



FLETCHER PILATES

PROGRAM OF STUDY  
SCHOOL CATALOG

2024 - 2025

**Fletcher Pilates® , Inc.**

Phone: (888) 732-8884

Fax: (520) 308-5385

Email: [info@fletcherpilates.com](mailto:info@fletcherpilates.com)

Website: [www.fletcherpilates.com](http://www.fletcherpilates.com)

Address: 1980 E. River Rd. #250 . Tucson, Arizona 85718

# TABLE OF CONTENTS

Mission & Goals .....	3
About Fletcher Pilates .....	3
Faculty and Administration .....	4
<b>PROGRAM INFORMATION:</b>	
Matwork Program.....	5
Comprehensive Program .....	5
Bridge Program .....	9
Matwork Program hours .....	10
Comprehensive Program hours .....	11
Tuition and Refund Policy .....	12
Admission Requirements .....	17
Attendance Policy .....	17
Student Conduct .....	17
Transfer of Credit Policy .....	18
Withdraw/Re-enrollment Policy .....	19
Student Grievance Procedure .....	19
Grading and Progress Policy .....	20
Student Records .....	21
Placement Assistance .....	21
Services and Calendar .....	22

# Fletcher Pilates® Program of Study

---

## OUR MISSION

In body, mind, breath, and spirit we carry on the work of Joseph and Clara Pilates, as articulated by our teacher, Ron Fletcher. We facilitate this legacy through a continuous transformational learning process. We embody excellence and professionalism as we educate and mentor the next generation of Pilates Teachers in the legacy of this work.

## ABOUT FLETCHER PILATES

The international Pilates revolution owes much of its momentum to Ron Fletcher. A 20-year student and protégé of Joseph and Clara Pilates, Fletcher's organic, movement-based approach to the original Pilates method has inspired generations of Pilates teachers and practitioners. Much of the existing Fletcher Pilates Program of Study structure and syllabus date back to 1999. In January 2003, The Ron Fletcher Program of Study® was formed under Ron Fletcher's direction. In 2007, the Program of Study went through a second progressive transformation to form the Comprehensive Program. Beginning in Fall of 2013, The Ron Fletcher Program of Study became the Fletcher Pilates® Comprehensive Program of Study. The Fletcher Pilates Matwork Program was launched in 2022, as well as a growing library of online and in-person continuing education.

We inspire  
excellence and  
professionalism in  
each generation of  
Pilates Teachers.

## GOALS

- To preserve the Fletcher lineage of the Pilates method and its historical connection to Joseph Pilates
- To provide comprehensive Pilates education and continuing education
- To encourage a continuous educational path of lifelong learning
- To maintain the highest quality of educational standards within the Pilates community

# Fletcher Pilates® Faculty and Administration

---

Director of Fletcher Pilates, Inc.  
Kyria Sabin, Faculty

Director of Education  
Martha Ramirez, Faculty

Assistant Director of Education  
Ilana Giardina, Faculty

School Manager  
Hannah Smith

All Faculty and Administrator bios are available on the website at <http://www.fletcherpilates.com>



Fletcher Pilates is an Arizona  
State licensed private  
postsecondary school  
since 2005

# Fletcher Pilates® Programs

---

The Fletcher Pilates® Program of Study is one of the most comprehensive and definitive international Pilates educational program of its kind. The multi-dimensional Comprehensive Program is the only teacher- training program to be fully endorsed by Ron Fletcher.

## PROGRAM OF STUDY

Our Comprehensive education begins with the Matwork Program, followed by the Comprehensive Program. Our Comprehensive Program covers the beginning/intermediate Fletcher Pilates syllabus on all apparatus as well as techniques exclusive to Fletcher Pilates. Upon completion of the Comprehensive Program, students receive a Qualified Teacher Certificate and are eligible to sit for the National Pilates Certification Exam. Our Advanced Intensives expand upon this foundational knowledge to include the intermediate/advanced Fletcher Pilates curriculum, further developing teaching and movement skills to complete the Fletcher Pilates Teacher education. Graduates of our Advanced Intensives receive a Professional Teacher Certificate.

---

## MATWORK PROGRAM

The Fletcher Pilates approach to the classical Pilates Matwork is based on an in-depth focus on the underlying Pilates Movement Principles and Fletcher Fundamentals™. Matwork Program participants will gain a thorough understanding of the complete Pilates Matwork syllabus as well as the purpose and therapeutic benefits of each exercise. Emphasis is placed on the precise movement initiation and articulation, correct alignment, creative transitions, as well as movement modifications and progressions. This program focuses on developing an understanding, as well as creative approach to teaching Pilates Matwork sessions and classes to all skill levels.

Upon completion of the Fletcher Pilates Matwork Program, students receive a Matwork Teacher Certificate and are eligible to sit for the National Pilates Matwork Certification Exam. The Matwork Program is a stand-alone program which allows graduates to teach Mat Pilates. It is also a prerequisite for the Fletcher Pilates Comprehensive Program.

## COMPREHENSIVE PROGRAM

The Fletcher Pilates Comprehensive Program is designed to give participants a thorough understanding of the complete Fletcher lineage of the Pilates method, and to instill an understanding of how to teach Fletcher Pilates. The program incorporates the full range of Pilates apparatus and the Pilates Matwork, as well as the signature Fletcher Fundamentals™, Fletcher Towelwork®, Fletcher Spine Corrector, Fletcher Barrework™, Fletcher Floorwork® and Fletcher Percussive Breath™ techniques.

Students who successfully complete the Comprehensive Program are eligible to sit for the National Pilates Certification Exam to become Nationally Certified Pilates Teachers. Certification is not guaranteed upon completion of the Program.

Additionally, it is highly recommended that students continue their studies through the Fletcher Pilates Advanced Intensives to further develop their teaching knowledge and skills.

## Prerequisite Hours

It is essential for program participants to learn and experience Fletcher Pilates as students before learning to teach this work to others.

Program applicants are required to complete a minimum of 30 private sessions with a Fletcher Pilates teacher, as well as the Fletcher Pilates Matwork Program prior to commencing the Comprehensive Program. Students who do not have access to a Fletcher Pilates Teacher may prepare to enter the Comprehensive Program through online private sessions and group classes. The full prerequisite process generally takes two to four months of concentrated study.

Prerequisite requirements are modified for Bridge Program students who have successfully completed another comprehensive Pilates teacher training program of at least 450 hours.

# Fletcher Pilates<sup>®</sup> Programs

---

## Entrance Interview

Each student is required to participate in an entrance interview during which our Director of Education assesses the student's preparedness to enter the Comprehensive Program. If needed, a specific preparation plan for entering the Comprehensive Program will be determined in this meeting.

## Classroom Hours

(122 hours)

The Comprehensive Program includes an orientation session and four 5-day classroom sessions, spread out over the course of 8 months. Attendance is mandatory. Classroom hours offer class-based direct instruction from Fletcher Faculty. Students may attend in-person or virtually, but must have access to adequate studio equipment.

Each classroom session includes teaching and discussion of the movements, structured group classes and opportunities for student teaching. Each session also includes an Anatomy Discussion, Teaching Labs, Daily Discussions and guided opportunities to explore movement—putting the technique in to practice.

Session I: Fletcher Pilates Reformer

Session II: Fletcher Pilates Cadillac & Wunda Chair

Session III: Fletcher Pilates Small Apparatus

Session IV: Fletcher Towelwork, Floorwork, Barrework

Subjects covered during the coursework sessions of the Program include: Foundations of Pilates Instruction, Basic Anatomy and Biomechanics, History and Philosophy of Pilates, and Ethics and Logistics.

Texts include: Return to Life Through Contrology, by Joseph H. Pilates; Trail Guide to the Body by Andrew Biel; Trail Guide to Movement by Andrew Biel; and excerpts from Every Body is Beautiful, by Ron Fletcher.

## Assessments

(Included in classroom hours)

Assessments are designed to enhance the learning process and are included in classroom sessions.

Assessments include:

- Performance Assessment
- Anatomy Assessment
- Casework Assessment

All assessments must be passed by a rate of 70%, or a plan for progress will be implemented to ensure student's success in the remainder of the Program.

## Participation Practicum

(140 hours)

Between each classroom session, students are required to complete 4-5 hours weekly, or a minimum of 140 total, Participation Hours as follows:

- Between Orientation and Session I: 20 Participation Hours
- Between Sessions I and II: 30 Participation Hours
- Between Sessions II and III: 30 Participation Hours
- Between Sessions III and IV: 30 Participation Hours
- Between Session IV and the Final Evaluation: 30 Participation Hours

The participation practicum portion of the Program must be logged and verified by a Fletcher Pilates Qualified Teacher on the Weekly Logs.

Participation hours include private and semi-private sessions, group classes and self-led practice hours. It is strongly advised that at least 2 of the weekly participation hours are taught by a Fletcher Pilates Teacher.

# Fletcher Pilates<sup>®</sup> Programs

---

## Observation/Assisting Practicum

(100 hours)

Throughout the program, students are required to complete 4-5 weekly, or a minimum of 100 total, Observation and Assisting Hours as follows:

- Between Orientation and Session I: 10 Observation Hours
- Between Sessions I and II: 30 Observation/ Assisting Hours
- Between Sessions II and III: 30 Assisting Hours
- Between Sessions III and IV: 30 Assisting Hours

These hours must be logged and initialed by a Fletcher Pilates Teacher on the Weekly Logs.

In situations where Fletcher Pilates Teachers are unavailable, our Director of Education will determine alternate requirements to best meet the needs of the student, while maintaining the quality of the student's education.

## Assigned Homework

(60 hours)

### *Independent Study*

(20 hours)

Homework includes reading assignments, online videos, presentations and support materials to prepare and supplement content presented in the classroom sessions. During classroom sessions additional written assignments, and creative problem solving (both individual and group) assignments are utilized to facilitate learning. Students are also advised to study the work and memorize the Program syllabus. These hours are considered separate from Participation Practicum hours.

### *Anatomy Study*

(40 hours)

Anatomy Study is a directed independent study that utilizes the text and workbook, Trail Guide to the Body and Trail Guide to Movement, as well as online lectures and presentations. Assignments are listed in the Anatomy section of the Program Manual and must be completed prior to each classroom session. An assessment of the material is administered following each session. Discussions further connecting the anatomy study to the practice of Pilates are integrated into the classroom sessions.

## Mentoring

(20 hours)

Each student will be assigned a Mentor to support them through the program process. Student/Mentor communication is scheduled as follows:

### *Student Self Assessment Surveys:*

The student is responsible for completing monthly student self assessment surveys online. Mentors will review progress through the surveys and discuss during the monthly meetings.

### *Monthly Mentor Meetings:*

The student is responsible for participating in monthly mentor meetings throughout the Program to review progress and answer questions.

Additional meetings may be scheduled to address specific needs or issues throughout the Program.

# Fletcher Pilates<sup>®</sup> Programs

---

## Casework Teaching Practicum

(120 hours)

Casework is the student-teaching internship phase of the Program. The Teaching Practicum (casework hours) allows students to practice and apply their skills while working with actual clients under the supervision of a Pilates teaching professional.

Student-teaching casework hours follow successful completion of all required hours through classroom Session II. Assessment of the student Casework process occurs periodically.

### *Private Session Casework Hours*

(100 hours)

During the first phase of Casework, students are required to teach 3 practice clients 20 private sessions each, utilizing the set structure presented in the Program manual.

These hours must be logged on the Weekly Logs and verified by a Fletcher Pilates Teacher.

During the second phase of Casework, students are required to teach an additional 40 private sessions to 2 new practice clients, utilizing the set structure presented in the Program manual. These hours must be logged on the Weekly Logs and verified by a Fletcher Pilates Teacher.

### *Group Class Casework Hours*

(20 Hours)

Student-teachers are required to teach 20 hours of group classes as part of their Casework process. During these classes, they may utilize any aspects of the Fletcher Pilates curriculum. Please consider identifying a low-income group or charitable organization that would enjoy and benefit from group Fletcher Pilates classes.

## Final Evaluation Session

(20 hours)

Students must complete at least 80% of required Participation Practicum, Observation Practicum, and Casework Teaching Practicum hours prior to attending a Final Evaluation Session. All hours must be complete before a student can receive a certificate.

At least two Evaluation sessions are scheduled each calendar year. Students should register their attendance in advance. Students can attend any evaluation session within a year of completing the classroom hours for evaluation.

The Final Evaluation includes, written, performance, and practical teaching evaluations covering the material presented throughout the Program. Students must pass the Final Evaluations to successfully complete the Comprehensive Program and receive a diploma.

## Beyond the Program

Fletcher Pilates provides a support system for Program graduates, as well as a network of teachers and studios with employment opportunities throughout the country and world.

Students who successfully complete the Comprehensive Program are encouraged to sit for the National Pilates Certification Exam to become Nationally Certified Pilates Teachers. Certification is not guaranteed upon completion of the Program.

# Fletcher Pilates® Programs

---

## **FLETCHER PILATES® BRIDGE PROGRAM**

Pilates Teachers who have completed a program that meets the minimum industry standard of 450 hours of Comprehensive Pilates Teacher Training are eligible to enroll as a Bridge student in the Fletcher Pilates Comprehensive Program. The Bridge Program is ideal for students from other Pilates lineages and schools as it allows them to enroll in the Comprehensive Program and receive a diploma upon completion, with modified hour requirements and reduced tuition. Bridge students must complete the following learning unit requirements from the Comprehensive Program:

### *Prerequisites*

- Matwork Program (discounted tuition)
- 10 private sessions w/ a Fletcher Pilates Teacher

### *Comprehensive Program*

- Classroom Sessions (I-IV) 120 hours
- Participation Practicum 140 hours
- Observation 50 hours
- Casework 60 hours
- Mentoring 20 hours
- Anatomy Study as needed
- Evaluation 20 hours

# Matwork Program Hour Breakdown

---

## MATWORK PROGRAM

Total Program Hours: 108 hours

Classroom Sessions 17 Hours*	<ul style="list-style-type: none"> <li>• 1 hour - Orientation session</li> <li>• 16 hours - Live classroom sessions/mentorship</li> </ul>
Online Content 16 Hours*	<ul style="list-style-type: none"> <li>• Fletcher Fundamentals</li> <li>• Mat I, II, III</li> <li>• Anatomy</li> <li>• Lectures &amp; Discussions</li> </ul>
Self-Practice 16 Hours	<ul style="list-style-type: none"> <li>• Self-Practice</li> </ul>
Participation 16 Hours	<ul style="list-style-type: none"> <li>• Participating in mat classes</li> <li>• At least 8 hours must be live (virtual or in-person)</li> </ul>
Observations 20 Hours	<ul style="list-style-type: none"> <li>• Observation</li> <li>• At least 10 hours must be live (virtual or in-person)</li> </ul>
Casework Teaching 20 Hours	<ul style="list-style-type: none"> <li>• 3 private session clients for 5 hours each</li> <li>• 5 group classes (with the same same small group - 5 hours)</li> </ul>
Evaluations 3 Hours	<ul style="list-style-type: none"> <li>• Evaluations (written, performance video of Mat II, group casework video of Mat II)</li> </ul>

\*Prerequisite hours for starting Comprehensive Program

# Comprehensive Program Hour Breakdown

## COMPREHENSIVE PROGRAM

Total Program Hours: 720 hours  
(582 hours, plus an additional 138 hours of prerequisites)

### Prerequisite Hours

- Fletcher Pilates Matwork Program
- Private Sessions: 30 hours

### Program Hours Overview

- 1-3 months of prerequisites
- 1 Orientation Session
- 8 months of Program Sessions
  - Four 5-day Classroom Sessions (in-person or virtual)
- Evaluation Session

Classroom Sessions 122 hours	<ul style="list-style-type: none"> <li>• Orientation Session (2 hours) and four 5-day sessions (or alternative schedule as published) attendance is mandatory (either in-person or virtually)</li> </ul>
Participation Practicum 140 hours	<ul style="list-style-type: none"> <li>• 20 hours between orientation and session I</li> <li>• 30 hours between sessions I and II</li> <li>• 30 hours between sessions II and III</li> <li>• 30 hours between sessions III and IV</li> <li>• 30 hours between session IV and evaluations</li> </ul> <p>*Participation hours must be logged and signed by a Fletcher Pilates Teacher</p>
Observation/Assisting Practicum 100 hours	<ul style="list-style-type: none"> <li>• 10 observation hours between orientation and Session I</li> <li>• 30 observation/assisting hours between Sessions I and II</li> <li>• 30 assisting hours between Sessions II and III</li> <li>• 30 assisting hours between Sessions III and IV</li> </ul> <p>*Observation/Assisting hours must be logged and signed by a Fletcher Pilates Teacher</p>
Casework 120 hours	<ul style="list-style-type: none"> <li>• 30 hours of Private Session casework between Sessions II and III</li> <li>• 30 hours of Private Session casework between Sessions III and IV</li> <li>• 40 hours of Private Session casework between Sessions IV and evaluations</li> <li>• 20 hours of Group Class casework between Session III and evaluations</li> </ul>
Anatomy Study 40 hours	<ul style="list-style-type: none"> <li>• Independent study and online coursework with assignments due before classroom sessions</li> </ul>
Mentoring 20 hours	<ul style="list-style-type: none"> <li>• Monthly meetings with Mentor to review progress and address questions</li> </ul>
Assigned Homework 20 hours	<ul style="list-style-type: none"> <li>• Independent study of program material, online coursework and assignments related to casework preparation and Classroom Session activities</li> </ul>
Evaluations 20 hours	<p><i>Program Evaluations</i></p> <ul style="list-style-type: none"> <li>• Practical performance assessments during all classroom sessions</li> <li>• Casework assessments</li> <li>• Anatomy assessments</li> </ul> <hr/> <p><i>Final Evaluation: 20 hours</i></p> <ul style="list-style-type: none"> <li>• Written examination</li> <li>• Performance Evaluations: Individual and Group</li> <li>• Practical Teaching Evaluations: Individual and Group</li> </ul>

# Tuition Information and Refund Policy Program Costs

---

## COMPREHENSIVE PROGRAM

582 hours, with an additional 138 hours of prerequisites.

Tuition: \$6,000 (US) +\$500 (US) for manuals/ texts and registration fee

- Includes all classroom and mentoring hours
- Includes evaluation session
- Includes manuals and Pilates texts

Additional Costs to Consider:

- Prerequisite 30 private sessions – cost varies approx. \$70-\$120 per session (US)
- Anatomy textbooks – approx. \$200 (US)
- Fletcher Pilates Towel – \$65 (US)
- CPR/AED & First Aid training – cost varies approx. \$60 (US)
- Liability Insurance – cost varies approx. \$180/year (US)
- Ongoing Private Sessions (optional)
- Students must have adequate supervision for Casework hours and access to adequate studio equipment approved by Fletcher Pilates (this could be an additional cost if student is not close to a Fletcher Pilates studio).
- If necessary, Travel/Room/Board for Classroom Sessions.

## MATWORK PROGRAM

108 hours (prerequisite for Comprehensive Program)

Tuition: \$1500 (US)

- Includes all online coursework and classroom sessions
- Includes evaluation session

# Payments

---

## MATWORK PROGRAM

Single Payment	\$1500 US
Three Payments	Three Monthly Payments of \$525 US (includes \$50 admin fee)

## COMPREHENSIVE PROGRAM

(\$6000 + \$500 for books and registration)

Registration Payment	\$500 US due at registration (includes manuals + admin fee)
One-Time Tuition Payment	One-time payment of \$6000 US. *Tuition and fees payments received after the payment deadline will be subject to a \$50 late fee.
Extended Tuition Payment Options	Four monthly payments of \$1550 US. *Tuition and fees payments received after the payment deadline will be subject to a \$50 late fee.  Eight monthly payments of \$800 US. *Tuition and fees payments received after the payment deadline will be subject to a \$50 late fee.

## INTERNATIONAL PROGRAMS

*Tuition information and payment options may vary for international programs. Should you need clarification, please contact Fletcher Pilates.*

# Payments (Bridge/Scholarship Student)

---

## MATWORK PROGRAM

Single Payment

\$1000 US

## COMPREHENSIVE PROGRAM

(\$4000 + \$500 for books and registration)

Registration Payment

\$500 US due at registration (includes manuals + admin fee)

One-Time Tuition  
Payment

One-time payment of \$4000 US.  
\*Tuition and fees payments received after the payment  
deadline will be subject to a \$50 late fee.

Extended Tuition  
Payment Options

Four monthly payments of \$1050 US.  
\*Tuition and fees payments received after the payment  
deadline will be subject to a \$50 late fee.

Eight monthly payments of \$550 US.  
\*Tuition and fees payments received after the payment  
deadline will be subject to a \$50 late fee.

# Cancellation and Refund Policy

---

## THREE-DAY CANCELLATION

An applicant who provides written notice of cancellation within three days (excluding Saturday, Sunday, and federal or state holidays) of signing an enrollment agreement is entitled to a refund of all monies paid. No later than 30 days of receiving the notice of cancellation, the School shall provide the 100% refund.

## OTHER CANCELLATIONS

An applicant requesting cancellation more than three days after signing an enrollment agreement and making an initial payment, but prior to entering the School, is entitled to a refund of all monies paid, minus a \$200 administrative fee (an additional fee may apply for refunds issued by wire transfer). Applicants who are rejected by the institution or international students whose visa applications are rejected, are entitled to a full refund of all tuition monies paid.

## REFUND AFTER THE COMMENCEMENT OF CLASSES

1) Procedure for withdrawal date:

- A student choosing to withdraw from the School after the commencement of the Program or Course is to provide written notice to the Director of the School. The notice is to indicate the expected date of withdrawal and should be signed and dated by the student.
- A student will be determined to be withdrawn from the institution if the student has not attended any required hours for 30 consecutive days.
- All refunds will be issued within 30 days of the determination of the withdrawal date.

2) Tuition Charges

- Tuition charges will be determined based upon the percentage of the clock hours attempted. The percentage of the clock hours attempted is determined by dividing the total number of clock hours elapsed from the student's start date to the student's withdrawal date, by the total number of clock hours in the Program, less a \$200 administrative fee. Note: Clock hours attempted for each classroom session include the practicum hours expected to be completed in relation to that session.
- Tuition refunds will be issued within 30 days of the date of student written notification, or date of School determined withdrawal due to absence or other criteria as specified in School catalog.

- Tuition refunds are determined as follows:  
Before the beginning of classes, the student is entitled to a refund of 100% of the tuition, less a \$200 administrative fee. After the commencement of classes, the tuition refund amount shall be determined based on the percentage of clock hours attempted as follows:
  - 10% or less, the School may keep 10% of the tuition charged and will refund 90%.
  - More than 10% and up to 20%, the School may keep 20% of the tuition charged, and will refund 80%.
  - More than 20% and up to 30%, the School may keep 30% of the tuition charged, and will refund 70%.
  - More than 30% and up to 40%, the School may keep 40% of the tuition charged, and will refund 60%.
  - More than 40% and up to 50%, the School may keep 50% of the tuition charged, and will refund 50%.
  - More than 50%, the School may keep 100% of the tuition charged, and no refund is due.

- Books and supplies: there is no refund for equipment, books and supplies received by the student.
- Special cases: in case of prolonged illness or accident, death in the family, or other circumstances that make it impractical for the student to complete the Program, the School may make a settlement which is reasonable and fair.

### *Holder in Due Course Statement*

Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds, hereof. Recovery hereunder by the debtor shall not exceed amounts paid by the debtor (FTC Rule effective 5/14/76).

# Cancellation and Refund Policy

---

## **PROGRAM CANCELLATION POLICY**

Fletcher Pilates® may cancel a Program due to insufficient enrollment or illness. In the unlikely event that this occurs, notice of cancellation will be sent to registered students at least 14 days prior to Program scheduled start date. If Fletcher Pilates cancels a Program, all tuition paid (including deposits) will be refunded within 30 days following the scheduled Program start date. Enrolled students will be automatically eligible for the next Program start date.

## **FINANCIAL AID**

The Fletcher Pilates® Program of Study offers 10 scholarships annually to college or university degree program students in good academic standing who are accepted into the Comprehensive Program. To receive this scholarship, proof of enrollment/good academic standing is required by submitting a current transcript from an accredited institution with the Program of Study application. Students who provide adequate proof of the above will receive reduced tuition as outlined in the Tuition and payments section of the catalog.

No other discounts or financial assistance are offered at this time.

## **TUITION COLLECTION**

If a student fails to pay tuition within the determined due dates, the student's account will be considered delinquent. The Program Administrator will contact the student regularly regarding their account status and will determine the reason for the delinquent tuition. The student is responsible for updating the Program Administrator of any extraneous circumstances or financial issues concerning his/her failure to deliver payment. If the student has not settled his/ her account by 1 week prior to Program commencement, the student will be informed that they will not be admitted to any Program sessions. If the student settles their account prior to the commencement of the Program, they will be admitted to all required Program hours covered by his/her payment. If the student has not settled their account before 30 days after Program commencement and has not attended any required Program hours, the student will be administratively withdrawn from the Program.

# Admissions Requirements and Procedures

---

Fletcher Pilates® considers all applicants equally, regardless of gender, age, race, sexual orientation, religion, national origin or disability.

1. Applicants must be at least 18 years of age and have a high school diploma or equivalent. A fitness and/or movement therapy background is recommended and previous study of anatomy and physiology is helpful.
2. Applicants must submit a completed application to Fletcher Pilates® and all requested supporting materials listed on the application.
3. Applicants must submit documented completion of prerequisite hours prior to starting a Program. These include a minimum of 30 private sessions, and 32 hours of the online coursework in the Matwork Program.
4. Applicants must participate in an Entrance Interview. The interview is designed to give the applicant personal and specific guidance in fulfilling the entrance requirements and to answer any questions the applicant might have.
5. Upon acceptance, applicants must complete the Registration and Enrollment Process.

Learning Joseph Pilates' method of Body Contrology is a transformative process. In order to teach this transformative process to someone else you must have experienced it yourself. Applicants must demonstrate a physical and psychological willingness to participate in this process to succeed in the endeavor to become a Fletcher Pilates® Qualified Teacher. Through the application, the Entrance Evaluation and interview the applicant should demonstrate:

- Physical readiness and ability — kinesthetic awareness and a physical fitness level able to integrate the Program syllabus;
- A positive work ethic — focus, self motivation, and determination are all necessary components to help successfully fulfill the requirements of this Program;
- Academic ability — the ability to integrate knowledge on many levels;
- Financial and personal stability — this Program requires an 8-24 month commitment of time and energy as well as financial commitment. Be prepared financially and personally to complete the Program.

When all entrance requirements have been successfully completed, the candidate may be recommended for the Comprehensive Program. Final approval for enrollment is at the discretion of the Program Director.

## STUDENTS WITH SPECIAL NEEDS

All students are upheld to the aforementioned admission requirements and evaluation process. Any student with special needs who fulfills the above requirements may discuss with his/ her Faculty, Director of Education, and Program Director regarding any necessary accommodations that best facilitates student progress through the Program.

## DISCLAIMER REGARDING PHYSICAL TOUCH

As Pilates engages in touch for cueing and adjustment purposes, the program will require some level of touch, although sensitivity will be respected.

## STUDENT CONDUCT

Students are expected to conduct themselves in a respectful and ethical manner. A student's conduct throughout their Program provides the teachers an opportunity to evaluate the student's professionalism and ability to relate to people, vital skills as a Pilates Teaching Professional. Any conduct that might jeopardize the Fletcher Pilates Program of Study or the reputation of Fletcher Pilates will be cause for dismissal. The following situations will be considered cause for immediate dismissal:

- Attending class while under the influence of alcohol, legal or illegal drugs that affect the student's ability to effectively participate
- Failure to pay tuition in a timely manner
- Sexual harassment, defined as: unwelcomed verbal, visual or physical conduct of a sexual nature that is severe or pervasive and affects learning conditions or creates a hostile environment
- Filing a false complaint

Students who have been dismissed will not be re-enrolled. Any issues regarding Student Conduct will be handled in accordance with the Grievance Procedure.

## ATTENDANCE POLICY

Foundational and Professional Program students are expected to fully attend every Session, and 100% attendance is required for Program completion. Faculty are responsible for tracking the attendance of the student on the Student Tracking Form. Students will be required to make up any missed instruction, excused or unexcused, on their own time and at their own expense, in a timely fashion. Fletcher Faculty and the Director of Education establish what constitutes as make up work depending on the individual student's circumstances.

# Admissions Requirements and Procedures

---

## FLETCHER PILATES CLASS PROTOCOL

The purpose of our class protocol is simply to create the best possible learning environment for our students to receive the greatest benefit from their Fletcher Pilates® studies.

1. TO ASSIST THE TEACHER TO SEE YOUR BODY ALIGNMENT, please wear black, formfitting clothing such as a leotard, leggings, one-piece unitard or close fitting shirt and shorts.
2. TO ASSIST THE TEACHER TO SEE YOUR CERVICAL ALIGNMENT, please wear your hair away from your face and up off the neck.
3. TO ENHANCE FOOT ARTICULATION AND PLACEMENT AND TO AVOID SLIPPING, please do not wear shoes or socks in the movement space.
4. IN CONSIDERATION OF OTHERS please avoid wearing strong perfumes and essential oils during class.
5. FOR SAFETY, please minimize jewelry in class.
6. FOR SAFETY, KEEP POSSESSIONS OFF THE FLOOR AND EQUIPMENT SPACE. This includes water bottles, cell phones, additional clothing, etc. During Comprehensive Program events, notes are permitted during lecture and review sessions.
7. IN RESPECT OF OTHERS, PLEASE TURN OFF AND PUT AWAY CELL PHONES DURING CLASS. You may check messages during the breaks. In rare situations, we allow those with family constraints to keep their phone in the room and ask that they place their phone on "vibrate" and leave the room to take the call.
8. RECORDING DEVICES OR PHOTOGRAPHY OF ANY KIND ARE NOT ALLOWED. A company designated photographer is allowed. Reviewing this protocol and attendance to a subsequent event serves as consent to be photographed.
9. OBSERVATION / AUDITING IS NOT ALLOWED WITHOUT PERMISSION.
10. IN RESPECT OF OTHERS, PLEASE BE ON TIME. It is a good plan to be dressed and ready at least 10 minutes before class begins. If you arrive late, please wait outside and join class at the first break. If you need to leave class for personal reasons, please leave with discretion for the sake of your fellow students and teacher.

11. TO AVOID DISTRACTING THE CLASS, please refrain from talking in class while the teacher is presenting. If you have a question, please ask at the appropriate moment such as between movement sequences. If the question is not relevant to the situation, the teacher may choose to address this with you during the break.
12. PLEASE DO NOT ASSIST. There are assistants who are professionally trained and have been specifically asked to do so.

## TRANSFER OF CREDIT POLICY

Fletcher Pilates®, Inc. does not accept transfer of credit from any other institution, course, or examination. If a student has previously completed another comprehensive Pilates training program, which is defined industry standards as a program with a duration of 450 hours, the student must submit proof of completion to be considered for experiential credit. A certificate of completion and a transcript outlining content hours completed are required as proof of completion from other schools. This previous Pilates experience will be reviewed by the Program Director and Director of Education as part of the Bridge Student application process. If the student is able to provide proof of completion, they may be given experiential credit towards prerequisite requirements or other program requirements as outlined in the Bridge Program description above.

Fletcher Pilates, Inc. does not guarantee that any other institution will accept study completed in the Comprehensive Program for either transfer credit or experiential credit.

# Admissions Requirements and Procedures

---

## WITHDRAW POLICY

Students who withdraw, for any reason, from either the Matwork or Comprehensive Programs after the commencement of classes must submit a signed and dated letter (or email) stating reasons for withdrawal and expected last date of attendance to their primary Faculty and the Program Administrator. No other documentation is required. Refunds will be calculated in accordance to the Program of Study Refund Policy.

A student will be administratively withdrawn from the Program if the student has not attended any required Program hours for 30 consecutive days.

## RE-ENROLLMENT POLICY

Students that wish to re-enroll may submit a written proposal to do so within 12 months of their withdrawal. Students may only re-enroll if they have completed Sessions I and II. They will have the opportunity to restart the Program on the next start date.

Students that do not submit a proposal for re-enrollment within 12 months of their withdrawal must reapply to the Program. Additional study, at the student's expense, may be requested by the Fletcher Faculty or Program Director to ensure the student's readiness to re-enter the Program.

## EXTENSION POLICY

An extension allows for a student to supplement their progress in the Program through independent study at their own expense. Extensions may be requested upon completion of all Classroom Sessions and when additional practice is required prior to the Evaluation.

A student may request an extension by submitting their request in writing to their primary Faculty. The request should be a signed and dated letter stating the reason(s) for requesting an extension. All extensions must be approved by the Program Director and the student's primary Faculty. Extensions will be granted for no more than 1 year for the Comprehensive Program.

## RETAKE POLICY

Students and/or graduates from the Matwork and/or Comprehensive Program may elect to repeat portions of a Program. In order to do so, they must contact their primary Faculty or Mentor to gain permission. There are several situations in which retaking Programs may take place:

1. Students that withdraw from the Matwork Program after completing Sessions I and II.
2. Students that withdraw from the Comprehensive Program after completing Sessions I and II.
3. Students with an approved extension may choose to retake Classroom Sessions before completing the Evaluation.
4. Program graduates that wish to review material may audit individual sessions.

## RETAKE GUIDELINES

- Cost — Once the Program Director and primary Faculty member have granted permission, students will be approved for a discounted tuition rate of 50%.
- Students choosing to retake must be attentive to all Program policies and procedures.

## STUDENT GRIEVANCE PROCEDURE

The Program Director recognizes that student issues such as; Student/Faculty conduct issues such as, sexual harassment, discrimination, etc. may arise. In order to address concerns in an orderly and timely fashion, the following procedure has been established.

For students to resolve concerns or if they believe their rights have been violated, they should first attempt to resolve their problems at the appropriate level:

- To resolve issues with another student in the program, first address it directly with the student. If this is not a reasonable option, or if this option does not remedy the situation please contact your primary Faculty
- To resolve issues regarding classroom instruction, please contact your primary Faculty
- To resolve personal issues, please contact your Mentor
- For issues regarding the Program of Study in general, please contact the Program Administrator
- If the concern is not resolved at this level, students have 30 days to contact the Director by submitting a written request to the Program Administrator. This written request should outline the problem, including dates, times and places that are relevant to the issue

# Admissions Requirements and Procedures

---

- At this point, the Director will inform the involved parties that a written complaint has been filed against him or her
- The involved parties will submit a written response to the complaint
- The Director will review the documents submitted and choose an appropriate response or course of action
- The Program Director will notify the student, in writing, of the resolution to the complaint within 30 days of the submission of a written request.

Students who are found to have filed a false complaint shall be subject to disciplinary action, including dismissal.

If the complaint cannot be resolved after exhausting the Program of Study grievance procedure, students may file a complaint with the Arizona State Board for Private Post-Secondary Education. Students must contact the State Board for further details. The State Board address is:

1740 W. Adams Street, Suite 3008  
Phoenix, AZ 85007  
602-542-5709  
[www.ppse.az.gov](http://www.ppse.az.gov)

## GRADING POLICY

Written assessments, performance assessments and practical assessments are administered periodically throughout the duration of the Programs. Proficiency standards are set at a minimum of 70% mastery in each area. Students will participate in the final performance, written and practical assessments after completing all Classroom Sessions and at least 80% of all required Participation Practicum, Observation Practicum, and Casework hours. This evaluation process will determine the student's readiness to exit their program successfully.

Assessment reports, exam results, and transcripts are maintained in the student's permanent records. Students may request to schedule a meeting to review and discuss progress or exam results. Only after a student has completed all required hours and achieved 70% mastery on all assessments and evaluations, will the student receive his/her Fletcher Pilates Teacher certificate.

## PROGRESS POLICY

Fletcher Pilates students are expected to comply with all attendance and evaluation requirements outlined in this catalog. If a student fails to comply with any of the above, he/she is issued a written warning to immediately remedy the issue. If the issue is not resolved through the written warning, the student is subject to the process below.

If a student is not sufficiently progressing in his/ her understanding of the material intellectually or kinesthetically, and/or does not reach the quantitative or qualitative standards determined as satisfactory academic progress for the Fletcher Pilates® Matwork, Comprehensive or Bridge Programs, a Plan for Progress is implemented. The qualitative and quantitative standards are as follows:

1. Students must attend all Program session hours or make up required hours as stated in attendance policy;
2. Students must complete the designated number of hours prior to taking evaluations or commencing Casework as stated in Comprehensive Program description and hour breakdown;
3. Students must reach the 70% proficiency standard on assessments and evaluations.
4. Students must complete the Program within 200% of its published length as stated in the Program Hour Breakdowns.

If the student is not in compliance with any of the above standards, a Plan for Progress is drafted by the primary Faculty and approved by the Director of Education and/or Program Director. The written Plan for Progress is presented to the student, at which time the Faculty and student sign the document. According to the timeline specified in the Plan for Progress, the Faculty re-evaluate the student for compliance to the standards. If the student is accepted as meeting standards upon reevaluation, the student continues in the Program as scheduled. If the student is not in compliance, the Faculty recommends withdrawal or extension. The student is reinstated in accordance with the re-enrollment Policy.

# Admissions Requirements and Procedures

---

## **STUDENTS RECORDS**

Permanent records for all students are maintained in the administrative office. These include admission forms, progress and exam results, and logs submitted to verify lab hours. Students may request at any time to schedule a meeting to view their records. Student records are considered confidential information and personally identifiable information will only be released with the student's written permission except in the following instances:

1. To authorized state and local education authorities.
2. To school officials, including teachers, who are determined to have a legitimate educational interest.
3. Name, address, telephone, email address, and dates of attendance may be distributed on a student contact sheet. Students who would not like their information included may request so in writing with their enrollment agreement.

## **PLACEMENT ASSISTANCE**

Fletcher Pilates does not guarantee job placement after completion of its Programs.

Fletcher Pilates provides a support system for graduates as well as a network of teachers and studios with employment opportunities throughout the country and around the world. Graduates have an established mentoring network that supports continual learning and ongoing professional development through the Fletcher Pilates Continuing Education Courses.

# Services and Calendar

---

## STUDENT SERVICES

- All Programs require access to technology including access to online content and use of virtual meeting platform. All Programs also require access to all Pilates Equipment. If any student needs assistance using technology, please contact Fletcher Pilates.
- Mentoring/advising is available throughout the Program.
- Tutoring is available when needed. Additional costs may apply.
- A professional library containing a wide collection of texts, videos, Movement Encyclopedias, virtual observation hours, and additional resources are available to all students throughout the course of study.

## FACILITIES

Each facility hosting a Matwork or Comprehensive Program has adequate space for number of students enrolled and a 1:10 student/teacher ratio. Each facility has adequate mirrors, illumination, and equipment, including but not limited to: Fletcher Braided Towels, Magic Circles, Spine Correctors, Pilates Mats, Fletcher Reformer, Fletcher Chair, Cadillac, Ped-i-Pul, High Barrel, and Ballet Barre.

## PROGRAM CALENDAR

All Comprehensive Program schedules can be accessed on the Fletcher Pilates website, [www.fletcherpilates.com](http://www.fletcherpilates.com). For a complete listing of courses and Programs, please refer to the website or contact the office at (520) 615-0215.

*The School and all services are closed on the following holidays: Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day and New Years Day.*

## ARIZONA PROGRAM CALENDAR

### ***Comprehensive Program - Classroom Sessions (2024)***

Orientation: March 16, 2024

Session I: April 17 - 21, 2024

Session II: June 19 - 23, 2024

Session III: August 14 - 18, 2024

Session IV: October 16 - 20, 2024

Evaluations - Spring: March 2 - 3, 2024

Evaluations - Fall: October 26 - 27, 2024

### ***Comprehensive Program - Classroom Sessions (2025)***

Orientation: April 12, 2025

Session I: May 14 - 18, 2025

Session II: July 16 - 20, 2025

Session III: September 17 - 21, 2025

Session IV: November 5 - 9, 2025

Evaluations - Winter: February 8 - 9, 2025

Evaluations - Fall: November 15 - 16, 2025

### ***Professional Program - Classroom Sessions***

Session III/IV: Apr 5 - 14, 2024

Session I/II: Nov 1 - 10, 2024

Evaluations: Winter or Fall 2025