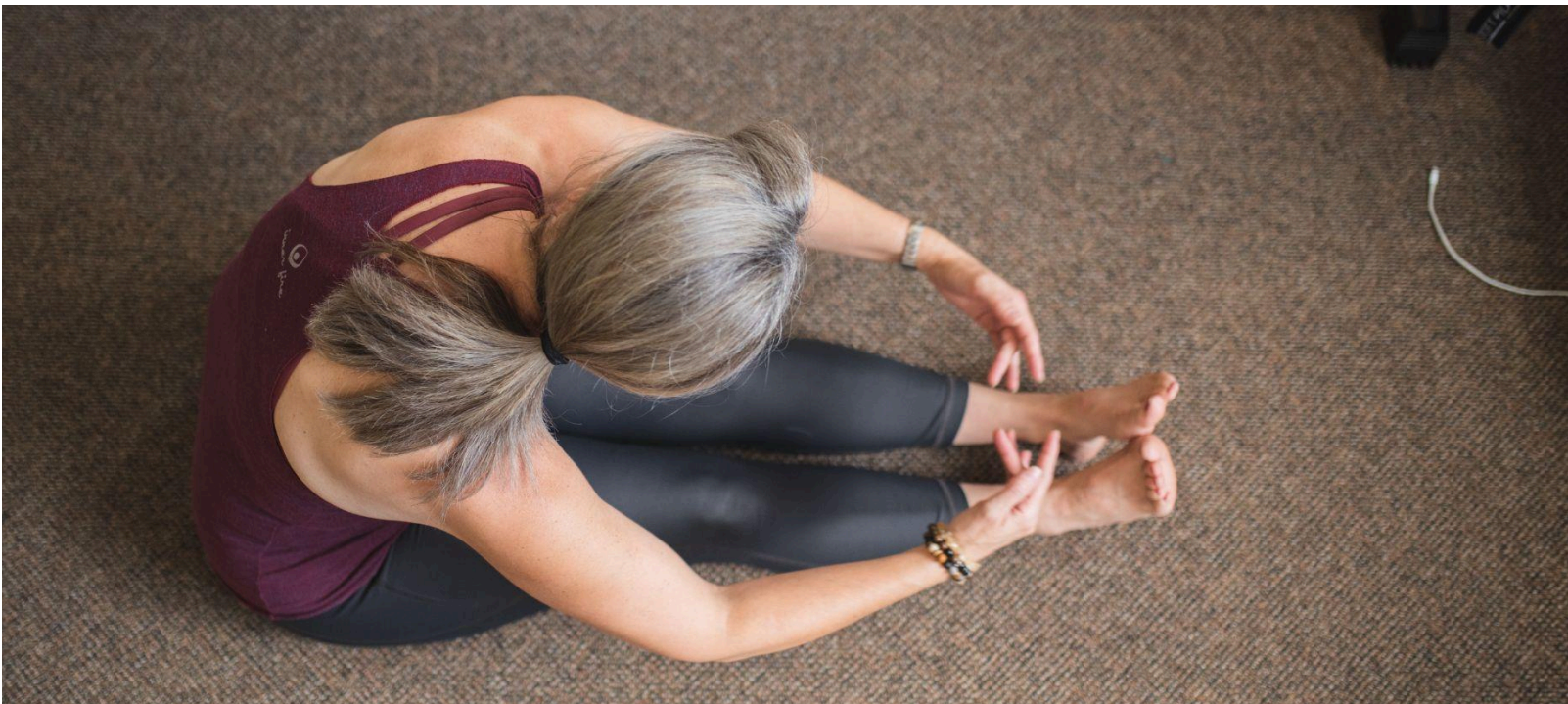


# Pilates Teacher Training Course Guidelines 2026

---





## Mission & Vision

Our mission is to provide a comprehensive training program that develops teachers who are invested in creating Pilates programs that are focused on a positive movement experience to help people move better and feel better.

Our vision is to inspire well rounded teachers who will harmonize their love for Pilates and the science of movement so they can make a difference in the lives of others. Our teacher training program provides the foundations that you need to explore your personal capacity for movement and share that joy with others allowing them to move better and feel better.

## Guiding Principles

We believe that making a difference in people's lives is what drives us and are committed to creating and encouraging an open environment so that you can achieve success and wellbeing. We believe that education is valuable and are committed to upgrading our skills and knowledge so that the information you learn is always the most current and relevant information in the industry. We believe that providing the highest quality customer experience is a top priority and are committed to our values so we are seen as proven leaders in the movement industry.



# Course Outline

## The 6 Pillars of Allison Kares Education Inc. Pilates Teacher Training

The 6 pillars incorporate our beliefs in the concepts necessary to develop a comprehensive understanding of Pilates and develop into confident and competent Pilates Professionals. We have created an approach that helps you not only know the information but that sparks your curiosity and connection to the work so you can engage on a deeper level. We created inspired instructors in search of the WHY and the HOW of Pilates. Using a reflective, dynamic, and interactive approach, we'll assist you in exploring and examining the work while actively weaving your past personal experiences and understanding into the concepts and ideas. Our learning community will help you be an active and in depth co-creator of your knowledge through interactive discussion groups where you can challenge assumptions and look at the theory from different perspectives.

The 6 pillars include:

- 1) The History of Pilates and how it influences what we teach
- 2) The Science Behind the Movements including anatomy and kinesiology to improve your depth of understanding behind what you are teaching
- 3) Assessment skills so you can confidently evaluate your client's needs throughout all stages of their program
- 4) The Movements (The Pilates Repertoire) and how to move beyond basic choreography to provide your client a session that considers their skills and abilities by providing appropriate modifications and progressions
- 5) Teaching Skills that enhance your ability to communicate clearly and effectively as a Pilates professional
- 6) Personal Practice that will enhance your understanding of the feeling that Pilates creates in your body and develops the connections within the body that only a Pilates session can provide

# Course Goals

## Why Train with Us?

We are a dedicated group of Pilates Professionals who believe in the healing powers of movement and the Pilates Method as a foundation of movement. Let us help you follow your road map to success in a profession that will provide you with the opportunity to make a difference in the lives of others.

Help your clients become more aware of how their movement influences how their body and mind feel. Create meaningful sessions that allow your clients to go a little deeper and explore their bodies more to create a positive movement experience that is lasting. Let us help you learn the tools that will develop safe, effective and meaningful sessions. Your clients will comment on how much better they feel within a few short sessions. Learn how to create group classes and individualized sessions that provide personalized instruction that can meet the needs of each individual, so they maximize their results and achieve their goals.

## A Deeper Understanding with a Priority on Why

Our curriculum is rich with content that will help you develop both personally and professionally. You will dive deep into movement theory and the Pilates method through engaging lectures that pique your curiosity about the science behind the movements. These concepts are reinforced by movement and teaching labs where you will connect with other students to enhance your knowledge and understanding of how to apply these concepts to real bodies.

You will learn to use critical reasoning and problem solving to advance your skills in program development so you can be confident in selecting exercises that meet your client's needs and abilities. We've designed supportive discussion groups and self reflections that allow you to refine your thinking and connect it to the theory. Our approachable teacher trainers strive to create a flexible and adaptable learning environment that fosters a willingness to learn through different assessment and feedback forums. Balance the art and science of movement while you explore your ability to inspire others and create a positive movement experience that keeps them moving better and feeling better.

## Setting the National Standard

While many commercial programs award internal certificates of completion, our program is rigorously designed to prepare you for true professional credentialing.

**Allison Kares Education Inc. is listed on the NPCP School Directory as a Verified Program, confirming that our teacher training meets the eligibility requirements for graduates to sit for the NPCP exam.**

The National Board Exam is designed to test deep anatomical knowledge, safety protocols, and critical reasoning for movement professionals. It sets the standard for safe and effective Pilates teaching. Because our curriculum prioritizes the *Why* and *How* over rigid choreography, we don't just teach you to mirror a manual. We are incredibly proud to boast a **100% first-time pass rate** for our graduates who have challenged this NCCA-accredited exam.

## Course Content

Topic	Hours
<b>New!</b> Online Anatomy & Movement Science & Kinesiology Pre Course	40
History and Professionalism	10
Exercise Analysis / Program Design & Teaching Techniques	140
Special Populations / Precautions & Contraindications	50
Observation Hours	110
Personal Practice	75
Apprentice Teaching	20
Practice Teaching	50
One on one Monthly Mentoring Meetings	5
Practice & Written Assessments	10

\*Upon successful completion of Allison Kares Education Inc. Pilates Teacher Training Program, the student will receive a Certificate of Completion from Allison Kares Education Inc. This does not guarantee employment or occupational advancement at Movement Unlimited Inc.

Allison Kares Education Inc. is listed on the NPCP School Directory as a Verified Program, confirming that our teacher training meets the eligibility requirements for graduates to sit for the NPCP exam(s). Students are highly encouraged to complete this exam after graduation to become an NCPT (Nationally Certified Pilates Teacher), the only 3rd-party, NCCA-accredited certification in the industry.

**Prerequisite:** Successful completion of our Online Anatomy & Movement Pre-Course (Sept-Dec) is mandatory prior to attending live studio modules.

**Exemption Track:** Healthcare and movement professionals (e.g., PT, Kin, RMT) may apply to challenge the Anatomy Exemption Exam by August 15, 2026. Passing with an 85% or higher waives the pre-course requirement and applies a \$1,100 credit to your tuition.



# Admission Requirements

Prospective students must meet the following criteria:

- Prospective students to the Pilates Teacher Training Program must at least be the age of 18 years old at the commencement of online orientation.
- Prospective students to the Pilates Teacher Training Program must have proof of completion of a Canadian High School Diploma
- Live modules will take place Thursdays to Saturdays once or twice per month as per the schedule outlined in Schedule A. Students are expected to be present at all live modules. Students are also required to make time between live modules for apprentice teaching, personal practice and observation hours.
- If a student has any medical restrictions that may prevent their physical participation, we reserve the right to pre-screen and be made aware of such restrictions prior to acceptance into the program.
- Previous Pilates experience is not necessary, however, a familiarity with Pilates will serve as an asset for prospective students.
- The application process includes a detailed written questionnaire to ensure your career goals align with our comprehensive method, followed by a mandatory interview/audition with the Program Director.
- Allison Kares Education Inc. shall not be discriminatory towards any one person or any particular group of people during the admissions process. No applicant will be denied admission on the basis of race, national origin and ethnic origin, colour, creed (religion), sex, age, disability, gender identity, gender expression, sexual orientation, record of offences, indigenous status and rights, ancestry, citizenship, familial status, and marital status.
- **Studio Team Track:** We are reserving two highly selective spaces in this cohort for applicants whose explicit goal is to join the professional roster at Movement Unlimited Inc. Candidates accepted into these spots will receive a specialized tuition incentive.

# Online Anatomy, Movement Science and Kinesiology Pre-Course

## **Online Anatomy & Movement Pre-Course (September – December 2026)**

Before you can write a story, you need to learn the alphabet. In Pilates, anatomy and kinesiology are our alphabet. Understanding the language of movement—knowing the exact names of muscles, joint mechanics, and planes of motion—is the absolute foundation of your success as an instructor.

Stepping into a Pilates studio to learn complex choreography on specialized apparatus can be intimidating. If you are struggling to remember what a "flexion" or "extension" is, it becomes incredibly difficult to focus on your client's form. By mastering this vocabulary *before* you step onto the studio floor, you will arrive at your first live module feeling confident, grounded, and ready to truly engage with the work.

### **Why We Upgraded to This Format:**

We redesigned our curriculum to separate the "textbook" learning from the "hands-on" learning, ensuring you get the absolute most out of your investment. Here is why this new format is the ultimate way to learn:

- **Eliminating Overwhelm:** Traditional teacher training programs force students to memorize heavy anatomy while simultaneously trying to figure out how to adjust Reformer springs. This new format removes that cognitive overload, allowing you to focus on one skill set at a time.
- **Maximizing In-Studio Time:** By shifting the foundational science to an interactive, online fall semester, we reserve our precious in-person weekends for what truly matters: tactile cueing, observing real bodies, and refining your teaching voice. You won't be sitting in a studio reading a manual; you will be actively moving and teaching.
- **A Deeper Understanding of the "Why":** We create inspired teachers in search of the WHY and the HOW of Pilates. Giving you four full months to absorb the science of movement ensures that when we discuss pelvic stability or shoulder mechanics in January, you already know exactly what that means and can immediately apply it to your clients.

Online modules will be released weekly starting the second week of September 2026, with bi-weekly virtual review labs, concluding with the Pre-Course Exam on December 15, 2026.

# In Class Course Dates

Weekend	Date	Time
Weekend One	Thursday, January 14, 2027	3:00 pm - 8:00 pm
	Friday, January 15, 2027	12:00 pm - 8:00 pm
	Saturday, January 16, 2027	8:30 am - 4:30 pm
Weekend Two	Thursday, February 4, 2027	3:00 pm - 8:00 pm
	Friday, February 5, 2027	12:00 pm - 8:00 pm
	Saturday, February 6, 2027	8:30 am - 4:30 pm
Weekend Three	Thursday, February 25, 2027	3:00 pm - 8:00 pm
	Friday, February 26, 2027	12:00 pm - 8:00 pm
	Saturday, February 27, 2027	8:30 am - 4:30 pm
Weekend Four	Thursday, March 25, 2027	3:00 pm - 8:00 pm
	Friday, March 26, 2027	12:00 pm - 8:00 pm
	Saturday, March 27, 2027	8:30 am - 4:00 pm
Weekend Five	Thursday, April 15, 2027	3:00 pm - 8:00 pm
	Friday, April 16, 2027	12:00 pm - 8:00 pm
	Saturday, April 17, 2027	8:30 am - 4:30 pm
Weekend Six	Thursday, May 13, 2027	3:00 pm - 8:00 pm
	Friday, May 14, 2027	12:00 pm - 8:00 pm
	Saturday, May 15, 2027	8:30 am - 4:30 pm
Weekend Seven	Thursday, June 17, 2027	3:00 pm - 8:00 pm
	Friday, June 18, 2027	12:00 pm - 8:00 pm
	Saturday, June 19, 2027	8:30 am - 4:30 pm

Weekend	Date	Time
Weekend Eight	Thursday, September 16, 2027	3:00 pm - 8:00 pm
	Friday, September 17, 2027	12:00 pm - 8:00 pm
	Saturday, September 18, 2027	8:30 am - 4:30 pm
Weekend Nine	Thursday, October 21, 2027	3:00 pm - 8:00 pm
	Friday, October 22, 2027	12:00 pm - 8:00 pm
	Saturday, October 23, 2027	8:30 am - 4:30 pm
Weekend Ten	Thursday, November 25, 2027	3:00 pm - 8:00 pm
	Friday, November 26, 2027	12:00 pm - 8:00 pm
	Saturday, November 27, 2027	8:30 am - 4:30 pm
Exams	Friday, December 10, 2027	12:00 pm - 6:00 pm
	Saturday, December 11, 2027	8:30 am - 2:30 pm

## Out of Class Hours

Learning outside of formal classroom hours is essential for Teachers in Training to apply the information they are learning in class. The following hours are required to be completed in order to be eligible to write the final exams. All hours must be **completed and submitted a minimum of one week prior to the exam date**. Students are encouraged to complete these hours regularly throughout their training.

### Observation Hours - 110 hours

Observing a skilled teacher is an important part of the learning process. It will help you identify and adopt cueing and teaching skills that will make you successful in your career. 80 of these hours must be live or live virtual. The remaining 30 hours can be observation of recorded teaching through videos ( provided by Allison Kares Education Inc. or through other resources).

You are required to observe private training and group sessions during your program. It is most preferable that you observe a teacher who has completed training through Allison Kares Education Inc. however, we realize that is not always feasible and will make recommendations for programs online and in other studios that complement what we are teaching you. For each session you observe, you will complete a rubric to document your hours and help you reflect on the session you observed.

### Apprentice Teaching Hours - 20 hours completed with Allison Kares

It is most ideal to complete your apprentice teaching in a studio environment that has been trained in the same method. This ensures you are receiving accurate feedback and correction based on the information you are learning during the course. If you wish to complete your apprentice hours at another studio, it is your responsibility to obtain a mentor to observe and provide feedback that can be shared with the Program Director. Observation of sessions must be completed by a comprehensively trained Pilates teacher (all equipment, all levels) who is willing to provide written feedback and obtain client feedback that can be provided to the Program Director Allison Kares Education Inc. Teacher Training Program. The teacher in training is still responsible for completing a self-evaluation for the session(s). All evaluations must be submitted prior to challenging the exams.

### Teaching Hours - 50 hours with a minimum of 2 bodies being taught at the same time

Practice teaching will help you improve your skills in cuing (verbal and tactile) and improve your understanding of the material and how to teach it. Teaching is a learned skill and students should set aside **1-3 hours per week** to practice teaching others the movements you have learned.

To assist student teachers in their teaching skills, Movement Unlimited Inc. is committed to offering group Apprentice Classes in the studio. A variety of class times and types will be available so you will have opportunities to teach a variety of classes using all apparatus. Classes will be provided at a discounted rate for participants. Teachers in training are encouraged to invite friends and family to participate in classes to help build their skills and practice with different bodies. You will not be paid for your time to teach these classes as it is an essential part of the learning process. The fees students pay for the class are to cover the use of studio space and equipment.

Space for private training is available to students free of charge. Any participant you bring to the studio to practice with must complete a waiver and health history form before they are allowed to participate in sessions. These forms must be submitted to our administrative team and you must complete chart notes of your sessions for reference. Your clients are not charged for these sessions while you are in training and you will not be paid for your time to teach the session.



Teachers in training are encouraged to teach a minimum of **1-2 group classes per month and 2 - 3 private sessions per month.**

Upon completion of a class or private sessions, you will complete a self-assessment form. Please use the self-assessment forms provided and submit them to the Director for review.

The studio will obtain feedback from the client(s) who participated in the session in writing.

Feedback obtained from clients will be shared with the student throughout the process.

Using a variety of bodies (both new participants and those familiar with Pilates) will enhance your skills and help you develop as a teacher. It is a good idea to work with as many different bodies as possible during your training.

It is recommended that you spend approximately **2-3 hours** on teaching others each week between our in-class sessions. A log will be provided to track hours and reflect on where you are at.

### Personal Practice Hours - 75 hours

The process of becoming a Pilates Teacher is a physical, emotional and psychological one. As we move we take in information and transform our thoughts about our world. These personal experiences with movement help shape us and help us to grow. Personal practice is a key part of helping your body be physically prepared for the next module of movements. Please ensure that you are completing regular personal practice both at home and in-studio. Your personal practice is necessary to become aware of your abilities, improve on your performance of the movements and develop a true understanding of the method.

We will use a layering approach to progress through the levels and stages of movements. We will always revisit and expand on the different modules throughout the course and use personal reflections, mentoring discussions and peer feedback for enhanced learning opportunities.

You should plan approximately **1 - 3 hours of personal practice (at home or in-studio) on a weekly basis.**

A self-reflection form is provided for you to document and evaluate your personal practice sessions.

### Mentoring Meetings (Minimum of 5 hours)

A mentoring meeting is an in-person, one on one opportunity to share feedback and discuss challenges. Each student will meet with the Program Director once per month for a mentoring meeting. Teachers in training or the Director can request additional mentoring meetings, should either feel it is necessary. The cost of the first mentoring meeting is covered in the cost of your training. If you request more than one session per month, the cost is currently \$150.00+ HST per hour to cover the Program Director's time.

**All out of class hours will be recorded in the digital rubrics that are provided in the Google Classroom.**

# Google Classroom Learning Portal

Our Pilates Teacher Training Program utilizes Google Classroom as the central digital hub for your education. This platform is essential to both phases of your training journey:

- Phase 1: The Anatomy & Movement Pre-Course (Sept–Dec): Google Classroom serves as your primary learning portal for this mandatory foundational semester. Here, you will access your weekly asynchronous video modules, study materials, and links for our bi-weekly review labs. You will also use the portal to complete your regional anatomy quizzes and your final Pre-Course Exam.
- Phase 2: In-Studio Modules (Jan–Dec): Once our live studio weekends begin, the Classroom transitions into an invaluable ongoing resource. You will use it to access additional training videos, articles, and digital rubrics to track your out-of-class observation, practice, and teaching hours. Students are required to participate in discussions within the classroom (max. 1-2 hours bi-weekly) to stay connected and prepare for upcoming in-person modules.

The Classroom is designed to be a highly supportive environment, ensuring you are never left entirely on your own between our monthly live sessions.

Technical Requirement: In order to participate in the Google Classroom, a valid Gmail account is required. Many students opt to create a brand-new Gmail account specifically for their Teacher Training to keep their coursework organized and separate from personal emails, however, this is not required.

# Pilates Teacher Training Program Costs

Our Pilates Teacher Training Program is valued at **\$11,995+HST**. All tuition fees have been approved by the Minister of Employment, Workforce Development, and Labour and are eligible for a tuition tax credit. A T2202A will be issued yearly for amounts paid.

Course materials are not included. Students are encouraged to purchase their materials as early as possible and to begin reviewing and reading to assist in preparation for the program. Materials can be purchased through Allison Kares Education Inc. or on your own.

<b>Total Cost of the Program</b>	<b>\$11,995+HST (\$13,554.35 CAD)</b> Payment plans available. See page 6 for payment options
<b>Registration Fee</b>	<b>\$500+HST (\$565 CAD)</b> non refundable, to be paid at the time of sign up to reserve your space.
<b>Course Downpayment</b>	<b>\$1,500+HST (\$1695 CAD)</b> to be paid by August 1, 2026.
<b>Required Materials (Updated for 2027/2027)</b>	<ol style="list-style-type: none"> <li><b>Pilates Evolution - The 21st Century</b> This book includes the two original works of Joseph Pilates. We will use them to discuss the man and his method. <b>Cost \$22.00 + HST</b></li> <li><b>The Trail Guide to the Body (7th edition)</b> This brand-new, updated anatomy textbook will help guide our learning and will serve as a reference throughout your career. <b>Cost \$132.95 +HST</b></li> <li><b>Trail Guide to the Body Student Workbook (7th edition)</b> This user-friendly workbook pairs with the new edition, allowing you to test your knowledge through quizzes, diagrams, and fill-in-the-blanks. <b>Cost \$57.95 +HST</b></li> <li><b>Trail Guide to Movement (2nd edition)</b> Learn about biomechanics and the science behind movement with this richly illustrated book. <b>Cost \$83.50 + HST</b></li> <li><b>The Art &amp; Science of Cueing</b> One of the most important jobs of the Pilates Teacher is to effectively provide cueing so they can be understood. This book will help us establish the science &amp; best practices for cueing. <b>Cost \$28.50+HST</b></li> </ol> <p><b>Total Estimated Materials Cost: \$324.90 + HST</b></p>
<b>Final Examinations</b>	Included in tuition fees
<b>Examination Rewrite Fees</b>	<b>\$300+HST= \$339.00CAD</b>

**Tuition fees are paid to Allison Kares Education Inc. by cash, cheque or electronic transfer.**



# Payment Plan Options

Students have three payment options available:

- 1) Payment in full at the time of registration
- 2) Payment plans option 1 or 2 based on the chart below:

<b>Payment Plan Option #1 - Interest free option</b>	<b>Cost</b>
Non Refundable Registration Fee due at time of registration	\$500 +HST = \$565
Course Downpayment on or before August 1, 2026	\$1,500+ HST = \$1,695
Payment #1 - September 1, 2026	\$3,331.67 + HST = \$3,764.79
Payment #2 - January 1, 2027	\$3,331.67 + HST = \$3,764.79
Payment #3 - May 1, 2027	\$3,331.66 + HST = \$3,764.78

**As a courtesy, no finance fee has been added. Late payments will be charged at 2% per month until paid.**

<b>Payment Plan Option #2 - 2% convenience fee applies</b>	<b>Cost</b>
Non Refundable Registration Fee due at time of registration	\$500 +HST = \$565
Course Downpayment on or before August 1, 2026	\$1,500 +HST = \$1,695
Payment #1 - on or before September 1, 2026	\$1,456.41 +HST = \$1645.74
Payment #2 - on or before October 1, 2026	\$1,456.41 +HST = \$1645.74
Payment #3 - on or before November 1, 2026	\$1,456.41 +HST = \$1645.74
Payment #4 - on or before January 1, 2027	\$1,456.41 +HST = \$1645.74
Payment #5 - on or before February 1, 2027	\$1,456.41 +HST = \$1645.74
Payment #6 - on or before March 1, 2027	\$1,456.41 +HST = \$1645.74
Payment #7 - on or before May 1, 2027	\$1,456.41 +HST = \$1645.74

**A finance fee of 2% is applied to payments made in option 2. Late payments will be charged at 4% per month until paid. Past due payments beyond 2 months will not be permitted to continue in the program until the balance due is paid.**



# Refund Policy

Withdrawal from Program	Refund Amount
By October 1, 2026	90% refund of course fees paid to date (not including non-refundable Registration Fee, Course Downpayment or Required Reading Materials)
By November 1, 2026	75% refund of course fees paid to date (not including non-refundable Registration Fee, Course Downpayment or Required Reading Materials)
By December 1, 2026	60% refund of course fees paid to date (not including non-refundable Registration Fee, Course Downpayment or Required Reading Materials)
By January 1, 2027	50% refund of course fees paid to date (not including non-refundable Registration Fee, Course Downpayment or Required Reading Materials)
By February 1, 2027 or after	No Refunds Provided

1. Students may cancel their registration in writing any time prior to midnight of the 10th day after signing the contract with no penalty.
2. All Registration Fees and Course Downpayment Fees are 100% non-refundable.
3. All refunds will be made within 30 days from the date of termination of the registration agreement. The official date of termination or withdrawal of a student shall be determined in the following manner:
  - o a) The date on which Allison Kares Education Inc. receives written notice of the student's intention to discontinue the training program; or
  - o b) The date on which the student violates published Allison Kares Education Inc. school policies, which provide for termination;
  - o c) Should a student fail to return from a leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier date the school determines the student is not returning or the day following the expected return date.
4. The student will receive a full refund of tuition and fees paid if the school discontinues a program within a period of time a student could have completed it, except that this provision shall not apply in the event the school ceases operation.
5. Allison Kares Education Inc. does not recognize transfer credits from outside institutions.

# Program Policies and Conduct

## Attendance Requirements

Students are able to miss pre-scheduled class time, however, it is their duty to make up that class time in private training with the Director. For every hour of group scheduled training missed, up to 30 minutes of private training is necessary to recover missed teachings. For example, if a student misses four hours at any time during the course, then it is their duty to let the Director know and schedule in two hours of private training which is agreeable to both parties in accordance with their available schedules. Missed material needs to be scheduled and completed before the next scheduled in class training date so the student is not behind. There will not be an educational punishment for missed class time, however, the student is responsible to cover the Director's time which is billed at a rate of \$150/hour plus HST. Should the student complete all the covered material in a shorter period of time, they will only be billed for the time used to complete the materials.

## Grading Scale

Progress reports with grades and feedback from the Program Director shall be issued to students throughout the program. The reports will be delivered via the online Google Classroom. Students will be able to see their grade after the completion of the module's quiz and will have the opportunity to retake the exam if they have not received a minimum grade of 75%.

Students may request to review any of their grades with the Program Director. Requests should be made in writing. Students are also allowed to request to review any of their course documents including registration forms, quizzes, rubrics and mentoring meeting notes. All documents will be reviewed in the presence of personnel of Allison Kares Education Inc. and shall not be altered by the student in any way.

Percentage	Grade	Score
90 -100	A+	Excellent
80-89	A	Very Good
75 - 79	B	Good
Less than 75%	U	Unsatisfactory



## Educational Services

Allison Kares Education Inc. Pilates Teacher Training Program uses Google Classroom as a sharing and evaluation tool for students. There are also additional materials and articles included in the Google Classroom to assist in each student's understanding of concepts taught. Students are required to have copies of all the Required Reading Materials as outlined before. These resources are invaluable and will be referenced through the training as well as throughout your career.

Allison Kares Education Inc. also provides a free educational library of resources including resource books, DVDs and VHS tapes. These materials are the property of Movement Unlimited Inc. and Allison Kares Education Inc. Students may borrow materials for free. All materials must be signed out and returned in the presence of a Movement Unlimited Inc. staff member. Students will be required to pay for any lost or damaged materials at their replacement value cost.

## Leave of Absence

Allison Kares Education Inc. allows students to take a leave of absence for medical, familial or personal reasons with a written letter to the Program Director. A leave of absence will be granted for a maximum of 1 year from the time the notice is received. Once the year has been exhausted, students will not be able to return to where they left off and will not be allowed a refund from what they have paid. If the student chooses to return to the program afterwards, they are able to do so, but will be restarting from the beginning of the program and will need to pay to take the program from the beginning. A request for a leave of absence does not excuse students from the responsibilities of their payment plan with Allison Kares Education Inc. Students will continue to make payments as initially agreed upon.

## Conduct Policies

All students are expected to act maturely and professionally and are required to respect other students and faculty members as well as the school's property, assets and traditions. All students are urged to become familiar with the rules and standards of conduct of Allison Kares Education Inc. and Movement Unlimited Inc. and are expected to follow these rules and standards faithfully in providing services during their training.

Allison Kares Education Inc. and Movement Unlimited Inc. insist on the highest ethical standards in conducting business. Ethical behaviour is good for business and involves demonstrating respect for key moral principles that include honesty, fairness, equality, dignity, diversity and individuals' rights. When faced with ethical issues, students are expected to make the right professional decision consistent with our guiding principles & standards. Any violation of school policies may result in permanent dismissal from the school.

## Dress Code Policy

Teachers in training are expected to present in a clean and professional appearance while conducting business, in or outside the studio space. Dressing in a fashion that is clearly unprofessional, that is deemed unsafe, or that negatively affects Allison Kares Education Inc. or Movement Unlimited Inc.'s reputation or image is not acceptable.

## Social Media Policy

Allison Kares Education Inc. allows for the use of cell phones and technology throughout the duration of the Pilates Teacher Training Program. Students are able to take photos during Pilates Teacher Training but must first ask permission from the Director before taking pictures and/or videos and posting anywhere online on social media. The copying and distribution of any printed materials, course manuals, or items posted in the Google Classroom not limited to course training videos, are the property of Allison Kares Education Inc. and it is expressly prohibited to share any of these materials.

## Use of Alcohol, Drugs & Cannabis

Allison Kares Education Inc. and Movement Unlimited Inc. are drug, alcohol and cannabis free environments. The use of or being under the influence of illegal drugs, alcohol, cannabis and the misuse of prescribed and over the counter drugs subjects students, staff and visitors to unacceptable safety risks that undermine Allison Kares Education Inc. and Movement Unlimited Inc.'s ability to operate safely, effectively and efficiently. Therefore, the use, possession, distribution or sale of controlled substances, being under the influence of such controlled substances, is strictly prohibited during any training sessions and while completing observation, teaching, apprentice or personal practice hours.

## Intellectual Property Policy

All slides, presentations, handouts, quizzes, tests, exams, manuals and other course materials created by Allison Kares Education Inc. are the intellectual property of Allison Kares Education Inc. and its Director. A student who publicly posts, shares or sells any of the work provided for them without the Director's express written consent, may be held accountable with misconduct and up for dismissal from the Pilates Teacher Training Program under Allison Kares Education Inc's conduct policy, and may also face adverse legal consequences for infringement of intellectual property rights.

## Dismissal

The Director of Allison Kares Education Inc. Pilates Teacher Training Program holds the discretion to dismiss students; if and so, they notice that the student is not taking the program seriously, is not applying themselves or continues failing exams. Examples of this behaviour looks like the following:

- Lack of academic progress;

© 2026 Allison Kares Education Inc.

No part of this document may be reproduced in any format by any electronic or mechanical means without written permission from Allison Kares Education Inc.

- Lack of effort demonstrated when students are not meeting academic standards and attempts at remediation have been provided:
- Violations of conduct policies and procedures

Any student may be dismissed for violations of rules and regulations of the school, as set forth in the Pilates Teacher Training Course Guidelines. A student may also be withdrawn from classes if they do not prepare sufficiently, neglect assignments, or make unsatisfactory progress. The Director, after consultation with all parties involved, makes the final decision. The Director may temporarily suspend students whose conduct is disruptive or unacceptable to the academic setting. After appropriate counselling, students who demonstrate a genuine desire to learn and conform to school standards of conduct, may be allowed to resume attendance. The Director will review each case and decide upon readmittance.

### Transfer of Credit Policy

Allison Kares Education Inc.'s Pilates Teacher Training Program is unique in its design. We do not offer our program modularly nor do we separate training by apparatus. As such, there will not be the option of bringing in past Pilates Teacher Training as a credit. Pilates Teacher Training from Allison Kares Education Inc. will need to be completed in its entirety to be awarded a certificate of completion.

### Student Liability Insurance

It is highly encouraged that all participants in the Allison Kares Education Inc. Pilates Teacher Training Program obtain liability insurance to protect themselves while teaching.

## Student Grievance Procedure

Allison Kares Education Inc. Pilates Teacher Training Program recognizes a student's right to have grievances and to file complaints. Allison Kares Education Inc. is committed to addressing complaints and grievances effectively and fairly. This policy provides a procedure for documenting grievances and complaints related to issues both academic and non-academic, as well as complaints of unlawful discrimination and unfair treatment.

Allison Kares Education Inc. aims to address complaints and grievances through a fair and impartial resolution process that is carried out with transparency, that is accessible and available to all students and that respects the privacy of all parties involved. A student may file a complaint or grievance without fear of reprisals, allowing relationships to remain in good faith.

### Procedure:

Any student with a complaint or a grievance should take the following actions (Please be as specific as possible):

- Contact the individual with whom they have the grievance and attempt to resolve the issue informally and in person.
- If this is not a reasonable option, or if such an option does not remedy the situation, students should speak with the Program Director at Allison Kares Education Inc.
- If the Program Director is involved and initial attempts to resolve the issue are not successful or satisfactory, the student should request an outside mediator.

## Antiharassment Procedures

Allison Kares Education Inc.'s goal is to maintain a friendly, cooperative and business-like environment for all of its students. Each and every student has the right to learn free from any kind of harassment. Students and instructors are responsible and expected to treat each other with respect, and if and when harassment occurs, to file a grievance and report it accordingly. This policy is our commitment to helping ensure that the environment remains professional and an enjoyable place for everyone.

### **Harassment is defined as:**

Anyone engaging in a course of vexatious comment or conduct against an individual in a public environment, a comment or conduct that is known or ought to be reasonably known to be unwelcome.

### **Sexual harassment is defined as:**

Anyone engaging in unwelcome verbal, visual, or physical conduct of a sexual nature that is severe, pervasive, direct, or indirect and affects learning conditions or creates a hostile environment.

Examples of this behaviour include but are not limited to:

- Verbal or Written - comments about clothing, personal behaviour, a person's body, sexual or sex-based jokes, requesting sexual favours, repeatedly asking someone out, spreading rumours about a person's personal sexual life, or threatening someone's life.
- Physical - assault, impeding or blocking movement, inappropriate non-consensual touching of an individual's person or clothing, kissing, hugging, patting or stroking.
- Non-Verbal (Direct/Indirect) - Looking an individual's body up and down, derogatory gestures or facial expressions of a sexual nature, and following someone too closely.

### Procedures

Any student who feels they have been subjected to harassment or sexual harassment should take the following actions:

- Speak directly to the source of the discrimination.
- If this is not a reasonable option, or if such an option does not remedy the situation, speak with the Program Director.
- If this is not a reasonable option, or if such an option does not remedy the situation, the student should request an outside mediator. .

# Program Director Biography



## Allison Kares, NCPT

Movement has been a part of my life since my early teens. My first experience helping others to move began in my mother's living room teaching a group of friends with a Jane Fonda 33 ½ LP as guidance and grew into a career from that first little spark.

I began my movement career as a group fitness instructor and personal trainer in the early 1990s. I also followed my passion to help those with injuries and became an exercise therapist in a busy manual therapy clinic.

In 2000, I was introduced to the Pilates method and fell in love. It spoke to my body on a completely different level than all the fitness programs that I had been taking. I stopped abusing and punishing my body, and began to find new ways to move and new patterns of movement that inspired and intrigued me. I couldn't wait to share that with others.

In 2002, I completed my full certification through Stott Pilates® and am proud to be only one of a select few instructors in the Niagara Region to have completed this level of training in all apparatus. I continued on my quests for knowledge adding more Pilates courses that addressed the therapeutic aspects of the work so I could continue to support my clients with injuries and health conditions.

In 2012, I brought the PFilates®, Pelvic Floor Pilates method, to Niagara. I continue to expand my knowledge of pelvic floor disorders and women's health issues and have created a program that is a combination of all the best practices for the support of those with urinary incontinence, pelvic organ prolapse and diastasis recti. In 2013, I became a teacher trainer for the PFilates® program and trained instructors in both Canada and the U.S.

In 2016, with an interest in enhancing my therapeutic approach for clients, I completed my Polestar Pilates Transition Program. This training strengthened my assessment and critical reasoning skills. I am a Polestar Pilates Studio Practitioner as well as a Polestar Pilates Mentor for Canada.

In 2018, I became an NCPT, Nationally Certified Pilates Teacher. This professional designation helps bring awareness to Pilates as a profession and respect to the knowledge and skill required to be a Pilates Teacher. 2021 brought me the opportunity to combine all my past experiences and training and develop my own Pilates Teacher Training Program. I'm proud to have graduates sharing the Pilates love so that more people can experience the benefits and improve their health and wellness.

I am excited to join you on your personal and professional journey through movement. Whether you're adding Pilates to what you already know, or you want to share your love of movement with others, being a Pilates Teacher can be a rewarding career full of joy and life-long learning.

My vision is to inspire students and clients to have healthy, balanced bodies and minds by understanding how heightened awareness of movement improves us from the inside out. My goal is to help people embrace their bodies and move to their highest potential.

© 2026 Allison Kares Education Inc.

No part of this document may be reproduced in any format by any electronic or mechanical means without written permission from Allison Kares Education Inc.

