

Body into Being: Advanced Energetic Somatic Training, 2017-2018

with Anna Chitty and Raymond Castellino, coordinated by Sandra Castellino

Statement of Commitment / Student Contract

1) General

- a. a) Confirmation of the Student's place in the Training will only be on receipt of the Student's deposit in full by Sandra Castellino and the signed copy of this Statement of Commitment confirming the Student's acceptance of the conditions of this Agreement.
- b. b) All Students are required to have internet access throughout the training. All information of a general nature will be available on the Castellino's website at <http://www.castellinotraining.com/>. All information in this statement of commitment is also on the website. **The last page of this contract is to be downloaded, signed and mailed snail mail to Sandra Castellino.** (1105 N Ontare Road, Santa Barbara, CA 93105) **Alternatively you may scan and email it. The signed form is due by 2 weeks after receiving email notification of acceptance along with payment of the 1st deposit.**

2) Commitment

The Student understands that he/she is making a commitment to attend all of the five 5-day modules of this training, which are held in Ojai, CA. The Student also agrees to arrive on time for each segment/day and stay until the end of each segment/day. Exceptions to this commitment can only be made with Raymond Castellino and Anna Chitty with their express written permission.

3) Completion Certificate

The Completion Certificate for Body into Being: Advanced Energetic Somatic Training will be provided to the Student on completion of the following:

- a. Attendance and completion of all five, 5-day modules [timings listed in #6].
 - **2017: April 4-8, June 13-17, Sept 19-23, Dec 5-9**
 - **2018: Feb 27-March 3**
- a. Completion of all payments for the training, as well as any other clinical training expenses involved in making up missed work whether to facilitators, assistants or others.
- b. Completion of all creative homework projects.

4) Payment of Training Fees

1. Scope of Payment: The Training fees relate solely to the tuition fees for the five 5-Day modules. All other costs shall remain the responsibility of the Student. These may include, but are not limited to the Student's travel, accommodation, meals and optional books, papers and videos including costs for video files in the case of emergency absence.
2. Your place is held by the receipt of a non-refundable Deposit of \$515/\$495 due 2 weeks after acceptance. **This deposit is non-refundable.** The next payment is due Dec 15.
3. **The balance of the Tuition for 5 modules of the Advanced Energetic Somatic Training (5 days each) can be paid one of 2 ways.** The first is less expensive. The second spreads the payments out more. A chart showing payment due dates is on the website. The first number listed is for paypal. The second is for Cash, Check, Traveller's Checks, Money Order. For wire transfer use the lower number and add \$14 & usually an unknown amount charged by a middle bank. Each payment is separate so you can pay some by paypal, some by check.

- a. **First Payment Option: Total is \$6510 / \$6265** total including the first \$515/\$495 deposit: + 2nd deposit due December 15, 2016 of \$1345/\$1295 + 5 payments of \$930/ \$895 each which must be received by one month before each module or postmarked 5 days before that.
 - i. If you live in CA and are NOT bringing a massage table/sheet, add \$26 (paypal)/\$25 (check/cash/MO) to each of the payments before a module.
 - ii. If the student drops out after attending module 1, the student is responsible for payment of \$1860 / \$1790 (the total of the 2 deposits and \$930/\$895 per module.
- b. **Second Payment Option: Total is \$6890/\$6645** consisting of deposit +15 monthly payments of \$425/\$410 due the 15th of every month starting Dec 15, 2016, ending February 15, 2018.
 - i. If you live in CA and are NOT bringing a massage table/sheet, add \$26 (paypal)/\$25 (check/cash/MO) to each of the payments before a module.
 - ii. If the student drops out who is on the Second Payment plan, that student will be responsible for payment of the original \$515/\$495 deposit as well as \$1425/\$1375 (2nd deposit) plus \$990/\$955 per module attended.
- c. **If accepted after 12/15, 2016**, all payments will be received to catch the student up to the payment plan of choice within 2 weeks of acceptance (or check postmarked by 9 days after acceptance).
- d. **If the student drops out BEFORE STARTING the training.**
 - i. **2 months notice** or more OR if the training is filled: all payments will be refunded except the original deposit of \$515/\$495 with is non-refundable.
 - ii. **Between 1 and 2 month's notice**, if the training is not filled, the original deposit is not refundable + an additional \$730/\$700 is not refundable. Any payments beyond that will be refunded.
 - iii. **Less than 1 month's notice**, if the training spot is not filled, if the training is not filled, the original deposit is not refundable + an additional \$1345/\$1295 is not refundable. Any payments beyond that will be refunded.
 - iv. If you need to drop out, please provide as much notice as possible

4. Receipts will be emailed by Sandra for all payments.

5. Payments for the application, tuition payment and payments in lieu of bringing a massage table can be sent by check or paypal. Make checks to Sandra Castellino and mail them to Sandra Castellino, 1105 N Ontare Road, Santa Barbara, CA 93105. Paypal payments are made to Sandra@castellinotraining.com as 'goods and services' (NOT "friends and family").

5) Late Payment Policy

- a. Receipt of payment by Sandra Castellino is defined as when the monies have been received by mail at her Santa Barbara address, given to an assistant at the training or deposited directly to Sandra's bank account.
- b. Paypal payments are deemed received the day Paypal notifies Sandra of receipt of your payment which is generally immediately.
- c. Payment will be considered late if it is received after the due date (Exception: when it was postmarked or wired 5 days prior to the due date from the US or 1 week from other countries). Note that each payment milestone will be treated separately, thus accruing late fees for each late payment.
- d. When payments are received after the due date, please add a late fee of \$5/day up to 5% of the fee.

- e. Deposit: If the \$515/ \$495 deposit is not received by two weeks after acceptance, your place is not secured and will incur late fees up to \$25. For all other payments, late charges will be \$5/day up to 5% of the individual charge.
- f. Interest: If payment is received within one month of the due date, a late fee will be charged but not interest. If the payment is still not made within one month of the due date, then a further charge of 1% per month of the outstanding balance, calculated from the original due date, will be charged until the payment is made in full.
- g. If a check bounces and a replacement is received after the due date, late fees apply to that payment as well as a \$25 charge for bounced checks.
- h. Any checks from foreign countries must be written on an American bank to avoid incurring late fees and processing charges. The Student will be liable for any bank charges incurred by Sandra Castellino, which are created by the Student's payment method, e.g. wire charges, currency conversions.
- i. Our experience is that wire transfers often have monies deducted midway that are unpredictable. Our bank normally charges \$14 for wire transfers so anything sent directly to our bank, add at least \$14. Direct deposits, international money orders, traveler's' checks, and checks all work well.

6) Training Times

In order to allow enough time to cover the material, the Student is asked to be on time for each of the sessions. Each session will start at the time stated below, unless modified by Ray and Anna or the Administrator during the Course. The Student is therefore requested to schedule his/her departure or arrival by plane or car so that he/she does not miss any of the scheduled seminar time. Please do not arrange another activity during the seminar times. In an emergency, where the Student is late or has to leave early, the Student will be responsible for advising Ray and Anna and may be required to watch the video file of that part that he/she missed and make up any process work as outlined below. Watching the tape may be possible during the module. Where this is not possible, item 16 of this Contract applies.

We encourage you to make your travel arrangements with sufficient space to allow for unforeseen delays. It is critical that you plan to allow enough time after the end of the module to get to airports and still allow time for goodbyes. Please plan to arrive well before the posted times to allow time to socialize, get tea, use bathrooms, integrate and be in your seats ready to start at the posted times.

	<u>Starting Time</u>	<u>Lunch Break</u>	<u>Ending Time</u>
Day 1, Tuesday, those whose registration is complete	8:45 am to be in se ready to start at 9:0	2 hours	5:45-6:00 p.m.
Day 1, Tuesday, those whose registration/payment not complete	8:30 am, to be in se ready to start at 9:0	2 hours	5:45-6:00 pm
Days 2-4, Wednesday, Thursday, Friday	9:00-9:30 is office with Anna/Ray; everyone else arriv 9:15 am to be in se ready to start at 9:3	2 hours	5:45-6:00 p.m.
5th and Last day, Saturday	9:00-9:30 is office with Anna/Ray; everyone else arriv 9:15 am to be in se ready to start at 9:3	No lunch break, bring snacks	2.00 p.m.

7) Training Notes Any notes will be available on the Castellino website for download.

8) Creative Home Projects Written projects will be assigned at the completion of each of the first four modules. The projects are designed to augment the Student's training experience. The Student is asked to return them by the deadlines given.

9) Reading List

- a. Ray & Anna may provide the Student with a list of suggested readings which will be on the Castellinos' website. **Ray's Polarity Paradigm** Paper will be on the website for a free download. The password will be given once payment of the deposit has been received.
- b. John Chitty's book, *Dancing with Yin and Yang*, is highly recommended and is available through Colorado School of Energy Studies (CSES) at www.energyschool.com. There are also **numerous free downloads** on their website including all of Dr Randolph Stone's (the originator of Polarity Therapy) books.

10) Abstinence from Alcohol during Workshops; Nicotine, Drugs All the Time

In order that everyone be as clear as possible to learn the work, the Student is required to refrain from using any alcohol commencing one day prior to and during each of the 5 training modules.

The Student is also required to be nicotine and recreational drug free at the time of application and be committed to abstaining until after completion of the Advanced Energetic Somatic Training. The Student must have the intention to abstain from nicotine and recreational drugs after that.

11) Peer Contact

The Student is asked to be willing to meet and/or keep in contact with tutorial partners and members of tutorial groups during the time between the training modules.

12) Recording of the Modules

Video recording of each of the complete modules will be carried out. The Student may make audio only recordings of the modules, not videotapes.

13) Confidentiality

In agreeing to this Contract, the Student acknowledges that :

- a. In order to provide a safe environment, other Students' process and sharing remain confidential unless express permission is given by these other Student(s).
- b. Videotapes that are made for those who miss part of the module, and those audiotapes made by the Student relating to the Course, are for the personal use of the Student(s) taking this training only. They may not be shown to any other persons (including the Student's family) without express permission in writing from Ray Castellino and Anna Chitty.

14) Copyright

All material provided as part of the Training remains the copyright of Dr. Castellino and/or Anna Chitty and as such any requests to copy, reprint, publish, etc., may only occur with the express written permission of Ray Castellino and/or Anna Chitty or their acknowledged representative.

15) Ill Health of Facilitators or other emergency

In the event of ill health or family emergency of Ray or Anna during the training, the other leader will facilitate the training with the support of the assistant team.

16) Making up for Emergencies: Missing any part of a training module

- a. General: In the case of an unforeseen emergency causing the Student to miss any part [even 1 hour] of a training module, Ray & Anna will assess the needs of the Student and will require the Student to carry out any work that he/she directs in order that the Student is fully prepared for the next module. This applies even if the time missed was less than one hour. The Student agrees to:
 - i. i. Make up any process work that occurred within the module with Peers and/or one of the Assistants (with whomever Ray and/or Anna feels is most appropriate). This process work will not form part of the agreement with the Ray/Sandra/Anna and so any fees/telephone calls, etc., will be the responsibility of the Student. The rates, etc., will be agreed directly between the Assistant and the Student.
 - ii. ii. Read any of the material posted online as well as any other additional assignment.
 - iii. iii. Complete his/her creative home projects given out during the *missed* module (The Student will be required to hand in any outstanding creative home projects).
 - iv. Watch the videotapes relating to the module as detailed below.
- Watching the training on the video files of the training.
- All whole group sections of the training modules will be taped using digital recording.
- The Student will identify the period of time he/she missed to an Assistant or Sandra. The whole digital file which contains that time period will be copied rather than just the section missed.
- The cost for each DVD with video files transferred to it is \$25 + tax and shipping.
- Where the Student requires the DVD(s) to be mailed to him/her, there will be an additional postage and handling charge of \$6/first disc/\$1 each additional disc within the US for postage and handling if within the US. The charge for overseas mailing is \$10 plus cost of postage and insurance.
- Alternatively, the student may request that the files be transferred to a flash drive, hard drive or computer that the student provides. This will be done by the assistants at the module if the student supplies the flash or hard drive to them. The price at the module will be \$100 for the whole module, \$25 for each day or part of a day if done at the module by an assistant. If done later, after the module, the cost is \$125 for the module, \$30 for a day or part of a day assuming the student supplies the flash drive. All videotapes are made in sections so it takes the same amount of time to transfer 10 min or 2.5 hours, thus the cost is the same for large or small files when using the transfer to flash or hard drive.
- These costs cover the cost of the camcorder, tripod, hard drives to store the information as well as personal time taken to either make the DVDs or transfer the files to your flash or hard drive.
 - The contained of confidentiality extend to cover these DVDs or transferred files and as such only the Course participants may view them. Partners, friends, and children may not view the course material.
 - Even if transcripts are available to read, students are required to watch the video files.
- After making up any process work missed and viewing the video, the student will submit a journal describing his/her experience doing the exercises.
- The Student will not be able to proceed to the next module unless the prerequisites defined above are met:
- Making up process work and submitting a journal about his/her experiences
- Watching & paying for the videos of missed sections.
- This does not exempt the Student from his/her liability to pay the training fees as defined under item 4 of this Contract. If the student is not up-to-date with payments including that for the missed module, no DVDs will be made or files transferred.

17) Location / Parking

The training will be at **Ojai Valley Woman’s Club**. in **Ojai, CA**. 441 East Ojai Avenue, Ojai, CA 93023. A photo of the outside of the building is posted at <http://ojaichamber.org/pages/WomansCenter>.

Parking is free in Ojai. There is limited parking on the site and street parking available nearby.

- a. **18) Who to Contact** The work has been split in order to allow us to work as an effective team. In the event that the Student needs to contact someone, please direct the enquiry as follows:

Contact **Sandra Castellino (sandra@castellinotraining.com) 805 687-2897** for enquiries related to:

- This Contract
- Other logistical information
- Financial payments / arrangements
- Process Workshops or other trainings with Ray

Contact **Ray Castellino (bebaray@mac.com) or Anna Chitty (annabchitty@icloud.com)** for enquiries related to:

- Training Content
- Your own process
- Supervision with Anna or Ray
- Anna about her other trainings

19) Sales by Students

- Any Student or Assistant who wishes to sell anything at any training module must first clear this with Sandra and Raymond Castellino and Anna Chitty.
- This includes sales available to all students/assistants and sales to one other person. Sales will be done in such a way as to not require any work from assistants and to not disrupt the training.

20) Signatures of Agreement - I have read the whole contract for Body into Being 3 and commit to doing everything required.

Please print the last page, sign it and return ti to Sandra by scanning and emailing it to Sandra@castellinotraining.com OR by snail mailing it to Sandra Castellino 1105 N Ontare Road, Santa Barbara, CA 93105

Name (print) _____

Signature

Date