

NATIONAL PERSONAL TRAINING INSTITUTE
OF SOUTHERN CALIFORNIA, INC.

STUDENT CATALOG

NPTI-Santa Monica

1316 Third Street Promenade, #B5
Santa Monica CA 90401

NPTI-San Diego

3252 Greyling Dr.
San Diego, CA 92123

NPTI-Vista

2128 Thibodo Court
Vista, CA 92081

NPTI-Dublin

7100 Village Parkway
Dublin, CA 94568

NPTI-Sacramento

1600 Tribute Road
Sacramento, CA 95815

NPTI Mailing Address

5319 University Drive #305
Irvine, CA 92612

PHONE: 1.800.460.0933

FAX: 1.949.596.0468

WEBSITES:

Santa Monica Website: <https://nationalpti.org/school/santa-monica-ca/>

San Diego Website: <https://nationalpti.org/school/san-diego-pacific-beach-ca/>

Vista Website: <https://nationalpti.org/school/vista-ca/>

Dublin Website: <https://nationalpti.org/school/dublin-san-francisco-area-ca/>

Sacramento Website: <https://nationalpti.org/school/sacramento-ca/>

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National Personal Training Institute of Southern California, INC.

History

The National personal Training Institute was developed by Mr. Eugene McIlavine, who has been in the trade school business since December of 1980. Since 1997, his programs have been committed to health and fitness.

Institutional Purpose

To provide students with the most qualified instructors and a curriculum that will enable The National Personal Training Institute to provide the workplace with personal fitness trainers and health coach specialists of the highest caliber.

Mission Statement

To educate fitness enthusiasts via science-based results in a hands-on environment. Educating and encouraging one to realize their success in a rewarding health and fitness career and therefore contributing to the overall health and wellness of their communities.

Educational Objectives

1. NPTI of Southern California promotes the pursuit of knowledge of essential elements to be a successful trainer or instructor including sales, marketing, interviewing, pricing, compensation norms, risk assessment, and general business knowledge.
2. NPTI of Southern California, Inc. creates a learning atmosphere that encourages students to develop the highest standards of ethical and professional behavior.
3. NPTI of Southern California, Inc. integrates formal academic learning with practical hands on experience by employing real-world case studies for use in analyzing training conditions, conceptualizing problems and applying decision-making skills in professional environments.
4. NPTI of Southern California, Inc. designs exercise programs for the following goals: strength, size, power, muscle endurance, weight loss, cardiovascular endurance, and flexibility.
5. NPTI of Southern California, Inc. highlights knowledge of origin, insertion, action, and training guidelines for all major muscle groups in the human body.
6. NPTI of Southern California, Inc. goal is to increase a student's fitness levels while enrolled in the course.
7. NPTI of Southern California, Inc. encourages knowledge of the energy systems in the body and how they work as well as knowledge of how to handle the training differences when training males, females, older adults, and children.

Approval to Operate

National Personal Training Institute of Southern California, Inc. is a private institution. It is approved to operate by the Bureau for Private Postsecondary and Education. Approval to operate means compliance with minimum state standards.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau of Private Postsecondary

Education:

**Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400
Sacramento, California 95833**

Or

**P.O. Box 980818
West Sacramento, CA 95798-0818**

Toll-Free Telephone: (888) 370-7589

Fax: (916) 263-1897

Internet Web site address: <http://www.bppe.ca.gov/>

National Personal Training Institute has never had a pending petition in bankruptcy, is not operating as a debtor in possession, has never filed a petition in the preceding five years, or has not had a petition in bankruptcy files against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec 1101 et seq.)

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

National Personal Training Institution of Southern California is not accredited by an accrediting agency recognized by the United States Department of Education.

Class Location

Classes will be held at the following locations:

NPTI- Santa Monica
1316 3rd Street Promenade #B5
Santa Monica, CA 90401

NPTI- Vista
21218 Thibodo Court
Vista, CA 92081

NPTI-San Diego
3252 Greyling Dr.
San Diego, CA 92123

NPTI-Dublin
7100 Village Parkway
Dublin, CA 94568

NPTI-Sacramento
1600 Tribute Road
Sacramento, CA 95815

Student Code of Conduct

Students enrolled at National Personal Training Institute of Southern California assume the obligation to conduct themselves in a manner compatible with the school's function as an educational institution, suitable to a member of an academic community. The school, therefore, expects its students to conduct themselves as responsible individuals, considerate and respectful of the rights and interest of others.

The school wants to provide the best possible learning opportunities for all students. Cooperation and respect among students, Faculty and administrative staff builds a positive learning environment. To encourage and maintain this environment, the school will take action against any disruptive behavior that occurs in class or anywhere on the school grounds.

“Disruptive behavior” means conduct which prevents other students from learning or from doing the required class work. Words or actions that prevent Faculty from meeting the needs and goals of the class are also disruptive. Any action or word intended to hurt Faculty, staff, another student, or school property is also disruptive behavior.

The following is a list of some behaviors that are disruptive and therefore *unacceptable*:

1. Showing disrespect or lack of courtesy towards Faculty, staff, or other students
2. Refusing to complete assignments
3. Refusing to cooperate with Faculty or other students in class work or outside assignments
4. Refusing to bring the required textbook and materials to class
5. Sleeping in class
6. Denying other students an equal opportunity to participate in class
7. Arriving late to class repeatedly. This includes returning to class late after a break
8. Arriving at school under the influence of alcohol, illegal drugs or narcotics
9. On campus sale or use of alcohol, or on campus sale, use or knowing possession of illegal drugs or narcotics
10. Disruption of the educational or administrative process of the school, by acts or expression
11. Physical abuse or threat of abuse to students, school employees, or their families
12. Verbal abuse or intimidation of students or school employees including shouting, use of profanity, or other displays of hostility
13. Violent behavior - any kind of physical violence or harassment will result in immediate dismissal from the program
14. Forgery, altering school documents, or knowingly providing false information
15. Theft of school property or the property of a school employee, student, or visitor
16. Vandalism or unauthorized destruction of school property or the property of a University employee, student, or visitor
17. Possession, use, or threats of use of explosives or deadly weapons on school property
18. Sexually explicit, indecent, or obscene behavior on school property or by any means of communication, including the Internet
19. Sexual assault or harassment

20. Trespassing in an area of the school where the student is not authorized to be, or failure to leave immediately an area when directed by an employee of the University
21. Using school equipment or networks to violate copyrights
22. Violation of other lawful policy or directive of the school or its employees or any action that would grossly violate the purpose of the school or the rights of those who comprise the school
23. Proper clothing must be worn at all times

When a violation has occurred, the student will be removed from class that day, an incident report, including the date, time and circumstances of the alleged act must be submitted to the Director of the Site or the Academic Advisor on campus. The report will include a description of the actions of all the parties involved, the names of witnesses available and documentary evidence that supports the charge. The students suspected of committing any violation of School policy are accorded procedures consistent with fair process before disciplinary action is imposed. The disciplinary action may include an administrative dismissal from the School in which case the student is afforded the opportunity to appeal a dismissal in accordance with the procedures below.

Administrative Dismissal

A student may be administratively dismissed from classes because of non-payment of tuition or fees. In this case a hold will be placed upon the student's enrollment, and the student will not be allowed to enroll in classes again until making the necessary payments. This may lead to SAP dismissal if the lack of enrollment causes the student to fail to make Satisfactory Academic Progress.

A student may be administratively dismissed from a program or a class because of disruptive or unacceptable behavior.

Students administratively dismissed from classes during a term for any reason are required to pay for the cost of the classes that have passed as if the dismissal were a withdrawal, but are not required to pay drop fees. If the administrative dismissal occurs after the Withdrawal Deadline for the term, the student is required to pay for the entire term.

A student may be dismissed from the school due to failure to maintain communication with the school for a period of one year.

Students have the right to appeal such actions taken by School administration. Regulations governing original hearings and appeal rights and procedures are designed to give maximum protection to both the individual and the School.

To appeal an Administrative Dismissal a student must submit a Request for Administrative Determination to the CEO within 15 days after they have been notified of their dismissal. This Request must be in writing and must include any and all evidence and documentation regarding the circumstances of the student's dismissal, any events or situations that had direct implications on this dismissal, and the grounds of appeal on the specific factor that may have received insufficient consideration. These grounds may include, for example:

- 1) legitimate mitigating circumstances (i.e., death in the family, sickness of the student, etc.)
- 2) an inconsistent or inappropriately harsh penalty
- 3) incorrect use of the disciplinary procedure.

A ruling on the appeal will be issued within 15 days following receipt of the written documentation. The decision of the CEO is final and cannot be appealed.

Drug, Alcohol and Tobacco Policies

National Personal Training Institute of Southern California, INC. policies concerning the manufacture, distribution, possession or use of controlled substances and the possession and consumption of alcoholic beverages is in compliance with Federal, State and Municipal laws. It is the policy of National Personal Training Institute of Southern California, INC. that no person shall manufacture, distribute, possess or use illegal drugs on its premises, or as a part of any of its activities. Members of the school community should understand that this standard of conduct is obligatory and binding in all cases.

Consistent with Federal, State and Municipal law, the school will impose sanctions for violations of this standard of conduct. At the discretion of the Director of the Site, these sanctions will include one or more of the following:

- A warning to the student, staff person, or member of the faculty;
- Administrative suspension of the student; or suspension of employment of the staff or faculty member;
- Mandatory completion of an appropriate rehabilitation program by the student, staff or faculty member, to occur prior to re-instatement of academic status or employment;
- Administrative dismissal of the student; or termination of employment of the staff or faculty member;
- Referral of violations to appropriate Federal, State and/or Municipal authorities.

Should any member of the school's community be convicted of a drug statute violation occurring in the work place, s/he is required to notify NPTI within five days of conviction.

It is school's policy that smoking is prohibited in the classrooms as well as in all other areas within the facilities. Faculty, staff or students who smoke may do so outside of the building in designated smoking areas.

Sexual Assault of Harassment

Sexual harassment is defined as *any attempt to coerce an unwilling person into a sexual relationship, or to subject a person to unwanted sexual attention, or to punish a refusal to comply.*

NPTI is committed to creating and maintaining an academic environment dedicated to learning and research, in which individuals are free of sexual assault or harassment from colleagues, faculty, staff, or students.

Anyone who believes that s/he has been subjected to sexual assault or harassment is

encouraged to immediately contact the Director of the site (or the Academic Advisor on campus) or the CEO with a written account and details of the incident(s), so that an appropriate investigation can be made. All communications will be held in the strictest of confidence, and the constitutional rights of the individuals involved will be protected.

Policies of Non-Discrimination

National Personal Training Institute of Southern California, INC. does not unlawfully discriminate on the basis of race, color, national or ethnic origin, religion, age, sex, sexual orientation, handicap, or prior military service in the administration of its educational policies and procedures. Specifically, the school does not discriminate in admission, financial aid, employment, or entry or exit from educational courses and programs.

Health and Hygiene

Students are to arrive to class in clean, comfortable attire (loose slacks or shorts, short sleeve shirts, and full shoes). Students must wear proper exercise attire and sneakers when working out in fitness center. Nails should be scrubbed clean and filed short. Perfume or cologne should be used minimally in order not to offend others or those allergic to scented products. Personal hygiene such as showering and hair grooming is a must before each class. Proper attire for practical aspect of class requires student to wear clothes toed shoes or sneakers.

Housing

National Personal Training Institute of Southern California is a non-residential Institution meaning that this institution has no dormitory facilities under its control. National Personal Training Institute does not assist with helping students find housing. On average, the price of housing varies, but a one bedroom will be approximately \$2000 a month.

Distance Education

National Personal Training Institute does not offer distance education at this time.

License Requirements

This program is designed to give students the necessary knowledge to succeed into an occupation as a Personal Trainer. Licensure for Personal Trainers is not a requirement in the State of California at this time.

Student Record Retention

This institution maintains separate records for each enrolled student. Each record contains the following and is kept on file for at least five years:

Student's contact information:

- Name
- Address
- E-mail address
- Telephone number
- The signed enrollment agreement, school catalog, and School Performance Fact Sheet.

Proper record is kept for any student that has a concern, questions, a complaint or conflict

with instructors or other students. Their file will contain a detailed description of the incident and subsequent action taken.

The institution maintains permanent record of the following for each student granted a degree or certificate:

- The certificate granted and the date on which that certificate was granted.
- The courses on which the certificate was based.
- The grades earned by the student in each course.

In order to maintain the student records, the institution has appointed a custodian of records. The custodian of records will ensure that each student record adheres to current standards. Each file contains a cover sheet with a checklist of what is to be in the file (as listed above). The custodian will perform monthly audits to ensure that each file is in order.

The student's financial records will be kept in a separate fire proof cabinet, to ensure maximum security. These files will be stored at the institutions branch.

Files are organized by location and semester as well as alphabetized. To maintain security, all files are kept in a fire proof filing cabinet with lock. This cabinet will be locked during and outside of business hours. The only key holder will be the custodian of records and the president. To gain access to a file, the employee must request permission from the president who will notify the custodian of records. The locked cabinet will be in the office of the custodian of records and when the custodian is not present their office will remain locked.

The students record is considered current for five years following a student's completion or withdrawal. The record is stored on paper in the fire proof, locked cabinet. The record is stored without loss of information or legibility for the period within which the record is required to be maintained.

For a record that is current, the National Personal Training Institute maintains functioning devices that can immediately reproduce exact, legible printed copies of stored record. The devices shall be maintained in reasonable proximity to the stored records at the institution's primary administrative location in California. National Personal Training Institute maintains fax machines, scanners, and copiers. For a record that is no longer current, the National Personal Training Institute is able to reproduce exact, legible printed copies within two (2) business days.

All records that the institution is required to maintain by the Act of this chapter shall be made immediately available by the institution for inspection and copying during normal business hours by the Bureau and any entity authorized to conduct investigations.

Students have the right to obtain a copy of their file by submitting a written request to the Director. Students are able to receive a copy of their file either by fax or mail. No student record will be released without the signature of authorization from the student, Director, and the Chief Academic Officer.

Transcript Requests

Students may request a copy of their transcript for free by contacting their Site Director. The student must have no outstanding sums owed to NPTI of SoCal, Inc. in order to receive the transcript. If the student has an outstanding balance, the student will have to clear the balance before the transcript will be released.

Administrative Staff and Qualifications

Chief Executive Officer/Chief Operating Officer:

Julie McCallson

Qualifications:

- Bachelors in Business Management
- Veteran Affairs Certifying Official

Chief Financial Officer:

Chantel McCallson

Qualifications:

- Bachelors in Business Management

Custodian of Record/ Director of Admission/Student Affairs –San Diego

Cathy Schoen

Qualifications:

- Management and Administrative Experience

Chief Academic Officer:

Mark Bransky

Qualifications:

- BS in Sports Management; California Polytechnic University San Luis Obispo
- Masters in Kinesiology; California State Sacramento
- Certificates: NASM CPT, CES, PES, WLS, FNS, YES, SFS

Chief Compliance:

Luke Martin

Qualifications:

- BA in Political Science and English
- MBA in Business
- JD in Law

Admissions Advisor:

Matthew Schoen

Qualifications:

- Bachelors in Sociology
- Veteran Affairs Certifying Official

Director of Admission/Student Affairs –Sacramento

Dana Underwood

Qualifications:

- BA Communication Studies
- Veteran Affairs Certifying Official

Director of Admission/Student Affairs –Santa Monica

Katie Mandell

Qualifications:

- BA in Communications & Sociology, & Health Coach Specialist
- Veteran Affairs Certifying Official

Faculty

The National Personal Training Institute employs instructors who possess the academic, experiential and professional qualifications to teach.

Each instructor shall maintain their knowledge by completing continuing education courses in his or her subject area, classroom management or other courses related to teaching. This institution shall not employ or continue to employ an instructor who was adjudicated in a judicial or administrative proceeding as having violated any provision of the Act or this chapter, or as having committed any act that would constitute grounds for the denial of a license under Section 480 of the Business and Professions Code

Instructors:

Mark Bransky

Qualifications:

- BS in Sports Management; California Polytechnic University San Luis Obispo
- Masters in Kinesiology; California State Sacramento
- Certificates: NASM CPT, CES, PES, WLS, FNS, YES, SFS

Seith Minetti-

Qualifications:

- BS in Kinesiology
- Certificates: Strength Coach, Biosignature practitioner, and Strength and conditioning specialist

Brittany Chown

Qualifications:

- BS in Kinesiology and Applied Science
- Certificates: CSCS Certificate

Conor Foley

Qualifications:

- BS in Kinesiology
- Certificates: · Corrective Exercise Specialist, Performance Enhancement Specialist, Weight Management Specialist, Fitness Nutrition Specialist, Senior Fitness Specialist, Youth Exercise Specialist (NASM); Strength and Conditioning Coach (NSCA)

Kenny Kallen

Qualifications:

- BS in Kinesiology
- Certificates: Performance Enhancement Specialist, Senior Fitness Specialist, Youth Exercise Specialist, Strength and Conditioning Coach.

Job Placement Assistance

At course completion, students will be prepared for the occupation in which they have studied. Students will be given the resources necessary during the course on how to properly apply for jobs through the assistance of their teacher. This includes how to properly write a resume, participate in an interview, follow-up with employers, etc. Therefore, the teacher at each location acts as a placement counselor.

The Director of National Personal Training Institute works also as a full-time job placement counselor by maintaining a current listing of available positions, seeks to locate potential employers and assists graduates with placement. NPTI Graduates receive a user name and password to be used for access on website for employment opportunities in their area. Fitness managers and recruiters are consistently visiting all school locations to discuss available job opportunities with students. Every effort will be made to help graduates find suitable employment in fitness centers, full scale commercial gyms, chiropractic offices, physical therapy offices, salons, spas, resorts, community centers, corporate settings, etc. However, The National Personal Training Institute of Southern California, INC. cannot promise or guarantee employment to anyone.

Gainful Employment- US Dept. of Labor SOC Codes

The following United states Department of Labor's Standard Occupational Classification Codes are utilized for reporting purposes for all programs at NPTI 39-9031 (Fitness and Yoga Instructor) and 21-1091 (Health Educator).

Admission Requirements

- Eighteen (18) years of age
- High School Diploma or equivalent
- Physicians Certificate
- *It is recommended to begin with Certified Personal Training Program or equivalent before enrolling in the Corrective Exercise, Performance Enhancement, Life Span Specialist, Group Fitness Instructor, or Health Coach. The knowledge obtained in the CPT program gives a solid foundation for success in these other programs.

All students must be 18 years of age and have a high-school diploma or equivalent. In addition, each student must provide a physician's certificate showing that the student is physically able to lift, position and tolerate the physical demands as required in this occupation. Admissions advisor will determine eligibility of previous coursework during the application process.

The admissions process begins with the student filling out and submitting an enrollment registration form for admissions along with the registration fee of \$10.00. When registration is accepted the applicant will make an appointment to meet with an Admissions Advisor to receive additional information about the program and tour the school. The completion and submission of all other admissions paperwork is required, which includes an enrollment agreement, high school diploma or equivalent, proof of age, a physician certificate and a passing grade on the entrance exam. All of which must be obtained before the training for the student can begin. The student will be notified within 5 business days of denial or acceptance for entry into the program. Should the student be denied admission the student may re-apply at any time. The required documentation can be provided at the time of the scheduled orientation day.

This institution shall not admit any student who is obviously unqualified or who does not appear to have a reasonable prospect of completing the program.

The National Personal Training Institute does not discriminate against any applicant by race, gender, age or physical disability in accordance with federal and state guidelines.

Measurement of Courses

In compliance with § 21.4270 Measurement of courses, theory and class instruction constitutes more than 50% of all trade and technical programs offered at NPTI as the programs do not lead to a standard degree. As such, enrollment will be measured at the following rates:

1. Full-time enrollment is 18 clock hours net instruction per week
2. Three-quarter time enrollment is 13 to 17 clock hours net instruction per week
3. One-half time enrollment is 9 through 12 clock hours net instruction per week.
4. Less than one-half-time but more than one-quarter-time enrollment is 5 through 8 clock hours net instruction per week
5. Quarter-time enrollment is 1 through 4 clock hours net instruction per week

Maximum Enrollment Figures for Each Course

National Personal Training Institute makes every attempt to provide hands on training for every student. To make sure this occurs the school sets limits to the number of students able to attend each course. Here are the firm caps for each course that is offered per campus:

1. Personal Training- 40 students per course (multiple courses offered annually)
2. Health Coach Specialist- 40 students per course (multiple courses offered annually)
3. Performance Enhancement Specialist- 40 students per course (multiple courses offered annually)
4. Corrective Exercise Specialist- 40 students per course (multiple courses offered annually)
5. Yoga Teacher Training Program- 40 students per course (multiple courses offered annually)
6. Lifespan Specialist - 40 students per course (multiple courses offered annually)
7. Group Fitness Instructor – 40 students per course (multiple courses offered annually)

Foreign Students

National Personal Training Institute accepts students from other countries, as long as that student is able to study legally in the United States by possessing a Student Visa or another form of temporary citizenship. This institution is not authorized to provide student visa services, and the obtainment of a student visa is the student's responsibility. The institution will vouch that the student is enrolled once they have met the admissions requirements and been accepted by the Director. The institution will not vouch for any associated charges.

Language Proficiency and Information

All lecture and course material are presented in English. The instruction will occur in no other languages. National Personal Training Institute does not offer any English language services.

The level English language recommended to succeed in the class is a level three (3) or higher. Level three (3) is defined as:

Level 3—Intermediate [WIDA level = Developing]:

A pupil shall be classified level 3 if all of the following criteria are met:

- (a) The pupil understands and speaks conversational and academic English with decreasing hesitancy and difficulty.
- (b) The pupil is post-emergent, developing reading comprehension and writing skills in English.
- (c) The pupil's English literacy skills allow the student to demonstrate academic knowledge in content areas with assistance.

Student's whose first language is not English, are not required to submit documentation of proficiency. These student's will be met with on a case-by-case basis to determine if they will be able to succeed in the program given their English proficiency. There is no fee for this service.

Ability-To-Benefit Examination

This institution does not provide the ability-to-benefit examination

Transfer Credit

This institution does not provide transfer credit.

Experiential Credit:

This institution does not provide experiential credit.

Articulation/Transfer Agreement Disclosure: The National Personal Training Institute has not entered into an articulation and transfer agreement with any other college or university. NPTI courses are measured in clock hours as opposed to credit hours, and as such NPTI courses do not typically transfer to other institutions of higher education.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS
EARNED AT OUR INSTITUTION

The transferability of credits you earn at National Personal Training Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the Certified Personal Training Program, Health Coach Specialist, Corrective Exercise Specialist, Performance Enhancement Specialist, Group Fitness Instructor, and/or Yoga Teacher Training Program is also at the complete discretion of the institution to which you may seek to transfer. If the Certified Personal Training Program, Health Coach Specialist, Corrective Exercise Specialist, Performance Enhancement Specialist, Group Fitness Instructor and/or Yoga Teacher Training Program that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending National Personal Training Institute to determine if your certificate will transfer.

Attendance Policies

Holidays Observed

Classes will not be held on the following:

New Year's Day

Labor Day

Memorial Day

Thanksgiving Day

Independence Day

Christmas Day

Absence - Absence will be considered excused under the following circumstances: illness with valid documentation, death in the family (up to 3 days), or birth in the immediate family, and other valid reasons substantiated in writing and at the discretion of the site director. All other absences will be considered unexcused and count towards the maximum number of allowable absences. Military orders will be treated separately and based on an individual basis. Students who are incarcerated due to legal issues will not have missed classes count as excused so it is encouraged that students who find themselves in these situations notify their site director as soon as possible for available options.

Tardiness - Tardiness is a disruption of a good learning environment and is to be discouraged. Tardiness without legitimate reason on two occasions in one class will be considered as one unexcused absence.

Interruption for Unsatisfactory Attendance - Students who have not maintained the required minimum attendance average of **90 percent** class will be placed on probation for one month. If the student does not improve the attendance average to the required minimum by the end of the probationary period, the student will be terminated from the training program. If applicable the VA will be notified accordingly.

Cutting classes - Cutting of classes will be considered as unexcused absences. Students who leave early will be awarded the hours that they did attend, but will be marked absent for the time they left class early.

Make-Up Work - Make-up work may be required for any absence. However, hours of make-up work cannot be accepted as hours of class attendance.

Consequences of repeated absence – For each program at NPTI, a student will be allowed to miss at most 10% of the entire program. For example, with a program that is 500 hours, the most that a student would be allowed to miss is 50 hours. When a student misses more than 50 hours they will be removed from the program. Leaving early, and arriving late will count toward this maximum allowed hours.

Completion of Requirements and Incompletes: Required coursework missed by a student must be made up. The student is responsible to make the necessary arrangements with the instructor(s) to obtain what information was missed in class and complete any and all assignments given. Practical make-up time will be made under the supervision of the instructor. No student will receive a diploma until all requirements are met; however, the student has a right to request his/her transcript.

Leave of Absence

Students may request a leave of absence (LOA) for medical reasons, financial difficulties, military duty, personal difficulties, and jury duty. If the student requests a LOA and the student has already missed 14 consecutive calendar days, the LOA will not be granted. Students must present a completed Application for Leave of Absence form to the school. The Director, will review the request and approve or deny within 5 business days.

LOA's shall will not to exceed 180 calendar days cumulatively during a student's academic tenure.

Unless the LOA is due to financial difficulties, the student, while on LOA must continue any payments to the school and the payments must be kept current. Non-payment or late payments may be grounds for termination. If the LOA is due to financial difficult, these situations will be dealt with on a case-by-case basis by the CEO.

1. The Director will approve or deny LOA requests. Written notification of the approval / denial of the request as well as the effect the LOA will have on the student.
2. If the student is not in attendance on their scheduled return date, the student will be withdrawn.
3. Students may be required to obtain a new gym membership.
4. Student will re-enter where they left off in their studies.

Notice: VA students would not be able to continue payments to the school while not attending and on a LOA. If VA students were to go on LOA, the VA would need to be notified promptly in order for payments/certifications to be adjusted properly.

Incompletes: Required coursework missed by a student must be made up. The student is

responsible to make the necessary arrangements with the instructor(s) to obtain what information was missed in class and complete any and all assignments given. Practical make-up time will be made under the supervision of the instructor. No student will receive a diploma until all requirements are met; however, the student has a right to request his transcript.

Satisfactory Academic Progress

In order to progress satisfactorily through an educational program, students must meet the following standards of Satisfactory Academic Progress (SAP) or they will be dismissed from NPTI.

- 1) All students must complete their program within the Maximum Time Frame (MTF), which is 1.5 times the expected time for program completion.
- 2) Maximum clock hours reflect the maximum allowable clock hours before a student is required to graduate or is disqualified from a program.
- 3) Certificate students must maintain a minimum cumulative grade point average (GPA) of 2.0 to meet graduation requirements. (See Grading for information on how to calculate GPA.)
- 4) Withdrawals remain on the transcript, and no grade points are assigned. “W” is a permanent grade. A withdrawal does not affect the cumulative grade point average (CGPA).
- 5) No grade points are assigned for an “I” grade. An “I” or incomplete does not affect the cumulative grade point average (CGPA).
- 6) Students may be required to, or may choose to repeat a class in order to improve academic performance. Certificate students may repeat up to one course. Classes may only be repeated one time. Students may not repeat courses in which a grade of “B” or better has been earned. The new grade will be included in the GPA computation and the first attempt will be removed. The first attempt will be notated with an “R” on official transcripts, but will-not be included into GPA calculations. Students will be charged the full tuition rate when repeating a course.
- 7) Transferred credit receives no grade for each transferred class, and the credit is not entered into grade point average. Transfer credit does not affect the Maximum Time Frame.

Clock Hours for Completion	Maximum Time Frame	Maximum Time Frame
200/220	3 Months	4.5 Months
500	6 Months	9 Months

The following measurements are used to determine Satisfactory Academic Progress:

1. A percentage of the Maximum Time Frame (MTF);
2. Minimum cumulative grade point average (GPA);

Students who have reached 100% of their MTF are ineligible for Academic Probation, and are subject to immediate dismissal from NPTI.

Policies on Satisfactory Academic Progress (SAP)

- Students are required to abide by attendance policies to achieve Satisfactory Academic Progress.
- The following grades will lower the percentage of courses successfully completed because of their inclusion in courses attempted:
 - ❖ F or Failing
 - ❖ NP or No Pass
 - ❖ I or Incomplete
 - ❖ W or Withdrawal
- Course repetitions will be counted twice in the percentage of courses attempted, but will only be applied once toward the number of courses completed.
- Courses that have been audited or transferred from another institution are not calculated into the GPA for purposes of SAP.

Academic Probation

Students who fail to abide by the terms of SAP will be placed on academic probation. A student in the Certificate Programs must maintain an overall grade point average of 2.0 for all Certificate work attempted. A grade point average of less than 2.0 will result in the student being placed on academic probation.

A student is also subject to academic probation if s/he has two or more ‘Incompletes’ at any time. An “Incomplete” for more than one month reverts to an "F" (failing) grade.

When a student is placed on probation because of a substandard grade-point average, the student is required to meet with an Academic Advisor. A plan for improving the grade-point average to a 2.0 level or above is made. Certificate students are allowed two months to correct their academic deficiencies (if they do not exceed the Maximum Time Frame). NPTI recommends that if possible any coursework in which a letter grade of “D” or “F” was earned should be repeated while on academic probation.

If a student corrects their academic deficiencies within the allowable timeframe, they will be removed from probationary status.

SAP Dismissal

Students who are on Academic Probation will be dismissed from NPTI if they fail to abide by the terms of their Academic Probation and/or do not rectify their academic deficiencies in the time allotted.

Students may also be dismissed for failure to make Satisfactory Academic Progress (please see course Repeat policy).

Satisfactory Academic Progress Dismissal Appeals Policy

Satisfactory Academic Progress (SAP) defines the standards that NPTI students must meet to continue their studies; failure to meet these standards will result in dismissal from NPTI. Prior to being dismissed from NPTI, when a determination has been made that a student is

not meeting SAP, that student will be placed on academic probation (see above section on Academic Probation for probationary terms). If the student fails to meet the terms of their academic probation and correct their academic deficiencies, they will be summarily dismissed from NPTI (SAP Dismissal).

If a student has been dismissed due to not meeting SAP standards, and wishes to appeal his/her dismissal, the student should first consult with his/her Academic Advisor. If, at the conclusion of any such consultation, the student does not believe there are legitimate grounds for their dismissal, they may file an SAP Dismissal Appeal with the Chief Academic Officer.

An SAP Dismissal Appeal is normally granted when a student can document that a) they have met the terms of their academic probation, and b) legitimate mitigating circumstances, beyond the student's control, were present which affected their academic performance (i.e., personal illness or accident, illness or accident of immediate family or family member, loss of housing, military duty, etc.). An SAP Dismissal Appeal must address the student's compliance with the terms of their probation and explain the mitigating circumstances that led to the substandard academic performance during the probationary period that resulted in their dismissal. Supporting documentation (e.g., doctor's notes, military orders, etc.) must be included with the appeal to substantiate the mitigating circumstances.

The Chief Academic Officer is looking for evidence that a student has met the terms of their academic probation and adequately identified and resolved the issues that led to their substandard academic performance before granting an appeal and permitting them to continue their studies on a reinstatement probationary month. Students should provide an explanation of how the circumstances have been resolved, changed or will be different if they are reinstated and permitted to continue their studies. It is strongly recommended that a student meet with their Academic Advisor before submitting their appeal.

To be considered, a student's SAP Dismissal Appeal must be submitted within 15 days after they have been notified of their dismissal and must include any and all evidence and documentation. A student's appeal is considered complete when it is submitted and students will not be permitted to supply any additional facts and/or documentation on their own volition; however, a student may be asked for additional information if it is deemed necessary by the Chief Academic Officer.

A final decision by the Chief Academic Officer will be rendered within 15 days of the SAP Dismissal Appeal submittal. The decision of the Chief Academic Officer is final and cannot be appealed.

The appeals process does not affect the maximum time frame. An appeal does not stop the clock on graduating within the specific time period.

Qualifying Appeals

If a student qualifies for an appeal based on mitigating circumstances, the student will be placed on a reinstatement probationary month. At the end of a student's reinstatement

probationary month, the student will either: 1) be dismissed; 2) remain on reinstatement for one additional month; or 3) be returned to good standing. Requirements and criteria for each of these are as follows:

1. The student is dismissed if:
 - a. They withdrew from all courses during the month; or
 - b. The GPA for the reinstatement probationary month was below 2.0.
2. The student remains on reinstatement probation for one additional month if the student's GPA for the reinstatement probationary month was at least 2.0 but the student's cumulative GPA remains below 2.0. At the end of the second reinstatement probationary month, the student is dismissed if:
 - i. The student withdrew from all courses during the month; or
 - ii. They have not corrected their academic deficiencies and their cumulative GPA is below 2.0.
3. The student returns to good standing if:
 - a. The student has completed the month; and
 - b. The student's cumulative GPA has improved to at least 2.0.

Withdrawal and Cancellation Policy

Withdrawal/Cancellation Policy: The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh (7th) day after enrollment, whichever is later. If warranted, monies will be refunded according to the Refund Policy outlined below. Students must notify the director in writing of their intention to withdraw from the program. Student's must send their written intention of cancellation/withdrawal to:

National Personal Training Institute
Attention: Julie McCallson
5319 University Drive
PO Box 305
Irvine, CA 92612

Refund Policy

Students must notify the director in writing of their intention to withdraw from the program. A notice of cancellation shall be in writing, and a withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

This institution shall refund 100 percent of the amount paid for institutional charges, minus any non-refundable fees, if notice of cancellation is made through attendance at the first class session, or the seventh (7th) class day after enrollment, whichever is later. The student will also receive a 100 percent refund for all textbooks and materials returned.

NPTI has and maintains a policy for the refund of the unused portion of tuition, fees and other charges in the event the veteran or eligible person fails to enter the course or

withdraws or is discontinued there at any time prior to completion. The amount charged to the veteran or eligible person for tuition, fees and other charges does not exceed the approximate pro rate portions of the total charges for tuition, fees and other charges and that the length of the completed portion of the course should bear to its total length

The institution shall pay or credit refunds within 45 days of a student's cancellation or withdrawal.

Refunds will be paid according to the following formula:

A non-refundable registration fee is deducted from the total amount paid for the course. The remaining amount is then divided by the total number of hours in the course. This amount constitutes the "per hour" charge for the course. Finally, the number of incomplete hours in the course is multiplied by the "per hour" charge. The remaining amount is the refund that is owed to you.

Student Complaint Procedure

From time to time, differences in interpretation of school policies will arise among students, faculty, and/or the administration. When such differences arise, usually a miscommunication or misunderstanding is a major contributing factor. For this reason, we urge both students and staff to communicate any problems that arise directly to the individual(s) involved. If the problem cannot be resolved in this manner, contact your site Director either in writing or by phone.

Within 10 days the director will review the matter and determine the course of action to be taken and proceed accordingly. There will be a report on the incident and subsequent action taken which will be placed in the students file.

A student or any member of the public can may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling **(888) 370-7589** or by completing a complaint form, which can be obtained on the bureau's Internet Web Site **<http://www.bppe.ca.gov/>**

Student Services

Academic Counseling: Students who are having trouble maintaining academic requirements will be counseled and arrangements will be made to remedy the situation, such as tutoring, make-up hours, re-tests. Every effort will be made to bring students into compliance.

Library All locations including main, branch and satellites have small libraries where books and learning resources, such as instructional videos, may be checked out for additional study time. Students may check out no more than three items at one time and these items must be returned within seven (7) days. An extension may be granted on items checked out if no other students are requesting the same item. As far as applicable fees, there is no library card, technical fees, or overdue library fees. Students are

responsible for the replacement cost of any lost or damaged items that is checked out.

The library is open during normal business hours, which is one hour before any class begins and one hour after class is over. Any book may be checked out during this period of time. For specific hours please check the current schedule of classes.

Public Library: Each location is located near at least one public library. Information on how students can access the public library can be obtained from the instructor, Director, or by viewing the information posted inside the classroom.

Student Grievance Policies and Procedures

NPTI continually strives to provide a fair and reasonable governing system and is committed to ensuring that all parties have access to the information they need regarding the NPTI's policies and procedures. Note that grades are not grievable under this policy (see Grade Appeals in this Catalog).

For students, NPTI adheres to the following Student Grievance Procedure:

1. If a student has a grievance regarding services or academic procedures, the student must first take responsibility for resolving the grievance by talking with the party with whom they have a grievance. If the matter is resolved at this level (level one), it is considered an informal grievance and NPTI does not keep a record of the matter.
2. If the matter is not resolved at level one, the student may bring the matter to the attention of a NPTI administration. An administrator employing a fact gathering procedure in which both parties, and any third parties involved, are asked to review the facts of the matter investigates a grievance at this level. If the matter is resolved at this level (level two), NPTI may provide the student with a written response and keep a record of the resolution, but it is still considered an informal grievance.
3. If the matter is not resolved at level two, the student may file a Formal Complaint. To do this the student obtains (from the Chief Executive Officer) a Student Complaint Form, completes it, and takes it to the CEO to discuss his/her concerns. In this discussion the student should provide all of the facts and names of those who may be aware of the problem. The institution shall, within 15 days of receiving the complaint, act on the matter.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling toll free telephone # (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet Web site at www.bppe.ca.gov.

THE CALIFORNIA BUREAU FOR PRIVATE POSTSECONDARY EDUCATION

*Mailing Address: P.O. Box 980818
West Sacramento, CA 95798-0818*

Phone: (916) 431-6959
Toll Free: (888) 370-7589
Fax: (916) 263-1897
Website: www.bppe.ca.gov

Personal Training Program

[THIS PROGRAM IS PROVIDED AT ALL CAMPUSES]

Personal Training Program Description and Objectives

The objective of this program is to train individuals in the art and science of personal training. Personal trainers require knowledge and expertise in the areas of exercise and fitness, weight control, and healthy lifestyles. A Personal trainer's role is to advise clients on appropriate and proper exercise techniques, weight loss and weight maintenance options, and how to adopt a healthier lifestyle. The knowledge and skills acquired by the students will enable them to design and implement a safe and effective training program specific to each client and will include exercise and fitness programs and nutritional consultation.

To reach this goal the student will demonstrate:

1. Knowledge of essential elements to be a successful personal trainer including sales, marketing, interviewing, pricing, compensation norms, risk assessment, and general business knowledge
2. Knowledge of the human musculoskeletal system and basic biomechanical factors that affect performance
3. Knowledge of anatomy and physiology of a muscle cell
4. Understanding of how the body physiologically adapts to exercise
5. Proper exercise program design for the following goals: strength, size, power, muscle endurance, weight loss, cardiovascular endurance, and flexibility
6. Knowledge of the essential nutrients and how to manipulate caloric intake to gain/lose weight
7. Knowledge of origin, insertion, action, and training guidelines for all major muscle groups in the human body
8. Learn and practice correct form for the primary resistance training, cardiovascular exercises, and stretches used in a fitness setting
9. To increase a student's fitness levels while enrolled in the course
10. To practice personal training so a student is better prepared to enter the job market and requires less training than the competition
11. Knowledge of the energy systems in the body and how they work
12. Familiarity with common injuries and suggested training protocols to prevent injuries and recover from injuries.
13. Familiarity with common supplements and drugs in the fitness world
14. Knowledge of how to handle the training differences when training males, females, older adults, and children

Personal Training Program Tuition and Fees

Financial Aid: The National Personal Training Institute is not eligible to participate in the Title IV Federal Student Aid program.

Student Loans: If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

Cost of Tuition: Since NPTI is not eligible to participate in Federal Student Aid, the institution allows students to make monthly payments throughout the length of their course. Listed below are the course fees, schedule of

The estimated total charge for the entire personal training program is **\$6,899.00**. The course fees are listed below:

TUITION	\$	6,300.00
*STRF FEE	\$	0.00 (non-refundable)
*REGISTRATION FEE	\$	10.00 (non-refundable)
TEXTBOOKS	\$	524.00
TOTAL COST	\$	\$6,899.00
PERIOD OF ATTENDANCE COST	\$	\$6,899.00

Student Tuition Recovery Fund:

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education,

2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Personal Training Program Class Schedule and Clock Hours

We offer three distinct options for our students:

Option 1 (Day Class): Monday through Thursday from 9:00am to 2:30pm for six (6) months.

Class Schedule and Hours
Lecture 9:00am-12:00pm
Break 12:00pm-12:30pm
Lab 12:30pm-2:30pm

Option 2 (Night Class): Monday through Thursday from 5:00pm to 10:30pm for six (6) months.

Class Schedule and Hours
Lecture 5:00pm-7:00pm
Break 7:00pm-7:30pm
Lab 7:30pm-10:30pm

Option 3 (Saturday Class): Every Saturday from 9:00am to 5:00pm for twelve (12) months plus one Sunday a month from 9:00am to 5:00pm

Lecture 9:00am-12:00pm
Break 12:00pm-12:30pm
Lab 12:30pm-2:30pm
Lecture 2:30pm-5:00pm

Clock Hours of Instruction

Option 1 (Day Class)
(5 hours a day x 4 days a week) x 25 weeks = 500 hours

Option 2 (Night Class)
(5 hours a day x 4 days a week) x 25 weeks = 500 hours

Option 3 (Saturday)
(7.5 hours a day x 1 days a week) x 52 weeks = 416 + (7 hours a day x 1 day a month) x 12 (84) = 500

Personal Training Program Grading System

Grading System: Students will be quizzed on a regular basis with a mid-term given at the half way point. The final testing procedure will be both written and practical.

<i>From</i>	<i>To</i>	<i>Symbol</i>	<i>From</i>	<i>To</i>	<i>Symbol</i>
97	100	A+	79	81	C+
94	96	A	76	78	C
91	93	A-	73	75	C-
88	90	B+	70	72	D+
85	87	B	67	69	D

82	84	B-	64	66	D-
			0	63	F

Personal Training Program Graduation Requirements

Students must satisfactorily complete the following:

1. Final written and a final practical exam (70% or higher)
2. Attendance (500 hours). Students must follow the attendance policies previously listed to meet the graduation requirement.
3. Homework and quizzes also must be satisfactory (70% or higher).
4. Students will be required to maintain a passing grade of 70% at all times in order to satisfy the requirements of the school in order to graduate.
5. Tuition must be paid by the end of the program.
6. After all requirements are met, students will receive a diploma.
7. Student's progress will be evaluated during the course and evaluation will be completed by school upon graduation.
8. If a student of the Personal Training Program wishes to enroll in any CEU's (upon graduation or at a later time) they must receive, or have received, a grade of **80%** or higher to qualify.

Personal Training Program Facilities and Equipment

Furnished with tables and chairs accommodating up to 40 students per class session. 50 inch TV monitor display power point presentations. Anatomy charts are displayed throughout the classroom. Classroom consists of approximately 1000 square feet to accommodate 40 students. Table and chairs are provided. Restrooms are conveniently located in the building. Fully equipped gym for hands-on training.

All locations including main, branch and satellites all have access to full service health clubs for hands on training. Gym equipment includes but is not limited to

Equipment:	Assorted Anatomical Charts	Assorted Training Videos
	Skeleton	Assorted Free Weights
	Skinfold Calipers	Weight Training Benches
	Tape Measure	12" Aerobic Steps
	Blood Pressure Cuff	TV/VCR
	Stethoscope	Exercise Mats
	Scale	Heavy Equipment/Exercise Machine

Personal Training Program Textbooks

NASM Essentials of Personal Fitness Training, 6th edition

ISDN: 978-1-284-113099 Jones Bartlett Learning

Personal Training Program Description of Instructions

Teaching will be done through PowerPoint, lecture, practical demonstration, and written material. Course outline follows:

Personal Training Course
100 Hrs of Theory
100 Hrs of Nutrition
100 Hrs of Anatomy & Physiology
200 Hrs of Practice Experience

100 Hours of Theory

- **Legal Guidelines**
 - Addresses many of the standard legal and business concerns that personal trainers may have regarding business structure, employment status, contracts, and risk management.
- **Starting your own business**
 - Financial Management
 - Reviews types of business structures
 - How to create business plan
- **Business management**
 - Identify the skill-sets and competencies that a fitness professional needs in order to be a successful entrepreneur, owner, or department manager
 - Understand how to operate a fiscally successful business in the fitness industry
- **Client evaluation**
 - How to perform a variety of fitness tests when first meeting clients, and periodically retest to make sure that their programs effectively help the clients reach their goals.
- **Program design**
 - To learn to design a fitness program based on clients individual needs
 - Learn to track and modify the program when necessary
- **Insurance requirements**
 - Understand general liability insurance and professional liability insurance

100 Hours of Nutrition

- **Food fads and myths**
 - Review current trends in society and address myths surrounding dieting
- **Habits and beliefs**
 - Understand the eating habits and beliefs of other cultures and religions
- **Energy systems**
 - Anaerobic and aerobic systems
- **Vitamins and minerals**
 - Functions of vitamins and minerals
- **Carbohydrates, proteins, fats**

- Function of carbohydrates, proteins, and fats

100 Hours of Anatomy & Physiology

- **Cells and tissues**
 - Organization of cells, their components and extracellular products, at all levels including the grouping and interrelations of cells, in tissues and organs.
- **Muscle structure**
 - Conductivity, irritability, contractility, relaxation, distensibility, and elasticity. Identify the parts of a muscle from gross structure down to the sarcomere and its components, the thick and thin fibers
- **Kinesiology**
 - Study of the anatomy, physiology, and mechanics of body movement, especially in humans.
- **Skeletal, muscular, lymphatic, nervous and cardiovascular systems**
 - Understanding each system and how they interact with one another.

200 Hours of Practical Experience

- **Introduction to fitness centers, program design, fitness classes, and equipment**
 - Understanding of different types of fitness centers, classes, and how different equipment operates.
- **Spotting techniques**
 - Learn to support clients during a particular exercise. The emphasis is on keeping them safe and allowing them to use proper form.
- **Lifting techniques**
 - Learn proper technique to optimize effectiveness and eliminate injury
- **Monitor and record results of an actual client**
 - How to track progress of clients in the gym

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Health Coach Specialist

[THIS PROGRAM IS PROVIDED AT ALL CAMPUSES]

Health Coach Specialist Course Description and Course Objectives

Course Number: HCS200

This course will provide essential knowledge and skill regarding energy balance, caloric needs, activity, metabolism, and food choices. This is accomplished through different methods that include the development and establishment of unique dietary guidelines and the development of exercises targeted for the reduction of excess weight.

Students will learn to analyze the lifestyle of a client in relation to the weight loss goal. The analysis includes an investigation into the types of food the client eats, how many times the client eats in a day, the client's habits, and the client's current weight. The purpose of examining the client's weight is so that the weight loss specialist can monitor his or her progress over the course of time to find out how much weight the client is losing on a predetermined basis.

Course Objectives:

1. Describe the function of carbohydrates, proteins, lipids (fats) and water and their role in health.
2. Describe and apply widely-accepted nutritional guidelines to enhance anaerobic and aerobic athletic performance including meal composition and timing.
3. Describe the indications, contraindications, and efficacy of common dietary supplements and ergogenic aids.
4. Discuss the laws of thermodynamics and the role of the calorie in weight management.
5. Develop an individualized, goal-specific nutritional plan based on the Dietary Guidelines for Americans taking into considerations those with specialized dietary needs (e.g. vegan, lactose intolerance, chronic disease, seniors, youth).
6. Identify and leverage current and emerging technologies to catalog daily caloric consumption, calculate caloric totals for each macronutrient, and analyze these results with published norms.
7. Describe NPTI's Standards of Professional Practice including ethical business practices, confidentiality, adherence to legal requirements, and professionalism as they relate to the personal fitness trainer.

Health Coach Specialist Tuition and Fees

Financial Aid: The National Personal Training Institute is not eligible to participate in the Title IV Federal Student Aid program.

Student Loans: If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the

amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

Cost of Tuition: Since NPTI is not eligible to participate in Federal Student Aid, the institution allows students to make monthly payments throughout the length of their course. Listed below are the course fees, schedule of

The estimated total charge for the entire health coach specialist is **\$4,549.00**. The course fees are listed below:

TUITION	\$	3,960.00
*STRF FEE	\$	0.00 (non-refundable)
*REGISTRATION FEE	\$	10.00
TEXTBOOKS	\$	579.00
TOTAL COST	\$	\$4,549.00

PERIOD OF ATTENDANCE COST \$ 4,549.00
*Non-refundable

Student Tuition Recovery Fund:

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Health Coach Specialist Class Schedule and Clock Hours

Class Schedule and Hours- HEALTH COACH SPECIALIST PROGRAM:

Option 1 (Day Class): Monday through Thursday from 9:00am to 2:30pm for three (3) months.

Class Schedule and Hours

Lecture 9:00am-12:00pm

Break 12:00pm-12:30pm

Lab 12:30pm-2:30pm

Option 2 (Night Class): Monday through Thursday from 5:00pm to 10:30pm for three (3) months.

Class Schedule and Hours

Lecture 5:00pm-7:00pm

Break 7:00pm-7:30pm

Lab 7:30pm-10:30pm

Clock Hours of Instruction

Option 1 (Day Class)

(5 hours a day x 4 days a week) x 12 weeks = 240 hours

Option 2 (Night Class)

(5 hours a day x 4 days a week) x 12 weeks = 240 hours

Health Coach Specialist Grading System

Grading System: Students will be quizzed on a regular basis with a mid-term given at the half way point. The final testing procedure will be both written and practical.

<i>From</i>	<i>To</i>	<i>Symbol</i>	<i>From</i>	<i>To</i>	<i>Symbol</i>
97	100	A+	79	81	C+
94	96	A	76	78	C
91	93	A-	73	75	C-
88	90	B+	70	72	D+
85	87	B	67	69	D
82	84	B-	64	66	D-
			0	63	F

Health Coach Specialist Graduation Requirements

Graduation Requirements: Students must satisfactorily complete the following:

1. Final written and a final practical exam (70% or higher)
2. Attendance (200 hours). Students must follow the attendance policies previously listed to meet the graduation requirement.
3. Homework and quizzes also must be satisfactory (70% or higher).
4. Students will be required to maintain a passing grade of 70% at all times in order to satisfy the requirements of the school in order to graduate.
5. Tuition must be paid by the end of the program.
6. After all requirements are met, students will receive a diploma.
7. Student's progress will be evaluated during the course and evaluation will be completed by school upon graduation.

Health Coach Specialist Facilities and Equipment

Facilities: Furnished with tables and chairs accommodating up to 40 students per class session. 50 inch TV monitor display power point presentations. Anatomy charts are displayed throughout the classroom. Classroom consists of approximately 1000 square feet to accommodate 40 students. Table and chairs are provided. Restrooms are conveniently located in the building. Fully equipped gym for hands-on training.

All locations including main, branch and satellites all have access to full service health clubs for hands on training. Gym equipment includes but is not limited to

Equipment:	Assorted Anatomical Charts	Assorted Training Videos
	Skeleton	Assorted Free Weights
	Skinfold Calipers	Weight Training Benches
	Tape Measure	12” Aerobic Steps
	Blood Pressure Cuff	TV/VCR
	Stethoscope	Exercise Mats
	Scale	Heavy Equipment/Exercise Machine

Health Coach Specialist Textbook

Textbooks: *Nutrition 5th Edition*
Author: Paul Insel, Don Ross, Kimberley McMahon
ISBN: 9781449672829

Other Instructional Materials: NASM Academic Resource Center (ARC)

Health Coach Specialist Description of Instruction

Teaching will be done through PowerPoint, lecture, practical demonstration, and written material in the classroom. Course outline follows:

Module #1: 33 Instructional Hours

- Scope of Practice
- Food Choices: Nutrients and Nourishment
- Nutrition Guidelines and Assessment
- Obesity epidemic
- Socioeconomic status
- Prevalence of obesity
- Physical activity
- Health Effects of Obesity and
- Exercise Guidelines for Comorbidities
- Blood Pressure
- Chronic Disease

Module #2: 33 Instructional Hours

- The Physiology of Weight Control
- Calculate BMR and REE
- Energy balance
- Goal Setting
- Psychology of weight loss
- Communication
- Law of thermodynamics
- Lipids
- Proteins and Amino Acids

Module #3: 33 Instructional Hours

- Fat Soluble Vitamins
- Water Soluble Vitamins
- Fitness Assessment
- Nutrition strategies for weight loss
- Labs

Module #4: 33 Instructional Hours

- Nutrition Strategies for Weight Loss
- Basic Training Methodologies for Weight Loss
- Avoiding and Breaking Plateaus
- Water and Major Minerals
- Trace Minerals
- Digestion and Absorption

Module #5: 33 Instructional Hours

- Weight management myths
- Weight loss programming application
- Metabolism
- Energy Balance, Body Composition, and Weight Management
- Spotlight on Complementary and Alternative Nutrition

Module #6: 33 Instructional Hours

- Legal and Ethical Responsibilities
- Marketing Your Services
- Spotlight on Complementary and Alternative Nutrition
- Spotlight on Eating Disorders

Review/ Final Exam: 2 Hours

Health Coach Specialist Student Evaluation

Student Evaluation: Student evaluation will be both written and practical.

Class Participation 30%

Quizzes 30%

Final Exam 40%

Total--100%

Students must receive 70% or greater on tests and skills. An overall grade of 70% or greater must be achieved in order to sit down for the final exam.

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Performance Enhancement Specialist

[THIS PROGRAM IS PROVIDED AT ALL CAMPUSES]

Performance Enhancement Specialist Course Description and Course Objectives

Course Number: ESPT200

This lab is the practical application of program design for sport-specific clients. Students will be able to design cardiorespiratory training programs, power OPT™ programs, and programs for clients who participate in individual competition or team sports. Students will apply principles of reactive neuromuscular training (plyometric) and integrated speed training to help clients achieve their established goals.

Course Objectives:

1. Describe, demonstrate, and record movement and dynamic postural assessments including overhead squat, single-leg squat, pushing, and pulling.
2. Describe and demonstrate exercise progressions and regressions using the neurologic continuum including modality selection, extremity symmetry, and plane dominance.
3. Identify the acute training variable ranges that elicit various physiologic responses including stabilization, stabilization endurance, strength endurance, hypertrophy, maximal strength, power, and maximal power.
4. Identify, describe, demonstrate, implement, and teach exercises categorized to develop the physiologic adaptation of maximal power including flexibility, core, balance, reactive, and resistance training.
5. Identify, describe, demonstrate, implement, and teach exercises categorized to develop the physiologic adaptation of strength including flexibility, core, balance, reactive, and resistance training.

Performance Enhancement Specialist Tuition and Fees

Financial Aid: The National Personal Training Institute is not eligible to participate in the Title IV Federal Student Aid program.

Student Loans: If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

Cost of Tuition: Since NPTI is not eligible to participate in Federal Student Aid, the institution allows students to make monthly payments throughout the length of their course. Listed below are the course fees, schedule of

The estimated total charge for the performance enhancement specialist is **\$3,790.00**. The course fees are listed below:

TUITION	\$	3,300.00
*STRF FEE	\$	0.00 (non-refundable)
*REGISTRATION FEE	\$	10.00 (non-refundable)
TEXTBOOKS	\$	480.00
TOTAL COST	\$	3,790.00
PERIOD OF ATTENDANCE COST		\$3,790.00

***Non-refundable**

Student Tuition Recovery Fund:

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program

offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.

4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Performance Enhancement Specialist Grading System

Grading System: Students will be quizzed on a regular basis with a mid-term given at the half way point. The final testing procedure will be both written and practical.

<i>From</i>	<i>To</i>	<i>Symbol</i>	<i>From</i>	<i>To</i>	<i>Symbol</i>
97	100	A+	79	81	C+
94	96	A	76	78	C
91	93	A-	73	75	C-
88	90	B+	70	72	D+
85	87	B	67	69	D
82	84	B-	64	66	D-
			0	63	F

Performance Enhancement Specialist Class Schedule and Hours

Option 1 (Day Class): Monday through Thursday from 9:00am to 2:30pm for three (3) months.

Class Schedule and Hours

Lecture 9:00am-12:00pm

Break 12:00pm-12:30pm

Lab 12:30pm-2:30pm

Option 2 (Night Class): Monday through Thursday from 5:00pm to 10:30pm for three (3) months.

Class Schedule and Hours

Lecture 5:00pm-7:00pm

Break 7:00pm-7:30pm

Lab 7:30pm-10:30pm

Clock Hours of Instruction

Option 1 (Day Class)

(5 hours a day x 4 days a week) x 12 weeks = 240 hours

Option 2 (Night Class)

(5 hours a day x 4 days a week) x 12 weeks = 240 hours

Performance Enhancement Specialist Graduation Requirements

Students must satisfactorily complete the following:

1. Final written and a final practical exam (70% or higher)
2. Attendance (200 hours). Students must follow the attendance policies previously listed to meet the graduation requirement.
3. Homework and quizzes also must be satisfactory (70% or higher).
4. Students will be required to maintain a passing grade of 70% at all times in order to satisfy the requirements of the school in order to graduate.
5. Tuition must be paid by the end of the program.
6. After all requirements are met, students will receive a diploma.
7. Student's progress will be evaluated during the course and evaluation will be completed by school upon graduation.

Performance Enhancement Specialist Facilities and Equipment

Facilities: Furnished with tables and chairs accommodating up to 40 students per class session. 50 inch TV monitor display power point presentations. Anatomy charts are displayed throughout the classroom. Classroom consists of approximately 1000 square feet to accommodate 40 students. Table and chairs are provided. Restrooms are conveniently located in the building. Fully equipped gym for hands-on training.

All locations including main, branch and satellites all have access to full service health

clubs for hands on training. Gym equipment includes but is not limited to

Equipment: Assorted Anatomical Charts	Assorted Training Videos
Skeleton	Assorted Free Weights
Skinfold Calipers	Weight Training Benches
Tape Measure	12” Aerobic Steps
Blood Pressure Cuff	TV/VCR
Stethoscope	Exercise Mats
Scale	Heavy Equipment/Exercise Machine

Performance Enhancement Specialist Textbook

Textbooks: NASM Essentials of Sports Performance Training by McGill & Montel
ISBN-13: 978-1-284-14798-8

NASM ARC Online Resource Center: Access to PES Material via “key” online

Performance Enhancement Specialist Description of Instruction

Teaching will be done through PowerPoint, lecture, practical demonstration, and written material in the classroom. Course outline follows:

Module 1

Essentials of Integrated Training 12 hrs
Introduction to Human Movement Science 21 hrs.

Module 2

Sports Performance Testing 4 hrs.
Current Concepts in Flexibility 21 hrs.
Cardiorespiratory Training for Performance Enhancement 8 hrs.

Module 3

Core Training Concepts for Performance Enhancement 11 hrs.
Balance Training Concepts for Performance Enhancement 11 hrs.
Plyometric Training Concepts for Performance Enhancement 11 hrs.

Module 4

Speed, Agility, and Quickness Training for Performance Enhancement 16 hrs
Olympic Lifting for Performance Enhancement 17 hrs

Module 5

Resistance Training for Performance Enhancement 10 hrs
Periodization and the OPT Model 12 hrs.
Injury Prevention for the Foot, Ankle, Knee, Low Back, and Shoulder 11 hrs

Module 6

Performance Nutrition 18 hrs
Ergogenic Aids 5 hrs
Performance Psychology: Integrating Physical and Mental Training 10 hrs

Review and Exam 2 hrs

Performance Enhancement Specialist Student Evaluation

Student Evaluation: Student evaluation will be both written and practical.

Class Participation 30%
Quizzes 30%
Final Exam 40%

Total--100%

Students must receive 70% or greater on tests and skills. An overall grade of 70% or greater must be achieved in order to sit down for the final exam

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Corrective Exercise Specialist

[THIS PROGRAM IS PROVIDED AT ALL CAMPUSES]

Corrective Exercise Specialist Course Description and Course Objectives

This course will present an evidence-based approach to corrective exercise, the components of a comprehensive solution, and the practical know-how to develop and implement integrated strategies to improve common movement impairments.

Course Objectives:

1. Describe the interdependent and intradependent relationship of the skeletal, nervous, and muscular system.
2. Perform, interpret, and analyze static and transitional postural assessments.
3. Develop, implement, and modify corrective exercise interventions for the foot & ankle, knee, low back, shoulder, and cervical spine.
4. Describe the rationale for the corrective exercise model and the individual components.

Corrective Exercise Specialist Tuition and Fees

Financial Aid: The National Personal Training Institute is not eligible to participate in the Title IV Federal Student Aid program.

Student Loans: If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

Cost of Tuition: Since NPTI is not eligible to participate in Federal Student Aid, the institution allows students to make monthly payments throughout the length of their course. Listed below are the course fees, schedule of

The estimated total charge for the entire corrective exercise specialist is **\$3,790.00**. The course fees are listed below:

TUITION	\$	3,300.00
*STRF FEE	\$	0.00 (non-refundable)
*REGISTRATION FEE	\$	10.00 (non-refundable)
TEXTBOOKS	\$	480.00
TOTAL COST	\$	3,790.00
PERIOD OF ATTENDANCE COST		\$3,790.00

***Non-refundable**

Student Tuition Recovery Fund:

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program. It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Corrective Exercise Specialist Class Schedule and Clock Hours

The schedule are as followed:

Option 1 (Day Class): Monday through Thursday from 9:00am to 2:30pm for three (3) months.

Class Schedule and Hours

Lecture 9:00am-12:00pm

Break 12:00pm-12:30pm

Lab 12:30pm-2:30pm

Option 2 (Night Class): Monday through Thursday from 5:00pm to 10:30pm for three (3) months.

Class Schedule and Hours

Lecture 5:00pm-7:00pm

Break 7:00pm-7:30pm

Lab 7:30pm-10:30pm

Clock Hours of Instruction

Option 1 (Day Class)

(5 hours a day x 4 days a week) x 12 weeks = 240 hours

Option 2 (Night Class)

(5 hours a day x 4 days a week) x 12 weeks = 240 hours

Corrective Exercise Specialist Grading System

Grading System: Students will be quizzed on a regular basis with a mid-term given at the half way point. The final testing procedure will be both written and practical.

<i>From</i>	<i>To</i>	<i>Symbol</i>	<i>From</i>	<i>To</i>	<i>Symbol</i>
97	100	A+	79	81	C+
94	96	A	76	78	C
91	93	A-	73	75	C-
88	90	B+	70	72	D+
85	87	B	67	69	D

82	84	B-	64	66	D-
			0	63	F

Corrective Exercise Specialist Graduation Requirements

Graduation Requirements: Students must satisfactorily complete the following:

1. Final written and a final practical exam (70% or higher)
2. Attendance (200 hours). Students must follow the attendance policies previously listed to meet the graduation requirement.
3. Homework and quizzes also must be satisfactory (70% or higher).
4. Students will be required to maintain a passing grade of 70% at all times in order to satisfy the requirements of the school in order to graduate.
5. Tuition must be paid by the end of the program.
6. After all requirements are met, students will receive a diploma.
7. Student's progress will be evaluated during the course and evaluation will be completed by school upon graduation.

Corrective Exercise Specialist Facilities and Equipment

Facilities: Furnished with tables and chairs accommodating up to 40 students per class session. 50 inch TV monitor display power point presentations. Anatomy charts are displayed throughout the classroom. Classroom consists of approximately 1000 square feet to accommodate 40 students. Table and chairs are provided. Restrooms are conveniently located in the building. Fully equipped gym for hands-on training.

All locations including main, branch and satellites all have access to full service health clubs for hands on training. Gym equipment includes but is not limited to

Equipment:	Assorted Anatomical Charts	Assorted Training Videos
	Skeleton	Assorted Free Weights
	Skinfold Calipers	Weight Training Benches
	Tape Measure	12" Aerobic Steps
	Blood Pressure Cuff	TV/VCR
	Stethoscope	Exercise Mats
	Scale	Heavy Equipment/Exercise Machine
	Weight Machines	Bands
	Medicine balls	Stability balls
	Hurdles	Agility Track
	Box Jumps	

Corrective Exercise Specialist Textbook

Textbooks: NASM Essentials of Corrective Exercise Training
ISBN-13: 978-1284050257

Other Instructional Materials:

NASM Academic Resource Center (ARC):

- Interactive Quizzes & Case Studies
- Online Exercise Library with over 200 exercise demonstrations
- Online Practice Exam
- Goniometric Assessment Demonstrations
- Neuromuscular Stretching Demonstration

Corrective Exercise Specialist Description of Instruction

Teaching will be done through PowerPoint, lecture, practical demonstration, and written material in the classroom. Course outline follows:

Module 1

Rationale for Corrective Exercise Training 5 hrs
Introduction to Human Movement Science 14 hrs
Understanding Human Movement Impairments 14 hrs

Module 2

Understanding Human Movement Impairments 12 hrs
Health Risk Appraisal 8 hrs
Static Postural Assessments 5 hrs
Movement Assessments 8 hrs

Module 3

Movement Assessment Practical 8 hrs
Inhibitory Techniques: Self-Myofascial Release 12 hrs
Lengthening Techniques 13 hrs

Module 4

Activation Techniques 10 hrs
Corrective Strategies for Foot and Ankle Impairments 12 hrs
Corrective Strategies for Knee Impairments 11 hrs

Module 5

Corrective Strategies for Knee Impairments 9 hrs Corrective Strategies for Lumbo-Pelvic-Hip Impairments 10 hrs Corrective Strategies for Shoulder, Elbow, and Wrist Impairments 15 hrs

Module 6

Corrective Strategies for Shoulder, Elbow, and Wrist Impairments 16 hrs
Corrective Strategies for Cervical Spine Impairments 16 hrs

Final Exam 2 hrs

Corrective Exercise Specialist Student Evaluation

Student Evaluation: Student evaluation will be both written and practical.

Class Participation 20%

Quizzes 20%

Assignments 40%

Final Exam 20%

Total--100%

Students must receive 70% or greater on tests and skills. An overall grade of 70% or greater must be achieved in order to sit down for the final exam.

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Yoga Teacher Training Program

[THIS PROGRAM IS NOT CURRENTLY OFFERED AT THE SACRAMENTO CAMPUS, BUT IS OFFERED AT SAN DIEGO, SANTA MONICA, DUBLIN, AND VISTA.]

Yoga Teacher Training Program Description and Objectives

The objective of this program will provide students with extensive knowledge to be able to train individuals on the art of yoga. This program will include: Daily integrated practice: experiential learning through guided posture sequences with intentions progressing from structural to energetic to emotional. Yoga philosophy and psychology: how the system of yoga has developed techniques and practices to unite body and mind Practical techniques: the art of sequencing-- postures, breath, meditation-- for structural, energetic and emotional transformation. Anatomy and Physiology, for Yoga: Exploring the body from the macro to the micro. The anatomy of respiration will initiate and guide the topic. Teaching techniques and practice: the art of finding authenticity as a teacher so that students' needs come first.

Students in the Yoga Teacher Training Program will be exposed to Mobility (flexibility) training and balance which are important aspects of fitness that are often under-appreciated and neglected. Students are taught the importance of improving mobility and its significant benefits for a client's posture, lifting form, and strength, all while reducing injuries. History and Development of Yoga and the application of Yoga in Physical Education and Sports are covered in this most comprehensive 500-hour program.

Yoga Teacher Training Program Tuition and Fees

Financial Aid: The National Personal Training Institute is not eligible to participate in the Title IV Federal Student Aid program.

Student Loans: If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

Cost of Tuition: Since NPTI is not eligible to participate in Federal Student Aid, the institution allows students to make monthly payments throughout the length of their course. Listed below are the course fees, schedule of

The estimated total charge for the entire Yoga Teacher Training is **\$6,899.00**. The course fees are listed below:

TUITION	\$	6,300.00
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*STRF FEE	\$	0.00 (non-refundable)
*REGISTRATION FEE	\$	10.00 (non-refundable)
TEXTBOOKS	\$	524.00
TOTAL COST	\$	\$6,899.00
PERIOD OF ATTENDANCE COST		\$6,899.00

Student Tuition Recovery Fund:

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.

5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF. A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Yoga Teacher Training Program Class Schedule and Clock Hours

We offer two distinct options for our students:

Option 1 (Day Class): Monday through Thursday from 9:00am to 2:30pm for six (6) months.

Class Schedule and Hours
Lecture 9:00am-12:00pm
Break 12:00pm-12:30pm
Lab 12:30pm-2:30pm

Option 2 (Night Class): Monday through Thursday from 5:00pm to 10:30pm for six (6) months.

Class Schedule and Hours
Lecture 5:00pm-7:00pm
Break 7:00pm-7:30pm
Lab 7:30pm-10:30pm

Clock Hours of Instruction

Option 1 (Day Class)
(5 hours a day x 4 days a week) x 25 weeks = 500 hours

Option 2 (Night Class)
(5 hours a day x 4 days a week) x 25 weeks = 500 hours

Yoga Teacher Training Program Grading System

Grading System: Students will be quizzed on a regular basis with a mid-term given at the half way point. The final testing procedure will be both written and practical.

<i>From</i>	<i>To</i>	<i>Symbol</i>	<i>From</i>	<i>To</i>	<i>Symbol</i>
97	100	A+	79	81	C+
94	96	A	76	78	C
91	93	A-	73	75	C-
88	90	B+	70	72	D+
85	87	B	67	69	D
82	84	B-	64	66	D-
			0	63	F

Yoga Teacher Training Program Graduation Requirements

Students must satisfactorily complete the following:

1. Final written and a final practical exam (70% or higher)
2. Attendance (500 hours). Students must follow the attendance policies previously listed to meet the graduation requirement.
3. Homework and quizzes also must be satisfactory (70% or higher).
4. Students will be required to maintain a passing grade of 70% at all times in order to satisfy the requirements of the school in order to graduate.
5. Tuition must be paid by the end of the program.
6. After all requirements are met, students will receive a diploma.
7. Student's progress will be evaluated during the course and evaluation will be completed by school upon graduation.

Yoga Teacher Training Program Facilities and Equipment

Furnished with tables and chairs accommodating up to 40 students per class session. 50 inch TV monitor display power point presentations. Anatomy charts are displayed throughout the classroom. Classroom consists of approximately 1000 square feet to accommodate 40 students. Table and chairs are provided. Restrooms are conveniently located in the building. Fully equipped gym for hands-on training.

All locations including main, branch and satellites all have access to full service health clubs for hands on training. Gym equipment includes but is not limited to

Equipment:	Assorted Anatomical Charts	Assorted Training Videos
	Skeleton	Assorted Free Weights
	Skinfold Calipers	Weight Training Benches
	Tape Measure	12" Aerobic Steps
	Blood Pressure Cuff	TV/VCR
	Stethoscope	Exercise Mats
	Scale	Heavy Equipment/Exercise Machine
		Yoga Mats and Blocks

Yoga Teacher Training Program Textbooks

1. The Heart of Yoga: Developing a Personal Practice
Paperback: 244 pages
Publisher: Inner Traditions; Revised edition (March 1, 1999)
Language: English
ISBN-10: 089281764X
ISBN-13: 978-0892817641

2. Yoga for Wellness
Series: Compass
Paperback: 352 pages
Publisher: Penguin Books; First Edition edition (October 1, 1999)
Language: English
ISBN-10: 0140195696
ISBN-13: 978-0140195699
The Heart of Yoga ISBN-10: 089281764X

3. Why Zebras don't get ulcers
Paperback: 560 pages
Publisher: Holt Paperbacks; 3rd edition (September 15, 2004)
Language: English
ISBN-10: 0805073698
ISBN-13: 978-0805073690

4. Yoga Anatomy
Paperback: 288 pages
Publisher: Human Kinetics; 2 edition (October 28, 2011)
Language: English
ISBN-10: 1450400248
ISBN-13: 978-1450400244

5. Yoga Sutras of Patanjali
Paperback: 272 pages
Publisher: Integral Yoga; 1 edition (September 14th, 2012)
Language: English
ISBN-10: 1983477073
ISBN-13: 978-1938477072

Yoga Teacher Training Program Description of Instructions

Teaching will be done through PowerPoint, lecture, practical demonstration, and written material. Course outline follows:

100 Hours

- Introductory Week: what yoga is and isn't, intro to multi-dimensional aspect of yoga (20 Hours)
 - Survey of Yoga as practiced in contemporary West
 - Origins of Western views of Yoga

- Traditional uses of Yoga
- How Yoga sees the experience of life
- Breath: anatomy of respiration and linking to movement (20 Hours)
 - The hidden movement of respiration: discovering breathing
 - Breathing as interface between body and mind, organs and movement, present moment and distraction
 - What is respiration?
 - Anatomy of Inhale: skeletal, organs, muscular
 - Anatomy of Exhale: skeletal, organs, muscular
- Intro to Breath and Movement: the guidance of respiration (20 Hours)
 - Breathing causes movement
 - Breathing rates and their effect
 - The movement and vagal effect of the diaphragm
 - Beyond respiration, the modification of the breath for other purposes
 - Changing physical tension, toward or away from relaxation
- Teaching Methodology (20 Hours)
 - Safe environment in the classroom: holding space for the welfare of students; the authority of well-being; non-competition; discretion; cultivating freedom to try, to say no, to observe.
 - The parameters of ‘ahimsa’ or non-violence in the classroom
 - Educating versus practicing: the teacher must be a student
 - Instruction versus experiencing: the student is her best teacher
 - Clarity and purpose are imperative: always have a rationale
 - The progression of learning
 - Modeling behavior
 - Principles of Sequencing
 - Injury Prevention
 - Demonstration, touch and partner/group work
- Biomechanics of Movement (20 Hours)
 - Anatomy:
 - dynamics of movement
 - axial and appendicular skeleton
 - alignment
 - joints and ligaments: stability and appropriate range of motion v. Muscles: symmetry and resilience
 - Becoming conscious of movement: repetition and stay
 - Functional and dysfunctional movement patterns

- Directions of movement
- Positions for movement
- Organizing Asana
- Compensatory mechanisms
- Variations versus Modifications versus Adaptations insurance

100 Hours

1. Biomechanics of Forward Bends (20 Hours)
 - a. Anatomy: see above
 - b. Purpose
 - c. Breath and Movement
 - d. Core asana and sequencing for them
 - e. Risks
 - f. Compensatory mechanisms
 - g. Structural challenges
2. Biomechanics of Backward Bends (20 Hours)
 - a. Anatomy: see above
 - b. Purpose
 - c. Breath and Movement
 - d. Core asana and sequencing for them
 - e. Risks
 - f. Compensatory mechanisms
 - g. Structural challenges
3. Biomechanics of Twists (20 Hours)
 - a. Anatomy: see above
 - b. Purpose
 - c. Breath and Movement
 - d. Core asana and sequencing for them
 - e. Risks
 - f. Compensatory mechanisms
 - g. Structural challenges
4. Biomechanics of Lateral Bends (20 Hours)
 - a. Anatomy: see above
 - b. Purpose
 - c. Breath and Movement
 - d. Core asana and sequencing for them
 - e. Risks

- f. Compensatory mechanisms
 - g. Structural challenges
5. Inversions and Balancing Poses (20 Hours)
- a. Anatomy: see above
 - b. Purpose
 - c. Breath and Movement
 - d. Core asana and sequencing for them
 - e. Risks
 - f. Compensatory mechanisms
 - g. Structural challenges

100 Hours

1. The Principles of Sequencing (20 Hours)
 - a. Context
 - b. Intention
 - c. Theme
 - d. Core posture
 - e. Starting position
 - f. Preparation and Compensation
 - g. Transitions
2. Structure a Personal Practice (20 Hours)
 - a. Personal inquiry
 - b. Intention
 - c. Time of day
 - d. Energetic effect
 - e. Therapeutic
 - f. Anatomy specific
3. How to Observe and Correct- Class (20 Hours)
 - a. Assess personal bias
 - b. Person, not pose
 - c. Acceptance, curiosity, space and caution
 - d. Kind, True, Necessary
4. How to Observe and Correct- Private (20 Hours)
 - a. Be a vessel
 - b. Celebration not criticism
 - c. The person, not the pose
5. The Purpose of Breath (20 Hours)

- a. Energetic principles in yoga
- b. Individual constitutions and transient issues affecting them
- c. Working with human energy
- d. Breath adaptation

200 Hours of Practical Experience

1. Building a Breathing Practice (20 Hours)
 - a. Anatomy
 - b. Purpose
 - c. Breath and Movement
 - d. Core asana and sequencing for them
 - e. Risks
 - f. Compensatory mechanisms
 - g. Structural challenges
2. Regulating Breath and Movement Deeply (20 Hours)
 - a. Pranayama techniques and effects
 - b. Practice
3. Sequencing to Integrate Breath and Movement (20 Hours)
 - a. Purpose
 - b. Intention
 - c. Time of Day
 - d. Energetic effect and goal
4. Modifications and Adaptations (20 Hours)
 - a. Purpose
 - b. Communication
 - c. Safety
 - d. Chairs
 - e. Props
5. Teaching Advanced Asana (20 Hours)
 - a. Confidence and courage
 - b. Age
 - c. Modifications: making it available
 - d. Risks
6. Teaching Seniors (20 Hours)
 - a. Principles and Precautions
 - b. Bone loss and Joint lubrication
 - c. Balance issues

- d. Arthritic conditions
 - e. Decreased muscle strength
 - f. Cognitive issues
 - g. Sensory perception reduction
 - h. Pain management
 - i. Spirit focus
7. Teaching Pre-natal (20 Hours)
- a. Trimester variations
 - b. Emotional considerations and support
 - c. Sequencing considerations
 - d. Spiritual and community support
8. Teaching Kids (20 Hours)
- a. Principles and precautions
 - b. Developmental considerations: joints, muscles, bones
 - c. Movement, balance
 - d. Guided relaxation is popular
9. The Business of Yoga (20 Hours)
- a. Venue considerations
 - b. Revenue sources
 - c. Expenses
 - d. Insurance
 - e. Marketing
 - f. Ongoing training
 - g. Ongoing practice
10. Refining Observation Skills and Adaptation (20 Hours)
- a. Watching and learning
 - b. Language and touch
 - c. Guided group teaching and feedback

Yoga Teacher Training Program Student Evaluation

Student Evaluation: Student evaluation will be both written and practical.

Class Participation 20%

Quizzes 20%

Assignments 40%

Final Exam 20%

Total--100%

Students must receive 70% or greater on tests and skills. An overall grade of 70% or greater must be achieved in order to sit down for the final exam.

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Lifespan Specialist Program

[THIS PROGRAM IS PROVIDED AT ALL CAMPUSES]

Lifespan Specialist Description and Objectives

The Lifespan Specialist Program is designed for athletic trainers, sport and conditioning coaches, physical therapists, and other health and fitness professionals who want to work with fitness participants categorized as Youth (ages 6-19 years old) and Seniors (ages 65+).

Students will learn physiologic and psychological considerations for both populations, expand market reach and growth opportunities, and apply appropriate and relevant exercise selections to youth and senior populations alike.

At the conclusion of the program the student should have mastered:

1. Use anatomic terminology to describe the structure and function of the human body and related systems.
2. Describe the special considerations (e.g., diseases, disorders, developmental concerns, co-morbidities), the effects of exercise and physical activity, and protocols for effective exercise program design for adolescent (youth) populations.
3. Describe the special considerations (e.g., diseases, disorders, developmental concerns, co-morbidities), the effects of exercise and physical activity, and protocols for effective exercise program design for mature (senior) populations.
4. Describe NASM's Code of Professional Conduct including ethical business practices, confidentiality, adherence to legal requirements, and professionalism as they relate to the personal fitness trainer.

Lifespan Program Tuition and Fees

Financial Aid: The National Personal Training Institute is not eligible to participate in the Title IV Federal Student Aid program.

Student Loans: If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the money's not paid from federal student financial aid program funds.

Cost of Tuition: Since NPTI is not eligible to participate in Federal Student Aid, the institution allows students to make monthly payments throughout the length of their course. Listed below are the course fees, schedule of

The estimated total charge for the entire lifespan specialist is **\$4,549.00**. The course fees are listed below:

TUITION	\$	3,960.00
*STRF FEE	\$	0.00 (non-refundable)
*REGISTRATION FEE	\$	10.00
TEXTBOOKS	\$	579.00
TOTAL COST	\$	\$4,549.00
PERIOD OF ATTENDANCE COST	\$	\$4,549.00
		*Non-refundable

Student Tuition Recovery Fund:

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.

4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollecting may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Lifespan Specialist Program Class Schedule and Clock Hours

Option 1 (Day Class): Monday through Thursday from 9:00am to 2:30pm for three (3) months.

Class Schedule and Hours
Lecture 9:00am-12:00pm
Break 12:00pm-12:30pm
Lab 12:30pm-2:30pm

Option 2 (Night Class): Monday through Thursday from 5:00pm to 10:30pm for three (3) months.

Class Schedule and Hours
Lecture 5:00pm-7:00pm
Break 7:00pm-7:30pm
Lab 7:30pm-10:30pm

Clock Hours of Instruction

Option 1 (Day Class)
(5 hours a day x 4 days a week) x 12 weeks = 240 hours

Option 2 (Night Class)
 (5 hours a day x 4 days a week) x 12 weeks = 240 hours

Lifespan Specialist Grading System

Grading System: Students will be quizzed on a regular basis with a mid-term given at the half way point. The final testing procedure will be both written and practical.

<i>From</i>	<i>To</i>	<i>Symbol</i>	<i>From</i>	<i>To</i>	<i>Symbol</i>
97	100	A+	79	81	C+
94	96	A	76	78	C
91	93	A-	73	75	C-
88	90	B+	70	72	D+
85	87	B	67	69	D
82	84	B-	64	66	D-
			0	63	F

Lifespan Specialist Program Graduation Requirements

Students must satisfactorily complete the following:

1. Final written and a final practical exam (70% or higher)
2. Attendance. Students must follow the attendance policies to meet the graduation requirement.
3. Homework and quizzes also must be satisfactory (70% or higher).
4. Students will be required to maintain a passing grade of 70% at all times in order to satisfy the requirements of the school in order to graduate.
5. Tuition must be paid by the end of the program.
6. After all requirements are met, students will receive a diploma.
7. Student’s progress will be evaluated during the course and evaluation will be completed by school upon graduation.

Lifespan Specialist Program Facilities and Equipment

Furnished with tables and chairs accommodating up to 40 students per class session. 50 inch TV monitor display power point presentations. Anatomy charts are displayed throughout the classroom. Classroom consists of approximately 1000 square feet to accommodate 40 students. Table and chairs are provided. Restrooms are conveniently located in the building. Fully equipped gym for hands-on training.

All locations including main, branch and satellites all have access to full service health clubs for hands on training. Gym equipment includes but is not limited to

Equipment:	Assorted Anatomical Charts	Assorted Training Videos
	Skeleton	Assorted Free Weights
	Skinfold Calipers	Weight Training Benches
	Tape Measure	12” Aerobic Steps
	Blood Pressure Cuff	TV/VCR

Stethoscope
Scale

Exercise Mats
Heavy Equipment/Exercise Machine
Yoga Mats and Blocks

Lifespan Specialist Program Textbooks

Youth Exercise Specialist Manual

DeWayne A. Smith, Johna K. Register-Mihalik, Kristin S. Ondrak
Assessment Technologies Institute®, LLC, 2012

Senior Fitness Specialist Manual

Joshua J Stone, Jeffery L. Alexander, Christian Thompson, Johna Register-Mihalik, Kat Barefield; Assessment Technologies Institute®, LLC, 2012

On-Line Study guide and Student Resources:

[NASM E-Learning](#)

Lifespan Specialist Program Description of Instructions

Teaching will be done through PowerPoint, lecture, practical demonstration, and written material. Course outline follows:

Week	
1	<p>Topic: Rationale for Youth Fitness Training Anatomical and Physiological Considerations for Youth</p> <p>Learning Objective:</p> <p>Understand the different terms that identify the youth population. Be able to define and explain the difference between overweight and obesity. Describe why so many youths are overweight or obese. Understand the key physiological differences between children, adolescents, and adults. Understand how boys and girls undergo various hormonal changes at different times, and the implications this may have on exercise capacity. Differentiate the exercise capacity between youth and adults.</p>
2	<p>Topic: Psychological Considerations for Youth Nutrition for Youth</p> <p>Learning Objective:</p> <p>Understand the five key traits of people who are high achievers, and those who are successful in making lifestyle changes. Be able to identify helpful strategies to aid clients in understanding their vision and goals. Be able to provide young clients with tools and ideas for self-monitoring, as well as better methods for adapting activities and habits in pursuance of fitness goals. Understand the effects of obesity on the youth population. Recognize the current trends of youth eating habits. Understand nutrition recommendations for youth.</p>
3	<p>Topic: Fitness Assessment for Youth</p> <p>Learning Objective:</p> <p>Understand the importance of subjective and objective assessments for youth. Recognize the expectations for health and fitness professionals. Describe the steps in administering various questionnaires and fitness assessments. Understand the special considerations for test administration in youth.</p>

<p>4</p> <p>Learning Objective:</p>	<p>Topic: Youth Flexibility Guidelines Cardiorespiratory Training for Youth</p> <p>General exercise guidelines for flexibility in youth. Various flexibility options for youth. The rationale behind flexibility guidelines for youth. Understand the rationale behind cardiorespiratory training for youth. Understand general cardiorespiratory training guidelines for youth. Be able to develop fun cardiorespiratory training programs for youth.</p>
<p>5</p> <p>Learning Objective:</p>	<p>Topic: Core and Balance Training Guidelines for Youth Plyometric, Speed, Agility, and Quickness Training for Youth</p> <p>Understand the importance of core and balance training for youth. Be able to determine the appropriate core and balance exercises according to the OPT™ model. Be able to design safe, effective, and fun core and balance training programs for youth. Understand the importance of plyometric and speed, agility, and quickness training (SAQ) for youth. Be able to determine the appropriate exercises to incorporate into a youth program based on the OPT™ model. Be able to design safe, effective, and fun plyometric and SAQ programs for youth.</p>
<p>6</p> <p>Learning Objective:</p>	<p>Topic: Resistance Training for Youth Integrated Program Design for Youth Clients</p> <p>Understand the benefits of youth resistance training. Dispel myths about the safety of youth engaging in resistance training. Understand general resistance training guidelines for youth. Be able to design and implement a safe, effective, and progressive resistance training program for youth. Understand the basic levels and phases of the Optimum Performance Training™ (OPT™) model that health and fitness professionals primarily use when training youth. Be able to define cardiorespiratory stage training, the principles behind each stage, and how each stage fits into the OPT model. Be able to use the ratings of perceived exertion (RPE) method and understand the Borg scale. Be able to correlate circuit training with cardiorespiratory training.</p>
<p>7</p> <p>Learning Objective:</p>	<p>Topic: Defining the Older Adult Population Physiological and Anatomical Considerations of Aging</p> <p>Understand the population boom of older adults. Describe the current trends of the older adult injury rates and associated costs. Explain the future implications of the increase in population of older adults. Explain the physiological changes that occur in the nervous system. Describe how the musculoskeletal system changes with age. Understand the physiological changes to the cardiorespiratory system as people age.</p>
<p>8</p> <p>Learning Objective:</p>	<p>Topic: The Psychosocial Considerations of Aging Nutrition for Active Older Adults</p> <p>Understand how health and fitness influence the quality of life, emotional well-being, and self-perception for the older adult client. Learn how to effectively motivate active older adults to perform exercise. Explain the steps it takes to helping clients achieve more. Explain the caloric requirements for optimal older client health.</p>

		<p>Understand guidelines and considerations for macronutrient consumption for older adult clients.</p> <p>Explain proper micronutrient considerations for older adult clients.</p> <p>Determine proper nutrient supplementation for older adult clients.</p>
9	<p>Topic:</p> <p>Learning Objective:</p>	<p>Fitness Assessments for the Active Older Adult Client</p> <p>Exercise Safety Guidelines for Active Older Adults</p> <p>Explain the components and rationale for an integrated fitness assessment.</p> <p>Understand how to administer a health history questionnaire and interpret the data for health risks.</p> <p>Understand the importance of dynamic posture, how to perform a comprehensive dynamic movement assessment, and how to apply the information obtained from the assessment.</p> <p>Understand safety concerns for the active older adult.</p> <p>Be familiar with vision and hearing sensory impairments.</p> <p>Know the recommendations when working with clients that have sensory impairments.</p> <p>Explain the effects of aging on thermoregulation and how to adjust exercise programming.</p>
10	<p>Topic:</p> <p>Learning Objective:</p>	<p>Flexibility Guidelines for Active Older Adults</p> <p>Cardiorespiratory Guidelines for Active Older Adults</p> <p>Understand the rationale for flexibility training.</p> <p>Be able to safely progress an older adult through flexibility training.</p> <p>Know how to apply the acute variables when performing flexibility training with older adults.</p> <p>Understand the rationale for cardiorespiratory training for the older adult.</p> <p>Be able to safely progress older adults through cardiorespiratory training.</p> <p>Know how to apply the FITTE principles when performing cardiorespiratory training.</p> <p>Understand how to safely apply stage and circuit training as a cardiorespiratory program for older adults.</p>
11	<p>Topic:</p> <p>Learning Objective:</p>	<p>Core, Balance and Reactive for Fall Prevention</p> <p>Resistance Training for Active Older Adults</p> <p>Explain the injury rates and rationale for fall prevention programming.</p> <p>Understand the rationale for core, balance, and reactive training and how these elements decrease the risk of falls.</p> <p>Be able to safely progress active older adult clients through core, balance, and reactive training.</p> <p>Know how to perform specific types of core, balance, and reactive training exercises.</p> <p>Understand the rationale for resistance training for the older adult.</p> <p>Be able to safely progress older adults through a resistance training program.</p> <p>Explain the adaptations that occur during the stabilization-endurance, strength-endurance, muscular hypertrophy, maximal strength, and power phases of the OPT™ model.</p> <p>Know how to apply the appropriate resistance training exercises based upon the different levels of the OPT model.</p>
12	<p>Topic:</p>	<p>Program Design for the Active Older Adult</p> <p>Common Medical Conditions and Exercise Modifications</p>

Learning Objective:	<p>Define and describe the acute training variables within the Optimum Performance Training (OPT™) model.</p> <p>Be familiar with the physiological considerations when training older adult clients.</p> <p>Describe the phases within the OPT model and which phase of training is appropriate for the older adult client.</p> <p>Understand how to design an effective program for the older client.</p> <p>Describe the various chronic conditions and comorbidities associated with active older adults.</p> <p>Understand how medical conditions affect the body.</p> <p>Outline exercise recommendations for active older adults with chronic conditions and comorbidities.</p>
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Lifespan Specialist Program Student Evaluation

Student Evaluation: Student evaluation will be both written and practical.

Class Participation 30%
 Quizzes 40%
 Final Exam 40%

Total--100%

Students must receive 70% or greater on tests and skills. An overall grade of 70% or greater must be achieved in order to sit down for the final exam.

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Group Fitness Instructor

[THIS PROGRAM IS NOT CURRENTLY OFFERED AT THE SACRAMENTO CAMPUS, BUT IS OFFERED AT SAN DIEGO, SANTA MONICA, DUBLIN, AND VISTA.]

Group Fitness Instructor Description and Objectives

The Group Fitness Instructor Program is designed to prepare aspirational Group Fitness Instructors to transition successfully into their careers. Guiding students on a journey from student to instructor, this course provides important knowledge related to the human body and fitness, as well as prepares students for the communication and instruction skills they'll need to be successful in the group fitness setting.

Students will learn fundamental principles and considerations in leading Group Fitness classes through strategies and models prescribed within the Group Fitness Continuum. Students will apply appropriate and relevant exercise selections in a group fitness setting.

At the conclusion of the program the student should have mastered:

1. Anatomic terminology to describe the structure and function of the human body, kinetic chain, joint actions and body mechanics for Group Fitness clients
2. Describe teaching strategies used to implement effective group leadership, motivational techniques and enhanced practices for group cohesion
3. Describe and perform proper preparation techniques for group classes, i.e., effective and well-planned choreography, cueing, and exercise selection through various Group Fitness modalities, such as equipment-based classes, interval training, step aerobics, kickboxing, out door and boot-camp style programs, etc.
4. Develop a distinct class vision, outcome and objective
5. Describe rapport building techniques for Group Fitness clients
6. Describe nutritional and recovery strategies for Group Fitness clients
7. Prepare effective and well-planned music selection choices to complement class training objectives and overall client experience
8. Identify methods for responding to unique client needs and/or unexpected variables in a Group Fitness setting
9. Describe risk management strategies, general safety measures, environmental considerations, and legal and ethical expectations
10. Describe NASM's Code of Professional Conduct including ethical business practices, confidentiality, adherence to legal requirements, and professionalism as they relate to the group fitness instructor and fitness professional

Group Fitness Instructor Tuition and Fees

Financial Aid: The National Personal Training Institute is not eligible to participate in the Title IV Federal Student Aid program.

Student Loans: If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the money's not paid from federal student financial aid program funds.

Cost of Tuition: Since NPTI is not eligible to participate in Federal Student Aid, the institution allows students to make monthly payments throughout the length of their course. Listed below are the course fees, schedule of

The estimated total charge for the entire Group Fitness Instructor is **\$4,549.00**. The course fees are listed below:

TUITION	\$	3,960.00
*STRF FEE	\$	0.00 (non-refundable)
*REGISTRATION FEE	\$	10.00
TEXTBOOKS	\$	579.00
TOTAL COST	\$	\$4,549.00
PERIOD OF ATTENDANCE COST	\$	\$4,549.00
		*Non-refundable

Student Tuition Recovery Fund:

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education,

2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Group Fitness Instructor Class Schedule and Clock Hours

Option 1 (Day Class): Monday through Thursday from 9:00am to 2:30pm for three (3) months.

Class Schedule and Hours

Lecture 9:00am-12:00pm

Break 12:00pm-12:30pm

Lab 12:30pm-2:30pm

Option 2 (Night Class): Monday through Thursday from 5:00pm to 10:30pm for three (3) months.

Class Schedule and Hours

Lecture 5:00pm-7:00pm

Break 7:00pm-7:30pm

Lab 7:30pm-10:30pm

Clock Hours of Instruction

Option 1 (Day Class)

Week 1: Tuesday through Thursday (5 hours x 3 days) =15 hours

Week 2 through 11: Monday through Thursday (5 hours x 4 days) =200 hours

Week 12: Student Elects Day (Monday-Friday) (5 hours x 1 day) = 5 hours

=220 hours total

Option 2 (Night Class)

Week 1: Tuesday through Thursday (5 hours x 3 days) =15 hours

Week 2 through 11: Monday through Thursday (5 hours x 4 days) =200 hours

Week 12: Student Elects Day (Monday-Friday) (5 hours x 1 day) = 5 hours

=220 hours total

Group Fitness Instructor Grading System

Grading System: Students will be quizzed on a regular basis with a mid-term given at the half way point. The final testing procedure will be both written and practical.

<i>From</i>	<i>To</i>	<i>Symbol</i>	<i>From</i>	<i>To</i>	<i>Symbol</i>
97	100	A+	79	81	C+
94	96	A	76	78	C
91	93	A-	73	75	C-
88	90	B+	70	72	D+
85	87	B	67	69	D
82	84	B-	64	66	D-
			0	63	F

Group Fitness Instructor Graduation Requirements

Students must satisfactorily complete the following:

1. Final written and a final practical exam (70% or higher)

2. Attendance. Students must follow the attendance policies to meet the graduation requirement.
3. Homework and quizzes also must be satisfactory (70% or higher).
4. Students will be required to maintain a passing grade of 70% at all times in order to satisfy the requirements of the school in order to graduate.
5. Tuition must be paid by the end of the program.
6. After all requirements are met, students will receive a diploma.
7. Student's progress will be evaluated during the course and evaluation will be completed by school upon graduation.

Group Fitness Instructor Facilities and Equipment

Furnished with tables and chairs accommodating up to 40 students per class session. 50 inch TV monitor display power point presentations. Anatomy charts are displayed throughout the classroom. Classroom consists of approximately 1000 square feet to accommodate 40 students. Table and chairs are provided. Restrooms are conveniently located in the building. Fully equipped gym for hands-on training.

All locations including main, branch and satellites all have access to full service health clubs for hands on training. Gym equipment includes but is not limited to

Equipment:	Assorted Anatomical Charts Skeleton Skinfold Calipers Tape Measure Blood Pressure Cuff Stethoscope Scale	Assorted Training Videos Assorted Free Weights Weight Training Benches 12" Aerobic Steps TV/VCR Exercise Mats Heavy Equipment/Exercise Machine Yoga Mats and Blocks
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Group Fitness Instructor Textbooks

<u>AFAA Principles of Group Fitness Instruction, 2nd Edition</u>	978-1-284-40280-3	Jones & Bartlett Learning
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On-Line Study guide and Student Resources:
[NASM E-Learning](#)

Group Fitness Instructor Description of Instructions

Teaching will be done through PowerPoint, lecture, practical demonstration, and written material. Course outline follows:

Learning Resource	Learning Objectives
Week 1 Chapter 1	<ul style="list-style-type: none"> • Describe the history and evolution of fitness. • List the general benefits of fitness. • Define the role of Group Fitness Instructor.

	<ul style="list-style-type: none"> • Differentiate between the various methods of group fitness. • Identify common group fitness formats.
Week 2 Chapter 2	<ul style="list-style-type: none"> • Define biomechanics and its role in the development of a group fitness session. • Explain basic biomechanical principles. • Describe the function of the muscle action spectrum. • Identify joint actions in each of the planes of motion.
Week 3 Chapter 3	<ul style="list-style-type: none"> • Explain the roles and interactions of the three systems of the kinetic chain. • Identify common overactive and underactive muscles. • Discuss other systems related to human movement. • Identify the different energy systems and their role in exercise.
Week 4 Chapter 4	<ul style="list-style-type: none"> • Describe the role of integrated fitness in a group class environment. • Identify the various components of integrated fitness. • Explain various principles of applied fitness.
Week 5 Chapter 5	<ul style="list-style-type: none"> • Identify the five components of a workout. • Describe general considerations for various group fitness formats. • Explain the components of a workout in relation to various formats.
Week 6 Chapter 6	<ul style="list-style-type: none"> • Identify proper techniques to improve strength, cardiorespiratory fitness, flexibility, and overall well-being. • Identify appropriate exercises aligned to outcomes and format. • Explain proper exercise technique. • Identify appropriate exercise modifications, including regressions and progressions.
Week 7 Chapter 7	<ul style="list-style-type: none"> • Develop a distinct class vision, outcome, and objective. • Select equipment based on class outcome. • Identify appropriate music to complement class objectives. • Design modifications that adhere to class outcome.
Week 8 Chapter 8	<ul style="list-style-type: none"> • Identify methods for responding to unexpected variables in the classroom. • Explain methods for assessing and ensuring movement quality in participants during workouts. • Identify general safety, emergency response, and environmental considerations, and mitigations for risk.
Week 9 Chapter 9	<ul style="list-style-type: none"> • Identify styles of learning. • Describe elements of basic communication relevant to group fitness instruction. • Describe various cueing techniques. • Explain strategies for providing feedback to and monitoring group participants. • Describe methods for building and improving rapport with class participants.
Week 10 Chapter 10	<ul style="list-style-type: none"> • Explain the influence common chronic conditions may have on group fitness participation.

	<ul style="list-style-type: none"> • Identify common considerations for participants belonging to special populations groups. • Identify appropriate modifications for participants belonging to special populations groups.
Week 11 Chapter 11	<ul style="list-style-type: none"> • Explain how to use themes, sounds, and variation for an engaging class experience. • Describe key motivation techniques. • Identify the traits of SMART goals. • Describe methods for building and engaging a fitness community.
Week 12 Chapter 12	<ul style="list-style-type: none"> • Describe options for continuing education and developing experience. • Define the professional expectations of a Group Fitness Instructor. • Describe the legal and ethical expectations for Group Fitness Instructors. • Identify self-care methods for Group Fitness Instructors.
	<ul style="list-style-type: none"> • Explain the structure and function of macronutrients. • Explain the role of water in the function of the body. • Describe effective pre-, peri-, and post-workout nutrition strategies.

Group Fitness Instructor Student Evaluation

Student Evaluation: Student evaluation will be both written and practical.

Class Participation 30%

Quizzes 40%

Final Exam 40%

Total--100%

Students must receive 70% or greater on tests and skills. An overall grade of 70% or greater must be achieved in order to sit down for the final exam.

Compliance with the Civil Rights Act of 1964 and Title 28 CFR Part 4

NPTI shall maintain and promote a policy of nondiscrimination on the basis of race, religion, color, sex, age, disability, marital status, sexual orientation, gender identity and expression, national origin, pregnancy, medical condition, and covered veteran status. This policy incorporates by reference the requirements of Federal Executive Orders 11246 and 11375 as amended; Titles VI and VII of the Civil Rights Act of 1964 as amended; Title IX of the Educational Act of 1972; the Rehabilitation Act of 1973, secs. 503–504; the Americans with Disabilities Act; the Vietnam Era Veterans Readjustment Assistance Act of 1974, sec. 402; Equal Pay Act of 1963 as amended; Age Discrimination Acts of 1967 and 1978; and other applicable federal statutes as well as pertinent laws, regulations, and executive directives of the State of California, including regulatory procedures set forth in

Title 5 of the California Code of Regulations. Persons covered by these regulations shall be considered members of protected groups.

Veterans Addendum for National Personal Training Institute of Southern California, INC.

Credit Evaluation Policy

Students receiving veteran's benefits must have all prior education and training evaluated upon enrollment. Credit will be awarded where applicable with the program being shortened accordingly. Transcripts and evidence of evaluation will be kept in the veteran file.

Progress Policy:

Progress will be monitored at the end of each month for all students receiving veterans benefits. If at the end of any given evaluation period the student's grade falls below 70%, or if attendance falls below 80% of scheduled program hours, the student will be placed on probation for the following evaluation period. If by the end of the probation period the student's grade is not raised to 70%, or overall attendance is not raised to at least 80% of scheduled hours, the Veterans Administration will be notified and benefits will be interrupted.

Previously passed courses cannot be certified for repeat to improve grades.

Conditions for Reentrance:

If the director determines that the conditions which caused the interruption have been rectified, the student will be eligible to receive benefits.

Maximum Timeframe:

All programs must be completed within the originally contracted length of time. Programs cannot be certified for an extension to make up missed hours.

Refund Policy:

The refund of the unused portion of tuition, fees, and other charges for veterans or eligible persons who fail to enter a course, withdraw or discontinue prior to completion, will be made for all amounts paid which exceed the approximate pro rata portion of the total charges that the length of the completed portion bears to the total length of the course. The proration will be determined on the ratio of days or hours of instruction completed to the total number of instructional days or hours in the course.

The maximum non-refundable registration fee for veterans is \$10.00.

Information for students Using Vocational Rehabilitation and Employment benefits (CH31) or Post-9/11 G.I. Bill® (CH33)

A student using Vocational Rehabilitation and Employment benefits (CH31) or Post-9/11 G.I. Bill® (CH33) will be allowed to enroll in and attend courses and access campus facilities while the campus awaits payment for tuition and fees from the VA. While awaiting receipt of funds from the VA, National Personal Training Institute of Southern California, INC. will not impose any penalty, charge late fees or require an eligible student to borrow additional funds to cover tuition or fees. This waiting period begins the date the student provides appropriate documentation and continues either until funds are received from the

VA or until 90 days after the School Certifying Official has certified the student's enrollment for tuition and fees.

To demonstrate current eligibility and intent to use Chapter 31 or 33 benefits, a student must provide the following documents:

- VA Form 28-1905 (Authorization and Certification of Entrance or Reentrance into Rehabilitation and Certification of Status); or
- Certificate of Eligibility (COE) or Education Enrollment Status form (printed from the VA website).
- A written request to use either VA Vocational Rehabilitation or Post 9/11 G.I. Bill benefits; and
- All additional information requested by the School Certifying Official to properly certify enrollment to the VA including verification of correct information.

For more information regarding this policy, contact your School Certifying Official, Julie McCallson at NPTIJulie@gmail.com or **800.460.0933**

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill>.

I have received a copy of Veterans Addendum for the specific course in which I have enrolled.

Student Signature

Date

NPTI CATALOG ACKNOWLEDGEMENT

Mailing Address:

NPTI
5319 University Dr. #305
Irvine, CA 92612

I have received a copy of the School Catalog, which contains the rules and regulations, course requirements, and cost of the Personal Training Course I have enrolled.

Print Name (Veteran or eligible person)

Signature _____

Enrolled By : _____

Date: _____