

INSTRUCTOR TRAINING REGISTRATION FORM - SOUTH EAST ASIA



PERSONAL DETAILS - ALL FIELDS MUST BE COMPLETED

Title: _____ First Name: _____ Surname: _____ Mobile: _____
Customer ID (if applicable): _____ Date of Birth: _____ Phone (W): _____
Address: _____ What industry qualifications do you have?
Suburb: _____ State: _____ Postcode: _____ None
Certificate III / IV
Email: _____

EMERGENCY CONTACT - ALL FIELDS MUST BE COMPLETED

Emergency Contact Name: _____ Emergency Contact Number: _____
Emergency Contact Email: _____ Emergency Contact Relationship: _____

ENDORSEMENT BY CLUB (REGISTRATION CANNOT BE PROCESSED WITHOUT ENDORSEMENT)

Endorsement confirms that the Club (licensee) is currently licensed to conduct classes in the program indicated below and hereby nominate you (the trainee) to under-take the training module in this program. Les Mills Asia Pacific will contact the nominated club to confirm your endorsement.

Club Name: _____

Select a Program	Day 1&2 Month & Yr	Day 3 Month & Yr	Country	Online Initial Module (incl GST) AUD	Face-to-Face Initial Module (incl GST) AUD	Advanced Training Module (AT) (incl GST) AUD
BODYATTACK®				\$499	\$499	\$349
BODYBALANCE®				\$499	\$499	\$349
BODYCOMBAT®				\$499	\$499	\$349
BODYJAM®				\$499	\$499	\$349
BODYPUMP®				\$499	\$499	\$349
BODYSTEP®				\$499	\$499	\$349
LES MILLS TONE™ ^^				\$529	\$529	
RPM™				\$499	\$499	\$349
SH'BAM®				\$499	\$499	\$349
CXWORX® ^^				\$529	\$529	\$349
GRIT™SERIES				\$499	\$499	\$349
BORN TO MOVE™ Junior Module				\$499	\$499	
BORN TO MOVE™ Senior Module				\$499	\$499	
SPRINT™				\$499	\$499	\$349
LES MILLS BARRE™				\$499	\$499	
THE TRIP®				\$499	\$499	
Module Re-sit Fee	\$200				Subtotal \$	
					Total \$	

TERMS & CONDITIONS

I agree to the attached Terms and Conditions

Signature of Instructor

PAYMENT INFORMATION

Credit card Number: _____ Expiry Date: _____ CCV: _____ Mastercard** VISA**
Name on Credit card: _____ Cardholder Signature+: _____

**0.5% credit card surcharge applies for payments made by credit card. †By authorising this payment you are also agreeing to the Terms and Conditions of Les Mills Instructor Training

^^LMT/CX IMT+VC +\$30 (to cover SMARTBANDs)

SUBMIT YOUR REGISTRATION Before submitting your registration form please ensure you have completed each section. Email your completed form to education@lesmills.com.au

Terms and Conditions

It is advised that you read the full Terms and Conditions of Training carefully, and that you contact Les Mills Asia Pacific (LMAP) with any questions that you have prior to registering for any type of LMAP Training. This includes, but is not limited to, **FACE-TO-FACE Initial Module Training (IMT); ONLINE Initial Module Training (OIMT); and Advanced Training**. LMAP reserves the right to amend these Terms and Conditions from time to time, without warning.

Training Modules

1. Les Mills Asia Pacific (LMAP) reserves the right to postpone or change the Training Module Schedule should insufficient registrations be obtained, or in extenuating circumstances (determined at LMAP's discretion). The reference to the Training Module Schedule includes, but is not limited to, the location; facilitator; date; and time.
2. Registrations for Training Modules are accepted until the Registration Cut-Off Date.
3. Travel bookings are made at your own risk. LMAP recommends you do not make any non-refundable bookings until confirmation of the training is received in the form of a "Training Module Reminder" email. This will be sent to your nominated email address. LMAP bears no responsibility for any loss of funds incurred.
4. You must be at least 16 years of age in order to attend a Training Module.
5. You must inform both LMAP (prior to registration) and the Module Trainer (on the day) of any physical restrictions, disabilities or injuries.
6. You may be required to obtain suitable medical clearance from an appropriate medical practitioner in order to register for and/or attend a Training Module. LMAP reserves the right to withdraw you from a Training Module if suitable medical clearance cannot be obtained, or if the risk of further injury to you is deemed too great.
7. As a minimum requirement you must attend 100% of your selected Training Module.
8. If you do not receive a "Pass" outcome from your Training Module you may book into another Training Module for that program within 12 months. A Re-Sit Fee will apply. This condition also applies if you do not show up or do not attend the entirety of the Training Module.
9. If you are pregnant, or become pregnant, you are required to obtain written medical clearance prior to commencing a Training Module. LMAP advises against undertaking LES MILLS GRIT®, LES MILLS SPRINT® and BODYCOMBAT® Training Modules whilst pregnant.
10. Your place in a Training Module will only be reserved after payment has been received in full.
11. During the course of your training, footage will be taken of your presentations and may be used for LMAP internal quality assurance and training purposes.
12. If in the lead-up to FACE-TO-FACE training, you are showing any symptoms of illness, such as a cough or fever, or think you may have been exposed to COVID-19 in any way, please seek medical advice and contact our Instructor Specialist Team to arrange a transfer into another training. A medical certificate will need to be provided.

FACE-TO-FACE Initial Module Training (IMT)

13. You must have endorsement from a Club/Facility that holds a valid license for the program that you register for in order to be eligible to attend an Initial Module Training (IMT). This is applicable for both FACE-TO-FACE and ONLINE Initial Module Trainings. Failure to secure endorsement for an IMT will result in you being withdrawn from the Training Module. Prior to registering for an IMT (FACE-TO-FACE or ONLINE) it is advised that you speak to your preferred endorsing club about mentoring and employment opportunities available after your Module Training. LMAP does not take any responsibility for obtaining endorsement for you or guarantee you a teaching opportunity.
14. IMT Training Resources will be provided in a digital format. These include a Program Release Kit (digital copy of music; instructional videos; and choreography notes) and a Program Manual. A printed version of the Program Manual will be provided to you on Day 1 of your training.
15. IMT Training Resources are electronically sent to you approximately eight (8) days prior to Day 1 of the Training Module. This is in order for you to learn the music and choreography, and practice your allocated track(s) in preparation to present during the Training Module. Failure to do so may result in an "At Risk" outcome for Days 1 and 2.
16. A FACE-TO-FACE IMT consists of two (2) consecutive days (Days 1 and 2) followed by a third day (Day 3), typically eight (8) weeks after the first two days. You are required to attend all three (3) days in their entirety, in the agreed upon format. You are required to demonstrate all competencies in order to achieve a "PASS" outcome. If you do not attend all three (3) days in their entirety and/or do not fully demonstrate the required competencies, you will receive a "RE-SIT" outcome.
17. After the completion of Day 2 of your IMT, you are not qualified as an instructor in the given Les Mills program. After completion of Day 2, you may team-teach with a certified instructor of the same program in a Les Mills licensed facility in preparation for your Day 3. Only after obtaining a "PASS" outcome from Day 3 are you qualified to teach classes on your own, in the given Les Mills program at a licensee's location.
18. Prior to attending the IMT, you are not authorised to conduct (teach, team-teach or shadow) any Les Mills classes.

ONLINE Initial Module Training (OIMT)

19. You must have endorsement from a Club/Facility that holds a valid license for the program that you register for in order to be eligible to attend an Initial Module Training (IMT). This is applicable for both FACE-TO-FACE and ONLINE Initial Module Trainings. Failure to secure endorsement for an IMT will result in you being withdrawn from the Training Module. Prior to registering for an IMT (FACE-TO-FACE or ONLINE) it is advised that you speak to your preferred endorsing club about mentoring and employment opportunities available post module training. LMAP does not take any responsibility for obtaining endorsement for you or guarantee you a teaching opportunity.
20. IMT Training Resources will be provided in a digital format. These include a Program Release Kit (digital copy of music; instructional videos; and choreography notes) and a Program Manual. If you have registered for an OIMT, you must complete all allocated pre-work tasks prior to attending Day 1 of your Training Module.
21. An OIMT consists of two (2) consecutive days, (Days 1 and 2) presented via live ONLINE streaming, followed by a compulsory FACE-TO-FACE Day 3. You are required to demonstrate all competencies in order to achieve a "PASS" outcome. In the case where you do not attend all three (3) days in their entirety and/or do not fully demonstrate the required competencies, you will receive a "RE-SIT" outcome, which will attract an additional re-sit fee.
22. IMT resources are electronically sent to you approximately eight (8) days prior to the Training Module in order for you to complete the appropriate pre-work prior to Day 1. Failure to complete the pre-work prior to Day 1 may result in an "At Risk" outcome for Days 1 and 2.
23. In the instance where an OIMT requires equipment, this will not be provided by LMAP, it must be obtained prior to Day 1 in order to complete the required pre-work and participate in the Training Module. Programs that will require equipment include BODYPUMP®; BODYSTEP®; LES MILLS TONE®; RPM™; CXWORX®; LES MILLS GRIT™ SERIES; LES MILLS BARRE™; THE TRIP™ and SPRINT™. If you have registered for CXWORX® or LES MILLS TONE®, your registration fee includes a SMARTBAND® which will be posted directly to your shipping address. However, LMAP cannot guarantee that the SMARTBAND® will arrive via post prior to Day 1 of your module. Therefore, it is strongly recommended that you obtain a SMARTBAND® or resistance tube from your endorsing club in order to complete the required OIMT pre-work. It is a condition of registration for an OIMT that you have access to:

- A stable/reliable internet connection – broadband wired or wireless (4G/LTE)
 - Speakers and a microphone – built-in or USB plug-in or wireless Bluetooth
 - A webcam or HD webcam – built-in or USB plug-in
 - A PC or tablet device that supports the use of Zoom Video Communications. For reliability, LMAP strongly recommends use of a PC over a tablet device.
24. If you are unsure if your device will support the operating systems in place for an OIMT you must contact LMAP prior to registration. LMAP will not be held responsible for any issues that may arise as a result of poor internet connection or faulty devices over the course of your OIMT (ONLINE). Technical support with regards to your hardware or internet connection IS NOT AVAILABLE at any time from LMAP.
 25. After the completion of Day 2 of your IMT, you are not qualified as an instructor in the given Les Mills program. After completion of Day 2, you may team-teach with a certified instructor of the same program in a Les Mills licensed facility in preparation for your Day 3. Only after obtaining a “PASS” outcome from Day 3 are you qualified to teach classes in the given Les Mills program at a licensee’s location.
 26. Prior to attending the IMT, you are not authorised to conduct (teach, team-teach or shadow) Les Mills classes.
 27. During the course of your OIMT, the Zoom sessions will be recorded for the purpose of sharing content to registered trainees from your module group or for LMAP quality assurance and training purposes.

Refunds, Transfers, Credits and Re-SITs

28. Withdrawals more than four (4) weeks before the date of the Training Module can be rebooked within 12-months free of charge. After 12-months the full module registration fee will be retained.
29. Refunds will not be given for changes of mind, including changes in personal circumstances. This also refers to changes in circumstances that affect your ability to attend a training in its entirety.
30. Withdrawals for any reason, including medical reasons, within four (4) weeks of the Training Module date will result in a RE-SIT outcome and a RE-SIT fee will be payable upon re-registration. A refund or transfer into another program is not available in this instance
31. All Module Training needs to be completed within 12-months of purchase. After 12-months the full training fee applies.
32. Les Mills Training products are non-transferrable and cannot be exchanged for any other Les Mills product, including other Les Mills training products.
33. Where a Training Module has been cancelled by LMAP, a Training Module credit will be offered. You will be informed of the cancellation via email.
34. At LMAP’s discretion, those in extremely remote areas may be eligible for a Day-3-via-Video to complete their FACE-TO-FACE IMT. To determine eligibility for this, instructors must contact the LMAP Head Office prior to registering for a FACE-TO-FACE IMT. Approval **must** be granted by the LMAP Head Office for a Day-3-via-Video exception. Day-3-via-Video will incur an additional fee. This option is **STRICTLY UNAVAILABLE for OIMT.**
35. If you receive a “RE-SIT” result after Day 3, you can attend another Day 3 (within 12 months). This will incur a RE-SIT Fee.

Intellectual Property and Licensing

36. Intellectual Property including but not limited to; music, choreography, instructional video, written materials and equipment must not be copied, shared, or re-sold for the use of others.
37. Each Les Mills program may only be taught in facilities licensed by LMAP in that program.