RADIANCE YOGA

YTT300 Module Instructor Agreement

300-Hour Yoga Teacher Training Program

Module Information

Instructor Name:

Module Title:

Module Dates & Times:

Student Fee: $295 per student per module

Minimum Enrollment: 8 participants. If enrollment does not reach 8 by the Monday prior to the module date, Radiance Yoga reserves the right to cancel or postpone the module.

Payment: 60/40 split (Instructor / Radiance Yoga), paid by the 15th of the following month

Required Documents Prior to Teaching this Module

- ☐ This agreement signed and returned.
- ☐ Current Certificate of Liability Insurance with Radiance Yoga listed as Additional Insured.
  Expiration date: _____
- ☐ Current CPR/AED Certification meeting OSHA requirements.
  Expiration date: _____
- ☐ Confirmation that the instructor has received and reviewed the current Radiance Yoga Teacher Guidelines & Standards.

Instructor must keep liability insurance and CPR/AED certification current through the final session of this module. Instructor must upload a copy of each certificate and enter its expiration date when signing this Agreement. If either certificate expires before the final session of this module, Instructor must email the renewed certificate to Katrina Radam before the current one expires.

Radiance Yoga Responsibilities

Radiance Yoga agrees to:

- Provide a clean studio space, bathrooms, props, and electronic equipment
- Provide applicable services including internet, music licensing, air conditioning, and heating
- Provide desk support for student sign-in and technical support to the best of our ability
- Promote and market the module on the website, social media, and in-studio materials
- Share structured student feedback with the instructor within two weeks of the module date
- Pay the instructor according to the payment terms above by ACH

- Acknowledge that all teaching materials developed by the instructor are their intellectual property. Radiance Yoga is granted a one-time use license specific to the YTT300 Program, renewable contingent on rehiring the instructor for the same module in future programs. This is not a work-for-hire engagement. No rights to materials, recordings, or transcriptions will transfer to Radiance Yoga or any other party.

Instructor Responsibilities

Scheduling & Commitment

- Teach the above dates and times and start/end each session on time
- Commit to published dates and times without making changes or cancellations
- Notify Radiance Yoga immediately if an unforeseen conflict arises
- Arrive at least 20 minutes before the start time to confirm room set-up and test any AV technology being used

Content & Preparation - At Signing

The following must be provided along with this signed instructor agreement:

1.	Module title (as it will appear on the website)
2.	Module description (1-2 paragraphs, written for prospective students)
3.	Learning objectives – 3 to 5 specific, observable outcomes (e.g. "Demonstrate three hands-on assists for Trikonasana" not "Understand alignment")
4.	List of any required or recommended books, videos, websites etc
5.	Details of any extra homework required and deadline (e.g. 30 days after)
6.	Yoga Alliance hour breakdown – see table below

Yoga Alliance Hour Breakdown: Your module must account for 18 contact hours and 2 non-contact hours (20 hours total). Distribute the hours across the categories below. Not every category needs to be represented, but the totals must add up correctly.

Yoga Alliance Category	Contact Hours	Non-Contact Hours
Techniques, Training & Practice		
Teaching Methodology		
Anatomy & Physiology		
Yoga Philosophy, Lifestyle & Ethics		
TOTAL	18	2

Please notify Radiance Yoga at least 30 days in advance of any material content changes after signing, so the website listing can be updated

Teaching Standards

All teaching conduct, inclusive language, movement and comfort break expectations, hands-on consent, confidentiality, studio care, staff interactions, student experience, and incident reporting are governed by the current Radiance Yoga Teacher Guidelines & Standards, which are incorporated into this Agreement by reference.

Attendance and Make-up

- Confirm attendance of all registered participants using the attendance sheet provided and return the completed sheet to Radiance Yoga at the end of the module.
- Offering make-up options for students who miss a portion of a module is at the Instructor's discretion and is not required.
- Where offered, make-up options may include written or practice assignments, or private sessions at the standard rate of $120/hour.
- If a make-up is offered, notify Radiance Yoga of the format and the scheduled or due date so student completion can be tracked.

Payment & Invoicing

- Instructor compensation is a 60/40 split in favor of the Instructor based on the Student Fee stated above.
- No invoice is required. Payment is calculated through the Reports function in Momence, based on the students enrolled in the training.
- Payment will be issued by the 15th of the following month by direct deposit.

Independent Contractor & Taxes

Instructor is engaged as an independent contractor and not as an employee of Radiance Yoga. Instructor is responsible for reporting all compensation received under this Agreement and for any income taxes, self-employment taxes, and similar charges on those payments.

Liability

Instructor agrees to hold Radiance Yoga harmless from any and all liability arising out of the performance of services by the Instructor.

Standards Acknowledgment

> The instructor confirms that they have read and agree to the Radiance Yoga Teacher Guidelines & Standards document, which is incorporated into this agreement by reference. The Standards establish Radiance Yoga's professional, teaching, student-experience, communication, and in-session expectations for all teaching roles.

Termination

Radiance Yoga may terminate this Agreement immediately and without notice with just cause. Just cause shall include, but is not limited to, incompetence; conduct that reflects poorly on Radiance Yoga; use of non-inclusive, harmful, or discriminatory language; failure to follow this Agreement or the incorporated Teacher Guidelines & Standards; or excessive absence or lateness.

Agreement & Signature

I have read and understand the responsibilities in this Radiance Yoga YTT300 Instructor Agreement, including the Radiance Yoga Teacher Guidelines & Standards incorporated by reference.

Instructor Signature_____ Date_____

This Agreement takes effect when Radiance Yoga confirms acceptance in writing, including by email.