

Dear Polestar Graduates,

Polestar's certifications/qualifications are valid for two years, after which time re-qualification is required. It is important that we maintain high standards in the Pilates industry. Polestar Pilates Education continues to improve and develop its curriculum and examination process. Like most high-quality education programs, re-qualification is an essential part of maintaining skills and quality of care.

Included in this package is a fact sheet, application, and payment form. Students from who graduated from an Asia Host will turn in their application to Polestar Pilates Asia Inc. When your application is approved you will receive a new certificate valid for another two years.

Please pay attention to the due dates to avoid any late fees and to expedite receipt of your new certificate. If your application is submitted more than 6 months after the due date (November of the requalification year), it might be necessary for you to fulfill certain obligations such as re taking of the exam or attending an update course, before your application will be considered. Please feel free to contact Polestar Headquarters or your licensee regarding this process.

As you know, Polestar has continued to raise the bar in all of our education products. We thank you for your feedback on how we can continue to make our curriculum better.

Sincerely,



Brent D. Anderson, PhD, PT, OCS
President

Polestar Education supports the national Pilates certification examination established in 2005 through the Pilates Method Alliance (PMA), which will standardize the quality of Pilates practice. As a result, in the United States, Polestar will grant a diploma to students meeting graduation requirements. Polestar graduates will be eligible to sit for the national certification exam through the PMA. For details on the PMA's certification exam, please visit www.pilatesmethodalliance.org.

As there is not yet a standard international certification examination, we will continue to offer certification exams for participants in non-US countries.

Polestar Education will regard Polestar US students who have completed all graduation requirements as having gained the same qualification as someone certified internationally through Polestar Education.

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REHABILITATION AND STUDIO PRACTITIONERS RE-QUALIFICATION REQUIREMENTS

In order to re-qualify, Rehabilitation and Studio practitioners must:

EITHER

1. Maintain their PMA ®-CPT Credential.
- OR
2. Teach Pilates or use Pilates as treatment 10-15 hours per week (minimum 1040 hours over a 2-year period);
 3. Practice Pilates at least 2 hours per week;
 4. Earn 16 Polestar CEC's over a 2-year period.

REFORMER (ALLEGRO) AND MAT PRACTITIONERS RE-QUALIFICATION REQUIREMENTS

In order to re-qualify Reformer (Allegro) and Mat practitioners must:

1. Reformer (Allegro) and Mat Practitioners are required to teach 2-3 classes per week (minimum 208 hours over a 2-year period);
2. Practice Pilates at least 2 hours per week;
3. Earn 16 Polestar CEC's over a 2-year period.

For PPA office use only:

Received: _____

Approved: _____

RE-QUALIFICATION APPLICATION

Please submit a separate application for each qualification.

Please complete and submit application along with payment for re-qualification. **PLEASE WRITE CLEARLY IN ENGLISH. COMPLETE ALL FIELDS. MARK [X] AS NEEDED**

Mr / Ms Student Number: First Name: Last Name:

Name as it will appear on Certificate: _____

Home Address: _____ City/Town: _____ State/Province: _____

Postal Code: _____ Country: _____ Phone (Country Code - City Code - Number): _____

Phone (Country Code - City Code - Number): _____ E mail: _____

Qualification

Rehab Studio Reformer (Allegro) Mat /Qualification Date (mm/yy) ____ / ____

Pilates Teaching Record

1ST YEAR AFTER QUALIFICATION DATE - WEEKLY SUMMARY

Studio/Site Name	Site Address (City, Sate, Zip)	Site Phone Number	Supervisor's Name	Average Weekly Hours x Wks/Yr	TOTAL Hours per Year
				____ x ____	=
				____ x ____	=
				____ x ____	=
				____ x ____	=

2ND YEAR AFTER QUALIFICATION DATE - WEEKLY SUMMARY

Studio/Site Name	Site Address (City, Sate, Zip)	Site Phone Number	Supervisor's Name	Average Weekly Hours x Wks/Yr	TOTAL Hours per Year
				____ x ____	=
				____ x ____	=
				____ x ____	=
				____ x ____	=

2-YEAR TOTAL

=

Instructions for Submission of Application

1. Complete the Re-Qualification Application
2. Complete the billing and credit card information (see below)
3. Copy your continuing education certificates or receipts for each course/workshop attended
4. Mail completed application, credit card information and copies to **Polestar Pilates Asia**.

NOTE: Missing, incomplete or inaccurate information will result in delay of processing or possible rejection of application.

RE-QUALIFICATION DEADLINES AND FEES

USD\$75.00 fee for applications received by November 1 of re-qualification year (The year you passed your exam + 2yrs).

USD\$150 fee for applications received after November 2 of the re qualification year – April 30 of the following year.

Payment Instructions:

PLEASE PRINT CLEARLY: COMPLETE, SIGN AND FAX TO: +852-2869-6903

TO: ISO FIT-ON BEHALF OF POLESTAR PILATES ASIA INC.

PLEASE DEBIT MY CREDIT CARD (MASTER/VISA ONLY) FOR US\$ _____

IN WORDS: US\$ _____

FOR: POLESTAR PILATES RE-QUALIFICATION

MY CREDIT CARD DETAILS ARE AS FOLLOWS:

MASTER CARD VISA

CREDIT CARD NUMBER: _ _ _ _ / _ _ _ _ / _ _ _ _ / _ _ _ _

3 DIGIT SECURITY CODE: _ _ _ EXPIRY DATE: (MM/YY): _ _ / _ _

NAME ON CREDIT CARD: _____

SIGNATURE AS APPEARS ON CREDIT CARD: _____

FOR OFFICE USE ONLY

Licensee Signature: _____

Polestar Representative Signature: _____

New Certificate Sent: Date _____