. Instructor courses 1 & 2 for graduates of yogic studies have also been highly successful.

7.4: SATYANANDA YOGA® ACADEMY Europe

Email: admin@syae.org, Website: www.syae.org (Europe)

Satyananda Yoga Academy Europe (SYAE) was established in May 2004. The Academy's current administrative and educational team comprises dedicated people from 14 different countries. At present, SYAE's primary focus is on the development and delivery of Yogic Studies Courses.

11 Recognition of Equivalencies Among the International Satyananda Yoga Academies

The following chart depicts the YANA courses and approximate equivalencies to courses previously offered by the Atma Center and other Satyananda Yoga training courses (past and present) worldwide.

Please contact the location where you intend to enroll in Yogic Studies or Teacher Training for further information about course equivalencies, enrollment, and any bridging requirements.

Training Provider	Approximate Course Equivalencies						
	Yogic Studies Level 1			Yogic Studies Level 2		Teacher Training 1	Teacher Training 2
Yoga Academy of North America (YANA)	YS 1 (may be taken in two parts)			YS 2 (may be taken in two parts)		TT1	TT2
Atma Center	YS 1a	YS 1b		YS 2a	YS 2b	TT1	TT2
Atma Center	YS 1a	YS 1b	YS 1c				
Australia-3 Year Diploma	YS 1a		YS 1b	YS 2a	YS 2b	TT1	TT2
Australia- 2 Year Vocational	YS1		YS2	YS3 = 2a and part of 2b		YS4	
Columbia	YS1			YS2	YS3		
Europe	YS1			YS2		n/a	n/a
India - BYB	4-month certificate course			n/a	n/a	n/a	n/a
India - BYB	1 year diploma course in Yogic Studies					n/a	n/a

12 Selection and Enrollment Procedures

Although extensive yoga experience is not necessary to enroll in Yogic Studies, we recommend that you attend classes in the Satyandanda tradition or familiarize yourself with this tradition through reading the Bihar books or purchasing available audio classes from the Atma Center.

12.1 Completing the Application For Enrollment

All prospective students must complete the Application for Enrollment Form. A separate Application for Enrollment Form must be submitted for each course. A recent photograph is required with the application. Please note that acceptance in the course is not automatic. You may be asked to provide further information to support your application. Applicants may undergo an interview to ensure that minimum entry requirement criteria are met, that the requirements for each course are fully understood, and that there is a reasonable chance for successful completion of the course. Enrollment is only accepted if a student is considered to have a reasonable chance of successfully completing a course. In some cases, students may be closed out if the number of applicants exceeds the number of available course spaces.

All questions must be answered FULLY in order for the application to be processed. The application will be returned to you if there are unanswered or blank areas. If the completed application is not returned prior to the enrollment date, you will incur a late enrollment fee. Application for enrollment must be accompanied by the correct deposit amount of payment in full. Any payment received with an application will be refunded if enrollment is not accepted minus a \$50 application fee.

The information collected in the application and interview process will be dealt with in accordance with our Privacy Policy.

12.2 Minimum Entry Requirement Criteria & Selection Criteria

- Minimum age of 18 years (16 with parental permission)
- Literacy and numeracy to Grade 10 at an American high school or equivalent
- English language proficiency to Grade 10 at an American high school or equivalent
- Average word processing and internet/email skills
- Ability to meet the time commitments of the course including residential stay requirements
- Successful completion of application and interview process

12.3 Language

All courses in North America are taught in American English.

12.4 Computer Skills

During the Individual Study period, assessment tasks for the course are completed and returned via an online course management system. If you have not used a computer before, you must become familiar with Microsoft® Word and the use of the internet and email **prior to enrolling** in the course.

Detailed guidance on how to submit the assessment tasks will be provided during the on-site Residential Learning period of the course.

12.5 Access and Equity

YANA seeks to reflect the diversity in the community and is committed to making its courses relevant, accessible, fair and inclusive. We aim to minimize any disadvantage you may experience due to disability, social or geographical isolation or financial hardship.

Prospective students with a disability will be treated on the same basis as those without a disability. If you have a disability or a significant learning need that may affect your ability to participate in this course, please advise us. We will consult with you to determine if a

reasonable adjustment can be made to accommodate your needs. Entry into the Teacher Training courses will require an assessment of the limitations resulting from any disability you may have.

12.6 Recognition of Prior Learning

You may be eligible for advanced standing in a course because of prior formal or informal learning you have undertaken. This is called “recognition of prior learning” or RPL.

If you have relevant units of competency through one of the worldwide Satyananda Yoga programs or university-level credit in some areas covered in the courses, these may be recognized by the Academy. If you have undertaken other yoga training or other yoga teaching training or have other relevant yogic experience, you may be eligible for some exemptions.

If you consider that you have relevant training or experience, request a RPL information pack. This guides you through the process of how to provide the evidence you need to obtain RPL. As RPL can only be determined on an individual basis, please allow two months for your application to be processed. There are costs associated with this process. Contact the Course Coordinator for details.

13 Course Dates, Deadlines, Fees and Discounts

13.1 Definitions

The following terms and definitions are utilized throughout this section

The **COURSE START DATE** is the first day of the on-site Residential Learning period.

A **DEPOSIT** of 25% of the standard course fee must be received with an application for enrollment form.

The **EARLY ENROLLMENT DEADLINE** is 90 days before the course start date. The course fee must be paid in full by the early enrollment deadline to be eligible for the discount.

An **EARLY ENROLLMENT DISCOUNT** of \$150 is available to individuals who complete an application and pay IN FULL by the EARLY ENROLLMENT DEADLINE.

The **ENROLLMENT DEADLINE** is 1 month prior to the course start date.

A **LATE PROCESSING FEE** of \$50 should be added to any application which will be received after the enrollment deadline.

The **STANDARD COURSE FEE** is the fee for the course before any discounts (e.g., early enrollment discount, low income country discount) are applied.

All **FEES** are in US Dollars.

13.2 Deadlines, Due Dates and Penalties

APPLICATIONS FOR ENROLLMENT

For all courses, the fully completed, signed Application for Enrollment and the required deposit is payable ***upon application*** to the course.

All fees related to enrollment are due by the Enrollment Deadline OR by the Early Enrollment Deadline to qualify for the early enrollment discount. If all fees are not in by the Enrollment Deadline, your application will be subject to a late processing fee of \$50 and you will lose any applicable discounts.

Applications that are not received by the Enrollment Deadline will be subject to a LATE PROCESSING FEE of \$50.

Students will not be permitted to begin a course if full fees have not been received by the Course Start Date.

PLEASE NOTE: Applications for Enrollment received less than seven (7) days prior to a course start date are unlikely to be considered but will still be subject to the \$50 application fee.

13.3 Course Fees

Course fees cover all classes, activities, resource folders, course recordings, YANA-scheduled assessments, and yogic breakfasts and lunches during the residential learning period. If you are taking the full course (that is, not Auditing), your fees also cover feedback, support, and online resources during the home study period.

The cost of text books, accessories and accommodations are NOT included in the course fees. Assessments not taken as per the YANA schedule will require additional fees.

13.4 Residential Fees

Limited overnight accommodation in a nearby residential facility is available on a first-paid, first-served basis. Reservations for the Residential Facility will only be held with full payment.

Single and shared room options are considered on a space-available basis.

One bedding packet consisting of pillow, blanket, sheets and some towels/washcloths is available for your use at no additional charge. You are also welcome to bring your own linens & towels if you prefer. Prices for rooms are listed below.

Shared Room Rate - \$40 per night (shared with one other person)

Single Room Rate - \$65 per night

Family Room Rate - \$65 per night

Dormitory Room - \$25 per night, first come first serve, up to 3 other people

13.5 Early Enrollment Discounts

An EARLY ENROLLMENT DISCOUNT is available for completed applications paid IN FULL by the EARLY ENROLLMENT DEADLINE. Check yogaacademyna.org or email info@yogaacademyna.org for information on the dates and amounts of discounts applicable to each course. These discounts are not available to those who receive a low-income country discount.

If you are experiencing extreme financial hardship, please contact us to discuss your situation.

13.6 Discounts for Low Income Countries

The following discounts off the standard enrollment fees apply for overseas students from countries listed in Groups A or B, due to the low average income relative to the USA. Students from all other countries pay the full course fee. When determining a low income country discount where a person has been resident of or has citizenship of more than one country, the most prosperous country is used. A copy of proof of residency or citizen status is required with your enrollment application.

To receive the low income country discount, the required deposit must be received by the **EARLY ENROLLMENT DEADLINE**, with full payment of fees received by the **ENROLLMENT DEADLINE**. No other discount is available for students receiving a low income country discount.

Group A Countries receive a 50% discount. Examples of Group A countries include: Albania, Argentina, Armenia, Azerbaijan, Belarus, Bosnia-Herzegovina, Brazil, Bulgaria, Burma, Cambodia, Chile, China (excluding Hong Kong), Colombia, Croatia, Czech Republic, Estonia, Fiji, Georgia, Hungary, India, Indonesia, Iran, Kazakhstan, Laos, Latvia, Lithuania, Macedonia, Malaysia, Mexico, Moldova, Morocco, Nepal, North Korea, Papua New Guinea, Philippines, Poland, Romania, Russia, Samoa, Slovakia, South Africa, Thailand, Tonga, Turkey, Ukraine, Uruguay, Vanuatu, Venezuela, Vietnam, and Yugoslavia (Serbia and Montenegro).

Examples of Group B Countries receiving a 30% discount: Cyprus, Greece, Israel, Malta, New Zealand, Portugal, Slovenia, South Korea, Spain, Taiwan.

If you feel you are from a country that would qualify for a discount, please contact us directly at info@yogaacademyna.org.

14 Information for Overseas Students

Overseas students are advised that personal information provided to YANA may be made available to Federal, State and local agencies, pursuant to legal obligations.

14.1 Overseas Student Health Coverage

If you're an international student studying in the USA, it is recommended that you obtain health insurance as a traveler to the USA. Health care is not universal in the USA and it can be expensive.

14.2 English Language Proficiency

If your prior education has not been in English, please contact us to determine whether your level of English language proficiency is adequate.

14.3 Visas

Before arriving in the United States of America, you may need to apply for a Visa. Information about United States Visas to help you determine which Visa is most appropriate for you is available from the US Department of State and/or the US Department of Homeland Security. Please go to http://travel.state.gov/visa/visa_1750.html

15 Interruption of Studies

15.1 Deferral from a Course by the Student

If a student is unable to complete a course due to unforeseen circumstances, they may request to defer their studies to a later time.

To defer studies, a student must formally apply to the Course Coordinator in writing. Written requests to defer may be sent via email, fax, mail or hand-delivery. Requests must be accompanied by a non-refundable deferral fee of 5% of the standard (non-discounted) course fee.

Only students who have paid their course fees in full may apply to defer.

A student who has been granted a deferral may request a statement of completed assessment tasks and will be permitted to join a future course at the point from which they deferred. A

student who has been granted a deferral must rejoin the respective course within 24 months of the deferral date.

The structure and assessment items for any course may be altered during the period of your deferral. YANA reserves the right to require compliance with the updated course.

For any course, if you are unable to complete the required homework/assessment tasks before the course completion date, then you must defer. If you do not defer before the course completion date, you will be withdrawn.

15.2 Rejoining a course after deferral

To rejoin a course after deferral, a new application form must be submitted to the Course Coordinator at least one month prior to the start date of the course.

The student will be required to pay any increase in the standard course fees and may be required to purchase a current resource folder.

15.3 Voluntary Withdrawal from a Course

If you are unable to complete a course due to unforeseen circumstances, you may withdraw from the course. To formally withdraw, you must apply to the Course Coordinator in writing via fax, email, mail or hand-delivery.

If you have paid the full course fee in advance, you may be entitled to a pro-rated refund. The date of the withdrawal will be based on the date that written notice was received by the Course Coordinator.

Once withdrawn from the course, the student may request a statement of attainment of all completed units and subjects.

If the student wishes to re-enroll in a course, they will be required to pay the full course fee. Credit for previously completed units and subjects will be discussed on an individual basis.

15.4 Automatic Withdrawal from a Course

YANA will automatically withdraw a student from a course in the following circumstances:

- Failure by a student to pay outstanding fees on their account within stated time frames;
- Failure by a student to recommence their studies within the stated time frame;
- Failure by a student to submit home study in accordance with established deadlines for your particular module;
- Failure by a student to respond to requests for communication from YANA staff;
- Failure to complete the required homework/assessment tasks by the course completion date.

A student who has been automatically withdrawn from a course will be notified in writing by the Education Director or Course Coordinator. A student who has been automatically withdrawn from a course forfeits all fees paid.

If the student wishes to re-enroll in a course, they will be required to pay the full course fee. Credit for previously completed units and subjects will be discussed on an individual basis.

16 Refund Policy

16.1 Course Cancellation

Courses may be cancelled due to low enrollment or other circumstances. If YANA cancels a course, we will refund you the full amount of what you have paid in course and housing fees within one month of the cancellation date. The method of refund will be the same as the method

of the original payment. No reimbursement will be given for any travel costs (airfare, train tickets, etc.).

16.2 Pro-Rated Refunds

The following guidelines apply where a student voluntarily withdraws from a course (refer to Section 13.3 for information on how to voluntarily withdraw from a course).

To request a refund, the student must write to the Course Coordinator and provide the following information:

- Name and Date of Course
- Date of the withdrawal
- Reason for the withdrawal
- Payments already made
- Refund recipient details (i.e. mailing address and telephone number)

As stated in Section 13.3, the date of withdrawal from the course will be deemed to be the date that the Course Coordinator receives the written notice of withdrawal. If a student's date of withdrawal is:

- more than 30 days prior to the start of the course, the student will be entitled to a full refund of payments received less 10% of the Standard Course Fee. This option is also available to auditing students.
- within 30 days before the start of the course, the student will be entitled to a full refund of payments received less 25% of the Standard Course Fee. This option is also available to auditing students.
- within 7 days after the start of the course, non-auditing students will be entitled to a full refund of payments received less 50% of the Standard Course Fee. Please note that for auditing students, there are NO REFUNDS AVAILABLE after the start of the course.
- within 30 days after the start of the course, the student will be entitled to a full refund of payments received less 75% of the Standard Course Fee. Please note:
 1. students who have paid the rate for the two weeks together, who participate in the first week and withdraw before the end of the second week of the residential learning period, will be treated as if they enrolled in each week separately; the Standard Course Fee then becomes the one week rate.
- more than 30 days after the start of the course, no refund is available.

Payment will be made to the person who paid the fees within four weeks of the date of withdrawal.

16.3 Refunds for Residential Facility

Requests for refund must be submitted to YANA via phone, fax, or email (coursecoordinator@yogaacademyna.org) by the dates indicated below.

- Cancellation by 30 days prior to the course: full refund minus \$40 administrative fee.
- Cancellation within 30 days prior to the start of the course: 90% refund minus \$40 administrative fee.
- Cancellation after course begins: no refund.

17 Yogic Lifestyle

The experience of living a yogic lifestyle is an essential component of this course and is based on traditional principles adapted to modern times. Please contemplate the following requirements of a yogic lifestyle:

17.1 Karma Yoga

Karma yoga is an essential component of a yogic lifestyle. Karma yoga is any action performed with awareness and without attachment to the result. It can be described as meditation in action. Karma yoga provides an opportunity to watch your thoughts and reactions. It assists in the development of an attitude of non-attachment which allows you to be less affected by the responses of others and the outcome of events.

Everyone contributes to the running of the course in the spirit of service through karma yoga. You may help prepare food, the studios, the facilities or assist in office-based tasks. You will be assigned to assist with daily cleaning and meal cleanups.

17.2 Kirtan

Kirtan is the practice of singing mantras to music and is practiced regularly as a part of the yogic lifestyle. The sound vibrations created through the continuous repetition of the mantra expand the consciousness. The practice harmonizes emotion and intellect as well as releasing emotional tension, bringing about a state of tranquility.

17.3 Silence (Mouna)

Observing mouna (silence) provides conditions conducive for self-reflection and observation, as well as for study, meditation or simply rest. Mouna is practiced daily for periods of time. In the residential facility, mouna is from 8pm through breakfast. Mouna is expected in certain areas and rooms at all times.

17.4 Respect for Sadhana Halls

The sadhana halls are areas set aside for yoga practice. Please feel free to use the space outside of program times for your own practice, meditation or contemplation. However, to maintain an atmosphere that is conducive to practice, please maintain mouna in the sadhana halls.

17.5 Sleep

Developing regular patterns in both work and sleep is critical to successful completion of the program. Since the first activity of the day starts at an early hour, you will be expected to go to sleep at a reasonable hour. If you are staying at the residential facility, there will be guidelines for silence and sleeping times.

17.6 Dress During the Course

Students are requested to dress modestly and to show respect for the fact that they are learning within a special environment by limiting the use of jewelry, make up, after-shaves and perfumes/colognes. Shirts must not be removed, even if working in hot weather.

If you have taken sannyasa or received mantra diksha, it is suggested that you wear the color appropriate to your level of initiation during the course. The color white can be worn by all students, as it represents a new beginning.

18 Academic Life

18.1 Induction

The residential learning period for each course begins with an induction which introduces you to the staff and facilities and to the daily program of yogic practices and lifestyle. You will receive the course timetable showing class locations, times and topics. You will also receive a resource folder containing detailed information on the course, handouts and assessment requirements.

18.2 Teaching Staff

All teachers have qualifications in **SATYANANDA YOGA®** teaching and extensive experience in yoga. In addition, many have professional qualifications or specialist degrees in their subject areas. See the staff list at the end of this Handbook.

18.3 Assessment Methods

Specific course assessment information will be provided during the student induction process at the outset of a course. You will be given feedback on your performance.

For most courses, the assessment tasks consist of:

- Attendance at classes during the residential learning period
- Assessment tasks during the residential learning period
- Successful completion of all quizzes, assignments and/or home study tasks throughout course
- Final assessments, both practical and theoretical

All of these tasks must be completed in order to satisfy the requirements for a subject. If an assessment task does not meet the required standard, it will be returned as “incomplete”. Detailed guidance on the resubmission of home study will be provided during the residential learning period of the course.

18.4 Appeals, Complaints and Grievance Procedures

A formal complaint process can be activated by contacting the Grievance Officer. If mediation by the Grievance Officer does not resolve the issue, there is provision for appeal to an independent panel or person who shall not have had involvement with the complaint. The person or panel may draw on independent outside expertise as required. The decision made will be binding on all parties. The procedure provides for each complaint, appeal or grievance to be resolved promptly and for its outcome to be recorded in writing.

19 Rights and Responsibilities

19.1 Respect

The Academy is committed to a wide range of policies designed to provide a safe, supportive learning environment.

You have a responsibility to treat all others with respect and dignity and not to behave in a way that could be seen as threatening, offensive or embarrassing to others. Behavior that discriminates, harasses or vilifies others on the basis of age, disability, gender, sexual orientation or race is not tolerated and will be subject to action. You are expected to comply with reasonable directions from teachers and other course staff and with the guidelines of the courses.

19.2 Personal Relationships between Staff and Students

The Academy's Personal Relationships Policy aims to prevent any conflict of interest or abuse of power. It does not totally prohibit such personal relationships between staff and students, but strongly advises against such relationships. The policy seeks to manage any actual or potential negative outcomes. It relies on the honesty of both staff and students to self-disclose existence of personal relationships.

Personal relationships between students and staff may involve serious difficulties arising from the unequal power of the parties concerned, as well as difficulties in maintaining the appropriate boundaries between professional and personal life.

19.3 Health and Safety

Students need to take appropriate measures to ensure their safety and that of others. Students need to wear protective clothing if required, to obey all safety signs and to follow all reasonable procedures. Students should also ensure that fellow workers or others are not put at risk by their actions.

Students must report any hazards or unsafe practices to the work supervisor or Course Coordinator. All accidents, injuries or "near misses" should be reported.

19.4 Smoking, Drugs and Alcohol

Both the Atma Center and its residential facility have a "No Smoking" policy throughout the premises. You are strongly encouraged to refrain from smoking during your stay, but if you need to smoke, you must go off the property. If the smell of smoke on your person or belongings causes disruption during the residential learning classes or at the residential facility, you may be asked to leave until the issue is resolved. Alcohol and the use of illegal drugs are prohibited at the Atma Center and at the residential facility. Violation of this policy will result in all participation in the course being terminated with no refund of moneys. The appropriate law enforcement officials may also be notified. It is strongly suggested that you inform YANA staff of all prescription medications you are taking on the Health Information Form to avoid any complications.

19.5 Copyright

YANA is committed to fulfilling its legal and moral obligations under copyright law. This allows limited photocopying of educational materials and books. Copyright also extends to software and material obtained from the Internet. You are required to comply with all notices and directions regarding the copying of materials provided by the Academy, **including items on loan from the library**. Failure to comply with these directives may result in the infringement of copyright law. Any breach to this policy will result in disciplinary action up to and including dismissal from the course.

All material provided to students throughout their study remains the copyright of YANA or the **SATYANANDA YOGA® ACADEMY** and may not be reproduced or distributed in any way without the express written permission of YANA or **SATYANANDA YOGA® ACADEMY**. Much of the material used in course notes and handouts is derived from Bihar School of Yoga publications published by Yoga Publications Trust. This material is used with permission of the publishers and this permission does not extend to use by students other than the standard provision for fair dealing usage for research or study.

19.6 Trademarks

It is important that the authenticity and traditional teachings of yoga, sannyasa and spiritual life as taught by Paramahansa Satyananda Saraswati and his lineage are maintained. The **SATYANANDA YOGA®** trademarks should be regarded as a way of ensuring that the inherent goodwill and value associated with these teachings cannot be diminished through unauthorized usage.

For this reason the terms (words) and logos specifically associated with **SATYANANDA YOGA®** are trademarked terms. You are not permitted to use the trademarks without receiving written approval from North American Gurukul, Inc.

SATYANANDA YOGA®, **BIHAR YOGA®**, International Yoga Fellowship Movement, and Satyananda Yoga Nidra® are trademarks of IYFM used under license by Yoga Academy of North America, Inc.

North American Gurukul, Inc., and **SATYANANDA YOGA® ACADEMY** Accredited Teachers and centers may be authorized through an accreditation agreement to use the trademarked terms "**SATYANANDA YOGA®**" and Satyananda Yoga Nidra® on a restricted basis. Other terms may also be trademarked; if you have any questions, please consult one of the YANA or NAG staff.

19.7 Photographs & Recordings

YANA or the Atma Center may at any time audio record, photograph and/or video record any of the activities at the Academy, at the residential facility, or at the Atma Center. The Atma Center and YANA reserve the right to use any such recording or photograph in its publications, advertising and displays without obtaining further consent from any course participant. In completing the application form you release YANA and the Atma Center from any liability in connection with any such use of recordings, photographs and/or videotapes.

19.8 Computers

There are no computers or wireless internet capabilities available for student use at the Atma Center or in the Residential Facility. The Cleveland Heights-University Heights Main Library provides computers and high-speed internet access free of charge; the Library and several area businesses also provide free wireless internet.

19.9 Attendance

Regular and punctual attendance is essential for successful completion of the course. Attendance rolls are kept for all course activities. You are asked to be in attendance five minutes prior to the start of a session. You need to attend 100% of all required sessions to complete the subject requirements unless approval to miss a class is provided by the Course Coordinator.

19.10 Disciplinary Procedures

Failure to comply with YANA policies and educational or behavioral requirements may result in disciplinary actions. These may include a warning, reprimand, request for apology, counseling or suspension from the course. Serious or repeated breaches of conduct may result in termination of enrollment with no refunds of moneys paid. Students who are terminated from the course will be expected to pay course fees still owed up to the point of termination. Serious disciplinary breaches may result in the contacting of local, state or federal law enforcement officials.

19.11 Privacy Statement

Protecting your privacy and personal information is important to us. It is necessary for YANA to collect certain personal information from you so that we may offer you effective and efficient service. "Personal" information is information about you of a private nature that is not public knowledge, including your name, address, date of birth, telephone contacts and employment or family details. Such information will be stored securely, be accessed only by Academy staff with a legitimate need, and disclosed to third parties only in accordance with the purpose for which it was collected, to comply with any law.

"Sensitive personal" information is personal information relating to your racial or ethnic origins, financial status, economic or geographical disadvantage. This is collected by the Academy to enable us to ensure we are meeting our commitments to equity and access in our provision of

services. This information will be extracted from enrollment information without identifying details.

“Health” information is information about your physical or mental health, current or past medical or psychological conditions, or disabilities. The Academy collects this information to enable individual needs, disabilities or special requirements to be met in teaching, supplies, or facilities. This information will be stored confidentially with access restricted to specified Academy personnel and will only be disclosed to a third party with your written consent.

You can gain access to the personal information we have about you and provide any necessary corrections by contacting your Course Coordinator.

We have implemented technology systems, policies and measures to protect the personal information that we have under our control from unauthorized access, improper uses, alteration, unlawful or accidental destruction and accidental loss.

20 Logistics

20.1 Course Location

The courses will be held at the Yoga Academy of North America (YANA) training space housed within the Atma Center, 2319 Lee Road, Cleveland Heights, Ohio 44118 and a residential facility, Kurukshetra, nearby. Free parking is available in the lot behind the Atma Center building.

The phone number for the Atma Center is (216) 371-9760. The phone is answered during normal business hours and this number may be given out for family and friends to use for emergency purposes only. The business phone will not be available for personal calls. Cell phones and pagers are not permitted inside the studios. They may be left at the front desk during business hours if you are expecting an emergency call; a staff member will notify you if such a call is received.

20.2 Directions to Atma Center

From the West via I-90: Take I-90 East to the Carnegie Exit (172-C). There is only one way to turn onto Carnegie, which is right. Follow Carnegie about 3.3 miles through University Circle, where it turns into Cedar Road. Follow Cedar about 2 miles until you reach the Lee Road intersection. Make a right on Lee; the Center will be on the left hand side, across from a Shell station. Turn left onto Dellwood and turn left again into the second driveway, which is the Center’s parking lot.

From the East: Take I-90 West to 271 South exit. Take Exit 32, Brainard Road, toward Cedar Road. Turn left onto Brainard, then right onto Cedar. You will pass through major intersections with Richmond Road, Warrensville Center Road, and Taylor Road. The next major intersection beyond Taylor is Lee Road. Take a left on Lee; the Center will be on the left hand side, across from a Shell station. Turn left onto Dellwood and turn left again into the second driveway, which is the Center’s parking lot.

From the South via I-271: Take the Cedar Road exit and go West. You will pass through major intersections with Richmond Road, Warrensville Center Road, and Taylor Road. The next major intersection beyond Taylor is Lee Road. Take a left on Lee; the Center will be on the left hand side, across from a Shell station. Turn left onto Dellwood and turn left again into the second driveway, which is the Center’s parking lot.

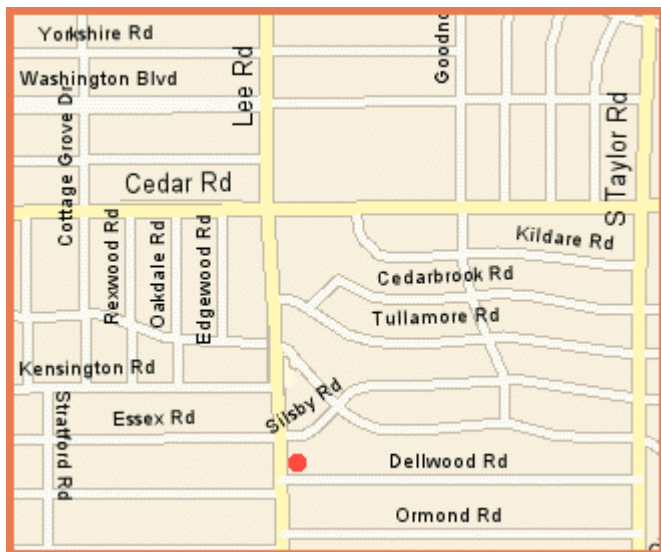
From Cleveland-Hopkins International Airport: Public transportation is available from the airport via the Red Line Rapid (66) to the Superior station, transferring to the 40 bus line south to 2319 Lee Road (a few blocks past the Cedar-Lee intersection, across from the Shell Station and just before the Main Library, which has a stylish bridge over Lee Road). Another option is

to take the Red Line to the University Circle station, take the 32 up Cedar Road to Lee Road and walk the four blocks to the Center. The best option will depend on the day and time of day you wish to travel. More information is available at www.riderta.com.

Please note that public transportation in Cleveland is not as regular, reliable, or safe as in many other major cities. If you plan to arrive after dark, travel to the Superior Rapid Station is not recommended; plan to have someone meet you at a different rapid station or find another method from the airport, such as a taxi. If you are uncertain about the safety of a particular route, please inquire. Information on taxis and other methods of transportation from the *airport* are available on the airport's web site at <http://www.clevelandairport.com>. Allow about a half hour drive time (in a car/taxi) from the airport; public transportation will take at least twice as long.

Please note that YANA does not provide transportation.

Map for the Yoga Academy of North America, housed within the Atma Center



20.3 Arrival at the Course Location

Students are encouraged to arrive no later than 15 minutes prior to the course induction. This allows time to settle in so the induction can begin promptly. Induction may take longer than scheduled depending on the number of student questions.

Some classes may be held at the Atma Center's residential facility (see Section 21 below).

21 Residential Facility

The residential facility affords an inexpensive option for distance students and/or local students who are interested in more fully experiencing a yogic environment and lifestyle.

The residential facility is located 0.7 miles from the YANA training space at the Atma Center and is accessible by major public transportation lines. There are several bedrooms which are shared. A private bedroom may be available for either a single person or a couple/family; an additional fee is necessary to reserve a private room (contact your Course Coordinator to determine availability). All residents have access to shared bathrooms and a full kitchen. Beds are provided; bedding may be provided upon request. The facility has a full kitchen, meditation room, sadhana hall, and recreational space.

The facility has two parking spaces available for small or standard cars/minivans. If you are planning to bring an automobile to the Facility, please notify us of the make and model of your vehicle when making your housing reservation so we can let you know if you will be able to park on-site. Please do not assume you have a place to park unless you have received written confirmation of such through the Course Coordinator.

In order to provide and maintain a truly yogic environment, there are several guidelines for those who stay in or utilize the residential facility. A residential handbook is provided to students upon acceptance into the course that further outlines the guidelines.

The residential facility has no television, computer access, or telephone service available to students. We strongly suggest you don't bring radios. Any personal devices you bring, including mp3 players, CD players, computers, etc., may be used only with headphones, not with external speakers.

There are no laundry facilities available to you on site; you may handwash small items in the laundry sink if you wish. There is a laundromat in the area; inquire for directions if you would like them.

An on-site Property Manager will be present during your stay. There may also be longer-term residents or students from other programs sharing the accommodations. To ensure the safety of all residents, you are not permitted to bring any guests on the property during the courses without prior approval of the Resident Manager and the Course Coordinator.

21.1 What to Bring

Please bring the following items for your stay at the residential facility:

- Bedding: we can provide you with a bedding packet, including sheets, blankets, pillow, and a towel. If there is any other bedding or linen you will need, or if you prefer to use your own linens, please bring that along. Please note that laundering of linens during the stay is not provided; you may take linens to a local laundromat if you wish to wash them on your own
- Clothing suitable for yoga practices and for indoor & outdoor work activities
- Protection from the sun, rain, heat and cold, as appropriate to the time of year
- Laundry soap for hand-washables
- Toiletries and towels
- Flashlight, alarm clock, ear plugs (roommates may snore!)
- Basic first aid supplies; any prescribed medication
- Yoga mat, blanket, props
- Lecture pad, pens, pencils, etc.
- Neti pot & mala; other books & supplies as indicated in the lists above for your course (sections 3.3 and 4.3).

21.2 Location

From YANA's training space at the Atma Center, the most direct way to the residential facility is by turning north (right) on Lee Road, then turning left (west) on Cedar Road. The facility will be on the left side of Cedar, almost directly across from the parking lot of Grace Lutheran Church. The address is 12964 Cedar Road.

From the University Circle Rapid, take Cedar Road (bus line: 32) east past Coventry. The facility is between the cross streets of Westminster (this is the closest bus stop) and Maplewood, on the right side of the road.

Please note there is a preferred time period for your arrival at the facility. You will be notified of this timeframe. If you are planning to arrive earlier or late than that timeframe, notify us immediately.

YANA does not provide transportation to or from the residential facility.

21.3 Public Transportation

The Residential facility is easily accessible via public transportation. The 32 runs up and down Cedar and receives transfers from several major lines, including the 66 Red Line Rapid (University Circle) and the #40 bus (Lee Road). A complete set of schedules is available online at www.riderta.com.

21.4 Directions to Kurukshetra

From the West via I-90: Take I-90 East to the Carnegie Exit (172-C). There is only one way to turn onto Carnegie, which is right. Follow Carnegie about 3.3 miles through University Circle, where it turns into Cedar Road. Follow Cedar past Coventry Road. The Facility is between the cross streets of Westminster (this is the closest bus stop) and Maplewood, on the right side of the road.

From the East: Take I-90 West to 271 South exit. Take Exit 32, Brainard Road, toward Cedar Road. Turn left onto Brainard, then right onto Cedar. You will pass through major intersections with Richmond Road, Warrensville Center Road, Taylor Road, and Lee Road. The Facility is between the cross streets of Maplewood and Westminster, on the left side of the road.

From the South via I-271: Take the Cedar Road exit and go West. You will pass through major intersections with Richmond Road, Warrensville Center Road, Taylor Road, and Lee Road. The Facility is between the cross streets of Maplewood and Westminster, on the left side of the road.

From Cleveland-Hopkins International Airport: Public transportation is available from the airport via the Red Line Rapid (66) to the University Circle station. Transfer to the 32 up Cedar Road. The Facility is between the cross streets of Westminster (this is the closest bus stop) and Maplewood, on the right side of the road. More information is available at www.riderta.com.

Information on taxis and other methods of transportation from the *airport* are available on the airport's web site at <http://www.clevelandairport.com>. Allow about a half hour drive time (in a car/taxi) from the airport; public transportation will take at least twice as long.

Please note that YANA can not provide transportation.

22 Yoga Academy of North America Core Staff

Education Director: Swami Atmarupa Sarsawati (Beverly Singh), C.R.N.A., B.A. Anthropology, Diploma Satyananda Yoga Teaching, **SATYANANDA YOGA**® Teacher Level 2, Cert IV AWT, E-RYT 500

Course Coordinator: Sannyasi Atmadarshan (Laura Santoro), B.A. Biology & Psychology, Diploma Satyananda Yoga Teaching, **SATYANANDA YOGA**® Teacher Level 2, E-RYT 500

Administration Director / Grievance Officer: Donna Caputo, B.A. Creative Writing, M.A. English

Other Instructors, staff members and personnel are introduced at the beginning of each YANA course.

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