

T13, Castellino Foundation Training in Ojai, CA, 2016-2018

Statement of Commitment / Student Contract

1) General

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

2) Commitment

The Student understands that he/she is making a commitment to attend all of the eight 6-day modules of this training, which are held in the Ojai area. The Student also agrees to arrive on time for each segment/day and stay until the end of each segment/day. Exceptions to this commitment can only be made with Raymond Castellino with his express written permission before making airline reservations and well in advance of the training. Please make airline and other travel arrangements so that you will arrive rested and be able to stay until at least 1 pm on the last day.

3) Trainers

Ray Castellino is scheduled to co-teach each module with either Tara Blasco, PhD, RCST (modules 1, 4, 5, 7, 8) or Mary Jackson, RN, LM, RCST (modules 2, 3, 6 and a couple days of module 1 and 8). They will be supported by 6 or 7 assistants.

In the event of ill health or family emergency of Ray, Mary, or Tara during the training, one of the following will occur:

- a. The co-trainer will continue to facilitate, on his/her own with the support of the assistants.
- b. The co-trainer will continue and a 2nd person will step into the co-trainer role. This could be the trainer who wasn't scheduled or an assistant from this or a previous training.
- c. In either case, the training will continue as scheduled.

4) Completion Certificate

The Completion Certificate for the Foundation Training will be provided by Castellino Training to the Student on completion of the following:

- Attending a total of 4 womb surround process workshops (PW) with the following stipulations
- a. At least 1 of the 4 PW must be taken with Ray Castellino
 - b. At least 1 of the 4 PW must be taken with Tara Blasco or Mary Jackson

- c. At least 1 PW must be taken prior to applying to the training (see exception below)
- d. At least 1 PW must be taken after the first training module.
- e. Up to 3 of the PW may be taken with a graduate certified by Dr Castellino (see website for list of certified PW facilitators. If taking 3 with a certified facilitator, 1 of these must be with Tara or Mary.
- f. Trainees will be given priority in PWs until they have taken their required 4 PWs.

Completion of all creative homework projects.

Attendance and completion of all eight, 6-day modules [timings listed in #7].

- 2016: May 9-14, November 14-19
- 2017: February 6-22, April 24-29, November 13-18
- 2018: February 12-17, May 7-12, October 8-13

Completion of a 5-day course in biodynamic cranosacral work or an equivalent approved by Dr. Castellino is required to graduate. This is required before the first module unless special arrangements have been made with Dr Castellino.

Completion of all payments for the training, as well as those required for Process Workshops and any other clinical training taken with Dr Castellino, with other PW facilitators and with BEBA, plus any other costs associated with completing the requirements.

5) Payment of Training Fees

a) Scope of Payment

The Training fees stated below relate solely to the tuition fees for the eight 6-Day modules. All other costs shall remain the responsibility of the Student. These may include, but are not limited to:

The Student's travel, accommodation, meals, doll and cloth pelvis and optional books, papers and videos.

Process Workshops and further clinical training including Craniosacral 5-day or more training in the fluid tides with another instructor.

b) Tuition for eight modules of the Foundation Training (6 days each) The first number listed is for Visa, Mastercard, Discover or paypal. The second is for Cash, Check, Traveller's Checks, Money Order. For Wire Transfers contact Sandra. We do not take American Express. Total cost \$12,275 / \$11,795. The non-refundable deposit is due in 2 sections, then payment is due for each module one month in advance:

a. (1) Non-refundable Deposit of \$525 / \$500 the latter of 2 weeks after acceptance or received by November 13 will hold your place.

(2) Deposit balance due to continue holding your place. Non-refundable Deposit of \$1550 / \$1495 due February 9, 2015 to continue holding your place. Once you have started the training, the balance of the deposit is non-refundable.

(3) 8 payments of \$1275 / \$1225 received by 1 month before each of modules 1-8. The website has a list of due dates and mail by dates.

Receipts will be sent by email when payment is deposited.

6) Late Payment Policy

Receipt of payment by the Castellinos is defined as when the monies have been received by mail at Sandra Castellinos' Santa Barbara address (1105 N Ontare Road, Santa Barbara, CA 93105), given in person at the training (for those who want to pay for the next module in advance) or deposited directly to the Castellinos' bank account.

Credit card payments are deemed received the day the card info is given by phone or emailed on weekdays by 3 pm Pacific Time. Credit card information received from Friday 3 pm to Sunday will be considered received the following Monday. If card is rejected and another card needs to be used, late fees will apply if the 2nd card is not received by the deadline.

Paypal payments will be deemed received the day the paypal payment reaches our paypal account.

Payment will be considered late if it is received after the due date (Exception: when it was postmarked or wired 4 days prior to the due date from the US or 1 week from other countries). Note that each payment milestone will be treated separately, thus accruing late fees for each late payment.

When payments are received after the due date, Castellino Training reserves the right to charge a late fee of \$5/day up to 5% of the fee.

1st Deposit: If the \$525/\$500 deposit is not received by dates mentioned previously, charge is \$5/day up to \$25 additional by check, \$26.25 by paypal/cc.

2nd Deposit: If the \$1550/\$1495 is not received by Feb 9, charge is \$5/day up to \$74.75 by check, \$77.50 by cc/paypal.

Modular: Late fee of \$5/day up to \$61.75 for credit cards and \$58.75 for checks.

Interest: If payment is received within one month of the due date, a late fee will be charged but not interest. If the payment is still not made within one month of the due date, then a further charge of 1% per month of the outstanding balance, calculated from the original due date, will be charged until the payment is made in full.

If a check bounces and a replacement is received after the due date, late fees apply to that payment as well as a \$25 charge for bounced checks.

Any checks from foreign countries must be written on an American bank to avoid incurring late fees and processing charges. The Student will be liable for any bank charges incurred by Castellino Training, which are created by the Student's payment method, e.g. wire charges, currency conversions.

Our experience is that wire transfers often have monies deducted midway that are unpredictable. Our bank normally charges \$14 for wire transfers so anything sent directly to our bank, add at least \$14. Direct deposits, international money orders, traveller's checks, and checks all work well.

All **PayPal payments** will be charged like credit cards. Castellino Training will pay the fees. The paypal address for all T13 paypal payments is sandra@castellinotraining.com.

7) Seminar Times

In order to allow enough time to cover the material, the Student is asked to be on time for each of the sessions. Each session will start at the time stated below, unless modified by Dr. Castellino or the co-facilitator during the Course. The Student is therefore requested to schedule his/her departure or arrival by plane or car so that he/she does not miss any of the scheduled seminar time. Please do not arrange another activity during the seminar times.

In an emergency, where the Student is late or has to leave early, the Student will be responsible for advising Dr. Castellino as well as Sandra Castellino and will be required to watch the video files of that part that he/she missed and make up any process work as outlined below. Watching the video files may be possible during the module. Where this is not possible, item 15 of this Contract applies.

We encourage you to make your travel arrangements with sufficient space to allow for unforeseen delays. It is critical that you plan to allow enough time after the end of the module to get to airports and still allow time for goodbyes. Please plan to arrive well before the posted times to allow time to socialize, get tea, use bathrooms, integrate and be in your seats ready to start at the posted times. Please note, The course starts at the stated time so please be in your seats ready to go a bit before. Day ONE, register at 8:30 am, start at 9:00 am. Office hours (opportunity for individual contact with the instructors) will start on Day 2 of each module.

	<u>Starting Time</u>	<u>Lunch Break</u>	<u>Ending Time</u>
Day 1, Monday	<u>8:30 am registration/ 9:00 am start time</u>	2 hours	5:45 - 6 pm
Days 2-5	<u>9:00 am office hours/9:30 start time</u>	2 hours	5:45 - 6:00 pm
Last day	9:00 am office hours/ 9:30 am start time	none	1.00 pm

8) Creative Home Projects

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

9) Reading List and Doll and Cloth Pelvis

- a) Dr. Castellino will provide the Student with a list of suggested readings.
- b) As part of the Training, the Student is asked to purchase from Castellino Training a special doll and a cloth pelvis for approximately \$190-\$200. These will be available to buy at the beginning of the 3rd training module. All students will be expected to buy one at the training module unless you notify Sandra by module 2 that you already have one. Twins are encouraged to buy 2 dolls. Amnion, Chorion, cord and placental models are optional and available for sale. Orders will be taken during module 2.

10) Peer Contact

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

11) Abstinence from Alcohol during Workshops and Training Modules; Nicotine, Recreational and Ceremonial Drugs All the Time

In order that everyone be as clear as possible to learn the work, the Student is required to refrain from using any alcohol commencing one day prior to and during each of the 8 training modules.

The Student is also required to not be using, in any amount nicotine, recreational drugs or ayahuasca or other ceremonial drugs at the time of application and be committed to abstaining until after completion of the Foundation Training (3.5 years). The Student must have the intention to abstain from nicotine and recreational / ceremonial drugs after that.

Use of medical marijuana must be disclosed in the application and will be considered on an individual basis.

12) Recording of the Modules

Video recording of each of the complete modules will be carried out only by the assistants at Castellino Training. The Student may make audio only recordings of the modules, not videotapes. The same restrictions apply for Process Workshops and any other private workshops with Dr Castellino

13) Confidentiality

In agreeing to this Contract, the Student acknowledges that :

In order to provide a safe environment, other Students' process and sharing remain confidential unless express permission is given by these other Student(s).

Videofiles of the training and those audiotapes made by the Student relating to the Course, are for the personal use of the Student(s) taking this training only. They may not be shown to any other persons (including the Student's family) without express permission in writing from Dr. Castellino.

Materials posted on the Castellino website for the trainees are for the exclusive use of the trainees and are not to be shared with anyone without explicit permission from Raymond Castellino

14) Copyright

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

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

General

In the case of an unforeseen emergency causing the Student to miss any part [even 1 hour] of a training module, Dr Castellino will assess the needs of the Student and will require the Student to carry out any work that he directs in order that the Student is fully prepared for the next module. This applies even if the time missed was less than one hour. The Student

agrees to:

- i. Make up any process work that occurred within the module with Peers and/or one of the Assistants (with whomever Dr. Castellino feels is most appropriate). This process work will not form part of the agreement with the Castellinos and so any fees/telephone calls, etc., will be the responsibility of the Student. The rates, etc., will be agreed directly between the Assistant and the Student.
- ii. Read any of the material handed out during the module as well as any other additional assignment.
- iii. Complete his/her creative home projects given out during the *missed* module (The Student will be required to hand in any outstanding creative home projects).
- iv. Watch the videofiles relating to the module as detailed below.

Watching the training on the video files of the training.

- i. All whole group sections of the training modules will be taped using digital recording.
- ii. The Student will identify the period of time he/she missed to an Assistant or Sandra. The whole digital file which contains that time period will be copied rather than just the section missed.
- iii. The cost for each DVD with video files transferred to it is \$25 + tax and shipping.
- iv. Where the Student requires the DVD(s) to be mailed to him/her, there will be an additional charge of \$6/first disc/\$1 each additional disc within the US for postage and handling if within the US. The charge for overseas mailing is \$10 plus cost of postage and insurance.
- v. Alternatively, the student may request that the files be transferred to a flash drive, hard drive or computer that the student provides. This will be done by the assistants at the workshop if the student supplies the flash or hard drive to them. The price will be \$140 + tax and shipping for the whole module, \$25 + tax and shipping for each day or part of a day. All videotapes are made in sections so it takes the same amount of time to transfer 10 min or 3 hours, thus the cost is the same for large or small files when using the transfer to flash or hard drive. *This option is far less expensive than the DVD option.*
- vi. These costs cover the cost of the camcorder, tripod, hard drives to store the information as well as personal time taken to either make the DVDs or transfer the files to your flash or hard drive.
- vii. The container of confidentiality extends to cover these DVDs or transferred files and as such only the Course participants may view them. Partners, friends, and children may not view the course material.

After making up any process work missed and viewing the video, the student will submit a journal describing his/her experience doing the exercises,

The Student will not be able to proceed to the next module unless the prerequisites defined above are met:

- i) Making up process work and submitting a journal about his/her experiences, reading assigned material if any and completing home projects.
- ii) Watching & paying for the videos of missed sections.
- iii. This does not exempt the Student from his/her liability to pay the training fees as defined under item 5 of this Contract. If the student is not up-to-date with payments including that for the missed module, no DVDs will be made or files transferred.

The Student who misses more than two days may be required to take the missed module with a later training group to complete the Course and graduate as described under item 17 below.

16) Retaking a Module in the Next Training

This option to complete a module in the next training does not remove the requirement of the Student to complete all of the work defined above under item 16. This does not apply to the eighth module.

The Student who misses all or part of a module is required to pay all the training fees as defined under item 5 of this Contract to Castellino Training. The Student will not, however, be required to pay for the full tuition fee for the module taken with Dr Castellino when making up the module if making up is in the United States. A fee of up to \$100 will be charged. This free tuition is only available if the Student makes up the module in the next training in the US with Dr Castellino. Any part of the 'tuition' that is actually for food or for facilities use fees will be the responsibility of the student. The Student will be required to pay for all other costs which may include, but are not limited to travel, accommodation, facilities use fee and meals. The student may apply to make up a module with a certified Trainer other than Ray. In this case, full payment is due to Castellino Training as well as payment to the certified Trainer for that module.

Completion Requirements

The Student is reminded that he/she must have attended all of the eight, 6-day modules in order to meet the requirement for the Completion certificate to be issued in line with item 4, 'Completion Certificate' of this Contract. Thus if a student makes up a module in the next training, he/she will graduate after doing so.

17) Dropping out of the Training/Dropping Back to the Next Training Group

- a) In the unforeseen event that the Student must drop out of the training after completing 3 modules, the Student may apply to join the next training group where he/she left off on a space available basis. Alternatively, the student may apply to take a future training from the beginning.
- b) If the Student rejoins the next or any future training, he/she does so committing to the training curriculum and requirements for graduation that exist at that time.
- c) If the Student drops out of this training, he/she forfeits the non-refundable deposit. If the student has paid in advance for modules not attended, he/she may request a refund for any money paid for more than the \$2075 / \$1995 deposit and \$1275 / \$1225 per module attended in whole or part. If a student misses a module, continues with the next module, then drops out, what will be owed will include the missed module between modules taken.
- d) If the student drops out before paying in full for the deposit plus \$1275 / \$1225 per module attended in whole or in part, then that money is due and begins accruing interest at 1% per month calculated beginning from the day the payment was due.

18) Taking Another Training

The Student who drops out as well as the Student who completes the training may apply to retake the whole training with a later training group. Acceptance is guaranteed only if the reason for dropping out was a pregnancy or birth.

If Ray offers a T14 in the US, The Student who drops out of this training, T13, after taking 3 modules, may apply to start T14 where he/she left off or to take T14 starting at the

beginning.

19) Location

The training will be at **Ojai Valley Women's Club**, 441 East Ojai Avenue, Ojai, CA.

20) Who to Contact:

The work has been split in order to allow us to work as an effective team. In the event that the Student needs to contact the Castellinos please direct the enquiry as follows:

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

- Applications
- Accommodations
- Process Workshops with Ray
- This Contract
- Other logistical information
- Financial arrangements

Contact **Ray Castellino (bebaray@me.com)** for enquiries related to:

- Training Content
- Your own process
- Supervision
- Making phone appointments with Ray for supervision or phone consultations

21) Sales by Students

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

22) Signatures of Agreement - I have read the whole contract and commit to doing everything required.

Please sign and date this on your computer and return it as an attached file to sandra@castellinotraining.com, with 'student contract - your name' as the subject.

..... (Print "I have read the whole contract")

Print Your Name.....

Signature **Date**