

SECTION 8 – CERTIFICATE REVALIDATION

Process for Annual Revalidation of IYAC Teaching Certificates

Teaching Hours

Introductory II and Intermediate Junior level teachers will be required to teach 50 hours annually.

Professional Development

50 hours of professional development will be required annually, which must include a **minimum of 25 hours of workshops/classes** with an Iyengar yoga teacher one certificate level higher than the member revalidating his/her certificate.

If the required hours are not met by workshop/class hours, the remaining hours may be completed through:

1. Structured study with a group, including the use of CDs, videos, or texts specifically related to Iyengar yoga (up to 25 hours/year)
2. Study at RIMYI (75 hours total to be applied over three years, 25/year)
3. Study with the Iyengars outside RIMYI (25 hours)
4. Participation in the IYAC Annual General Meeting and Conference (10 hours/year)
5. Being a candidate at an assessment (25 hours/year)
6. Serving as a volunteer student at an assessment (5 hours/day, up to 10 hours/year)
7. Serving as an assessor, moderator or AIT at an IYAC assessment (25 hours/year)

NOTE: This new process is in effect as of January 2010. However, for those who require it, there will be a phasing in period.

Phasing in period:

January 2010 – hours from 2008 and 2009, up to the required 50 in each category, may be used.

January 2011 – hours from 2009 and 2010, up to the required 50 in each category, may be used.

January 2012 – hours must be accumulated in 2011 as outlined in the new process or an application may be made for consideration of an exceptional circumstance.

Exceptional Circumstances

In reviewing the current recertification system, it was noted that very few teachers do not meet the required hours. However, in switching to an annual process, it is acknowledged that some years allow opportunity for more professional development than others. Therefore, some latitude is afforded through the Exceptional Circumstances process.

If a member's geographic location or life circumstances do not allow for completion of the required professional development and/or teaching hours, s/he is requested to explain the exceptional circumstance. This could be that the member's teacher holds the same certificate level as the member or that the member lives in a remote area and has limited options to study with teachers certified at a level higher than his/her own certificate. Life changes such as pregnancy and parenthood, family illness, moving, and career changes would also be considered exceptional circumstances if they affect the ability of the member to meet the requirements.

At the time of renewal, a member experiencing an exceptional circumstance is to:

- indicate this on his/her revalidation form;
- give a brief explanation; and
- submit a proposal for a professional development plan for the following year.

These steps are outlined in the Certificate Revalidation form that follows, and are available online as part of the membership application and renewal process. All exceptional circumstances will be reviewed by a Professional Development Committee subcommittee appointed for this purpose. If an exceptional circumstance is not approved, the applicant will be advised of the right to appeal the decision in the form of a letter to the Chair of the Professional Development Committee. The Chair will consult with two senior teachers to review the appeal. The decision of these senior teachers will be final.

If a member cannot meet the requirements and cannot implement a professional development plan for the following year, s/he is advised to apply for associate membership and take a leave of absence from teaching membership. **The individual**

may resume her/his teaching membership when circumstances allow her/him to meet the requirements for certificate revalidation.

Q & A for Exceptional Circumstances

Q. Last year I took a study year in which I accumulated over 200 hours of professional development. This year, I have been unable to fulfill the required hours. What do I do?

A. Apply for a review under Exceptional Circumstances. Your application will be reviewed by the subcommittee and you will be contacted as soon as possible.

Q. I have taken a maternity leave from teaching. I will not be able to teach for the next 18 months. What do I do?

A. Take a one year leave of absence. Apply for associate membership.

Q. In my community there is no teacher holding a certificate one level higher than mine. I do study and practice with the other teachers in my community. What do I do?

A. Describe your study circumstances. The subcommittee will review your application and get back to you as soon as possible.

Q. My regular teacher holds the same level of certification as I do, although she is the more experienced teacher. I request that the regular class hours studying with this teacher be accepted as part of my 50 hours of professional development. My circumstances may change next year as my teacher has applied for her next level of certification.

A. Submit the number of study hours and the name of your teacher. The subcommittee will review your application and get back to you as soon as possible.

Q. I received my Introductory II certification in June 2009. When do I need to revalidate my certificate?

A. You need to renew your membership in January 2010 but revalidate your certificate in January 2011 and every year thereafter. All certificate holders begin their revalidation process in January, one full year following the year of certification, e.g., certification in June 2009, renewal in January 2011.

Online membership renewal and certificate revalidation starting January 2010

Online membership renewal will be extended to **include** certificate revalidation beginning January 2010. This will be secure and easy for both the registrant and IYAC's administrative staff. Please make use of it!

Moving Forward

All change takes getting used to – it is our sincere intention to make the process of revalidating certificates more straightforward for our growing community of teachers while ensuring that the teaching standards that distinguish our organization are maintained.

IYAC Certification Revalidation Application

Name: _____

Address: _____

City: _____ Province: _____ P/C: _____

Phone: _____ Fax: _____

Email: _____

Certification Level: _____ Date Received: _____

Requirements for Revalidation and Teaching Membership Renewal:

1. **Applicant must have maintained IYAC membership since certification.**
2. Applicant must hold Certification Mark one year after Introductory II Certification.
3. All fees to be paid up-to-date.
4. Applicant must have completed 50 hours of teaching annually.
5. Applicant must have completed 50 professional development hours annually, which are to include:
 - **Twenty-five hours minimum**, up to a maximum of the required 50 hours, of workshops and classes with an Iyengar yoga teacher certified at a minimum of one level higher than applicant.
 - Remaining hours, to be completed through:
 1. Participating in a structured IY study group (up to 25 hours)
 2. Study at RIMYI (75 hours total, applying 25 hours/year for three years)
 3. Study with the Iyengars outside of Pune (25 hours)
 4. Participation at the IYAC AGM (10 hours)
 5. Being a moderator, assessor or AIT at an IYAC Assessment (25 hours)
 6. Being a candidate at an IYAC assessment (25 hours)
 7. Being a student at an IYAC assessment (5 hours/day)

Who is your recommending teacher? _____

Your name will be submitted to your recommending teacher as a review of your application.

Please complete the record sheet below as part of your application (see also hour logs below).

Name:

Year:

Record of Yoga Teaching (50 hours minimum)

Approximate Total Teaching Hours:

Do you need to apply under Exceptional Circumstances for teaching?

Yes/No

If yes, please briefly give details:

Record of Yoga Professional Development (50 hours minimum)

Approximate Total Class/Workshop Hours (minimum 25 hours):

Approximate Total Participation in a Structured Study Group (up to 25 hours):

Description:

Study at RIMYI (25 hours/year for three years):

Dates at RIMYI:

Study with the Iyengars Outside of Pune (up to 25 hours):

Dates: Place:

Hours:

Participation at an IYAC AGM (10 hours)

Dates:

Being a Moderator, Assessor or AIT at an Assessment (25 hours)

Dates: Level of Assessment:

Being a Candidate at an Assessment (25 hours)

Dates: Level of Assessment:

Being a Student at Assessment (5 hours/day)

Dates:

Total Number of Professional Development hours:

Do you need to apply under Exceptional Circumstances for professional development?

Yes/No.

If yes, please briefly describe your exceptional circumstances and attach an outline of a plan for your professional development hours in the following year. The subcommittee responsible for reviewing exceptional circumstances will contact you within one month.

NOTE

Please note you may be required to provide details of your teaching and professional development hours to the Professional Development Committee or your recommending teacher. Attached on the pages below are logs for you to download in order to record details of your professional development and teaching hours throughout each year. Keep these logs on file to verify your application if requested by IYAC or your recommending teacher.

