



सत्यमेव जयते

**YOGA CERTIFICATION BOARD
MINISTRY OF AYUSH
Government of India**

*Guidelines
for
Management of Yoga Certification Board*



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Guidelines for Management of Yoga Certification Board

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ABBREVIATIONS

- i. “YCB” means the Yoga Certification Board.
- ii. “Board” means the Yoga Certification Board, New Delhi (National Capital of India).
- iii. “Steering Committee” means the Steering Committee of the Board;
- iv. “Technical Committee” means the Technical Committee of the Board;
- v. “Assessment Committee” means the Assessment Committee of the Board;
- vi. “Chairperson” means the Chairperson of the Board and various committees;
- vii. “Vice-Chairperson” means the Vice-Chairperson of the Board and various Committees.
- viii. “Members” mean the members of the Board and various committees;
- ix. “Member-Secretary” means the Member-Secretary of the Board and various Committees.
- x. The “Scheme” means “Scheme for Voluntary Certification of Yoga Professionals and Accreditation of Yoga Institutions”;
- xi. “MDNIY” means Morarji Desai National Institute of Yoga;
- xii. “QCI” means the Quality Council of India
- xiii. “Charges” includes fees, service charges, tariff, deposits, rent, surcharge, or any other charges levied by the Board or payable to it;
- xiv. “PrCBs” Personnel Certification Bodies authorized Yoga certification bodies in India in any Indian or foreign language;
- xv. “Certification” means to certification with regard to evaluation of competency in respect of various level of course/program approved by the Board;
- xvi. “Accreditation” means accreditation to various institutes/schools/centres to carry out various level of courses and certification as approved by the Board;
- xvii. “Government” means the Government of India;
- xviii. “CYEP” means Continuing Yoga Education Program for renewal / upgrading Yoga certification
- xix. “HoI” means the Head of Institution of Yoga Certification Board

Guidelines for Management of Yoga Certification Board

CHAPTER-I

YOGA CERTIFICATION BOARD: ORGANISATION, POWERS & FUNCTIONS

1. INTRODUCTION

Ministry of AYUSH introduced a Scheme for Certification of Yoga Professionals and Accreditation of Yoga Institutions on 12-06-2015. The Quality Council of India (QCI) was assigned with the work of implementation of the said scheme. Later on, in January 2018, the Government reviewed and decided to transfer the same to Morarji Desai National Institute of Yoga. For the said purpose a Board, namely, Yoga Certification Board (YCB) was constituted vide Ministry's communication No.L-20025/21/2015-IC dated 07-03-2018. The YCB took over the Scheme in June, 2018. Main objective of creating the Board is to promote Yoga as a career skill and to bring standards and uniformity in teaching and practice of Yoga in India and across the Globe with a view to attain holistic health and preserve human values.

2. CONSTITUTION OF YOGA CERTIFICATION BOARD:

The Board shall consist of:

(i)	Secretary, Ministry of AYUSH, Govt. of India	-	Chairperson
(ii)	Joint Secretary & In-charge of Yoga Naturopathy Cell, Ministry of AYUSH, Govt. of India	-	Vice-Chairperson
(iii)	Special Secretary & FA Ministry of Health & F.W., Govt. of India 'or' his/her representative not below the rank of Under Secretary.	-	Member
(iv)	Joint Secretary, MHRD or his/her or his/her representative not below the of U/S	-	Member
(v)	Accreditation expert preferably from QCI (To be nominated by the Chairperson)	-	Member
(vi)	Legal Expert (To be nominated by the Chairperson)	-	Member
(vii), (viii) & (ix)	Three eminent Yoga Experts having academic back- ground (to be nominated by Chairperson)	-	Members
(x)	Head of Institution, YCB	-	Member-Secretary

2. Official members of the Board as mentioned under clauses (i) to (iv) and (x) shall continue to receive from respective funds i.e Union Government or YCB such as salaries and allowances, and shall be governed by such conditions of service, as may be prescribed.
3. Except in the case of ex-officio members and members nominated, the members of the Board shall hold office at the pleasure of the Government.
4. Members nominated shall not hold office for more than three years. An outgoing member shall be eligible for re-nomination.
5. Nominated members may be removed by the Chairperson on the basis of their non-participation or any other reason to be recorded in writing.
6. No decision taken by the Board or under the authority of the Board shall be called into question on the ground only of the existence of any vacancy among the members of the Board of any defect or infirmity in the constitution of the Board. No proceedings of any meeting shall be invalid for the reason for lack of nomination therein.

3. TEMPORARY ABSENCE OF THE MEMBERS:

- (i) In the absence of the Chairperson, the Vice-chairperson shall be competent to carry out the duties and functions of the Chairperson.
- (ii) In the absence of the Chairperson and the Vice-chairperson both in any given circumstances, the Government may appoint another person to act as Chairperson.

4. NON-PARTICIPATION OF MEMBERS, IF HE/SHE HOLDS INTEREST OF ANY FIRM/INSTITUTE:

- (i) If the Board has entered into or is considering any contract or agreement with any firm or institute in which a member holds any share or interest, he/she shall not be entitled to participate in any decision of the Board relating to such contract or agreement.
- (ii) Every disclosure shall forthwith be recorded in the minutes and communicated to the Government, and the Government may thereupon give such direction as it may deem proper.

5. INCORPORATION OF THE BOARD:

The Board came into existence with effect from 07.03.2018, it was created by the Ministry of AYUSH.

6. POWERS & FUNCTIONS OF THE BOARD:

(1) Powers:

- (a) The Board shall have full powers to take decisions and issue instructions to conduct the business of the Board and in particular with reference to (i) keeping of accounts; (ii) preparation and sanction of budget estimates; (iii) sanctioning of expenditure; (iv) entering into contracts; (v) appointment of staff and determination of their conditions of service; and (vii) any other purpose that may be necessary.
- (b) Powers to prescribe courses for various levels of certification of Yoga Professionals and related matters.
- (c) Powers for accreditation of Yoga Institutes/Centres and related matters.
- (d) Powers to revalidate/extend certification & accreditation as given above.
- (e) The Board shall have general control of its affairs and shall have authority to do, exercise and perform all the powers, acts and deeds for the planning, establishment and running of the Board, and its branches whether within or outside India.
- (f) The Board may by resolution delegate such administrative and financial powers as it may think proper to any Committee, the Chairperson, the Head of the Institution, YCB and such officers of the Board, as may be considered necessary.
- (g) The Board shall have full powers to constitute, conduct, defend, compound, compromise or abandon any legal proceedings by or against the Board or otherwise relating to its affairs.
- (h) The Board may appoint committees or sub-committees for such purpose and with such powers as may be specified by it.
- (i) To dissolve the Committee/s if the Board considers that the objective/s of constituting such committee/s is fulfilled and the same is/are no more required to continue/exist.
- (j) Nothing in these Bye Laws shall prevent the Chairperson from exercising any or all the powers of the Board in case of emergency and the action taken by the Chairperson on such occasions shall be reported to the Board subsequently for ratification/information.

(2) Functions: The Board may discharge the following functions: -

- (i) To plan, organise, review and implement the Scheme of Certification of Yoga Professionals and Accreditation of Yoga Institutions/Centres of the Government.
- (ii) To collaborate/enter into contract with national and international organizations for promotion of Yoga.
- (iii) To approve different categories for certification of Yoga Professional and accreditation of Yoga Institutions/Centres.
- (iv) To prescribe fee, rates, charges, honoraria etc for above work or any other work as the Board may consider essential.
- (v) To lay down curricula and syllabi for various levels of certification courses.

- (vi) To lay down policy and assess requisite infrastructure with regard to accreditation standards/norms for Yoga Institutes/Centres.
- (vii) To assess competencies of the Yoga professionals and award certificates.

7. PROCEEDINGS OF THE BOARD:

- (i) The Board shall meet as often as may be considered necessary by the Chairperson for the transaction of the business of the Board but shall ordinarily meet twice a year. The Chairperson may also convene a special meeting of the Board.
- (ii) An annual meeting of the Board shall be held at such time, date and place as may be determined by the Chairperson. At such meeting the annual report and the audited accounts of the Board together with the auditor's report thereon shall be submitted along with the observations, if any, of the Secretariat of the Board.
- (iii) The Chairperson shall convene a Special Meeting of the Board on the written requisition of not less than half of the total members of the Board. Any requisition so made by the members of the Board shall express the object of the meeting proposed to be called and shall be left at the office of Member-Secretary or posted to his address.
- (iv) At the Special Meetings, no subjects other than those stated in the notice of requisition shall be discussed except when especially authorized by the Chairperson.
- (v) Excepting as otherwise provided in these guidelines, all meetings of the Board shall be called by Notice under the signature of the Member-Secretary.
- (vi) Every notice calling for a meeting of the Board shall state the date, time and place at which such meeting will be held and shall be served upon every members of the Board not less than 14 days before the day scheduled for any general meeting and 10 days for special meeting.
- (vii) The accidental omission to give notice or to the non-receipt of notice by any member shall not invalidate the proceedings at the meeting.
- (viii) Any member desirous of moving any resolution at an ordinary meeting of the Board shall give notice thereof in writing to the Member-Secretary not less than seven days before the day of such meeting.
- (ix) Any business which may be necessary for the Board to perform, may be performed by way of a resolution in writing, circulated amongst all its members and any such resolution so circulated and approved by majority of members entitled to vote at a meeting of the Board, shall be as effectual and binding as if such a resolution had been passed in a meeting of the Board.
- (x) The Chairperson shall preside at every general meeting of the Board. In the absence of the Chairperson, the Vice-Chairperson shall preside over the general meeting. In the absence of both, the members present shall choose a member to preside over the said meeting.
- xi) A decision given by the Chairperson of the meeting on a point of order raised by a member shall be final.

- xii) All proceedings of the meetings of the Board shall be entered in a Minute Book to be maintained by the Member-Secretary for the purpose and all minutes shall be signed by the Chairperson at the next meeting after the same is duly confirmed.

8. SECRETARIAT OF THE BOARD:

- (i) The Board may appoint a Secretary and all such officers as may be required to enable the Board to carry out its functions that the Government may prescribe that appointment to certain posts shall be subject to its approval. Existing structure of the Secretariat of the Board is given at Schedule-I.
- (ii) The Board shall appoint Head of Institution (HoI) of the Secretariat of the Board to administer all administrative and financial powers. In the event of his proceeding on leave, resigning or voluntarily retiring or retiring or the post falling vacant in any other eventuality, the Chairperson of the Board may depute any other officer bearer/member of the Board to look after the functions of the post of Head of Institution (HoI), which will be ratified in the next meeting of the Board.

SCHEDULE-I
ESTABLISHMENT SCHEDULE OF THE BOARD

S. No.	Name of the Post	No. of posts	Pay level/ Remuneration	Remarks
1.	Head of Institution (HoI)	01	Level-13	Director, MDNIY nominated as Head of Institution (HoI) and Member-Secretary till a regular post of CEO is not created and recruited. This function may be carried by a person as may be decided by the Government till YCB gets autonomous status.
2.	Registrar/ Technical Officer	01	Level-12	One Group-A post of Programme Officer (Yoga Education) (Rs.12000-16500) lying vacant in MDNIY shall be transferred to the Board).
3.	Consultant (Management)	01	15 LPA	To advise in overall management related matters.
4.	Consultant (I.T.)	01	15 LPA	To advise in information technology related matters.
5.	Consultant (Assessment)	01	12 LPA	To advise regarding assessment of certification of Yoga Professionals and accreditation of Yoga Institutes
6.	Consultant (Yoga)	01	05 LPA	To advise regarding Yoga text and related matter.
7.	Consultant (Administration & Finance)	01	06 LPA	To look after administration and financial matters of the Board
8.	Office Assistant (contract)	02	03 LPA	To be engaged on contract basis
9.	M.T.S. (contract)	01	02 LPA	To be engaged on contract basis

CHAPTER-II

COMMITTEES OF THE BOARD & ITS FUNCTIONS

9. COMMITTEES OF THE BOARD:

There shall be four Committees to advise the Board– (a) Steering Committee, (b) Technical Committee, (c) Assessment Committee, and (d) Standing Finance Committee.

10. CONSTITUTION OF THE STEERING COMMITTEE:

(i)	An Eminent Yoga Guru/Master (non-official)	-	Chairperson
(ii)	A representative of Ministry of AYUSH (not below the rank of Director/Dy. Secretary)	-	Member
(iii)	A representative of Ministry of Commerce (not below the rank of Director/Dy. Secretary)	-	Member
(iv)	A representative of Ministry of External Affairs (not below the rank of Director/Dy. Secretary)	-	Member
(v)	A representative of Ministry of Tourism (not below the rank of Director/Dy. Secretary)	-	Member
(vi)	A representative of Ministry of Skill Development (not below the rank of Director/Dy. Secretary)	-	Member
(vii)	A representative of Dept. of Higher Education Ministry of HRD(not below the rank of Director/Dy. Secretary)	-	Member
(viii)	A representative of Department of Industrial (Policy & Promotion)	-	Member
(ix)	A representative of Confederation of Indian Industry	-	Member
(x)	A representative of National Accreditation Board for Certification Bodies	-	Member
(xi)	A representative of Quality Council of India	-	Member
NON-OFFICIAL MEMBERS			
(xii)	A representative of any one of the multi stake holders	-	Member
(xiii)	A representative of Professional Training Institution	-	Member
(xiv to xx)	7 (Seven) Yoga Gurus/Masters (Nominated by the Chairperson of the Board)	-	Member
(xxi)	Head of Institution (HoI), YCB *	-	Member-Secretary

** Till YCB gets an autonomous status, Director, MDNIY will function as Head of Institution of YCB.*

11. FUNCTIONS OF THE STEERING COMMITTEE:

- (i) The Steering Committee will advise the Board on policy matters regarding planning, organizing, execution, assessment, monetary controls and implementation of the Scheme.
- (ii) The Steering Committee shall give expert advice with regard to development and evaluation strategies for the Certification of Yoga Professionals and Accreditation of Yoga Institutions;
- (iii) To advise in identifying the priorities and potential risks in the Scheme;
- (iv) To advise in maintaining the quality of the Program as it develops;
- (v) Providing advice about changes in the Program as it develops.

12. CONSTITUTION OF THE TECHNICAL COMMITTEE:

(i)	An eminent Yoga Guru/Master		Chairperson
(ii)	Yoga Expert of repute	-	Vice Chairperson
(iii)	An Academic Expert		Member
(iv)	An Accreditation Expert	-	Member
(v)	An Administrative Expert		Member
(vi), (vii) & (viii)	3 (three) Yoga Masters with academic background (Members and having not less than 10 years of experience)	-	Members
(ix)	Head of Institution (HoI), YCB		Member-Secretary

13. FUNCTIONS OF THE TECHNICAL COMMITTEE:

- (i) To advise relating to academic, accreditation and certification matters
- (ii) To give technical advice relating to the academic syllabi/courses for various levels;
- (iii) To advise the Board norms/criteria for accreditation of the Yoga institutes/Centres;
- (iv) To advise for modification or upgrading the existing syllabi/courses and accreditation;
- (v) To advise certification process;
- (vi) To advise for fixation of fees for enrolment/registration/certification/accreditation
- (vii) To advise for amendment or repeal the Accreditation processes/ prescribed syllabi.
- (viii) To advise for adoption of norms for carrying out the Inspection process for accreditation or revalidation of Yoga institutes.

14. CONSTITUTION OF THE ASSESSMENT COMMITTEE:

(i)	An Academician (retired professional), but not belonging to Yoga Institution or any other committee of the Board	-	Chairperson
(ii)	A Yoga Expert of repute, not belonging to any Yoga organization/Institute involved in the certification process	-	Vice-Chairperson
(iii)- (iv)	Two Yoga Experts with academic background having not less than 10 years of experience in teaching, Training and conducting of examinations	-	Members
(v)	An Assessment Expert	-	Member
(vi)	Head of Institution (HoI), YCB	-	Member-Secretary

15. FUNCTIONS OF THE ASSESSMENT COMMITTEE:

- i) To advise relating to the evaluation and examinations for Certification of Yoga Professionals and assessment of the Yoga Institutions;
- ii) To advise for setting up norms for conducting exams and the procedure to be adopted for conducting the exams;
- iii) To advise for setting up principles and guidelines for evaluation of Certification examinations and assessment of the Yoga Institutions;
- iv) To advise for modification of existing evaluation and assessment process;
- v) To advise for need on specific grounds to modify the existing syllabus (for further review by the Technical Committee) and examination procedures;
- vi) To advise suitable person or team of such persons for carrying out the examination/evaluation/assessment;
- vii) To advise for devising procedure, forms of applications for individuals/institutes under the Scheme.

16. CONSTITUTION OF THE STANDING FINANCE COMMITTEE:

(i)	Joint Secretary, AYUSH, Yogic Wing	-	Chairperson
(ii)	Representative of IFD not below the rank of US	-	Member
(iii)-(iv)	Any two members from SC/ TC/ AC nominated by Chairperson of YCB	-	Members
(v)	Head of Institution (HoI), YCB	-	Member-Secretary

17. FUNCTIONS OF THE STANDING FINANCE COMMITTEE:

The broad functions of Standing Finance Committee (SFC) shall be to look into the matters relating to Budget and Financial sanction.

18. PROCEEDINGS OF THE COMMITTEES:

- i) These Committees shall meet as often as may be considered necessary by the respective Chairperson for the transaction of the business but ordinarily shall meet quarterly;
- ii) In the absence of the Chairperson, the Committee members will choose a Chairperson from amongst themselves to chair the meeting;
- iii) Every notice calling for a meeting of these Committees shall be sent by the Member-Secretary of the Committee and shall state the date, time and place at which such meetings will be held and shall be served upon every member of the Committee not less than 07 days.
- iv) The agenda shall also be sent along with the notice of the meeting and where it is not possible, the agenda shall be sent at least 5 days before the date of the meeting.

- v) One third of the members of the Committee present in person shall constitute a quorum at any meeting of the Committee. In case a meeting is adjourned for want of quorum, there shall be no quorum for the adjourned meeting.
- vi) A decision given by the Chairperson of the meeting at a point of order raised by a member(s) shall be final.
- vii) All proceedings of the meetings of the Committees shall be entered in a Minute Book to be maintained by the Member-Secretary of the particular committee for the purpose and all minutes shall be signed by the Chairperson in the next meeting after the same is duly confirmed.
- viii) The minutes of all the meetings of these committees shall be placed before the Board for consideration and final approval.
- ix) The tenure of the above Committee members will be *three years* and same may be extended or curtailed at the discretion of the Board.
- x) On completion of the tenure by a member, he/she may be re-nominated;
- xi) The Members of the committees will be nominated by the Chairperson on the recommendation by Member Secretary of the Board.

CHAPTER-III

TRANSFER OF SERVICES FROM QCI

19. TRANSFER OF ASSETS, LIABILITIES AND SERVICES:

Keeping in view, the Government decisions vide Ministry of AYUSH, GOI vide O.M. No. L-20025/2015-IC dated 30th January 2018: -

- (a) All properties, assets and liabilities relating to the Certification of Yoga professionals and accreditation of Yoga Institutes/Centers under the control of the Quality Council of India immediately before such, shall vest in the Board.
- (b) The Board may take over such assets and liabilities or properties, both movable and immovable, of any existing organisation under control of the Government or of any local authority, with prior agreement with concern on such terms as may be agreed upon.
- (c) The Board may avail services of QCI staff for a period as it may be necessary on hire basis to assist in continuance of the Program.

20. ALL NOTIFICATIONS, ORDERS ETC. PRIOR TO TRANSFER OF SERVICES TO THE YCB TO CONTINUE IN FORCE.

Any notification, order, program, or notice made or issued and any certification, accreditation, license or permission granted by any authority, in so far as it relates to the program for Certification of Yoga Professional and Accreditation to Yoga Institutions/Centers, shall continue in force and shall be deemed to have been made, unless it is superseded by any notification, program, order, regulation, order, form or notice made or issued.

21. APPOINTMENTS & SERVICE CONDITIONS:

- (1) The Board may appoint/engage such officers and employees as it may consider necessary for the efficient performance of its functions;
- (2) Service conditions of the officers and staff shall be applicable, mutatis mutandis, to every officer and employee of the Board as applicable as laid down in the Broad Guidelines for Management of Yoga Certification Board and rules & regulations of Government of India;
- (3) Unless expressly provided to the contrary under these guidelines, the terms & conditions of service of an officer or employee including contractual appointments of the Board shall be governed, as far as may be, by terms & conditions of service and rules & regulations applicable to the Government employees, and by the orders and decisions issued by the Central Government from time to time.

CHAPTER-IV

FINANCE, ACCOUNTS & AUDIT

22. CONSTITUTION OF THE YCB FUND:

- (1) All funds immediately before the establishment of the Board vested with in Quality Council of India in regard to the Program engaged by the Government (Ministry of AYUSH); and
- (2) All money received by or on behalf of the Board shall form one fund to be titled as the Yoga Certification Board Fund hereinafter to be called as the “YCB Fund”.
- (3) Contributions by the Government on such terms and conditions that such government may determine, by way of loans or grants, such sums of money as that Government may think justified for being utilized for the purposes of these guidelines.
- (4) All fees, charges, advances, securities, earnest money and other charges received from the students, institutions, PrCBs etc.
- (5) All money received by the Board in any other manner or from any other source.
- (6) All the money credited to the funds shall be deposited in a Nationalized Bank.

23. MODE OF MAINTENANCE OF THE YCB FUND:

- (1) The YCB Fund shall be maintained in the following manner: -
 - (a) The examination account relating to all money received by or on behalf of the Board regarding assessment and accreditation to Yoga Institutions/Centers or PrCBs;
 - (b) The general account relating to all other money received by or on behalf of the Board including money not attributable exclusively to either account specified in clause (a) above.
- (2) The Board shall have power to spend such sums as required to cover all administrative expenses of the Board and on the objects or for the purposes authorised by the Board.
- (3) The Board may transfer any money from any account referred to above of such account.

24. PAYMENT OUT OF THE YCB FUND:

- (1) No payment of any sum of the YCB fund shall be made unless expenditure of the same is covered by a current budget grant and a sufficient balance of such grant is available-
Provided that this section shall not apply to payment made in the following cases, namely,
 - a) Refund to any person of money right fully due to him;
 - b) Under order of the Government as failure of the Board to take any action as required by such orders.
 - c) Under any other byelaws of the Board.
 - d) Under decree or order of a civil or criminal court.
 - e) Under a compromise of any claim, suit or other legal proceedings;
- (2) Whenever any sum is expended under the proviso the officer empowered to incur such expenditure, shall forthwith communicate the transaction to the Board.

25. BANK ACCOUNT:

- (i) The funds of the Board shall be lodged and transacted through any Nationalized Bank.
- (ii) All cheques on the bank account are signed and all bills, notes and other negotiable instruments be drawn, accepted and made on behalf of the Board by the joint signatures of the Head of Institution (HoI) and another officer to be authorised as the second signatory.
- (iii) The Head of Institution (HoI) may, if he so desires in the interest of the Board's functioning, may delegate financial powers upto Rs.5,000/- to any officer of the Secretariat of the Board for carrying out the day to day work under emergent circumstances.
- (iv) However, the Head of Institution (HoI) will have overall responsibility of exercising such powers as per rules and accountable for actions taken by any such officers to whom the powers are delegated by him under these provisions. Powers and functions of the Head of Institution (HoI) are laid down in Section 30.

26. PREPARATION OF BUDGET:

The Board shall during each financial year prepare in such form and such time as maybe prescribed, a budget in respect of the financial year next ensuing and shall forward a copy thereof to the Government. There shall be a mainhead "Yoga Certification Board" under which there shall be further sub-heads as under: -

- (i) Grants-in-Aid-General;
- (ii) Grants for creation capital assets; and
- (iii) Grants-in-aid-salaries.

27. TA/DA/Honorarium:

The Board shall pay TA/DA/Honorarium for members invited to attend meetings for various purposes as per rates prescribed from time to time by the Central Government under SR 190 and orders thereunder subject to the following conditions: -

- (i) TA/DA of the official members or retired employees will be governed in accordance with Ministry of Finance, GOI instructions vide OM No.19047/1/2016-E. IV dated 14-09-2017;
- (ii) Other Non-official members of the Board/Committees/Panels may be considered at par with Level-11 officer (pre-revised grade pay Rs.6600.00) to be paid/re-imbursed TA/DA claim;
- (iii) Consultants/staff (except retired government employee) working on contract basis may be treated at par with Level-10 officer (grade pay Rs.5400/-) in Pay Matrix to be paid/re-imbursed TA/DA claim.;
- (iv) Honorarium shall be Payable as per GOI guidelines as may be decided by the Board for attending meetings/duties.

- (v) Eminent personalities nominated as Non-official members of the Board/Committees/Panels may be considered at par with Level-14 (grade pay Rs.10000.00) to be paid/re-imbursed TA/DA claim;
- (vi) The Secretary, Ministry of AYUSH may be competent authority with regard to consideration of eminent personalities in respect of 25(v) above.
- (vii) The Head of Institution (HoI), YCB may be delegated to exercise power with regard to 27 (ii), (iii) & (iv) as proposed above;

28. ACCOUNTS AND AUDIT:

- (i) The Board shall maintain proper account and other relevant record and prepare an annual statement of accounts including the profit and loss account and the balance sheet, in such form as may be prescribed by the Government in constitution with the comptroller and Auditor General of India.
- (ii) The accounts of the Board shall be audited annually by a registered Chartered Accountants firm appointed by the Head of Institution (HoI). The report of such audit shall be placed before the Board for approval.
- (iii) The accounts of the Board shall be audited annually by the comptroller and Auditor General of India and any expenditure incurred by him in connection with such audit shall be payable by the Board.
- (iv) The comptroller and Auditor General of India and any person appointed by him in connection with the audit of the account of the Board shall have the same powers in connection with the audit of Government accounts and, In particular, shall have the right to demand the production of books, account connected vouchers, and other documents and papers and to inspect any of the offices of the Board.
- (v) Every such auditor shall send a copy of his report, together with an audited copy of the accounts, to the Government.

CHAPTER-V

CONTROL

29. Production of records: The Government may at any time request/demand the Board-

- (i) To produce any record, correspondence or any other documents in the possession of the Board.
- (ii) To furnish any report, return, plan, estimate, statement of accounts or statistics relating to the functions of the Board.

30. INSPECTION AND EXAMINATION OF WORKS, RECORDS ETC.

The Government may depute any person in the service of the Government to inspect or examine office or any service or work undertaken by the Board or property belonging to the Board and to report thereon and the Board and all its officers shall provide access to such person at all reasonable times & in the premises of the Board as well as of all such records, accounts and other documents to enable him to discharge his duties.

31. Board to comply with directions of Government:

- i. The Government may at any time issue directions in relation to the management of the Board and the Board shall comply with such directions;
- ii. Provided that the Government shall obtain and consider the opinion of the Board before issue of any such directions;
- iii. Provided further that the Government shall make due provisions for any financial liability to the Board arising directly in consequence, of any such directions.

CHAPTER-VI

MISCELLANEOUS

32. FUNCTIONS AND POWERS OF THE HEAD OF THE INSTITUTION (HoI):

The Head of Institution (HoI) shall be responsible for the coordination of policies, planning and execution of various programs under the Board. He shall exercise the powers of Head of the Department of the Board, inter alia, and discharge the following duties: -

- (i) The Head of Institution (HoI) shall be the Member Secretary of the Board, Standing Finance Committee, Technical Committee, and Assessment Committee.
- (ii) The Head of Institution (HoI) shall be In-charge of the Secretariat of the Board. He shall allocate duties of officers and employees of the Board and shall exercise such supervision and executive control as may be necessary.
- (iii) The Head of Institution (HoI) shall also have powers to delegate any of his powers to the officers on the administrative side subject to such limitations as may be imposed by the Board.
- (iv) The Head of Institution (HoI) shall be responsible for the coordination of policies, planning and execution of various programmes.
- (v) The Head of Institution (HoI) shall do all such acts as may be required for the proper conduct of the ordinary business duties and affairs of the Board.
- (vi) All the correspondence pertaining to the Board shall be over the signature of Head of Institution (HoI) or of an officer(s) authorized or directed by him in this behalf;
- (vii) The Head of Institution (HoI) shall exercise such of the financial and executive powers as may be delegated by the Board from time to time;
- (viii) They shall sign and execute on behalf of the Board all the agreements, contracts, etc. which may be necessary for the proper conduct of the business of the Board;
- (ix) Head of Institution (HoI) or an officer authorized by him shall sign and verify plaints, written documents, statements, affidavits, petitions and tabular statements and institute or defend suits, action, and other legal proceedings on behalf of the Board;
- (x) Head of Institution (HoI) shall have power to compromise, settle or refer to arbitration any dispute relating to the Board after taking competent legal advice;
- (xi) The Head of Institution (HoI) may, subject to such restrictions as he may think fit to impose, authorize any of the officers of the Board, as the case may be.
- (xii) The Head of Institution (HoI) may sanction journey by air to the members of the Board and of the Committees and also such expert committees and sub-committees constituted from time to time, examiners and evaluators, etc. in the interest of the smooth functioning of the Board if they are eminent personalities in the field of work and whose normal mode of travel is by air. They shall be treated as equivalent to Group-A officers in Level-11 of Pay Matrix. All other norms regarding TA/DA shall be followed as per Govt. of India Rules.

- (xiii) Head of Institution (HoI) shall also make suitable arrangement for accommodation, local hospitality etc. in respect of the members of the Board/Committees/Examiners etc. wherever it is deemed necessary.
- (xiv) Notwithstanding anything mentioned above and subject to availability of funds, Head of Institution (HoI) can sanction upto Rs.2.00 lakhs for individual items of expenditure in the interest of the smooth functioning of the Board. Expenditure above Rs.2.00 lakhs will be incurred with the prior approval of the Board.
- (xv) In the event of any authorization by the Head of Institution (HoI) as stated above, the authorized officers shall be responsible for the correctness, regularity and propriety of the decision taken by them. However, the Head of Institution (HoI) shall continue to be overall responsible for all such decisions taken by the authorized officers.
- (xvi) Powers of the Head of Institution (HoI) in regard to writing off the irrecoverable value of stores, money, advances etc. shall not be re-delegated.

33. ACCREDITATION/ LICENSES NEITHER SALEABLE NOR TRANSFERABLE:

Any accreditation or license given shall not be saleable or otherwise transferable.

34. RECOVERIES OF DUES:

- (i) If a person/institute/body liable to pay any dues to the Board, does not within 30 days from the service of the notice of demand, pay the amount due, he shall be deemed to be defaulter.
- (ii) A person/institute/body shall in addition to the charge's dues including interest and demand fee, liable to pay penalty as may be determined by the Board.

35. APPEALS:

- (i) Every decision made by an officer delegated with any powers under these guidelines under appeal, to next the authority or as the case may be, to the Board.
- (ii) The decision of the Board shall be final.

Provided that the Board and the Chairperson but not any other officer delegated with any power by the Board may at any time, for reasons to be recorded in writing, revise or review any decision taken by any authority subordinate to it or to him. Helpline for Grievance is at Annex-G8.

36. ANNUAL REPORT:

The Board shall propose and submit in such form as may be prescribed, a report giving the account of it activates during the financial year including the activities likely to be undertaken by the Board during the next financial year for information and necessary action, if any, by the Government.

37. Dissolution of the Board:

- (i) If the Government is satisfied that the purposes, for which the Board was established, have been substantially achieved, or that the Board is unable to achieve such purposes, and if the continued existence of the Board, in the opinion of the Government, is unnecessary, the Government may, by notification, dissolve the Board with effect from such date as may be specified in the notification and the Board shall stand dissolved accordingly.
- (ii) From the date of dissolution specified: -
 - (a) all the properties, funds and dues which are vested in, or realisable by, the Board shall be realisable by the Government;
 - (b) all liabilities which are enforceable against the Board shall be enforceable against the Government;
- (iii) The functions of the Board shall be discharged in such manner as the Government may specify.

CHAPTER-VII

Certification of Yoga Professionals

38. TYPES OF CERTIFICATION:

There shall be 8 types of Certification under different categories. Detailed curricula of each type of certification are given under Chapter IX.

Yoga Education and Training	a. Yoga Protocol Instructor b. Yoga Wellness Instructor c. Yoga Teacher and Evaluator d. Yoga Master
Yoga Therapy	e. Assistant Yoga Therapist f. Yoga Therapist g. Therapeutic Yoga Consultant
Volunteer	h. Yoga Volunteer

The Following certification are covered under Yoga Education and Training:

(a) YOGA PROTOCOL INSTRUCTOR (YPI)

- i. **Eligibility:**
 - a. For open candidates there is no eligibility criteria for certification
 - b. For admission in the course it is suggested/ desired that the candidate should have passed 10th standard / secondary school certificate from a recognized board or equivalent. However, the Yoga Institutions can define their own eligibility
- ii. **Brief Role Description:** Certified Yoga Professionals (Yoga Protocol Instructor) can teach basics of Yoga / common Yoga protocol developed by the Ministry of AYUSH for International Day of Yoga for prevention of diseases and promotion of health. They can conduct Yoga practice /classes in parks, societies, RWA etc.
- iii. **Age :** No age limit
- iv. **Personal Attributes:** The job requires individual to have good communication skills, time management skills and ability to understand the body language of the trainees. The job requires individual to possess key qualities such as self-discipline, confidence, maturity, patience, compassion, active listening, time management, empathetic, language proficiency.
- v. **Credit points for certificate:** 12 credits
- vi. **Duration of course:** Not less than 200 hours or not less than 3 months as part time or not less than 1 month as full-time course.
- vii. **Mark Distribution:** Total Marks: 200 (Theory: 60+ Practical: 140)

a. **Theory**

Unit No.	Unit name	Marks
1	Introduction to Yoga and Yogic Practices	20
2	Introduction to Yoga Texts	20
3	Yoga for Health Promotion	20
	Total	60

b. **Practical**

S No.	Practical Work	Marks
1	Demonstration Skills	80
2	Teaching Skills	40
3	Application of knowledge	10
4	Field Experience	10
	Total	140

(b) **YOGA WELLNESS INSTRUCTOR (YWI)**

i. **Eligibility:**

1. For open candidates there is no eligibility criteria
2. For admission in the course it is suggested that the candidate should have passed 12th standard/ higher secondary school certificate from a recognized board or equivalent. However, the Yoga Institutions can define their own eligibility

ii. **Brief Role Description:** Certified Yoga Professionals (Yoga Wellness Instructor) to teach Yoga for prevention of illness and promotion of wellness in schools, Yoga studios, work places, Yoga wellness centres/ Primary Health Wellness/Care Centres etc

iii. **Age:** No age limit

iv. **Personal Attributes:** The job requires individual to have good communication skills, time management skills and ability to understand the body language of the trainees. The job requires individual to possess key qualities such as self-discipline, confidence, maturity, patience, compassion, active listening, time management, empathetic, language proficiency.

v. **Credit points for certificate :**24 credits

vi. **Duration of course:** Not less than 400 hours or not less than 6 months as part time or not less than 3 months as full-time course.

vii. **Mark Distribution:** Total Marks: 200 (Theory: 60+Practical – 140)

a. **Theory**

Unit No.	Unit name	Marks
1	Introduction to Yoga and Yogic Practices	20
2	Introduction to Yoga Texts	20
3	Yoga for wellness	20
	Total	60

b. **Practical**

S No.	Practical Work	Marks
1	Demonstration Skills	80
2	Teaching Skills	40
3	Application of knowledge	10
4	Field Experience	10
	Total	140

(C) **YOGA TEACHER & EVALUATOR (YT&E)**

- i. **Eligibility:**
 - a. For open candidates there is no eligibility criteria
 - b. For admission in the course it is suggested/ desired that the candidate should be graduate in any stream from a recognized University or equivalent. However, the Yoga Institutions can define their own eligibility.
- ii. **Brief Role Description:** Master Trainers in Yoga educational Institutions, Yoga training Courses and training programs. He or she can also act as Evaluator and assessor of Yoga professionals. Can teach in studios, Institutions, colleges/ universities/ Institutions of higher Learning.
- iii. **Age:** No age limit
- iv. **Personal Attributes:** The job requires individual to have good communication skills, time management skills and ability to understand the body language of the trainees. The job requires individual to possess key qualities such as self-discipline, confidence, maturity, patience, compassion, active listening, time management, empathetic, language proficiency, engaging with students, dedication to teaching, ability to build caring relationships with students, friendliness and approachability, Independent, credible, analytical skills etc.
- v. **Credit points for certificate :**46 credits
- vi. **Duration of course:** Not less than 800 hours or not less than 15 months as part time or not less than 9 months as full-time course.
- vii. **Mark Distribution:** Total Marks: 200 (Theory: 80+Practical – 120)

(a) **Theory**

Unit No.	Unit name	Marks
1	Foundation of Yoga	20
2	Introduction to Yoga Texts	20
3	Yoga and Health	20
4	Applied Yoga	20
	Total	80

(b) Practical

S No.	Practical Work	Marks
1	Demonstration Skills	60
2	Teaching Skills	20
3	Evaluation Skill	20
4	Application of knowledge	10
5	Field Experience	10
	Total	120

(D) YOGA MASTER

i. Eligibility:

- a. For open candidates there is no eligibility criteria
 - b. For admission in the course it is suggested/ desired that the candidate should be graduate in any stream from a recognized University or equivalent. However, the Yoga Institutions can define their own eligibility.
- ii. **Brief Role Description:** Shall act as Master Educator/ Trainer in Yoga Educational programs. Skilled professionals can teach, evaluate & assess for all categories of certification under Yoga Training and Education & will be a guiding force.
- iii. **Age:** No age limit
- iv. **Duration of course:** Equivalent to not less than 1600 hours of Yoga Teaching course.
- v. **Mark Distribution:** Total Marks: 200 (Theory: 120+Practical – 80)

(a) Theory

Unit No.	Unit name	Marks
1	Philosophical Foundation of Yoga	30
2	Principles and Practices of Yoga in Traditional Texts	30
3	Allied Science	30
4	Applied Yoga	30
	Total	120

(b) Practical

S No.	Practical Work	Marks
1	Demonstration Skills	15
2	Teaching Skills	15
3	Evaluation Skill	20
4	Application of knowledge	20
5	Field Experience	10
	Total	80

The students who have done PG, M.Sc. in Yoga from the YCB accredited institute, will be given exemption of 10 marks in field experience work. The candidate will be awarded field experience marks after producing certified copy of field experience from his/her institute.

The Following Courses covers under Yoga Therapy

(E) ASSISTANT YOGA THERAPIST

- i. **Eligibility:** 10+2 pass
- ii. **Brief Role Description:** Can work under supervision of physician, Yoga Therapist or Therapeutic Yoga Consultant on specific disorders
- iii. **Age:** No age limit
- iv. **Personal Attributes:** Good communication skills, time management and ability to understand the body language of the trainees.
- v. **Credit points for certificate:**24 credits
- vi. **Duration of course:** Not less than 400 hours (*Contact program for 100 hrs. to be conducted on Anatomy, Physiology*)

a. Theory

Unit No.	Unit name	Marks
1	Basic Principles of Yoga Therapy	15
2	Yoga Therapy in Traditional Yoga Texts	15
3	General Anatomy and Physiology	15
4	Yoga and Allied Science	15
	Total	60

b. Practical

S No.	Practical Work	Marks
1	Demonstration Skills	80
2	Teaching Skills	20
3	Application of knowledge	30
4	Field Experience	10
	Total	140

(F) YOGA THERAPIST

- i. **Eligibility:** Any Degree holder
- ii. **Brief Role Description:** Can work under certified physician or certified Yoga Consultant to give Yoga Therapy on all disorders
- iii. **Age:** No age limit
- iv. **Personal Attributes:** Good communication skills, time management and ability to understand the body language of the trainees.
- v. **Credit points for certificate:** 46 credits
- vi. **Duration of course:** Not less than 800 hours (*Contact program for 100 hrs. to be conducted on Anatomy, Physiology*)

a. Theory

Unit No.	Unit name	Marks
1	Yoga and Human Body	20
2	Fundamental Principles of Yoga Therapy	20
3	Application of Yoga Therapy in Traditional Yoga Texts	20
4	Physiological and Psychological Effects of Hatha Yoga Practices	20
	Total	100

b. Practical

S No.	Practical Work	Marks
1	Demonstration Skills	30
2	Teaching Skills	20
3	Evaluation skill	20
4	Application of knowledge	20
5	Field Experience	10
	Total	100

(G) THERAPEUTIC YOGA CONSULTANT

- i. **Eligibility:** Medical Professional or Masters in Yoga. (For Yoga professional medical knowledge is required and vice versa)
- ii. **Brief Role Description:** Can practice Yoga for treatment of diseases in medical setups.
- iii. **Age:** No age limit
- iv. **Personal Attributes:** Good communication skills, time management and ability to understand the body language of the trainees. Self discipline confidence, maturity, patience, compassion, active listening, empathetic, and proficiency in language.

- v. **Credit points for certificate: 92** credits
- vi. **Duration of course:** Not less than 1600 hours (*Contact program for 100 hrs. to be conducted on Anatomy, Physiology*)

c. **Theory**

Unit No.	Unit name	Marks
1	Therapeutic Approach of Yoga Therapy in Classical Yogic Texts	25
2	Principals of Yoga Therapy	25
3	Anatomy, Physiology and Psychology Foundations	25
4	Yogic Concept for Management of Diseases	25
	Total	140

d. **Practical**

S No.	Practical Work	Marks
1	Demonstration Skills	10
2	Teaching Skills	10
3	Evaluation skill	15
4	Application of knowledge	15
5	Field Experience	10
	Total	60

(H) YOGA VOLUNTEER: All YCB accredited Yoga Institutions/Centers and PrCBs can conduct the certification program for Yoga Volunteers.

Roles and responsibilities of Yoga Volunteer:

Name of Certification	Certificate holder can function as	Competence
Yoga Volunteer	<ul style="list-style-type: none"> • Yoga Volunteer for promotion of well being of oneself and society at large. • Can assist in conducting group classes for Yoga Volunteer. • Can assist to conduct yoga classes in the park. • Can be part of Fit India Movement. • Can assist Yoga related IDY programs • Conduct Yoga break protocol in work places 	Equivalent to but not less than 36 hours.

Eligibility criteria for Yoga Volunteer:

Eligibility Criteria	Yoga Volunteer
Qualification	Open for all
Age Limit	Upto75 years
Duration of course	Minimum 36 hours
Validity of Certificate	10 years

Syllabus: The institute shall impart knowledge and practice on the following topics

- As per Common Yoga Protocol prepared by Ministry of AYUSH for International Day of Yoga along with Neti, Tratak, Ujjaye Pranayam.
- Classes related to life management and preventive health

Application process: The candidate shall follow the same process as applicable for other certifications approved by the Board.

Certification of Yoga Volunteer: The candidate who has 80% attendance in the class shall be eligible for certification. Certificate to the candidate shall be issued after getting the report from the institution about the attendance of the candidate and the program conducted.

39. ENROLMENT AND EXAM FEE FOR YOGA PROFESSIONALS:

Fee structure shall be as under for Indian national and foreign candidate's w.e.f. 01-04-2019. The enrolment fee payable onetime shall be paid to the YCB and the exam fee to the respective assessing bodies. Assessing bodies may fix up their own Exam fee higher than the minimum prescribed by the YCB under the intimation and approval of the YCB.

(a) Fee for Assessment and Certification of Yoga Professionals

Name of Certification	Enrolment fee Rs. ₹	Exam fee Rs. ₹	Total Rs. ₹
Yoga Protocol Instructor	1000	1000	2000
Yoga Wellness Instructor	1500	1500	3000
Yoga Teacher and Evaluator	2000	3000	5000
Yoga Master	2500	5000	7500
Assistant Yoga Therapist	1000	2000	3000
Yoga Therapist	2500	5000	7500
Therapeutic Yoga Consultant	5000	10000	15000
Yoga Volunteer	250	-	250

10% fee concession in the enrolment & examination fee may be given to SC/ST or as may be decided by the Board.

(b) Fee for Certification of Yoga Professionals for Foreign Candidates:

Levels	For foreign candidates in Dollar USD \$		
	Enrolment fee	Exam fee	Total
Yoga Protocol Instructor	100	200	300
Yoga Wellness Instructor	150	350	500
Yoga Teacher and Evaluator	200	400	600
Yoga Master	300	500	800
Assistant Yoga Therapist	200	400	600
Yoga Therapist	300	500	800
Therapeutic Yoga Consultant	400	600	1000
Yoga Volunteer	25	-	25

40. CONTINUING YOGA EDUCATION (CYE) PROGRAM:

- (a) In order to renew the certificates of Yoga professionals after every 5 years (All Certifications) and 10 years (For Yoga Volunteer), as the case may be, there shall be Continuing Yoga Education Program by opting any of the following:
- Attending CYEP for renewal of certification physically (in face to face mode); or
 - Participating in Continuing Yoga Education Program in virtual mode (online or through video conferencing).
- (b) After the 1st CYE program the Committee may recommend for renewal of the certificate for life term or may recommend attending 2nd CYEP before issuing the certificate for life term.
- (c) There shall be special CYE program for existing and willing certified Yoga professionals of level 1 & level 2 (certified under old QCI guidelines) to migrate to Yoga Wellness Instructor and Yoga Teacher & Evaluator respectively under new certification. Such special CYE program shall be conducted in the Accredited Leading Yoga Institutes and will be conducted from April 2019.
- (d) **CYE program:** The program duration of CYEP shall be for 7 days (one week). This is for the candidate certified under new YCB guideline.
- (e) **Special CYE program:** The program duration of Special CYEP shall be for 3 days.

(f) Enrollment Fee for Continuing Yoga Education Program shall be as under:

Name of Certification	For Indian candidates (Rs ₹)	For foreign candidates (Dollar or its equivalent) \$
Yoga Protocol Instructor	1000	50
Yoga Wellness Instructor	1000	100
Yoga Teacher and Evaluator	2000	200
Yoga Master	3000	300
Assistant Yoga Therapist	3000	300
Yoga Therapist	5000	500
Therapeutic Yoga Consultant	10000	1000

(g) Personnel Certification Bodies shall also conduct assessment CYEP and Special CYEP of Yoga Professionals for YPI, YWI and YT&E under Yoga Education and Training category in support and coordination with YCB and LYI.

(h) Details of the Special CYEP

- Onetime opportunity is being given to the existing certified Yoga Professionals to align themselves with the new level of certification through attending Special Continuing Yoga Education Program (CYEP).
- Under the special CYEP, existing certified Yoga Professionals of level 1 and level 2 under QCI guideline (old syllabus) may opt to upgrade their certificates to YWI and YT&E respectively.
- The candidate shall have to register on YCB website. The process is in 2 parts:
 - o Enrolment
 - o Assessment
- It will be a 3 days program. This is for the candidate certified under QCI old guidelines and syllabus. Accordingly, special CYEP will include 2 components:
 - Assessment of Candidates performance during the period of certification
 - Orientation / upgradation of the candidate's skill as Yoga Wellness Instructor/Teacher&Evaluator.

S. No.	Theme	Topic
1	Orientation of Yoga Professionals	<ul style="list-style-type: none"> The participants will be oriented on the differential syllabus of the higher level of certification The participant will be oriented about the development in the field of Yoga, any changes in the nomenclature of Yoga, benefits of main 'Aasans' for health benefit.
2	Assessment of Yoga Professional through test/discussion/ demonstration/ performance record of training provided during the certification period	<ul style="list-style-type: none"> The syllabus for assessment for special CYEP will be syllabus of the category they want to upgrade to For demonstration, there will be a group demonstration as practical exam The Yoga professional also needs to submit the details of the training conducted by the Certified Yoga Professionals during the period of certification in the format prescribed. Assessment Committee will design the format for the same The Yoga professional also needs to submit the feedback (as per proforma) received from the candidates trained by the certified Yoga Professionals.

- There will be a separate program for transition to new categories of certification.
- The Yoga Professionals will be given a choice to select the Centres for attending CYEP out of the Accredited Leading Yoga Institutions / PrCBs
- The distribution of marks is as follows:

Topic	Marks
Attending CYEP	30
Person's trained/field experience	20
Written/Demonstration or viva	50
Total	100

(i) Details of CYEP and Virtual CYEP

- Yoga Certification Board Conducts Continuing Yoga Education Program (CYEP) for renewal of Certificates. CYEP aims at motivating the candidate in career growth of Yoga Professionals. The duration of the program is 7 days. It includes 2 components:
 - Assessment of candidate’s performance during the period of certification.
 - Orientation to strengthen candidate's skill as Yoga Professional.
- Certified Yoga Professionals shall have to attend at least one of the programs for renewal of their certificates before the expiry of the certificate by opting any of the following:
 - Attending CYEP program in one of the Leading Yoga Institutions.
 - Participating in virtual CYEP through Video Conference or virtual mode which shall include submitting the report on training of persons conducted alongwith supporting documents and appearing for exam before the Committee.
- This will be a virtual program where the candidates will be assessed on 2 parameters for renewal of Certificates. The parameters of the assessment are:

S. No.	Parameters	Topic
1	Assessment of Yoga Professional through discussion/ demonstration	<ul style="list-style-type: none">• This will be either a personal interaction/ interview face to face assessment in group or through virtual mode i.e. video conferencing.• The candidate will be assessed on one skill through discussion and through demonstration• The candidate is expected to be updated on the latest development in the field of Yoga• The syllabus for discussion or demonstration is same as for main test.
2	Assessment of Yoga Professional through performance record of training provided during the certification period	<ul style="list-style-type: none">• The Yoga professional needs to submit the details of the training conducted by the Certified Yoga Professionals during the period of certification in the format prescribed. Assessment Committee will design the format for the same• The Yoga Professional also needs to submit the feedback received from the candidates trained by the certified yoga Professionals.

- There will be a separate program for each level of certification.
- The Yoga Professionals will be given a choice to select the place for surveillance
- The weightage of marks is as under:

Topic	CYEP	Virtual CYEP
Attending CYEP	50	30
Person's trained/field experience	25	45
Written/Demonstration or viva	25	25
Total	100	100

41. Procedure for Assessment of Yoga Professionals: Assessment for Certification of Yoga Professionals for all levels shall be-

- (i) The assessment of Yoga Professionals shall be held in two stages – Theory & Practical's.
- (ii) The theory exam will comprise of Multiple-Choice questions. There shall be 4 sets of question paper with same questions re-shuffled in sequence.
- (iii) Practical shall include Demonstration, Teaching skill, Therapy skill, Evaluation skill, application of knowledge and field Experience
- (iv) The maximum marks for all the 4 categories of assessment will be 200 each and the distribution of the marks shall be as follows:

Name of certification	Theory	Practicum						Maximum marks
		Dem onstr ation	Teachin g skill	Evalu ation skill	Application of Knowledge	Field exp.	Total	
Yoga Protocol Instructor	60	80	40	-	10	10	140	200
Yoga Wellness Instructor	60	80	40	-	10	10	140	200
Yoga Teacher & Evaluator	80	60	20	20	10	10	120	200
Yoga Master	120	15	15	20	20	10	80	200
Assistant Yoga Therapist	60	80	20	-	30	10	140	200
Yoga Therapist	100	30	20	20	20	10	100	200
Therapeutic Yoga Consultant	140	10	10	15	15	10	60	200

- (v) The number of questions, marks per question and duration of theory exam for the different categories shall be as follows:

Name of certification	No. of question	Maximum Marks	Duration of theory exam
Yoga Protocol Instructor	60 of 1 mark each	60	2.0 hrs.
Yoga Wellness Instructor	60 of 1 mark each	60	2.0 hrs.
Yoga Teacher & Evaluator	80 of 1 mark each	80	2.0 hrs.
Yoga Master	120 of 1 mark each	120	2.0 hrs.
Assistant Yoga Therapist	60 of 1 mark each	60	2.0 hrs.
Yoga Therapist	100 of 1 mark each	100	2.0 hrs
Therapeutic Yog Consultant	140 of 1 mark each	140	2.0 hrs

- (vi) The distribution of marks, grace marks etc. shall be as under:
- The candidate has to secure 70% marks in each of the theory & practicals to qualify/ pass the assessment. However maximum 5% of grace marks may be given either for theory / practical paper but overall qualifying percentage shall remain 70%.
 - The students who have done PG, M.Sc. in Yoga from the YCB accredited institute and appearing for Yoga Master Certification shall get 10 marks exemption in field experience on producing certificate from the institute.
 - In case marks are in decimal figure, it should be rounded off to higher number.
 - Number of questions to be equally divided in all the units and sub units as under.

S. No	Name of certification	Total no. of marks	Marks distribution	Remarks
1	Yoga Protocol Instructor	200 marks	30% Theory 70% Practical	60 questions of 1 mark each Practical & Theory for 140 marks
2	Yoga Wellness Instructor	200 marks	30% Theory 70% Practical	60 questions of 1 mark each Practical & Theory for 140 marks
3	Yoga Teacher & Educator	200 marks	40% Theory 60% Practical	80 questions of 1 mark each Practical & Theory for 120 marks
4	Yoga Master	200 Marks	60% Theory 40% Practical	120 questions of 1 mark each Practical & Theory for 80 marks
5	Assistant Yoga Therapist	200 Marks	60% Theory 40% Practical	120 questions of 1 mark each Practical & Theory for 80 marks
6	Yoga Therapist	200 Marks	50% Theory 50% Practical	100 questions of 1 mark each Practical & Theory for 100 marks
7	Therapeutic Yog Consultant	200 Marks	70% Theory 30% Practical	140 questions of 1 mark each Practical & Theory for 60 marks

- (vii) For practicum, each candidate shall be assessed for not more than 1 hour. Duration of the practical assessment will however be at the discretion of the assessor within the maximum time as mentioned above.

The practical exam shall be conducted by a team of one Lead examiner and 2 examiners. For the exam conducted by Accredited Yoga Institutions, one internal examiner shall be selected by the Yoga Institution and Lead examiner and other examiner (external) shall be nominated by YCB.

- (viii) A team of Examiners may take practical exam for a group of ten (10) candidates at a time. Duration of practical exam of candidate not to exceed from 2 hours, however, it depends on the Lead Examiner.
- (ix) One team of Examiners shall take practical exam of 30 candidates in one working day time period. One Lead Examiner may be assigned for 60 candidates to take exam in one working day time period. Number of candidates shall be divided in two groups of 30 candidates in each group. The examination shall be conducted by 4 Examiners (2 in each group). In this condition, the assigned Examiner shall ask questions to the candidate and Lead Examiner shall work as an observer and monitor both the groups. Lead Examiner may also ask question from the candidates as and when requires.
- (x) For exams conducted by assessing agency, all the lead examiners and examiners shall be selected from the YCB approved empanelled list of lead examiners and examiner respectively. The assessing agency shall have to take prior approval of the YCB, if and when the lead examiner / examiners are not selected from the empanelled list citing the reason for the same.
- (xi) In case of non-agreement between 2 examiners the issue with reference to practical result/ outcome will be referred to lead examiner and his/her decision will be final.
- (xii) The YCB will nominate an observer in all the exams conducted by Accredited Yoga Institutions and PrCBs. However, it will be at the discretion of the YCB to nominate an observer. YCB shall empanel and maintain a database of observers.
- (xiii) The process for submission of application, depositing of fee, declaration of result, online certificate, mark sheet etc will be digitized and available on YCB portal through role-based login.
- (xiv) The assessing agency shall seek approval of the YCB before declaration of the result. YCB may undertake sample testing of the evaluation done by the assessing agency. Any result declared by the assessing agency without the approval of the YCB, may be considered by YCB for abolition.
- (xv) The application process and other rules and regulations to be followed while enrolling for any level and processing the application as given in Section No.40.
- (xvi) Application Form to be filled online by the Yoga Professionals for enrolling for assessment is given at **Annexure-A**.

42. APPLICATION PROCESS FOR YOGA PROFESSIONALS

- Yoga Professional aspiring to be certified need to fill online application form along-with requisite information. The application form is available on YCB website ‘www.yogacertificationboard.nic.in’.
- The enrolment process for assessment of Yoga Professionals for any levels of certification has been divided into 2 stages: Enrolment with Yoga Certification Board and application for assessment.
- The candidate shall have to complete the part 1 of the application form and submit online application along with the requisite document and prescribed enrolment fee.
- The enrolment number given to the candidate will be unique and one time only for future reference subject to further scrutiny of the documents submitted along with the application form. YCB shall complete the scrutiny process maximum within 7 working days. In case of any gap/ discrepancy, the same shall be intimated to the candidate through mail/ telephonic message.
- At second stage, the candidate shall have option to choose the levels of certificate, date of assessment, preferred city location for assessment, the assessing agency (PrCB/Accredited Yoga Institutions/ Centres/ any other YCB authorized agency) etc. The applicant also has to deposit the assessment fee. Acknowledgement of the receipt of application form and fee will be sent to the applicant.
- If at any exam centre or location, total count of enrolled applicant falls below 30 in number, the assessing agency reserves the right to cancel that location and conduct the exam at other location or on some other date. The candidate will be intimated about the same and the candidate can either accept the request for change of location / date or can ask for full refund of assessment fee.
- The applicant will be issued admit card to the candidate at least 15 days in advance. The candidate can download the admit card through his/ her login ID.
- The assessing fee shall not be refunded once the admit card has been issued.
- The requests for change of location/ date by the candidate after issuance of admit card will generally not be considered. In exceptional cases, the assessing agency may consider the request on justification and the assessing agency will exercise discretion in such cases.
- The candidate shall have to appear for theory and practical exam at the allocated exam centre.
- The result of the exam shall be declared maximum within 30 days of conduct of exam.
- The result can be viewed on YCB website namely www.yogacertificationboard.nic.in. The candidate can view and download his/ her result and digital certificate through his/her login.
- The Certificate in hard copy shall be issued to the qualified candidates The Certificates issued will bear a unique certificate no. and security enabled QR code.

43. Guidelines for filling of Application form

1. Any candidate who is not student of any YCB accredited Yoga institution, shall be called open candidate and can apply through any YCB approved PrCBs or directly at YCB website.
2. Students of YCB accredited Leading Yoga Institutions, Yoga Institutions, Yoga Training Centres and Yoga Therapy Centres shall also submit application form on the YCB website but can do the same through their respective Institutions.
3. Any candidate applying for the certificate shall appear in both the exams – Theory and Practical.
4. Candidate's absence either in theory exam or practical exam will be considered as 'failed'. However, if any candidate who takes theory exam but is absent in practical exam, his/ her request for reconsideration for appearing in practical exam on some other date, may be considered by the assessing agency in exceptional cases on justification basis.
5. The candidate has to secure qualifying marks both in theory and practical independently.
 - If the candidates secure qualifying marks in practical but fails in theory, he/she can reappear for theory exam only once within 3 months of declaration of result. The candidate shall have to deposit the prescribed fee for appearing in the theory exam.
 - If the candidate secures qualifying marks in theory but fails in practical, he/ she is treated as 'failed' and he/she shall have to re-appear for the exam as fresh candidate. In such condition, the full assessment fee shall be payable with same enrolment number(lifetime valid) for any level of exam.
6. In case the assessing agency is unable to conduct examination in the centre selected by the candidate for re-appearing within 3 months, the concerned assessing agency shall facilitate for the same for re-appearance in the examination conducted in a nearby centre managed by it or through other assessing agency. If such facilitation does not work or is not acceptable to the candidate, the fee paid by the candidate shall be fully refunded to the candidate.
8. Candidate shall have to declare to this effect that he/she has been an applicant or certified under this scheme by any other PrCB and YCB's recognized Institutions and shall have to provide details of status of application/certification and period of certification for further verification by contacting the concerned Institutions.
9. The applicant shall, along with the application, declare any pending judicial proceedings relating to his conduct and any pending proceedings by any regulatory body. The applicant shall also declare any instances of discomfort /disability caused to any of his students in the past. Application from such an applicant shall not be entertained.
- 10 **Rejection of application:** The application can be cancelled under following circumstances
 - a. If the applicant does not provide the required information within 7 working days from the date of intimation to the applicant;
 - b. The applications shall be rejected, if it is found that the information provided is incorrect
 - c. The applicant, whose certificate was cancelled / application rejected because of violation of terms & conditions and/or malpractice during exam, shall not be eligible to apply for *three(3) years* from the date of cancellation of the certificate/rejection and debarment.

11. Cancellation / suspension / debarment from certification of YCB Yoga Professional

- a. If the candidate is found engaged in malpractice in the examination, his/her application shall be rejected. The candidate shall be debarred /suspended from appearing in the certification examination of Yoga Professionals for 3 years.
 - b. If any evidence of misconduct is observed during examination, the candidate will not be allowed to appear for 3 years in any of the assessment for certification for Yoga Professionals conducted under YCB;
- 12.** If the institution does not conduct certification examination for 3 months' time period from the date of application for assessment, the candidate can request for refund of his/her full assessment fee.
- 13. Re-issue of Certificate:** The applicant shall have to pay certification fee, if he/she requests for duplicate certificate

44. Guidelines for Conducting Exams:

A. Offline Examination:

1. The questions will be Multiple Choice Question (MCQ).
2. Question will be divided into easy, medium, difficult and very difficult levels
3. The candidates' seating arrangement should preferably be such that candidates of different levels are seated next to each other with sufficient distance. In case other levels of candidate are not available, minimum distance of 5 feet should be maintained between the candidates.
4. The candidates shall mark the answer in Optical Mark Reader (OMR) sheet.
5. There will be no negative marking in the written examination.
6. Theory exam paper of Yoga Professionals will be bi-lingual – English & Hindi. For exam in other/local language, the question paper will be in English and in that particular/local language.
7. If some error is observed in the question paper, it shall be referred to the competent authority and competent authority shall take a view on it and decide on grace marks.
8. If any error is observed in the questions in Hindi or other language, the questions in English languages shall be considered the correct questions.
9. The candidate shall return both question paper and OMR sheet to the invigilator/center in charge after completing the paper or after the examination time.
10. The practical exam shall be conducted by a team of one Lead examiner and 2 examiners. For the exam conducted by accredited Institutions, one internal examiner shall be selected by the Yoga Institution and Lead examiner and other examiner (external) shall be nominated by YCB.
11. A team of Examiners may take practical exam for a group of ten (10) candidates at a time. Duration of practical exam of candidate not to exceed from 2 hours, however, it depends on the Lead Examiner.
12. One team of Examiners shall take practical exam of 30 candidates in one working day time period. One Lead Examiner may be assigned for 60 candidates to take exam in one working day time period. Number of candidates shall be divided in two groups of 30 candidates in each group. The examination shall be conducted by 4 Examiners (2 in each group). In this condition,

the assigned Examiner shall ask questions to the candidate and Lead Examiner shall work as an observer and monitor both the groups. Lead Examiner may also ask question from the candidates as and when requires.

13. YCB shall nominate observer for monitoring of the exam as and when required.
14. During Practical assessment, the lead examiner shall ask the questions and two examiners shall mark the candidate based on his/her response in their evaluation sheets. Total marks shall be average of marks given by both the examiners. If total marks given by the examiners differ by 10% of the practical marks, it shall be referred to the lead examiner. The decision taken by the lead examiner shall be considered as final.
15. Assessment of both theory and practical shall be video recorded in full for further reference. The concerned institutions shall keep complete documentation including video recording of all the candidates for reference in case of any grievance.
16. **Evaluation of OMR sheet:** OMR sheet shall be examined under the supervision of approved examiner. OMR sheet shall be checked electronically. OMR sheets of 5 candidates shall be selected randomly and rechecked manually to cross verify the total marks. OMR sheets shall be retained by the respective institutions.
17. **Re-checking of Marks:**
 - Re-checking is limited to the calculation of marks.
 - The candidate can request for the re-checking of marks within 15 days from the date of declaration of result.
 - If the candidate is not satisfied with the result, he/she can request the concerned PrCBs / Institution for re-checking of theory exam by paying the prescribed fee for rechecking.
 - If the candidate is still not satisfied, he/she can request the concerned PrCB/ Institution for re-checking of the answer sheet in his / her presence. The concerned agency shall arrange the OMR sheet and question paper in the presence of examiner on receipt of the prescribed fee. In no case, the candidate will be allowed to take the question papers/ OMR sheet or its copy alongwith him/her.
 - The concerned PrCB / Institution shall respond within 30 days from the date of application.
 - Fee for re-checking is INR 1,000/- and Fee for re-checking in presence of candidate and examiner is Rs. 3000/-.

B. Online Examination

1. General Guidelines:

- 1.1 PrCBs and Yoga Institutions may conduct online examination by engaging agencies who conduct online examination till the time a common platform at YCB level is developed. It is expected that common platform to conduct examination for Yoga professionals will be available in couple of months.
- 1.2 They shall follow the enrolment process of Yoga professionals as approved by the YCB.
- 1.3 They shall follow the same administrative process with YCB to conduct examination.

- 1.4 They shall provide standard operating process for appearing in the online examination to Yoga professionals.
- 1.5 They shall maintain record of theory and practical exam of Yoga professionals appearing in the examination.
- 1.6 There will not be any change in the scheme pattern, question paper pattern, marking, fee, application, registration, result declaration & issuance of certificate and only the mode of assessment is to be permitted subject to the compliance of terms & guidelines.
- 1.7 There should not be any restriction on no. of candidates appearing in the theory or practical exam
- 1.8 PrCB/Yoga Institute to inform YCB regarding the exam schedule in advance, make payment of fee and upload details on YCB portal 15 days prior to exam
- 1.9 Provision to let candidates of different locations to appear in exam simultaneously.
- 1.10 Allow candidates to appear from their Home / Test Centres as per availability of infrastructure as mentioned below
 - a. Computer / Laptop (Minimum Dual Core CPU with 1 GB RAM, 250 GB HDD) with Microphone, Speaker, Web Cam and internet speed more than 512 KBPS
 - b. Yoga Mat placed at least 5 feet away from the webcam in horizontal position with sufficient lighting and no light in the background (for Practical Exam)

Examination Process

Before the Exam

- 1.11 The question paper to be set as per the scheme and level of certification already defined by YCB. The questions bank to be prepared in both English and Hindi / other language as opted by candidate and offered by PrCB.
- 1.12 Admit Card to be sent to candidate on registered email id along with date and time of theory and practical exam
- 1.13 Allow candidate to login to the assessment platform only during the exam as per Level
- 1.14 PrCB to ensure following process:
 - 1.14.1 Capture candidate photo through webcam
 - 1.14.2 Capture photo of any Government Issue ID Card (Adhaar, PAN Card, Voter ID, Passport, Driving License)
 - 1.14.3 Authorized person of PrCB should give approval to candidate after verification of registration details with government issued ID card and photo of candidate to start the Online exam
 - 1.14.4 Capture surrounding area of room where exam is given through Webcam, if candidate appear in exam from his/her home or the exam should be held in Test centre established by PrCB/Institute under surveillance of PrCB/Institute exam Coordinator (either remotely or physically present)
 - 1.14.5 Do not allow candidate to talk during the exam with anyone

- 1.14.6 Do not allow candidate to leave seat during the exam
- 1.14.7 Do not allow candidate to cover face
- 1.14.8 Do not allow candidate to wear any cap/mask/Goggles etc.
- 1.14.9 Restriction on use of F5 button (Refresh button) on browser or switch window of exam
- 1.14.10 Do not allow any person other than candidate to come in the room where exam is held
- 1.14.11 Do not allow candidate to look other Computer/Laptop screen
- 1.14.12 Do not allow any suspicious activity by the candidate

Exam Process – Theory Exam

- 1.15 Questions and their relevant options (both in English and Hindi/other language opted by the candidates) to display on screen of candidate one by one
- 1.16 Provision for candidate to select any one option out of given 4 options
- 1.17 Provision for candidate to skip questions and come back to that question later
- 1.18 Test once submitted should not be edited
- 1.19 In case of power failure, the test to start from where it was stopped and all the attempted questions should be saved. However, the time of test is reduced as per the time taken from start of test to end of test
- 1.20 YCB will be given access to view the screen of candidate and webcam of all the candidates appearing in the exam
- 1.21 The screen of candidate and webcam to be monitored during the entire duration of exam
- 1.22 The exam process can be proctored by authorized person of PrCB/Institute or auto proctoring through Artificial Intelligence
- 1.23 Following are treated as violation of norms of exam and candidate should be given Warning message. Screen shots are taken of all such incidents and to be included in the report generated for admin.
 - 1.23.1 Anyone else come in the room
 - 1.23.2 Candidate speaks to someone not visible/visible
 - 1.23.3 Candidate cover face
 - 1.23.4 Candidate press F5 or switch window of exam screen
 - 1.23.5 Candidate look other screen
 - 1.23.6 Candidate left the test and joined later
- 1.24 Based upon the violations the exam of candidate should be cancelled by PrCB/ Institute and UMC (Unfair Mean Practices) case is filed.
- 1.25 In case of completion of duration of test, the test should be auto-submitted
- 1.26 In case of any discrepancies in question and options the norms as already defined by YCB to be followed

Exam Process – Practical Exam

- 1.27 All three examiner are given login and password by the PrCB/ Institute on exam portal
- 1.28 Only Lead Examiner can ask the question to candidate
- 1.29 Examiners should be provided list of candidates appearing in the exam along with their timings, photos and language of exam
- 1.30 The approval to appear in the practical exam is to be given by PrCB/ Institute authorized representative by verifying registration details with his / her photo & government issued ID proof
- 1.31 In case of power failure, the test to start from where it was stopped
- 1.32 YCB will be given access to view the screen of candidate and webcam of all the candidates appearing in the exam
- 1.33 The webcam of candidate to be recorded during the entire duration of exam and kept in record of PrCB/ Institute
- 1.34 Following are treated as violation of norms of exam and candidate to be given Warning message. Screen shots are taken of all such incidents and to be included in the report generated for admin.
 - 1.34.1 Anyone else come in the room
 - 1.34.2 Candidate speaks to someone not visible/visible
 - 1.34.3 Candidate cover face
 - 1.34.4 Candidate left the test and joined later
- 1.35 All examiners will fill the Structured Evaluation Sheet as per the demonstration and response of questions by the candidates and submit to PrCB/ Institute.

Result Generation

- 1.36 Questions are marked as “Attempted”, “Not-Attempted”
- 1.37 Attempted Questions are compared with Answer Key and Marks are awarded
- 1.38 PrCB/ Institute to compile the result of both theory and practical and submit to YCB for approval. The process of approval and declaration of result will remain same as defined by YCB/ Institute.
- 1.39 Web Based, PDF and Excel reports are generated of all candidates appeared in test
- 1.40 Summary Report

45. PROCEDURE FOR RENEWAL OF CERTIFICATION OF YOGA PROFESSIONALS:

(A) The following procedure & criteria shall be applicable: -

- The certified Yoga professional shall have to attend the CYEP atleast one for renewal of its certificate before the validity period of the certificate expires.
- The certificate of the certified Yoga professionals who has not attended the CYEP will lose its validity after the validity period.

- The candidates shall be sent renewal notice through telephonic message/ email 6 months prior to expiry of certificate validity period. The certified yoga Professional shall apply for CYEP alongwith the prescribed fee between 6 months to 1 month prior to expiry of certificate validity period.
- The schedule for CYEP shall be available on YCB website. The candidate shall have to be given preference about the Leading Yoga Institution / PrCBsfor attending CYEP or the virtual mode for attending the CYEP.
- The candidate shall submit all the requisite documents online at least 1 month before the due date of the CYEP. In absence of all the required documents, the marks awarded against the head shall be zero.
- There shall be separate CYEP for each category.
- YCB is introducing new categories of certification; hence the existing certified candidates shall be given opportunity to upgrade to new levels of certification. Special CYEP shall be conducted from 1st April, 2019. The certified Yoga Professionals willing to upgrade to new level (level 1 to YWI and level 2 to YT&E) shall have to attend special CYEP. The candidate shall have to register on YCB website and select venue and date for CYEP. The candidate shall have to appear in an assessment as part of the special CYEP. The qualifying candidate shall be granted upgraded certificate and others will continue with the existing level for 5 years which shall be renewed subject to attending the CYEP before the expiry of validity period of certificates.
- The candidate has to secure minimum 70% marks in the CYEP assessment process for renewal of the certificate. After successfully completing the CYEP, the assessment team may recommend granting of certificate for life long. Based on the performance of the candidate, assessment team may recommend the candidate to undertake another round of CYEP before granting the certificate for life long.

(B) The marks for assessment for renewal shall be in 3 parts:

- Attending CYEP
- Persons trained/ field experience
- Written test/ demonstration

(C) Forms of mark distribution and criteria: For CYEP, virtual CYEP and special CYEP at Annexure G-1, G-2 & G-3 respectively.

(D) Form of application for attending CYEP as Annexure – G-4 & G-5 respectively.

(E) Role and responsibilities of YCB in Conducting CYEP:

1. To coordinate with LYI /PrCBabout date for conducting CYEP and capacity to accommodate number of candidates to facilitate in the online registration.
2. Get the approval from Head of Institution (HoI) of YCB for conducting CYEP in concerned LYI / PrCBs places.

3. Online registration and providing ADMIT CARD. Online registration will be closed 1 week before the date of conducting CYEP.
4. Nomination for lead Examiner and external examiner depend upon the no of applied candidates for CYEP.
5. Draft of CYEP schedule shall be provided by YCB.
6. YCB shall suggest names of Yoga Experts for the workshop in the CYEP.
7. YCB shall provide guidance and support to conduct the CYEP.

(F) Role and responsibilities of LYI/PrCB in conducting CYEP

1. CYEP will be conducted in the premises of Leading Yoga Institution.
2. LYI/PrCB will arrange internal examiners and provide the list to YCB.
3. LYI/PrCB will arrange Halls and rooms for practical and theory sessions, accommodation, staying arrangement, food and logistic for all the candidates of CYEP.
4. LYI/PrCB will charge assessment fee from the candidate.
5. LYI/PrCB will assign one person for coordination with YCB (Main coordinator).
6. LYI/PrCB will arrange all the needful things to conduct CYEP in collaboration with YCB.
7. LYI/PrCB has to bear all the expenditure including lodging/ accommodation, Yoga experts' fee, and Yoga Experts travel allowance.
8. LYI/PrCB shall finalize Yoga Experts for the CYEP work in consultation with YCB.
9. LYI/PrCB shall conduct CYEP as per approval program.

CHAPTER-VIII

ACCREDITATION OF YOGA INSTITUTIONS

46. CATEGORIES:

(i) Accreditation/recognition shall be given under 4 categories as hereunder:

- A. Leading Yoga Institutions
- B. Yoga Institutions
- C. Yoga Training Centres
- D. Yoga Therapy Centres

(ii) Leading Yoga Institutions, Yoga Institution, Yoga Training Centers and Yoga Therapy Centres would be authorized to conduct assessment of their candidates for certification offered by the YCB under the supervision of a YCB nominated observer/ external examiner.

47. ACCREDITATION FEE:

- Enrolment fee- one-time fee.
- Assessment fee- This is in two parts –(i) Enrolment Fee and (ii) review and visit fee i.e. for travel and Boarding & lodging charges and Honorarium with regard to visit of assessment team

Accreditation Fee for Yoga Institutions

in Rs.

S No.	Type of Yoga Institution	Enrolment Fee	Assessment Fee		Total**	Annual renewal Fee
			Review Fee	Visit fee *		
1	Leading Yoga Institutions	50,000	50,000	Travel, Boarding, Lodging as per actual and Honorarium	1,00,000	25,000
2	Yoga Institutions	25,000	25,000	Travel, Boarding, Lodging as per actual and Honorarium	50,000	15,000
3	Yoga Training Centres	10,000	10,000	Travel, Boarding, Lodging as per actual and Honorarium	20,000	10,000
4	Yoga Therapy Centres	10,000	10,000	Travel, Boarding, Lodging as per actual and Honorarium	20,000	10,000

Accreditation Fee for Foreign Yoga Institutions

(in Dollar \$)

S No.	Type of Yoga Institution	Enrolment Fee	Assessment Fee		Total**	Annual renewal Fee
			Review Fee	Visit fee*		
1	Leading Yoga Institutions	1000	2000	Travel, Boarding, Lodging as per actual and Honorarium	3000	1000
2	Yoga Institutions	750	1500	Travel, Boarding, Lodging as per actual and Honorarium	2250	500
3	Yoga Training Centres	500	500	Travel, Boarding, Lodging as per actual and Honorarium	1000	250
4	Yoga Therapy Centres	500	500	Travel, Boarding, Lodging as per actual and Honorarium	1000	250

* Note:

- (i) Total amount is excluding logistics expenditure. The institution will bear the expenditure towards Travel, Boarding & Lodging and Honorarium of the expert apart from total fee.
- (ii) Honorarium of Rs. 5,000/- (Rupees Five Thousand Only) per expert per centre shall be paid.
- (iii) Effective date of the implementation of revised fee may be 03.08.2019.

** Total fee is excluding from visit fee.

48. Application and Accreditation Procedure:

(a) Procedure:

- The applications will be submitted to YCB online on 'www.yogacertificationboard.nic.in'.
- The Yoga Institutions interested in YCB accreditation as Leading Yoga Institution shall apply and submit its application along with requisite documents on YCB website. The Institutions shall have to create their login ID for the purpose.
- If the applicant wishes to accredit more than one centre at different locations, they shall submit separate application for each centre location.

- The fee for accreditation is in two parts – application fee and assessment fee. The applicant Yoga Institution shall have to deposit prescribed application fee through payment gateway available on the website. The fee, once paid, shall not be refunded under any circumstances.
- The YCB shall process the application on receipt of the application form and application fee. The YCB shall undertake scrutiny of the application data and the documents submitted to check their completeness. The process shall be completed maximum within 1 month of receipt of the application. The applicant shall be informed about the future course of action – any deficiency in the application / document or further assessment plan.
- The applicant shall have to reply to the queries/ non-conformities/ gap as conveyed by the YCB maximum within 1 month of receipt of the same. On completion of all these documentation submissions, the Institution shall have to submit the assessing fee to the YCB.
- The YCB nominated team shall first undertake the offline (document) review on completion of all formalities of submission of documents.
- The findings of the document review by the assessment team shall be shared with the Yoga Institution maximum within 15 working days of start of the assessment.
- The Yoga Institution shall reply to the non-conformities, if any.
- The Assessment team shall undertake informed onsite review and the onsite review will begin with opening meeting and will be followed by verification of the implementation of the system including the demonstration of the competence. A formal closing meeting will be organised at the end of the onsite review and the major nonconformities and concerns will be shared with the applicant.
- The applicant can reply to the conformities/ concerns within 15 days of completion of onsite review.
- The assessment team shall compile the offsite and onsite review and mark on defined parameter based on the competence/ conformity to the parameters.
- Based on the compiled report of the assessment team, decision shall be taken on granting accreditation. The Institutions securing 70 or more out of 100 marks shall be granted accreditation as Leading Yoga Institution. The Institutions securing less than 70 marks but not less than 50 marks out of maximum 100 can reapply for re-assessment within 1 year.

(b) Debarment/ suspension/ cancellation: The accreditation / recognition shall be debarred / suspended under the following circumstances-

- a) If any false information is provided about the Yoga Certification Scheme by the institution.
- b) If the institution and its personnel make wrong commitment to qualify the candidate or get involved in unfair means in respect to examination and provide assistance to the candidate.
- c) If any unfair commitment is made to Yoga professional or other institutions on behalf of YCB.
- d) If the institution is unable to conduct examination or activities as per YCB guidelines and syllabus in due time.
- e) If the institution declares the results without approval of YCB.

f) If any noncompliance to the requirement of the YCB is observed

The debarment/suspension/cancellation shall be with due notice of 15 days in the event of any of the above.

The LYI shall not be eligible to conduct any examination for certification during the notice period.

49. Accreditation of a Leading Yoga Institution:

Eligibility criteria:

- The Yoga institution should have the legacy of Yoga tradition (*parampara*).
- The Yoga institution should be registered under Societies Act, 1860 or Trusts Act, 1882 or central/ state legislative acts.
- The Yoga institution should have minimum 15 years of existence in the field of Yoga.
- The institution should have minimum 10 years of experience in conducting Yoga education / training/ therapy courses.
- The Yoga institution should have produced minimum 500 institutionally qualified yoga professionals at the time of applying.
- The Yoga institution should be willing to conduct Continuing Yoga Education program of Yoga Certification Board, after it is accredited by the YCB.
- The Yoga institution should have sufficient infrastructure facilities, faculty and staff for conducting different yoga courses and examination for different levels as proposed by YCB from time to time as listed below:

S. No.	Head	Standard required
A	Infrastructure and other facilities	
A.1	Space	<ul style="list-style-type: none">• The Institution should have minimum 2 acres of land and built up area of minimum 15000 sq ft. However, the area criterion may be relaxed for institutions located in metros and hilly areas.
A.2	Infrastructure	<ul style="list-style-type: none">• Class rooms – minimum six which can accommodate students with space of 6 sq feet per student.• Halls for demonstration and practice of Yoga with minimum of 18 sqft space per student.• Space for practice of Shat karma with required equipments with standard hygienic conditions.• A meditation hall.• The rooms should be properly ventilated.• Wash rooms, dressing rooms and drinking water facility.

S. No.	Head	Standard required
		<ul style="list-style-type: none"> • Office of head of the institution. • An administrative block for managerial / support staff. • Adequate faculty / staff rooms. • Canteen facility in the campus. • A conference hall / auditorium. • Hostel / residential facility for residential programs.
A.3	Learning Resources	<ul style="list-style-type: none"> • The Institution should have a library with access to minimum 5000 books and journals. • Adequate and appropriate goods and equipments like mats, PA system, computers etc should be available.
A.4	Environment	<ul style="list-style-type: none"> • The environment of the campus of the Institution should be conducive for Yoga teaching and learning process. • Institution should preferably have provision for renewable energy and natural water harvesting.
A.5	Safety arrangement	<ul style="list-style-type: none"> • There should be a medical room with required staff for handling medical emergencies. • The building and all the civil construction should be inclusive.
B	Teaching faculty	
B.1	Teaching faculty / Instructors/ trainers and their qualification and competencies	<p>Minimum teaching faculty and qualifications:</p> <ul style="list-style-type: none"> • Head of the Institution: An eminent Yoga Guru/ master having contributed for the promotion and development of Yoga under Guru Shishya parampara (substantiated by documentary evidence) with minimum 15 years of experience in the field of Yoga or topic related to Yoga OR Yoga Master certified Yoga Professionals with minimum of 15 years of experience OR An eminent Yoga Professional with PhD in Yoga or topic related to Yoga with minimum 15 years of Teaching experience in Yoga • Two Yoga Teacher & Evaluator certified Yoga Professionals with minimum of 8 years of experience in the field of Yoga or topic related to Yoga OR Two Yoga Professional with post graduate degree with

S. No.	Head	Standard required
		<p>diploma in Yoga of minimum 1-year duration from recognized university or from an Institute of national repute or recognized by YCB with minimum experience of 8 years in the field of Yoga</p> <ul style="list-style-type: none"> • Four YT&E certified Yoga Professionals with minimum of 5 years of experience in the field of Yoga or topic related to Yoga <p style="text-align: center;">OR</p> <p>Four Yoga professional with post graduate degree with diploma in Yoga of minimum 1-year duration from recognized university or from an Institute of national repute or recognized by YCB with minimum experience of 5 years in the field of Yoga.</p> <ul style="list-style-type: none"> • Eight Yoga teachers/ instructors- YWI certified Yoga Professionals with minimum of 3 years of experience in teaching yoga <p style="text-align: center;">OR</p> <p>Graduate with diploma in Yoga of minimum 1-year duration.</p> <ul style="list-style-type: none"> • Two faculty for allied sciences like Anatomy & Physiology, psychology, diet and nutrition, Ayurveda, Education etc. with a post graduate with PhD in related subject or Post graduate and diploma in related subject of atleast 1-year duration.
B.2	System to upgrade the skill and competencies of teachers/ instructors	<ul style="list-style-type: none"> • The Institution should have a system whereby the teaching staff is provided opportunity to upgrade their skill and keep updated with latest developments in the field.
C	Curriculum and Syllabus	
C.1	Courses offered in the Institution	<ul style="list-style-type: none"> • The Institution may offer courses in Yoga for different duration and level but the Institution aspiring to be certified through YCB should be running courses equivalent to any or some or all of the levels / types of certification undertaken by the Yoga Certification Board.

S. No.	Head	Standard required
C.2	Syllabus and courses	<ul style="list-style-type: none"> The courses and the respective syllabus should be available in public domain – on its notice board and preferably on its website.
C.3	Work plan	<ul style="list-style-type: none"> The institution should have a work plan for delivery of syllabus covering training / demonstration/ practice.
C.4	Time table for dissemination of the course	<ul style="list-style-type: none"> There should be a time table for each course and record maintenance system.
D	Management structure and policies	
D.1	Communication process	<ul style="list-style-type: none"> The Institution should have its dedicated website to display all the information on its website for knowledge and information of the aspiring candidates. There should be personnel responsible for hosting the information on its website on timely basis and also for electronic communication like emails and sms as and when necessary.
D.2	Admission process	<ul style="list-style-type: none"> There has to be fair and transparent admission process for the courses offered by the institution. This process should be well documented and also displayed on its website. The document regarding the process followed in the previous year should be available for audit.
D.3	Feedback process	<ul style="list-style-type: none"> The Institution must have a well-established system for getting feedback from the students and other stakeholders, and may need to produce documents when requested.
D.4	Complaint handling procedure	<ul style="list-style-type: none"> The Institution should have established procedure for any person to lodge a complaint and its re-dressal by the competent authority. There should be an officer designated for the purpose.
D.5	Results of the institution and its review	<ul style="list-style-type: none"> The Institution should have a system for assessment and evaluation of its candidates, timely declaration of results, and system for remedial action, if needed.
D.6	Management, accounting and record keeping	<ul style="list-style-type: none"> There should be a dedicated head of the institution. The vision, values, philosophy, objectives and commitments of the organization should be well defined, approved and documented. There should be a management structure in place to

S. No.	Head	Standard required
		<p>execute vision, mission and goals of the Institution.</p> <ul style="list-style-type: none"> • There should be a separate administrative unit to take care of the implementation of statutory administrative decisions and other regulatory requirements of the institution. • There should be well defined internal quality assurance and monitoring mechanism. • There should be a policy and procedures for retention and accounting of students' records. • There should be a system for book keeping and maintenance of accounts.
D.7	Financial resources stability	<ul style="list-style-type: none"> • The Yoga Institution should have records of the financial resources and there should be commitment about stability / continuing financial support for running the courses. • Records of details of the Grant-in-aid, if any and other funds received should be maintained. • Statutory Audit report of at least for last 3 years should be maintained.

Validity of accreditation:

- The Accreditation shall be for ten (10) years including first year as provisional approval. The Institution shall have to ensure compliance to the standards defined above and complete the assessment process for Accreditation within this one year of provisional approval. Leading Yoga Institution shall submit the Annual Report including the audit report and progress report w.r.t the certification scheme in the format prescribed by YCB every year relating to the scheme. The report / progress shall be subjected to scrutiny by the YCB.
- The YCB shall have the right to conduct any mid-term assessment of the Institution as and when required.

Fee for accreditation:

The following fee structure shall apply:

- a) The applicant Yoga Institution shall have to submit the enrolment fee as prescribed by the YCB alongwith the application.
- b) On successful submission of application, the Yoga Institution shall have to deposit assessment and accreditation fee as prescribed by the YCB.
- c) In case of onsite audit, expenditure toward honorarium, travel and stay of the audit team shall be born by the Yoga Institution.
- d) Annual renewal fee shall be paid by the Yoga Institution.

Role of accredited Leading Yoga Institutions:

The accredited Leading Yoga Institution shall be playing a major role in promotion of the scheme for certification of yoga professionals. These shall be authorized to:

- Run courses equivalent to certifications offered by the YCB for Yoga professionals.
- Conduct Assessment for all the certification offered by the YCB for its own candidates as per YCB guidelines.
- Conduct CYE program for renewal of certification for all eligible Yoga professionals.
- Conduct workshops, seminars and conference etc. for promotion of Yoga.

Fee for the certification of students of the accredited Leading Yoga Institutions:

The candidates of these Institutions shall have to enrol with the YCB directly on its central registry portal. The enrolment fee shall be paid to the YCB which is one-time fee for particular category and is valid for life long for the particular category. The examination fee shall be charged by the accredited Yoga Institution/Centers. The Yoga Institution shall charge a minimum fee as recommended by the YCB. The Yoga Institution may charge a higher fee with the intimation of YCB. The successful candidates shall be issued Certificate and ID card with unique number by the YCB.

50. Accreditation of Yoga Institutions:

Eligibility criteria shall be as under: -

- The Yoga institution should be registered under Societies Act, 1860 or Trusts Act, 1882 or central/ state Legislative Acts.
- The Yoga institution should have minimum 5 years of experience in conducting Yoga education / training courses.
- The Yoga institution should have produced atleast 100 institutionally certified Yoga professionals/ teachers at the time of applying.
- The Yoga institution should have sufficient infrastructure facilities, faculty and staff as listed below:

S. No.	Head	Standard required
A	Infrastructure and other facilities	
A.1	Space	<ul style="list-style-type: none">• The institution should have minimum space including the built-up area of atleast 1 acres
A.2	Infrastructure	<ul style="list-style-type: none">• Class rooms – minimum four in number with space to accommodate the students with 6 sq feet of space per student.• Hall for demonstration and practice of Yoga with minimum of 18sq ft space per student.

		<ul style="list-style-type: none"> • Space for practice of Shat karma with required equipments with standard hygienic conditions. • A meditation hall. • The rooms should be properly ventilated. • Wash rooms, dressing rooms and drinking water facility. • Office of head of the institution. • An administrative block for managerial / support staff. • Adequate faculty / staff rooms.
A.3	Learning Resources	<ul style="list-style-type: none"> • The Institution should have a library with access to minimum 2000 books and journals. • Adequate and appropriate goods and equipments like mats, PA system, computers etc should be available.
A.4	Environment	<ul style="list-style-type: none"> • The environment of the campus of the institution should be conducive for the teaching and learning process. • The institution should preferably have provision for renewable energy and natural water harvesting.
A.5	Safety arrangement	<ul style="list-style-type: none"> • There should be a medical room with required staff for handling medical contingency. • The building and all the civil construction in the Yoga should be inclusive.
B	Teaching faculty	
B.1	Teaching faculty / Instructors/ trainers and their qualification and competencies	<p>Minimum teaching faculty and qualifications:</p> <ul style="list-style-type: none"> • Head of the Institution: An eminent Yoga Guru/ master having contributed for the promotion and development of Yoga under Guru-shishya parampara (substantiated by documentary evidence) with minimum 15 years of experience in the field of Yoga or topic related to Yoga <p style="text-align: center;">OR</p> <p>Yoga Mastercertified Yoga Professionals with minimum of 15 years of experience</p> <p style="text-align: center;">OR</p> <p>An eminent Yoga Professional with PhD in Yoga or topic related to Yoga with minimum 15 years of Teaching experience in Yoga</p> <ul style="list-style-type: none"> • One YT&E certified Yoga Professionals with minimum of 8 years of experience in the field of Yoga or topic related to Yoga <p style="text-align: center;">OR</p>

		<p>One Yoga Professional with post graduate degree with diploma in Yoga of minimum 1-year duration from recognized university or from an Institute of national repute or recognized by YCB with minimum experience of 8 years in the field of Yoga</p> <ul style="list-style-type: none"> • Four YT&E certified Yoga Professionals with minimum of 5 years of experience in the field of Yoga or topic related to Yoga <p style="text-align: center;">OR</p> <p>Four Yoga professional with post graduate degree with diploma in Yoga of minimum 1-year duration from recognized university or from an Institute of national repute or recognized by YCB with minimum experience of 5 years in the field of Yoga.</p> <ul style="list-style-type: none"> • Four Yoga teachers/ instructors – YWI certified Yoga Professionals with minimum of 3 years of experience in teaching yoga <p style="text-align: center;">OR</p> <p>Graduate with diploma in Yoga of minimum 1-year duration.</p> <ul style="list-style-type: none"> • One faculty for allied sciences like Anatomy & Physiology, psychology, diet and nutrition, Ayurveda, Education etc. with a post graduate with PhD in related subject or Post graduate and diploma in related subject of minimum 1-year duration.
B.2	System to upgrade the skill and competencies of teachers/ instructors	<ul style="list-style-type: none"> • The institution should have a system whereby the teaching staff is provided opportunity to upgrade their skill and keep updated with latest development in the field.
C	Curriculum and Syllabus	
C.1	Courses offered in the Institution	<ul style="list-style-type: none"> • The institution may offer courses in Yoga for different duration and level but the Institution aspiring to be certified through YCB should be running courses equivalent to any or some of the levels / types of certification undertaken by the Yoga Certification Board.
C.2	Syllabus and courses	<ul style="list-style-type: none"> • The courses and the respective syllabus should be available in public domain – on its notice board and preferably on its website.
C.3	Work plan	<ul style="list-style-type: none"> • The Institution should have a work plan for delivery of syllabus covering training / demonstration/ practice.

C.4	Time table for dissemination of the course	<ul style="list-style-type: none"> • There should be a time table for each course, and a record maintenance system.
D	Management structure and policies	
D.1	Communication process	<ul style="list-style-type: none"> • The Institution should have its dedicated website to display all the information on its website for knowledge and information of the aspiring candidates. • There should be personnel responsible for hosting the information on its website on timely basis and also for electronic communication like emails and sms as and when necessary.
D.2	Admission process	<ul style="list-style-type: none"> • There should be fair and transparent admission process for the courses offered by the institution. • This process should be well documented and also displayed on its website. • The document regarding the process followed in the previous year should be available for audit.
D.3	Feed back process	<ul style="list-style-type: none"> • The Institution must have a well-established system for getting feedback from the students and other stakeholders and may need to produce documents when requested.
D.4	Complaint Handling procedure	<ul style="list-style-type: none"> • The Institution should have established procedure for any person to lodge a complaint and its re-dressal by the competent authority. • There should be an officer designated for the purpose.
D.5	Results of the institution and its review	<ul style="list-style-type: none"> • The Institution should have a system for assessment and evaluation of its candidates, timely declaration of results, and system for remedial action, if needed.
D.6	Management, Accounting and Record keeping	<ul style="list-style-type: none"> • There should be a dedicated head of the institution. • The vision, values, philosophy, objectives and commitments of the organization should be well defined, approved and documented. • There should be a management structure in place to execute vision, mission and goals of the institution. • There should be a separate administrative unit to take care of the implementation of statutory administrative decisions and other regulatory requirements of the institution. • There should be well defined internal quality assurance and monitoring mechanism. • There should be a policy and procedures for retention and accounting of students' records.

		<ul style="list-style-type: none"> • There should be a system for book keeping and maintenance of accounts.
D.7	Financial resources Stability	<ul style="list-style-type: none"> • The Yoga Institution should have records of the financial resources and there should be commitment about stability / continuing financial support for running the courses. • Records of details of the Grant-in-aid, if any and other funds received should be maintained. • Statutory Audit report of at least for last 3 years should be maintained.

Validity of Accreditation:

- The Accreditation shall be for five (5) years including first year as provisional approval. The Institution shall have to ensure compliance to the standards defined above and complete the assessment process for Accreditation within this one year of provisional approval. The Yoga Institution shall submit the Annual Report including the audit report and progress report w.r.t the certification scheme in the format prescribed by YCB every year relating to the scheme. The report / progress shall be subjected to scrutiny by the YCB.
- The YCB shall have the right to conduct any mid-term assessment of the Institution as and when required.

Fee for Accreditation:

The following fee structure shall apply:

- e) The applicant Yoga Institution shall have to submit the enrolment fee as prescribed by the YCB alongwith the application.
- f) On successful submission of the application form, the Yoga Institution shall have to deposit assessment and Accreditation fee as prescribed by the YCB.
- g) Expenditure towards Honorarium, Travel and stay of the assessment team conducting onsite assessment shall be born by the Yoga Institution.
- h) Annual renewal fee shall be paid by the Yoga Institution.

Role of accredited Yoga Institutions:

The accredited Yoga institution shall be authorized to:

- Run courses equivalent to certifications offered by the YCB for Yoga professionals.
- Conduct assessment for YPI, YWI and YT&E of the certification offered by the YCB for Yoga professionals.

Fee for the Certification of Students of the accredited Yoga Institution:

The candidates of these Institutions shall have to enroll with YCB directly on its central registry portal. The enrolment fee shall be paid to YCB which is onetime fee for the particular category and is valid for life time. The examination fee shall be charged by the accredited Yoga institution. The Yoga Institution shall charge a minimum fee as recommended by the YCB. The Yoga institution may charge a higher fee with the intimation of YCB. The successful candidates shall be issued Certificate and ID card with unique number by the YCB.

51. Accreditation of Yoga Training Centres: Eligibility criteria shall be as under-

- The Yoga training centre should be registered under Societies Act, 1860 or Trusts Act, 1882 or central/ state Legislative Acts.
- The centre should have minimum two years of experience in conducting Yoga training courses.
- One of the courses offered by the centre should be aligned to the level-1 syllabus of the Yoga Certification Board.
- The centre should be maintaining standards with respect to teaching staff, infrastructure, learning environment and management as prescribed below:

S. No.	Head	Standard required
A	Infrastructure and Environment	
A.1	Infrastructure	<ul style="list-style-type: none">• Minimum one hall for theory class and demonstration/ practice with minimum space of 18 sqft per student.• Space for practice of Shat karma with required equipments and standard hygienic conditions.• The room(s) should be properly ventilated.• Sufficient toilet and drinking water facility to be provided.• One room / space for Head of the Centre and for managerial / support staff.
A.2	Learning Resources	<ul style="list-style-type: none">• The Centre should have a library with access to minimum 500 books and journals.• Adequate and appropriate goods and equipments like mats, PA system, computers etc should be available.
A32	Environment	<ul style="list-style-type: none">• The environment of the campus of the centre should be conducive for Yoga teaching and learning process.
A.4	Safety arrangement	<ul style="list-style-type: none">• There should be arrangement for handling medical contingency.

B	Teaching Staff	
B.1	Teaching faculty / Instructors/ trainers and their qualification & competencies	<p>Minimum teaching faculty and qualifications</p> <ul style="list-style-type: none"> • One YT&E certified Yoga Professionals with minimum of 5 years of experience in the field of Yoga or topic related to Yoga <p style="text-align: center;">OR</p> <p>One Yoga professional with post graduate degree with diploma in Yoga of minimum 1-year duration from recognized university or from an Institute of national repute or recognized by YCB with minimum experience of 5 years in the field of Yoga.</p> <ul style="list-style-type: none"> • One instructor for each batch of the course- YWI certified Yoga Professionals with minimum of 3 years of experience in teaching yoga <p style="text-align: center;">OR</p> <p>Graduate with diploma in Yoga of minimum 1-year duration.</p> <ul style="list-style-type: none"> • The staff should have sound knowledge of the syllabus and should have the skill to demonstrate the Yoga asanas and kriyas.
C	Curriculum and Syllabus	
C.1	Syllabus and courses	<ul style="list-style-type: none"> • The courses and the respective syllabus offered by the centre should be available in public domain – on its notice board and preferably on its website.
C.2	Work plan	<ul style="list-style-type: none"> • The centre should have a work plan for delivery of syllabus covering training / demonstration/ practice.
C.3	Time table for dissemination of the course	<ul style="list-style-type: none"> • There should be a time table for each course and record maintenance system.
D	Management structure and policies	
D.1	Communication process	<ul style="list-style-type: none"> • The centre should have its dedicated website to display all the information on its website for knowledge and information of the aspiring candidates. • There should be personnel responsible for hosting the information on its website on timely basis and also for electronic communication like emails and sms as and when necessary.

D.2	Admission process	<ul style="list-style-type: none"> • There has to be fair and transparent admission process for the courses offered by the centre. • This process should be well documented and also displayed on its website. • The document regarding the process followed in the previous year should be available for audit.
D.3	Feed back process	<ul style="list-style-type: none"> • The centre must have a well-established system for getting feedback from the students and other stakeholders and may need to produce documents when requested.
D.4	Complaint handling procedure	<ul style="list-style-type: none"> • The centre should have established procedure for any person to lodge a complaint and its re-dressal by the competent authority. • There should be an officer designated for the purpose.
D.5	Results of the centre and its review	<ul style="list-style-type: none"> • The centre should have a system for assessment and evaluation of its candidates, timely declaration of results, and system for remedial action, if needed.
D.6	Management, Accounting and Record keeping	<ul style="list-style-type: none"> • There should be a designated head of the organization. • There should be a person responsible to take care of the implementation of statutory administrative decisions and other regulatory requirements of the centre. • The centre should have defined objectives and should strive to achieve those. • There should be policy and procedures for retention and accounting of students' records. • There should be a system for book keeping and maintenance of accounts.
D.7	Financial resources Stability	<ul style="list-style-type: none"> • The Yoga centre should have records of the financial resources and there should be an assurance about stability / continuing financial support for running the courses. • Statutory Audit report of at least for last 3 years should be maintained.

Validity of Accreditation:

- The accreditation shall be for 3 (three) years which will be renewed on request of the Yoga centre and on assessment of performance of the centre. Yoga centre shall submit the Annual Report including the audit report and progress report w.r.t the certification scheme in the format prescribed by YCB every year relating to the scheme. The report / progress shall be subjected to scrutiny by the YCB.

Fee for Accreditation:

The following fee structure shall apply:

- i) The applicant Yoga centre shall have to submit the enrolment fee as prescribed by the YCB alongwith the application.
- j) On successful submission of application, the Yoga centre shall have to deposit assessment and accreditation fee as prescribed by the YCB.
- k) Expenditure toward Honorarium, Travel and stay of the assessment team shall be bear by the Yoga centre.
- l) Annual renewal fee shall be paid by the Yoga centre.

Role of accredited Yoga Training Centres:

The accredited Yoga centre shall be authorized to:

- Run courses equivalent to certifications offered by the YCB for Yoga professionals.
- Conduct assessment for YPI and YWI of the certification offered by the YCB for Yoga professionals.

Fee for the Certification of Students of the accredited Yoga Training Centre:

The candidates of these centres shall have to enrol with YCB directly on its central registry portal. The enrolment fee shall be paid to YCB which is one-time fee and is valid for life time for that particular category. The examination fee shall be charged by the accredited Yoga Training centre. The Yoga training centre shall charge a minimum fee as recommended by YCB. The Yoga Training school may charge higher fee under the intimation to YCB. The successful candidates shall be issued Certificate and ID card with unique number by YCB.

52. Accreditation of Yoga Therapy Centres:

Scope: Yoga Therapy Centre should maintain proper hygienic standards for carrying out the therapeutic practice.

Eligibility:

1. The Yoga Therapy Centre should be registered entity under Societies Act or Trust Act or the local Government act approved to establish Yoga Therapy Center.
2. The Centre should be conducting Yoga Therapy for at least 4 years.
3. The courses offered by the centre should be aligned to the syllabus of the Yoga Certification Board for Assistant Yoga Therapist and Yoga Therapist certification.
4. Should be maintaining standards with respect to Teaching staff, infrastructure, learning environment and management as prescribed below:

S. No	Head	Standard required
A	Infrastructure and Environment	
A.1	Infrastructure	<ul style="list-style-type: none"> • Atleast one hall for theory class and demonstration or practice with minimum space of 24sqft per student and sufficient equipments. The hall should have a capacity of atleast 10 students/ patients. • The rooms should either be properly ventilated or are fitted with AC • Clean and hygienic toilets and potable drinking water facility • One room / space for Head of the Centre and for managerial / support staff with learning resources.
A.2	Learning Resources	<ul style="list-style-type: none"> • The learning resources like reference book, guidebooks etc should be available in the centre. These facilities should be readily available for use by the students. • Sufficient and appropriate goods and equipments like mats, Public Addressing Systems like mike, etc should be available which are necessary for performing Yoga and related activities.
A32	Environment	<ul style="list-style-type: none"> • The environment of the campus of the Centre should be conducive for Yoga teaching and learning process
A.4	Safety arrangement	<ul style="list-style-type: none"> • There should be system for handling medical contingency. Centre should have collaboration with nearby hospital having ICU and critical care. Should have availability of personal or on call Ambulance Service.
B	Teaching Staff	
B.1	Teaching staff / Instructors/ trainers	<ul style="list-style-type: none"> • There should be atleast 2 Yoga Therapist or Yoga Teacher with M.Sc. in Yoga Science.
B.2	Shat Karma Facility	<ul style="list-style-type: none"> • Temperature regulated R.O. System • Ventilated hall for Shat-karma practices • Clean and hygienic tiles attached with shat-karma hall (atleast one for 2 students for a batch) • There should be proper drainage system • Availability of shat-karma kit (plastics, rubber must be avoided and metal and porcelain should be used)
B.3	Qualification and competencies of teaching staff	<ul style="list-style-type: none"> • The teaching staff should be well qualified to teach the level they are responsible for. The Yoga teacher should be atleast Post Graduate in Yoga and certified as Therapist. • The teaching staff may be working either on contract or regular basis.

C	Curriculum and Syllabus	
C.1	Syllabus and Courses	<ul style="list-style-type: none"> The Courses and the respective syllabus offered by the centre should be aligned with YCB syllabus and available in public domain displayed on its notice board and preferably on its website.
C.2	Work Plan	<ul style="list-style-type: none"> The centre should have a work plan for delivery of syllabus covering training, demonstration or practice
C.3	Time table for dissemination of the course	<ul style="list-style-type: none"> There should be a time table for the course, record and procedure for ensuring the same is followed
D	Management structure and policies	
D.1	Communication process	<ul style="list-style-type: none"> The centre should have its dedicated website to display all the information on its website for knowledge and information of the aspiring candidates. There should be personnel responsible for hosting the information on its website on timely basis and also to send mails as and when necessary.
D.2	Admission process	<ul style="list-style-type: none"> There has to be fair and transparent admission process for the courses offered by the Centre. This process should be well documented and also displayed on its website. The document on the process followed in the previous year should be available for audit. There should be some defined procedure and policy for admission process.
D.3	Feed back process	<ul style="list-style-type: none"> The Centre must have a well-established system for getting feedback from the students and may need to produce document for the audit of the process available
D.4	Complaint Handling procedure	<ul style="list-style-type: none"> The Centre should have established a procedure for any person to lodge a complaint and its re-dressal by the competent authority. There should be officer designated for the purpose.
D.5	Results of the Centre and its review	<ul style="list-style-type: none"> The Centre should have a system where the results of each courses are reviewed and remedial action taken whenever needed
D.6	Management, Accounting and	<ul style="list-style-type: none"> There should be a designated head of the organization There should be person responsible to take care of the

	Record keeping	<p>legislative, regulatory requirements of the centre</p> <ul style="list-style-type: none"> • The centre should have defined vision and mission • There should be a procedure for retention and accounting of records since inception. • there should be a system for record keeping and maintenance of all policies and procedures.
D.7	Financial resources Stability	<ul style="list-style-type: none"> • The Yoga Centre should have records of the financial resources. • They should have assurance for stability and continuous financing support for conducting the courses and running the centre.

Validity of Accreditation:

- The Accreditation shall be initially for four years. The institutions shall pay annual fee to continue accreditation of their therapy center.

Fee for Accreditation:

- a) The applicant Yoga Therapy Centre shall have to submit the enrolment fee as prescribed by the YCB at the time of submission of application.
- b) On successful completion of the review of the application, the Yoga Therapy Centre shall have to deposit Assessment fee online as prescribed by the YCB
- c) In case of onsite Audit, the travel and stay of the Audit team shall be arranged by the Yoga centre and honorarium Rs. 5,000/- per center per expert shall be paid to the experts directly on submission of invoice / bill.
- d) Yoga Therapy Centers shall pay annual fee every year to continue their accreditation.

Role of Accredited Yoga Therapy Centre:The Accredited the Yoga Therapy Centre shall be authorized to:

- To run 2 courses equivalent to Certifications offered by the YCB for Yoga professionals – (1) Assistant Yoga Therapist and (2) Yoga Therapist
- Conduct assessment/examination for their own candidates.

53. Forms of application, documents and criteria.

- Application format (Annexure-C)
- Documentation and verification report format to be used by the assessment team for offsite (Annexure B-3).
- Documentation and verification report format to be used by the assessment team for online assessment (Annexure B-4)
- Weight-age chart for marking the institution on assessment parameters (Annexure C-5).

CHAPTER-IX

SANCTION OF PERSONNEL CERTIFICATION BODIES

54. Procedure:

1. **Application:** The interested organization/body shall apply as per the prescribed format in Annexure-B1 together with requisite documents and prescribed registration fee.
2. **Scrutiny of the Application:** Shall be done in 1 month, if found complete in all respects from the date of submission with requisite registration fee
3. **Deposition of Assessment fee:** The applicant shall have to deposit the prescribed fee as given in Annexure-B2. In the absence of the fee, application shall not be processed.
4. **Formation of Assessing Team:** The Board shall form an Assessment Team for undertaking assessment of the applicant organization.
5. **Offline review:** The assessing team formed by the YCB shall undertake the offline review of the document vis-a-vis the eligibility parameters.
6. **Intimation to the applicant organization:** The organization shall be intimated regarding any deficiency/ any additional information required.
7. **Onsite review:** The assessing team will undertake field visit to assess the organization w.r.t to the defined parameters in 2 working days. The onsite assessment shall begin with opening meeting for explaining the purpose and scope of the assessment. The onsite assessment shall end with a formal closing meeting preferably with the applicant organization regarding deficiencies that shall be conveyed.
8. **Feedback report:** A formal feedback report shall be sent to the applicant within 15 working days of the visit of the team and the applicant will be given 1 month to respond to the nonconformities/ concerns raised.
9. **Granting approval:** Based on the report of assessment team and action taken by the applicant on the non-conformity/ concerns, the YCB shall decide on granting approval to the applicant as Personnel Certification Body for Yoga Professionals for levels as decided by the YCB. The approval shall be valid for 1 year.
10. **Renewal of approval:** The extension of validity period of the PrCB will be decided based on the request of the PrCB and review of previous cycle and assessment as decided by YCB.
11. The approval shall be subject to suspension/ withdrawal with due notice of 15 days in the event of any non-compliance to the requirement as prescribed by YCB.
12. Midterm surprise assessment may follow after sanction given to such personnel certification bodies.

55. Fee Structure:

- a) Personnel Certification Bodies (PrCBs) for assessment of Yoga Professionals will be charged in 2 parts as under w.e.f 01-04-2019:
 - (i) Enrolment fee- one-time fee
 - (ii) Assessment fee- This is in two parts –review fee and the travel and Boarding & lodging charges with regard to visit of assessment team

- b) The application fee and assessment fee both are non-refundable. If an organisation does not fulfil the criteria for approval as PrCB, the organisation can submit the required information and request for re-assessment within 1 year of its application. The organisation shall have to pay a reassessment fee.
- c) After completion of 1 year of approval, the PrCB can request for renewal of its validity. The PrCB shall have to pay annual renewal fee and also assessment fee, if YCB decides to undertake assessment.
- d) Fee for onsite review will be part of assessment fee. The cost of such visit (travel, lodging and boarding of the experts, etc) will be paid by the organisation on actual basis.

	PrCBs in India	PrCBs outside India
Enrolment fee	Rs .25, 000	\$1,500
Assessment fee	Rs. 50,000+ Visit charges (Actual Boarding and Lodging)	\$3000+ Visit charges (Actual Boarding and Lodging)
Total	Rs. 75,000+ Visit charges	\$ 4500 + Visit charges
Annual Renewal fee	Rs. 25,000	\$1,500

* Note:

- (i) Total amount is excluding from logistics expenditure. The institution will bear the expenditure towards Travel, Boarding & Lodging and Honorarium to the expert apart from total fee.
- (ii) Honorarium of Rs. 5,000/- (Rupees Five Thousand Only) per expert per centre shall be paid.
- (iii) Effective date of the implementation of revised fee may be 03.08.2019

56. Debarment/ suspension/ cancellation of PrCB

The approval of PrCB shall be debarred / suspended under the following circumstances-

- a. If any false information is provided about the Yoga certification scheme by the PrCB.
- b. If PrCB and its personnel make wrong commitment to qualify the candidate or involve in unfair means in respect to examination and provide assistance to the candidate.
- c. If any unfair commitment is made to Yoga professional or other institutions on behalf of YCB.
- d. If PrCB is unable to conduct examination or activities as per YCB guidelines and syllabus in due time.
- e. If PrCB declares the results without approval of YCB.
- f. If any non-compliance to the requirement of the YCB is observed
 - The debarment/suspension/cancellation shall be with due notice of 15 days in the event of any of the above.
 - The PrCB shall not be eligible to conduct any examination for certification during the notice period.

57. Criteria for Selection of Personnel Certification Body.

1. **Legal status of the agency:** The agency should be a government organization or an autonomous organization under the government (registered under relevant Act) or a trust (registered under Indian Trusts Act, 1882) or a society (registered under Societies Act, 1860) or a corporate firm (registered under Companies Act, 2013). Besides other activities, the registration of the agency shall specify that the entity is registered to conduct assessment/certification of yoga professionals.
2. **Infrastructure and office space:** The organization shall have an office space (owned or rented) which shall be sufficient to house the personnel as required as per the prescribed minimum staffing structure given below. The organization shall have minimum of 1000 square feet of office space. The office space should have a suitable system and space to ensure confidentiality of the certification process like setting up of question papers, evaluation of answer sheets, etc.
3. **Administrative, Management and Organisational Requirements:**

Policy documents: The organization shall have its aims, objectives, vision & mission, a logo, an organogram, and documented policies & procedures.

Organisation structure: The organization shall have defined organisational structure describing authorities of the management, personnel and its committees and their duties and responsibilities. The personnel responsible for the following shall be specified:

- a) policies and procedures relating to the operation;
- b) implementation of the policies and procedures;
- c) maintaining budget and accounts;
- d) resource management- infrastructure, finance, man power etc.;
- e) development and maintenance of schemes;
- f) assessment activities;
- g) Decisions on certification, including granting, record keeping, recertifying, grievance redressal, suspending or withdrawing of the certification.

Staffing: The organization shall have defined process for staffing. The organisation shall have qualified and trained personnel with the necessary competence to perform certification functions relating to the type, range and volume of work performed. The minimum staffing structure for operation/ implementation of the programme for certification of yoga professionals is as follows:

- a. Head of the organization – one
- b. Manager / Secretary / Registrar etc – one

- c. Admin & Finance officer – one
- d. Communication & Documentation officer – one
- e. Coordinator for certification activities - one
- f. Yoga expert – one
- g. Empanelled question paper setters and examiners (as per volume of activity)
- h. Data entry operator/ office assistant- two
- i. Multitasking staff – four

The organization shall define the competence required of all the personnel involved in the assessment and certification process. The organization shall maintain up-to-date personnel records, including relevant information, e.g. qualifications, training, experience, professional affiliations, professional status, competence and known conflicts of interest.

Confidentiality and impartiality:The organization shall not engage itself in any activity that may conflict with its impartially. It shall not impart Yoga education and / or training within the same legal entity. The organization shall have a system in place where its personnel are required to sign a document by which they commit themselves to comply with the rules defined by the certification body, including those relating to confidentiality, impartiality and conflict of interests. In case of outsourcing of services, the organization should have in place a system to ensure confidentiality and conflict of interests with each body that provides outsourced work related to the certification process.

Housekeeping services: The organization should also have adequate housekeeping services.

4. **System for assessment process:** The documents of the organization shall define in detail the steps with timeline for taking up the assessment of candidates under different categories as authorized by the YCB. The organization to have a documented system for administration of exams like issuing of admit card, attendance sheet, answer and evaluation sheets, procedure for selection of examiners, observers, invigilators, etc.

Empanelment of invigilators: The organization shall have a documented description of the responsibilities and qualifications of invigilators involved in the assessment process. There should not be any conflict of interest in the process of examination and evaluation.

Empanelment of examiners:The selection and approval process for empanelment of examiners should be in line with the process as defined by the YCB from time to time and be uploaded on YCB website. The critical components to be ensured are:

- a. Examiners and evaluators shall have knowledge of certification process of YCB;
- b. Examiners and evaluators shall have defined technical competence in the field;
- c. Examiners and evaluators shall have written and oral fluency in the language of examination;
- d. The organization shall have a system to monitor the performance of the examiners and evaluators, and the reliability of the examiners' judgments including corrective measures.

Selection of exam centres: The organization should have defined criteria for the selection of exam centres. The required parameters are as under:

- Centres to be identified well in advance and should be easily accessible.
- Centres should have sufficient space to accommodate the registered candidates for both theory and practicum.
- Centres should have adequate facilities like toilet, drinking water, furniture, first aid etc.
- Centres should have a separate room for invigilator /exam superintendent.
- Centres should have adequate security facilities in the premise.
- Any criteria as prescribed by YCB from time to time.

Rules and Regulations: The rules and regulations regarding conducting exams shall be well documented giving details of each and every step.

System for ensuring transparency in declaration of results: The organization should lay down the rules for evaluation of answer sheets, compilation of theory and practical exam, and declaration of results within given timelines. These should be in line with the guidelines issued by the YCB. The procedure for revaluation of results should be clearly specified.

5. **System for handling Complaints:** The organisation should have established procedure for any person to lodge a complaint and its re-dressal by the competent authority. There should be an officer designated for the purpose.
6. **Financial Viability/ Solvency:** The organization should be financially viable/solvent and shall have the financial resources necessary for the viable/ operation of the certification process and have adequate arrangements (e.g. insurance or reserves) to cover associated liabilities.
7. **Internal Audit and control:** The organization shall have in place internal control mechanism to keep a check on the processes followed.
8. **Control of records:** The organization shall establish procedures to define the controls needed for the identification, storage, protection, retrieval, retention time and disposition of its records the organization shall establish procedures for retaining records for a period consistent with its contractual and legal obligations. Access to these records shall be consistent with the confidentiality arrangements.
9. **Website:** The organization should maintain its dedicated website for providing information about the scheme and its role in implementation of the program, the process followed for enrollment, assessment, certification, suspending / withdrawal of the certificates, process for handling appeals and complaints, contact details, results, registry of certified yoga professionals etc.

10. **Accreditation from competent Board:**The organization should be accredited by NABCB or any other accreditation bodies recognized by YCB. The organizations already recognized by such Board/bodies, shall not be required to go through any further assessment. The organizations willing to be approved as PrCBs for assessment and certification of Yoga Professionals will be given provisional approval by YCB for 1 year. Such organizations shall have to seek accreditation from NABCB or any other Board recognized by YCB for the purpose before completions of 1 year of provisional approval.

58. Forms of application, documents and criteria.

- (i) Application form for Personnel Certification Bodies (PrCBs) – Annexure B-1.
- (ii) Documentation and verification Report - Offsite Assessment - Annexure B-3.
- (iii) Documentation and verification report – Onsite Assessment - Annexure B-4.
- (iv) Weightage chart for various assessment parameters – Annexure B-5.

CHAPTER-IX

SYLLABUS FOR VARIOUS CATEGORIES OF CERTIFICATION

59. Syllabus for Yoga Protocol Instructor (YPI): Syllabus for certification shall be as under: -

S. No. Name of the Unit

1 Introduction to Yoga and Yogic Practices

- 1.1 Yoga: Etymology, definitions, aim, objectives and misconceptions.
- 1.2 Yoga: Its origin, history and development.
- 1.3 Guiding principles to be followed by Yoga practitioners.
- 1.4 Principles of Yoga (Triguna, Antahkarana-chatustaya, Tri-Sharira/ Panchakosha).
- 1.5 Introduction to major schools of Yoga (Jnana, Bhakti, Karma, Patanjali, Hatha).
- 1.6 Introduction to Yoga practices for health and well being.
- 1.7 Introduction to Shatkarma: meaning, purpose and their significance in Yoga Sadhana.
- 1.8 Introduction to Yogic SukshmaVyayama, SthulaVyayama and Surya Namaskara.
- 1.9 Introduction to Yogasana: meaning, principles, and their health benefits.
- 1.10 Introduction to Pranayama and Dhyana and their health benefits.

2 Introduction to Yoga Texts

- 2.1 Introduction and study of Patanjala Yoga Sutra including memorization of selected Sutras (Chapter I- 1-12).
- 2.2 Introduction and study of Bhagavad Gita including memorization of selected Slokas (Chapter II -47, 48, 49, 50 and 70).
- 2.3 Introduction and study of Hathpradipika.
- 2.4 General Introduction to Prasthanatrayee.
- 2.5 Concepts and principles of Aahara (Diet) in Hathpradipika and Bhagawadgita (Mitahara and Yuktahara).
- 2.6 Significance of Hatha Yoga practices in health and well being.
- 2.7 Concept of mental wellbeing according to Patanjala Yoga.
- 2.8 Yogic practices of Patanjala Yoga: Bahiranga and Antaranga Yoga.
- 2.9 Concepts of healthy living in Bhagwad Gita.
- 2.10 Importance of subjective experience in daily Yoga practice.

3 Yoga for Health Promotion

- 3.1 Brief introduction to human body.
- 3.2 Meaning and Means of health promotion and role of Yoga in health promotion.
- 3.3 Yogic positive attitudes (Maîtri, Karuna, Mudita, Upeksha).
- 3.4 Concept of bhavas (Dharma, Jnana, Vairagya, Aishvarya) and their relevance in well being.
- 3.5 Dincharya and Ritucharya with respect to Yogic life style.

S. No. Name of the Unit

- 3.6 Holistic approach of Yoga towards health and diseases.
- 3.7 Introduction to First aid and Cardio Pulmonary Resuscitation (CPR).
- 3.8 Yogic management of stress and its consequences.
- 3.9 Yoga in prevention of metabolic and respiratory disorders.
- 3.10 Yoga for personality development.

4

Practical

A. Demonstration Skills

4.1 Prayer: Concept and recitation of Pranava and hymns.

4.2 Yoga Cleansing Techniques

Knowledge of Dhauti, Neti and practice of Kapalabhati.

4.3 Yogic Sukshma Vyayama and Sthula Vyayama

a. Yogic Sukshma Vyayama (Micro Circulation Practices)

- Neck Movement
Griva Shakti Vikasaka (I,II,III,IV)
- Shoulder Movement
Bhuja Valli Shakti Vikasaka
PurnaBhuja Shakti Vikasaka
- Trunk Movement
Kati Shakti Vikasaka (I, II, III, IV, V)
- Knee Movement
Jangha Shakti Vikasaka (II-A&B)
Janu Shakti Vikasaka
- Ankle movement
Pada-mula shakti Vikasaka – A&B
Gulpha-pada-pristha-pada-tala shakti Vikasaka

b. Yogic Sthula Vyayama (Macro Circulation Practices)

- Sarvanga Pushti
- HridGati (Engine Daud)

4.4 Yogic Surya Namaskara

4.5 Yogasana

- Tadasana, Vrikshasana, ArdhaChakrasana, Padahasthasana, Kati Chakrasana, Trikonasana
- Dandasana, Sukhasana, Padmasana, Vajrasana,
- Bhadrasana, Mandukasana, Ushtrasana, Shashankasana, UttanaMandukasana
- Paschimottanasana, Purvottanasana
- Vakrasana, Gomukhasana
- Bhujangasana, Shalabhasana, Makarasana
- Pavanamuktasana, Uttanapadasana, ArdhaHalasana, Setubandhasana

- Vipareetakarani, SaralMatsyasana, Shavasana,

4.6 Preparatory Breathing Practices

- Sectional breathing (abdominal, thoracic and clavicular)
- Yogic deep breathing

4.7Pranayama

- Concept of Puraka, Rechaka and Kumbhaka
- AnulmoaViloma/NadiShodhana
- Sheetalee (without Kumbhaka)
- Bhramari (without Kumbhaka)

4.8 Understanding of Bandha

- Jalandhara Bandha
- Uddiyana Bandha
- Mula Bandha

4.9 Understanding of Mudra

- Hasta Mudras (chin, Chinmaya, Brahma, adi, jnana, Dhyana and Nasika)

4.10 Practices leading to Meditation and Dhyana Sadhana

- Recitation of Pranava& Soham
- Recitation of selected hymns, invocations and prayers from Vedas &Upanishadas
- Body and breath awareness
- Yoga Nidra

B. Teaching Skills (Methods of Teaching Yoga)

- Essentials of good lesson plan: concepts, needs, planning of teaching Yoga (Shatkriya, Asana, Pranayama & practices leading to Dhyana)
- Principles of teaching Yoga protocol to different groups (beginners, children, youth, women, Geriatric population, and special attention group).
- Preparation for a Yoga class (before and during the class)
- Factors influencing yoga teaching.
- Class management in Yoga: its meaning and needs.
- Conducting yoga practical lessons: Precautions & Contraindications of practices)
- Salient features of Ideal Yoga Instructor.
- Models of ideal Yoga lesson plans

Book for reference for Theory

- 1 Goyandka, Harikrishandass : **Yoga Darshan**
Geeta Press, Gorakhpur (Samvat 2061).
- 2 Swami Vivekananda : **Jnana Yoga, Bhakti Yoga, Karma Yoga, Raja Yoga**
(4separate books) Advaita Ashrama, Kolkata, 2011 & 2012
- 3 Sahay G. S. : **Hathayogapradipika**
MDNIY, New Delhi, 2013
- 4 Gita press Gorakhpur : **ShreemadBhagvadgita**
Gita press Gorakhpur, Samvat 2073
- 5 Kotecha, Vaidya Rajesh : **A Beginner's Guide to Ayurveda**
Chakrapani Publications, Jaipur 2016
- 6 Quality Council of India (QCI) : **Yoga professionals Official Guidebook for Level 1**
Excel Books, New Delhi 2016
- 7 Brahmachari Swami Dhirendra : **Yogic SuksmaVyayama,**
Dhirendra Yoga Publications, New Delhi, 1986
- 8 Sahay G. S. : **Hathayogapradipika**
MDNIY, New Delhi, 2013
- 9 Kalayan : **Upanishads (23rd year Special)**
Geeta Press, Gorakhpur
- 10 Gore M. M. : **Anatomy and Physiology of Yogic Practices,**
Kanchana Prakashana, Lonavala, 2004
- 11 Swami Karmananda : **Management of Common Diseases,**
Bihar Yoga Publication Trust, 2006, Munger
- 12 Basavaraddi, I. V. & others : **Yoga Teachers Manual for School Teachers,**
MDNIY, New Delhi, 2010

Books for Reference for Practicum

1. Brahmachari Swami Dhirendra : **Yogic SuksmaVyayama,**
Dhirendra Yoga Publications, New Delhi
2. Brahmachari, Swami Dhirendra : **YogasanaVijnana,**
Dheerendra Yoga Prakashana, New Delhi
3. Iyengar, B. K. S. : **Light on Yoga,**
Harper Collins Publisher, New Delhi, 2005
4. Saraswati, Swami Satyananda : **Asana, Pranayama, Mudra, Bandha**
Bihar School of Yoga, Munger, 2006
5. Basavaraddi, I.V. : **A Monograph on Yogic SuksmaVyayama,** MDNIY,
New Delhi, 2016
6. Basavaraddi, I.V. : **A Monograph on Shatakarma,**
MDNIY, New Delhi, 2016
7. Basavaraddi, I.V. : **A Monograph on Yogasana,**
MDNIY, New Delhi, 2016
8. Basavaraddi, I.V. : **A Monograph on Pranayama,**
MDNIY, New Delhi, 2016
9. Tiwari O.P. : **Asana Why & How?**
Kaivalyadhama, SMYM Samiti, Lonavla
10. Saraswati, Swami Satyananda : **Suryanamashkara**
Bihar School of Yoga, Munger, 2006
11. Quality Council of India (QCI) : **Yoga professionals Official Guidebook for Level 1**
Excel Books, New Delhi 2016
15. Basavaraddi, I. V. & others : **Yoga Teachers Manual for School Teachers,**
MDNIY, New Delhi, 2010
16. Gharote, M.L. : **Teaching Methods for Yogic practices,**
Kaivalyadhama Ashram, Lonavla

17. Iyengar, B.K. S : **Yoga Shastra (Vol-I & II) RamamaniIyenger Memorial Yoga, Institute, Pune YOG, Mumbai**
- 18 Ramdev, Swami : **Pranayama Rahasya**

60. SYLLABUS FOR YOGA WELLNESS INSTRUCTOR (YWI): Syllabus for certification shall be as under: -

Unit 1- Introduction to Yoga and Yogic Practices

- 1.11 Yoga: Etymology, definitions (Patanjala Yoga Sutra, Bhagwad Gita & Kathopanishad), aim, objectives and misconceptions.
- 1.12 Yoga: Its origin, history and development.
- 1.13 Brief Introduction to Samkhya and Yoga Darshana.
- 1.14 Life sketches and teachings of Yoga masters (Maharishi Ramana, Shri Aurobindo Swami Vivekananda, Swami Dayananda Saraswati).
- 1.15 Principles of Yoga and practices of healthy living.
- 1.16 Principles and Practices of Jnana Yoga.
- 1.17 Principles and Practices of Bhakti Yoga.
- 1.18 Principles and Practices of Karma Yoga.
- 1.19 Concept and principles of SukshmaVyayama, SthulaVyayama, Surya Namaskara and their significance in Yoga Sadhana.
- 1.20 Concept and principles of Shatkarma: Meaning, Types, Principles and their significance in Yoga Sadhana.
- 1.21 Concept and principles of Yogasana: Meaning, definition, types and their significance in Yoga Sadhana.
- 1.22 Concept and principles of Pranayama: Meaning, definition, types and their significance in Yoga Sadhana.
- 1.23 Introduction to Tri Bandha and their health benefits.
- 1.24 Dhyana and its significance in health and well being.
- 1.25 Introduction to Yogic relaxation techniques with special reference to Yoga Nidra.

Unit -2 Introduction to Yoga Texts

- 2.11 Introduction to Prasthanatrayee, PurusharthaChatushtaya and goal of human life.
- 2.12 Yoga in Kathopnishad, Prashanopanisha, Tattiriyopnishad with special emphasis on Panchakosha Vivek and Ananda Mimamsa.
- 2.13 Concept of Sthitaprajna, Bhakti, Karma and Dhyana in Bhagavad Gita.
- 2.14 Significance of Bhagavad Gita in day to day life.
- 2.15 Concept of healthy living in Bhagavad Gita (Ahara, Vihara, Achara, Vichara).
- 2.16 Study of Patanjala Yoga Sutra including selected sutras from following chapters (I- 1 to 12, II- 46 - 51, III- 1 to 4).

- 2.17 Concept of Chitta, Chitta Bhumi, Chitta Vritti, Chitta Vikshepa, Chittaprasadanamand their relationship with wellness.
- 2.18 Bahiranga Yoga of Maharishi Patanjali (Yama, Niyama, Asana, Pranayama, Pratyahara).
- 2.19 Antaranga Yoga of Maharisi Patanjali (Dharana, Dhyana, Samadhi).
- 2.20 Concept of mental well being according to Patanjala Yoga.
- 2.21 Hatha Yoga: Its parampara, knowledge of basic Yoga texts (Hatha Pradipika and Gherand Samhita). Relationship between Hatha yoga and Raja Yoga.
- 2.22 Sadhaka and Badhakatva, principle to be followed by Hatha Yoga practitioner.
- 2.23 Concept of Matha, Mitahara, Pathya & Apathya.
- 2.24 Concepts of Nadis, Prana and Pranayama for Subjective experiences.
- 2.25 Knowledge of Hatha Yoga practices for wellness (Shatkarma, Asanas, Pranayama, Mudra, Nadaanusandhana).

Unit 3- Yoga for Wellness

- 3.1 General introduction to human body and nine major systems of human body.
- 3.2 Introductions to sensory organs (Eyes, Nose, Ears, Tongue and Skin).
- 3.3 Basic functions of nine major systems of human body and homeostasis.
- 3.4 Yogic concept of health and wellness.
- 3.5 Concept of Tridoshas, Sapta Dhatu, Agni, Vayu and Mala; their role in wellness.
- 3.6 Concepts of Dinacharya and Ritucharya and their importance in well being.
- 3.7 Importance of Ahara, Nidra and Brahmacharya in well being.
- 3.8 Yogic concept of mental hygiene: Maître, Karuna, Mudita & Upeksha).
- 3.9 Importance of psychosocial environment for health and wellness.
- 3.10 Yogic concept and principles of Ahara (Mitahara, Yuktahara).
- 3.11 Health benefits of Suryanamaskara, Shatkarma, Asanas, Pranayama and practices leading to Dhyana (as per the practical syllabus of the course).
- 3.12 Salient features and contra indications of Yoga practices for well being (as per the practical syllabus of the course).
- 3.13 Knowledge of common diseases; their prevention and management by Yoga.
- 3.14 Knowledge of role of Yoga in the management of non communicable diseases.
- 3.15 Concept of stress and Yogic management of stress and its consequences.

Yoga Practical

1. Prayer

- 1.1 Concept and Recitation of Pranava
- 1.2 Concept and Recitation of Hymns
- 1.3 Selected universal prayers, invocations and Nishpatti Bhava.

2. Yogic Shat Karma

- 2.1 **Neti:** Sutra Neti and Jala Neti
- 2.2 **Dhauti:** Vamana Dhauti (Kunjil)
- 2.3 **Kapalbhati** (Vatakrama)

3. Yogic SukshmaVyayama and SthulaVyayama

a. Yogic SukshmaVyayama (Micro circulation practices)

- Neck Movement
Griva Shakti Vikasaka (I,II,III,IV)
- Shoulder Movement
Bhuja Valli Shakti Vikasaka
PurnaBhuja Shakti Vikasaka
- Trunk Movement
Kati Shakti Vikasaka (I, II, III, IV, V)
- Knee Movement
Jangha Shakti Vikasaka (II-A&B)
Janu Shakti Vikasaka
- Ankle movement
Pada-mula Shakti Vikasaka – A&B
Gulpha-pada-pristha-pada-tala Shakti Vikasaka

b. Yogic SthulaVyayama (Macro circulation practices)

- Sarvanga Pushti
- HridGati (Engine daud)

4. Yogic Surya Namaskara with Mantra

5. Yogasana

- 5.1 Tadasana, Hastottanasana, Vrikshasana
- 5.2 ArdhaChakrasana, Padahastasana
- 5.3 Trikonasana, ParshvaKonasana, Katichakrasana
- 5.4 Dandasana, Padmasana, Vajarasana,
- 5.5 Yogamudrasana, Parvatasana
- 5.6 Bhadrasana, Mandukasana, Ushtrasana, Shashankasana, UttanaMandukasana,
- 5.7 Paschimottanasana, Purvottanasana
- 5.8 Vakrasana, ArdhaMatsyendrasana, Gomukhasana
- 5.9 Makarasana, Bhujangasana, Shalabhasana, Dhanurasana
- 5.10 Pavanamuktasana and its variations
- 5.11 Uttanapadasana, ArdhaHalasana, Setubandhasana, Sarala-Matsyasana
- 5.12 Shavasana,

6. Preparatory Breathing Practices

- 6.1 Sectional Breathing (Abdominal, Thoracic and Clavicular Breathing)
- 6.2 Yogic Deep Breathing
- 6.3 AnulomaViloma/ NadiShodhana

7. Pranayama

- 7.1 Concept of Puraka, Rechaka and Kumbhaka
- 7.2 Ujjayee Pranayama (Without Kumbhaka)
- 7.3 Sheetalee Pranayama (Without Kumbhaka)
- 7.4 Sitkaree Pranayama (Without Kumbhaka)

7.5 Bhramaree Pranayama (Without Kumbhaka)

8. Concept and Demonstration of Bandha

8.1 Jalandhara Bandha

8.2 Uddiyana Bandha

8.3 Mula Bandha

9. Concept and Demonstration of Mudra

9.1 Yoga Mudra

9.2 Maha Mudra

9.3 Vipareetakarani Mudra

10. Practices leading to Dhyana Sadhana

10.1 Body awareness and Breath awareness

10.2 Yoga Nidra

10.3 Antarmauna

10.4 Recitation of Pranava and Soham

10.5 Recitation of Hymns

10.6 Practice of Dhyana

B. Teaching Skills (Methods of Teaching Yoga)

1.1 Teaching methods with special reference to Yoga

1.2 Factors influencing Yoga teaching

1.3 Need of teaching practice and its use in Yogic practice.

1.4 Teaching Aids: Meaning and Need, Role of Language, Voice, Fluency, Clarity and Body language in an ideal presentation

1.5 Methods of teaching Yoga to an individual, small group and large group

1.6 Lecture cum demonstration in Yoga: Its meaning, importance and method of its Presentation

1.7 Lesson plan: Its meaning and need

1.8 Preparation of lesson plan in Yoga, Preparation of lesson plan for an individual and for a group

1.9 Presentation of lessons in specific Yogic practices: Kriya, Asana, Pranayama, and Dhyana.

1.10 Assessment of a Yoga class (detection and correction of mistakes).

Book for reference for Theory

1 Goyandka, : **Yoga Darshan**
Harikrishandass Geeta Press, Gorakhpur (Samvat 2061).

2 Ravi Shankar, Sri Sri : Upanishad, Vol. I

- 3 Swami Vivekananda : **Jnana Yoga, Bhakti Yoga, Karma Yoga, Raja Yoga**(4separate books) Advaita Ashrama, Kolkata, 2011 & 2012
- 4 Basavaraddi I. V. and Pathak, S. P. : **Hathayogake Aadhar avamPrayoga** (Sanskrit-Hindi), MDNIY, New Delhi, 2007
- 5 Sahay G. S. : **Hathayogapradipika** MDNIY, New Delhi, 2013
- 6 Gita press Gorakhpur : **ShreemadBhagvadgita** Gita press Gorakhpur, Samvat 2073
- 7 Quality Council of India (QCI) : **Yoga professionals Official Guidebook for Level 2** Excel Books, New Delhi 2016
- 8 Kalidas Joshi and Ganesh Shankar : **Yoga keSidhant Evam Abhyas,** Madhya Pradesh HindigranthaAkadami,Bhopal, 1995
- 9 Brahmachari Swami Dhirendra : **Yogic SuksmaVyayama,** Dhirendra Yoga Publications, New Delhi, 1986
- 10 Digambarji Swami and Gharote M.L. : **Gheranda Samhita,** Kaivalyadhama S.M.Y.M. Samiti, Lonavala 1997
- 11 Sahay G. S. : **Hathayogapradipika** MDNIY, New Delhi, 2013
- 12 Kalayan : **Upanishads (23rd year Special)** Geeta Press, Gorakhpur
- 13 Gore M. M. : **Anatomy and Physiology of Yogic Practices,** Kanchana Prakashana, Lonavala, 2004
- 14 Telles, Shirley : A Glimse of the Human body Swami Vivekanand Yoga Prakashan, Bangalore, 1998
- 15 Swami Karmananda : **Management of Common Diseases,** Bihar Yoga Publication Trust, 2006, Munger
- 16 Bhogal, R. S :: **Yoga & Mental Health and beyond,**

ACE Enterprises, Madhu Rajnagar, Pune Road, Pune,
2010

- 17 Jayadeva, Yogendra :: **Cyclopedia Vol I, II, III & IV**
- 18 Basavaraddi, I.V. : **How to manage Stress through Yoga**
MDNIY, New Delhi
- 19 Kotecha, Vaidya Rajesh : **A Beginner's Guide to Ayurveda**
Chakrapani Publications, Jaipur 2016
- 20 MDNIY : **Yoga Module for Wellness Series (1 to 10)**
MDNIY, New Delhi 2011

Books for Reference for Practicum

12. Brahmachari Swami : **Yogic SukhmaVyayama,**
Dhirendra Dhirendra Yoga Publications, New Delhi
13. Brahmachari, Swami : **YogasanaVijnana,**
Dhirendra Dheerendra Yoga Prakashana, New Delhi
14. Iyengar, B. K. S. : **Light on Yoga,**
Harper Collins Publisher, New Delhi, 2005
15. Swami Kuvalyananda : **Pranayama,**
Kaivalyadhama, Lonavla, 1992
16. Saraswati, Swami : **Asana, Pranayama, Mudra, Bandha**
Satyananda Bihar School of Yoga, Munger, 2006
17. Basavaraddi, I.V. : **A Monograph on Yogic SukhmaVyayama,** MDNIY,
New Delhi, 2016
18. Basavaraddi, I.V. : **A Monograph on Shatakarma,**
MDNIY, New Delhi, 2016
19. Basavaraddi, I.V. : **A Monograph on Yogasana,**
MDNIY, New Delhi, 2016
20. Basavaraddi, I.V. : **A Monograph on Pranayama,**

MDNIY, New Delhi, 2016

21. Tiwari O.P. : **Asana Why & How?**
Kaivalyadhama, SMYM Samiti, Lonavla
22. Basavaraddi, I.V. & Bharti Swami Anant : **PratahSmarana**
MDNIY, New Delhi, 2016
23. Saraswati, Swami Satyananda : **Suryanamashkara**
Bihar School of Yoga, Munger, 2006
24. Joshi K.S. : **Yogic Pranayama**
Orient Paperbacks, New Delhi 2009
25. Quality Council of India (QCI) : **Yoga professionals Official Guidebook for level 2**
Excel Books, New Delhi 2016
15. Basavaraddi, I. V. & others : **Yoga Teachers Manual for School Teachers,**
MDNIY, New Delhi, 2010
16. Gharote, M.L. : **Teaching Methods for Yogic practices,**
Kaivalyadhama Ashram, Lonavla
17. Iyengar, B. KS : **Yoga Shastra (Vol-I & II) RamamaniIyenger Memorial Yoga, Institute, Pune YOG, Mumbai**

61. SYLLABUS FOR YOGA TEACHER AND EVALUATOR (YT&E): Syllabus for certification shall be as under: -

UNIT 1 Foundation of Yoga

- 1.1 Etymology and Definitions of Yoga (Patanjala Yoga Sutra, Bhagwad Gita, Kathopanishad).
- 1.2 Brief Introduction to origin, history and development of Yoga (Pre- Vedic period to contemporary times).
- 1.3 Yoga in Principle Upanishads.
- 1.4 Yoga tradition in Jainism: Syadvada (theory of seven-fold predictions); Concept of Kayotsarga / Preksha meditation).
- 1.5 Yoga Tradition in Buddhism: concept of Aryasatyas (four noble truths).
- 1.6 Salient features and branches of Bharatiya Darshana (Astika and Nastika Darshana).

- 1.7 General introduction to Shad Darshana with special emphasis on Samkhya, Yoga and Vedanta Darshana.
- 1.8 Brief survey of Yoga in Modern and Contemporary Times (Shri Ramakrishna, Shri Aurobindo, Maharishi Raman, Swami Vivekananda, Swami Dayananda Saraswati, Swami Shivananda, ParamhansaMadhavadas ji, Yogacharya Shri T. Krishnamacharya).
- 1.9 Guiding principles to be followed by the practioner.
- 1.10 Brief Introduction to Schools of Yoga; Jnana, Bhakti, Karma, Raja & Hatha.
- 1.11 Principles and Practices of Jnana Yoga.
- 1.12 Principles and Practices of Bhakti Yoga.
- 1.13 Principles and Practices of Karma Yoga.
- 1.14 Concept and Principles of SukshmaVyayama, SthulaVyayama, Surya Namaskars and their significance in Yoga Sadhana.
- 1.15 Concept and Principles of Shatkarma: Meaning, Types, Principles and their significance in Yoga Sadhana.
- 1.16 Concept and Principles of Yogasana: Meaning, definition, types and their significance in Yoga Sadhana.
- 1.17 Concept and Principles of Pranayama: Meaning, definition, types and their significance in Yoga Sadhana.
- 1.18 Introduction to Bandha & Mudra and their health benefits.
- 1.19 Introduction to Yogic relaxation techniques with special reference to Yoga Nidra.
- 1.20 Introduction to Dhyana and its role in health and well being.

UNIT 2 Introduction to Yoga Texts

- 2.1 Introduction to Prasthanatrayee, PurusharthaChatushtaya and goal of human life.
- 2.2 Yoga in Kathopanishad, Prashanopanishad, Taittiriyaopnishad with special emphasis on Panchakosha Vivek and Ananda Mimamsa.
- 2.3 Concept of Sthitaprajna (stages and characteristics) in Bhagavad Gita.
- 2.4 Significance of Bhagavad Gita as a synthesis of Yoga.
- 2.5 Concept of healthy living in Bhagavad Gita (Ahara, Vihara, Achara, Vichara).
- 2.6 Introduction and highlights of Yoga Vasishtha, Definitions of Yoga and their relevance in Yoga Vasishtha.
- 2.7 Study of Patanjali Yoga Sutra including selected sutras from following chapters (I- 1 to 12, II- 1 to 2, 46 to 55, III- 1 to 6).
- 2.8 Concept of Chitta, Chitta Bhumi, ChittaVritti, ChittaVikshepa, Chittaprasadanam, Klesha and Vivek-Khyati and their relationship with wellness.
- 2.9 Concept of Ishwara and its relevance in Yogasadhana, qualities of Ishwara, Ishwarapranidhana.
- 2.10 Concept of Kriya Yoga of Patanjali and its importance for healthy living.
- 2.11 Bahiranga Yoga of Maharisi Patanjali (Yama, Niyama, Asana, Pranayama, Pratyahara).
- 2.12 Antaranga Yoga of Maharishi Patanjali (Dharana, Dhyana, Samadhi).

- 2.13 Concept of mental well-being according to Patanjala Yoga.
- 2.14 Hatha Yoga: Its origin, history and development. Hatha Yoga: its meaning, and definition, aim, objectives and misconception about Hatha Yoga.
- 2.15 Sadhaka Tattva and Badhaka Tattva principles to be followed by Hatha Yoga practitioner.
- 2.16 Concept of Matha, Mitahara, Pathya&Apthaya, Types of Aspirants.
- 2.17 Hatha Yoga practices according to different Hatha Yogic Texts (Hatha Pradipika, Gheranda Samhita and Hatharatnavali).
- 2.18 Concept of Shwasa-Prashwasa, Vayu, Prana, Upa-Prana, Shat Chakra etc.
- 2.19 Knowledge of Hatha Yoga practices for wellness (Shatkarma, Asanas, Pranayama, Mudra, Nadaanusandhana).
- 2.20 Relevance and importance of Hatha Yoga practices in health and well being.

UNIT 3 Yoga and Health

Introduction to Human Body – Anatomy and Physiology

- 3.1 Introduction to Human body.
- 3.2 Basic structure and functions of Musculoskeletal system, Respiratory system, Cardio vascular system, Nervous system, Digestive system and Endocrine system.
- 3.3 Homeostasis: its mechanism to maintain internal environment of the body.
- 3.4 Introduction to sensory organs (Eyes, Nose, Ears, Tongue and Skin).
- 3.5 Impact of Yogic practices on different systems of the human body: Benefits of Shatkarma, Yogasana, Pranayama and Bandha on Respiratory, Circulatory, Musculoskeletal system.

Introduction to Psychology

- 3.6 Introduction to psychology, concept of human psyche, stages of consciousness, cognitive process: Its meaning and nature.
- 3.7 Definition and nature of Behavior, kinds of Behavior Motivation.
- 3.8 Emotions: definition, nature and physiological changes during Emotion.
- 3.9 Mental Health: Yogic view of Mental Health and Mental Illness.
- 3.10 Role of Yoga in Mental Health. Importance of psychosocial environment for health and wellness.

Yoga for Health and Wellness.

- 3.11 Yogic concept of health, wellness and illness.
- 3.12 Importance of psycho-social environment for health and wellness.
- 3.13 Role of Yoga in various dimensions (physical, mental, social and spiritual) of health.
- 3.14 Importance of following Dinacharya and Ritucharya for well being.
- 3.15 Role of Ahara, Nidra and Brahmacharya in wellness.

Yoga for Disease Prevention and Health Promotion.

- 3.16 Meaning and definition of Health and Disease, Concept of Adhi and Vyadhi, Yoga as a preventive Health care- Heyamdukhamanagam.

- 3.17 Potential causes of ill –health: Tapatrayas and Kleshas, Mental and Emotional ill Health: Anatrayas.
- 3.18 ShuddhiPrakriyas in Yoga and their role in preventive and curative Health.
- 3.19 Knowledge of Trigunas, Pancha-Kosha, Pancha-Prana and Shatkchakra and their role in Health and Disease.
- 3.20 Yogic concept of Holistic Health and its importance in the management of Diseases.

UNIT 4 Applied Yoga

Yoga and Education

- 1.1 Education: Its meaning, definition and goal, role and importance of education in Human Excellence.
- 1.2 Yoga in Education: Salient features of Yoga Education, Factors of Yoga Education: Teacher, Student and Teaching, Guru- Shishya- Parampara and its importance in Yoga Education.
- 1.3 Value Education: Its Meaning and Definition, Types of values, value –oriented Education in Personality Development.
- 1.4 Contribution of Yoga towards Development of Values, Spiritual Growth.
- 1.5 Salient features of Ideal Yoga Teacher, Role of Yoga Teacher in Value-oriented Education, Role of Yoga in development of healthy society.

Yoga for Personality Development

- 1.6 Personality: Meaning and types of personality.
- 1.7 Determinants of Personality with reference to psycho-social environment.
- 1.8 Knowledge of various facets and stages of development of personality.
- 1.9 Personality Development; Role of spirituality and positive attitude in personality development.
- 1.10 Role of Yogic practices (Asana, Pranayama, Shatkarma, Bandha, Mudra etc.) in the Personality Development.

Yogic management of stress and its Consequences

- 1.11 Definition, nature and types of stress.
- 1.12 Symptoms and consequences of stress on human mind.
- 1.13 Yogic perspective of stress. Yogic principles for the management of stress and its consequences.
- 1.14 Concepts and techniques of Stress management in Ashtanga Yoga of PatanjalaYogasutra and Bhagawad Gita.
- 1.15 Specific practices for stress management: Yogasana, Breath Awareness, Shavasana, Yoganidra, Pranayama and Meditation.

Yoga for prevention and management of Life Style Disorders

- 1.16 Concept of Yogic life style and its relevance.
- 1.17 General knowledge about life style related disorders: Acidity, Constipation, Irritable bowel syndrome(IBS), Bronchial Asthma, Sinusitis,Hypertension,Neck pain,Low Backache,Osteo-arthritis etc.
- 1.18 Role of Yoga in prevention and management of common disorder: Acidity, Constipation, Irritable bowel syndrome (IBS),Bronchial Asthma, Sinusitis,Hypertension,Neck pain,Low Backache,Osteo-arthritis.
- 1.19 Role of Yoga in prevention and management of non-communicable disorders.
- 1.20 Yoga as an integrative medication.

Yoga Practicals

5.1 Prayer

- Concept and Recitation of Pranava
- Concept and Recitation of Hymns
- Selected universal prayers, invocations and Nishpatti Bhava.

5.2 Yogic Shat Karma

- **Neti:** Sutra Neti and JalaNeti
- **Dhauti:** Vamana Dhauti (Kunjil)
- **Kapalbhati**(Vatakrama)

5.3 Yogic Sukshma Vyayama and Sthula Vyayama

Yogic Sukshma Vyayama(Microcirculation Practices)

- Neck Movement
Griva Shakti Vikasaka (I,II,III,IV)
- Shoulder Movement
Bhuja Valli Shakti Vikasaka
PurnaBhuja Shakti Vikasaka
- Trunk Movement
Kati Shakti Vikasaka (I, II, III, IV, V)
- Knee Movement
Jangha Shakti Vikasaka (II-A&B)
Janu Shakti Vikasaka
- Ankle movement
Pada-mula shakti Vikasaka – A&B
Gulpha-pada-pristha-pada-tala shakti Vikasaka

Yogic Sthula Vyayama(Macrocirculation Practices)

- Sarvanga Pushti

- HridGati (Engine run)

5.4 Yogic Surya Namaskara with Mantra

5.5 Yogasana

- Tadasana, Hastottanasana, Vrikshasana
- ArdhaChakrasana, Padahastasana
- Trikonasana, ParshvaKonasana, Katichakrasana
- Dandasana, Bhadrasana, Padmasana, Vajarasana,
- Yogamudrasana, Parvatasana
- Mandukasana, Ushtrasana, Shashankasana, UtthanaMandukasana,
- Paschimottanasana, Purvottanasana
- Vakrasana, ArdhaMatsyendrasana, Gomukhasana
- Makarasana, Bhujangasana, Salabhasana, Dhanurasana
- Pavanamuktasana and its variations
- Uttanapadasana, ArdhaHalasana, Setubandhasana, Saral-matsyasana
- Halasana, Chakrasana
- Sirshasana
- Shavasana,

5.6 Preparatory Breathing Practices

- Sectional Breathing (Abdominal, Thoracic and Clavicular Breathing)
- Yogic Deep Breathing
- AnulomaViloma/ NadiShodhana

5.7 Pranayama

- Concept of Puraka, Rechaka and Kumbhaka
- Ujjayee Pranayama (Without Kumbhaka)
- Sheetali Pranayama (Without Kumbhaka)
- Sitkari Pranayama (Without Kumbhaka)
- Bhramari Pranayama (Without Kumbhaka)

5.8 Concept and Demonstration of Bandha and Mudra

a) Bandha

- Jalandhara Bandha
- Uddiyana Bandha
- Mula Bandha

b) Mudra

- Yoga Mudra
- Maha Mudra
- Vipareetakarani Mudra

5.9 Practices leading to Dhyana Sadhana

- Body awareness and Breath awareness
- Yoga Nidra
- Antanmauna
- Recitation of Pranava and Sohama
- Recitation of Hymns
- Practice of Dhyana

5.10 Methods of Teaching & Evaluation

- Teaching methods with special reference to Yoga
- Factors influencing Yoga teaching
- Need of teaching practice and its use in Yogic practice.
- Teaching Aids : Meaning and Need, Role of Language, Voice, Fluency, Clarity and Body language in an ideal presentation
- Methods of teaching Yoga to an individual, small group and large group
- Use of audio-visual aids, ICT, multimedia and online resources
- Lecture cum demonstration in Yoga: Its meaning, importance and method of its Presentation
- Lesson plan: Its meaning and need
- Preparation of lesson plan in Yoga, Preparation of lesson plan for an individual and for a group
- Presentation of lessons in specific Yogic practices: Kriya, Asana, Pranayama, and Dhyana.
- Assessment of a Yoga class (detection and correction of mistakes).
- Measurement, assessment and evaluation: concepts, principles and applications
- Examination reforms and designing formative and summative evaluation
- Programme evaluation: Yoga class/ workshops/ camps, yoga teaching, and yoga teacher
- Assessment of yoga centres and institutes- criteria, processes, instruments, results.

Book for reference for Theory

- 1 Goyandka, : **Yoga Darshan**
Harikrishandass Geeta Press, Gorakhpur (Samvat 2061).
- 2 Karel Werner : **Yoga and Indian Philosophy**
Motilal Banarasidas.,1975
- 3 Swami Vivekananda : **Jnana Yoga, Bhakti Yoga, Karma Yoga, Raja Yoga**
(4separate books) Advaita Ashrama, Kolkata, 2011 &
2012

- 4 Basavaraddi I. V. and Pathak, S. P. : **Hathayogake Aadhar avamPrayoga** (Sanskrit-Hindi), MDNIY, New Delhi, 2007
- 5 Sahay G. S. : **Hathayogapradipika**
MDNIY, New Delhi, 2013
- 6 Gita press Gorakhpur : **ShreemadBhagvadgita**
Gita press Gorakhpur, Samvat 2073
- 7 Quality Council of India (QCI) : **Yoga professionals Official Guidebook for Level 2**
Excel Books, New Delhi 2016
- 8 Kalidas Joshi and Ganesh Shankar : **Yoga keSidhant Evam Abhyas,**
Madhya Pradesh HindigranthaAkadami,Bhopal, 1995
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Dhirendra Yoga Publications, New Delhi, 1986
- 10 Digambarji Swami and Gharote M.L. : **Gheranda Samhita,**
Kaivalyadhama S.M.Y.M. Samiti, Lonavala 1997
- 11 Sahay G. S. : **Hathayogapradipika**
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Geeta Press, Gorakhpur
- 13 Gore M. M. : **Anatomy and Physiology of Yogic Practices,**
Kanchana Prakashana, Lonavala, 2004
- 14 The Sadhaks : **Yoga Therapy,**
The Yoga Institute, Santacruz, 2002
- 15 Swami Karmananda : **Management of Common Diseases,**
Bihar Yoga Publication Trust, 2006, Munger
- 16 Bhogal, R. S : **Yoga and Modern Psychology**
Kaivalyadhama , Lonavala
- 17 Dr. M.L. Gharote : **Applied Yoga,**

ACE Enterprises, Madhu Rajnagar, Pune Road, Pune,
2010

- 18 Prof. Ram Harsh Singh : **Yoga and Yogic Therapy**
ChaukhambhaSubharati Publishers, Varanasi, 2011
- 19 MDNIY : **Yoga Module for Wellness Series (1 to 10)**
MDNIY, New Delhi 2011
- 20 Basavaraddi, I.V. : **How to manage Stress through Yoga**
MDNIY, New Delhi
- 21 Robin, M., Nagendra, HR & Ford-Kohne, N : **Yoga for Common Ailments**
Simon & Schuster, UK, 1990
- 22 Basavaraddi, I. V. & others : **Yoga Teachers Manual for School Teachers,**
MDNIY, New Delhi, 2010
- 23 Jayadeva, Yogendra : **Cyclopedia Vol I, II, III & IV**

Books for Reference for Practicum

26. Brahmachari Swami Dhirendra : **Yogic SukhmaVyayama,**
Dhirendra Yoga Publications, New Delhi
27. Brahmachari, Swami Dhirendra : **YogasanaVijnana,**
Dheerendra Yoga Prakashana, New Delhi
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29. Swami Kuvalyananda : **Pranayama,**
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Bihar School of Yoga, Munger, 2006
31. Basavaraddi, I.V. : **A Monograph on Yogic SukhmaVyayama,** MDNIY,
New Delhi, 2016
32. Basavaraddi, I.V. : **A Monograph on Shatakarma,**
MDNIY, New Delhi, 2016

33. Basavaraddi, I.V. : **A Monograph on Yogasana,**
MDNIY, New Delhi, 2016
34. Basavaraddi, I.V. : **A Monograph on Pranayama,**
MDNIY, New Delhi, 2016
35. Tiwari O.P. : **Asana Why &How ?**
Kaivalyadhama, SMYM Samiti, Lonavla
36. Basavaraddi, I.V. &
Bharti Swami Anant : **PratahSmarana**
MDNIY, New Delhi, 2016
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Satyananda Bihar School of Yoga, Munger, 2006
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Orient Paperbacks, New Delhi 2009
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(QCI) Excel Books, New Delhi 2016
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others : **Yoga Teachers Manual for School Teachers,**
MDNIY, New Delhi, 2010
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Kaivalyadhama Ashram, Lonavla
17. Iyengar, B.K.S : **Yoga Shastra (Vol-I & II) RamamaniIyenger**
Memorial Yoga, Institute, Pune YOG, Mumbai
18. Goel, Aruna : **Yoga Education Philosophy & Practices**
Deep & Deep Publication, New Delhi
19. Stephens, Mark : **Teaching Yoga, Essential Foundation &**
Techniques,
North Astantic Books, California
20. Duggal, Styapal : **Teaching Yoga,**
The Yoga Institute, Santacruz, Bombay, 1985
- 21 Ramdev, Swami : **Pranayama Rahasya**
- 22 Ravi Shankar, Sri Sri : **Upanishad, Vol. I**

62. SYLLABUS FOR YOGA MASTER: Syllabus for certification shall be as under:

Eligibility: Any Yoga professional having required knowledge and skill as per the syllabus prescribed.

Aim: The aim of the program is to propagate and promote research in yoga.

Assessment Pattern: The assessment for certification of Yoga Professional includes both practical and theory exam. The pass percentage for all levels shall be 70%.

THEORY

Unit 1. Philosophical Foundation of Yoga

- Origin and General history and Development of Yoga(Prevedic to contemporary Period) Definitions of Yoga in different Yoga texts, Aim, Objectives and Misconceptions about Yoga, True Nature and Principles of Yoga.
- Meaning and Objectives of Darshana; Branches of Indian Philosophy; Nature of Yoga in BharatiyaDarshana(Indian Philosophy); Salient Features of Shad Drashana; Distinction between Indian Philosophy and Western Philosophy. Essence of Samkhya Yoga and Vedanta Darshana ; General introduction to Nastika Darshana and their Practices.
- Introduction to Vedas and Upanishads, Prasthanatrayee&PurusharthaChatushtaya; Yoga in Epics - Ramayana, Mahabharata; Nature of Yoga in Smritis, Puranas, Aagamas and Tantras; Concept of Pancha-Kosha; concept of Nadi, Prana, Kundalini in Tantra, Elements of Yoga in Narada Bhakti Sutra.
- Evolution of Yoga: Pre vedic to contemporary Period.
- Yoga in **Medieval period:** Features of Natha Parampara, Bhakti Yoga of Medieval saints, Characteristics of Yoga in Narada Bhakti Sutras, Yoga in the Literature of Saints- Kabirdas, Tulasidas and Surdas.
- Elements of Yoga in Jainism(concept of syadvada, Ratnatrya, Kayotarga Buddhism(concept of Aryasatyas, Arya-ashtangika-marga&Vipasana)and Sufism, Sufi Meditation Techniques, Characteristics of Yoga in Sikhism, Elements of Sahaja Yoga or Nama Yoga of Guru Nanak.
- Yoga in Modern times : Yoga Traditions of Sri Ramakrishna an Swami Vivekananda, Integral Yoga of Shri Aurbindo, Yoga of Maharishi Raman and Swami Dayanand Saraswati, Yoga Paramparas from modern to contemporary times, contribution of different Yoga guru in the development of Yoga.
- Yoga in Contemporary Times: Knowledge of Yoga Parmparas(lineages) of contemporary times; Yoga Parmpara of Yogacharya Sri T. Krishnamacharya, Swami Rama of Himalayas, Maharshi Mahesh Yogi, Swami Dharendra Brahmchari and their contributions for the development and promotion of Yoga.

1.5 Schools of Yoga: Introduction to Schools (Streams) of Yoga.

- Yoga Schools with Vedanta Tradition (Jnana, Bhakti, Karma, and Dhyana)
- Yoga Schools with Samkhya Yoga Tradition (Patanjali Yoga)
- Yoga Schools with Tantric Tradition (Hath Yoga, Swara Yoga and Mantra Yoga)

Unit 2. Principles and Practices of Yoga in Traditional Texts

2.1 Principle Upanishads: Introduction to Upanishads, Essence of Principle Upanishads ;Yogatattva in Principle Upanishads, Concept of Panchkosha, Tri-sharir, Omkara Upasana; Ashtanga Yoga in Principle Upanishad.

2.2 Yogopanishads : Introduction to Yogopanishads ; Essence of Yogopanishads

2.3 BhagavadGita: General Introduction to Bhagavad Gita (B.G.) and its traditional commentaries, their commentators, Essence of Bhagavadgita as a synthesis of karma, Bhakti and Jnana Yoga; concept of sthitaprajna stages and characteristic of it. Relevance of Samkhya Yoga and Atman(Purusha), Jivatman in Bhagavadgita and Jnana Yoga in the context of Bhagavadgita; concept of karma Yoga, Nishkam Karma and Karma Phala; Concept of Bhakti Yoga; features of Bhakt; Nature of Bhakti, Means and End of Bhakti-Yoga; Nature of Dhyana as described in Bhagavadgita; concept and classification of Ahara and Triguna as described in B.G; Importance of Bhagavadgita in day to day life.

2.4 Patanjali Yoga Sutra:

- Introduction to Patanjala Yoga Darshana, knowledge of Traditional commentaries and commentators of Patanjala Yoga Sutra, Metaphysics of Samkhya and its relationship with Yoga Darshana of Patanjali, Concept of Purusha Prakrati, twenty-five entities according to Samkhya, Tapatryas; Relationship between Samkya and Yoga Darshana, concept of Anthakaranas, Chitta, Chitta-Bhumis.
- Concept of, chitta-vritti, chitta-vritti-nirodhopaya, concept of Ishwar and its relevance in Yogasadhana, Qualities of Ishwar, Ishwaraparidhana. Chitta-Vikshepas (Antarayas)and concept of chitta-prasadanam, Relevance of Chitta-prasadanam in Yoga Sadhana. Types and nature of Samadhi in Yoga Sutra, Ritambharaprajna and Adhyatmaprasada; Difference between Samapatti and Samadhi.
- Kriya Yoga of Patanjali, Concept of Kleshas, Heya, Hetu, Haana and Hanopaya,Viveka-khyati; Significance of each limb of Ashtanga Yoga.
- Concept of Vibhutis, Ashtha Siddhis and their relevance in Yoga Sadhana, concept of Parinamas and their relevance in Yoga Sadhana, Essence of Kaivalya in Yoga Sutras of Patanjali.

2.5 Hatha Yoga Texts:

- Knowledge of Hatha Yoga and Hatha Yoga Texts- Siddhasiddhantapaddhati, Hatha Pradeepika, Gheranda Samhita, Hatha Ratnavali and Shiva Samhita;Hathayogiparampara;
- Importance of Hatha and its secrecy prerequisites of Hatha Yoga (dashayama and dasha niyama);
- Constructive (Sadhaka) and Destructives (Badhaka) tattvas in Hatha Yoga; Concept of Mattha, Mitaahara, Pathya and Apathya;
- Shatkarma :- Knowledge of shatkarmatheirTechniques benefits, precautions and contraindications mentioned in different Hatha Yogic Texts; Application and relevance of shatkarma in modern Days;
- Yogasana: Knowledge of Yogasana, their Techniques, benefits, precautions and contraindications mentioned in different Hatha Yogic Texts; Application and relevance of Yogasana in modern Days;
- Pranayama: : Knowledge of Pranayama, their Techniques, benefits, precautions and contraindications mentioned in different Hatha Yogic Texts; Application and relevance of Pranayama in modern Days.
- Bandha & Mudra: Knowledge of Bandha & Mudra their Techniques, benefits, precautions and contraindications mentioned in different Hatha Yogic Texts; Application and relevance of Bandha & Mudra in modern Days.
- Concept of Pratyahara, Dharana, Dhyana and Samadhi in different Hatha Yoga Texts. Concept and importance of Nada and Nadanusandhana in HathaPradeepika, Four stages of Nadanusandhana; Relationship between Hatha Yoga and Raja Yoga.

2.6 Yoga Vasishtha

- Introduction and Highlights of Yoga Vasishtha, Definitions of Yoga and their relevance. Concept of Mind: World is the projection of Mind; ManahPrashamanahupayah Yoga: Mind control through abhyasa (practice) and vairagya (detachment).
- Concept of Jnana: Jnana Saptabhumika, importance of knowledge and types of knowledge, Management of Mind and emotions-enhancing the power of discrimination (Viveka).
- Prana and Pranayama: Control of breathing; the story of Kakabhushanda, Understanding of the Concept of Adhi and Vyadhi;
- Concept of Samadhi and Moksha: Good Association; Self Enquiry; Development of Satvaguna (Good virtues), Eight Limbs of Meditation.

Unit 3. Allied Science:

3.1 Anatomy & Physiology of Human body and Human Psychology

- Introduction to cell, tissue, organs and organ systems; Basic physiology and functions of organelles of cell ; Osmosis Process across the cell; Mechanism of Homeostasis; Blood Composition; structure and Functions of component of blood; Immunity and body defence mechanism, Platelets and Blood clotting. Blood groups and their importance. Macrophage. Lymphatic system and lymph.
- Musculoskeletal systems: Skeleton - Structure and functions of bone; name of bone of different skeleton; Classification of Bone and Joints; Definition of joints and muscles, cartilage, tendon and ligaments; structure of spine, muscles and their functions; classification of Skeletal muscles - Properties of skeletal muscles, Mechanism of Muscular contraction and relaxation, Neuromuscular junction, Sarcotubular system, Smooth muscle- mechanism of contraction
- Digestive and Excretory system: Anatomy and Physiology of digestive & excretory system- structural organization of digestive & excretory system, mechanism of digestive & excretory system digestive system, Functions of digestive & excretory system; Dialysis
- Cardiovascular and respiratory system: : Anatomy and Physiology of Cardiovascular and respiratory system- structural organization of Cardiovascular and respiratory system , mechanism of Cardiovascular and respiratory system, Functions of Cardiovascular and respiratory system.
- Nervous system: Anatomy and Physiology of Nervous system; structural organization of Nervous system, mechanism of Nervous system, Functions of Nervous system.
- Endocrine system: Location, functions of Endocrine hormones (Hypothalamus, Pituitary, Adrenal, Thyroid, Parathyroid, Pancreas, gonads).
- Immune system and special sense: Component organs of immune system, Functions of immune system; Special senses:- Structure and function of eye, ear, nose, tongue and skin.
- Reproductive system: Anatomy and physiology of male and female reproductive systems; functions of Reproductive System.

3.2 Dietetics and Nutrition

- Definition of nutrition and food, Functions of Food; Components of Food & their Classification; Macro and Micro Nutrients –Sources, Functions and effects on the Body; Significance of Carbohydrate, Proteins, Lipids, Vitamins, Minerals and Water in the body;
- Basal Metabolic Rate (BMR): Its definition, Normal values, factor affecting BMR Special dynamic action of food. Concept of Metabolism, Anabolism, Catabolism and Calorie Requirement.

- Definition of Energy, Components of Energy Requirement, Factors affecting Energy Requirement and Expenditure.
- Definition of Balanced diet; Role of carbohydrates, proteins, fats, Vitamins and Minerals in diet, Recommended dietary allowances

3.3 Yoga and Ayurveda:

Meaning, definition, Aim and Objectives of Ayurveda; Basic Principles of Ayurveda- Tridosha, Triguna, Saptadhatu, trimala, PanchaMahabhuta, Prakruti and Manas; Concept of Health and Disease according to Ayurveda, Relationship between Ayurveda and Yoga.

3.4 Yoga and Naturopathy :

Definition of Nature Cure; Fundamentals and Principles of Naturopathy; Arogya RakshakaPanchatantras and their importance in maintaining good health and prevention of Disease;significance of Physical and Mental Hygiene in Personal Life and Prevention of Diseases.

Importance of Detoxification in Naturopathy. Relationship between Yoga and Nisargopachar; Role of Yoga and Nisargopachar in the management of life style related Disorders.

Concept of Health and Disease in Indian Systems of Medicine Naturopathy.

Unit 4: Applied Yoga:

4.1 Yoga as an Education:

- Education- Definition of Education, Salient features of Yoga Education; Factors of Yoga Education; Teacher, Student and Curriculum, Guru-shishya parampara and its importance in Yoga Education.
- Value Education, its meaning and definitions, types of values, value-oriented education and modes of living, role of value oriented education; contribution of Yoga towards development of values;
- Salient features of ideal Yoga teacher, role of Yoga teacher in value-oriented education, role of Yoga in development of human society; Yogic Concepts for the Development of Four Fold Consciousness - Civic Sense, Patriotic Urge, Service Zeal and Spiritual Growth.
- Teaching and Learning: Concept and Relationship between the two.
- Physio-psychology

4.2 Yoga for Health & Well Being

- Definition & Importance of Health according to WHO; Dimensions of Health: Physical, Mental, Social and Spiritual level.

- Concepts of Trigunas, Pancha-mahabhutas, Pancha-prana and their role in Health and Healing; Concept of Pancha-koshas & Shat-chakra and their role in Health and Healing.
- Heyamdukhamanagatam; Potential causes of Ill-health: Tapatrayas and Kleshas, Physical and Physiological manifestation of Disease(Vyadhi, Alasya, Angamejayatva and Ssvasa-prashvasa);Role of Yoga in preventive health care.
- Mental and Emotional ill Health: Concept of Antarayas (Styana, Samshaya, Pramada, Avirati, Bhranti-darsana, Alabdha-bhumikatva, Anavasthitatva, Duhkha and Daurmanasya); Role of Yoga in Mental and Emotional Health.
- Yogic Diet - General Introduction of Ahara; Concept of Mitahara; Pathya and Apathya according to Gheranda Samhita, Hathapradeepika and Bhagavad Gita;Importance of Yogic Diet in Yog Sadhana and its role in healthy living; Diet according to the body constitution (Prakriti) – Vata, Pitta and Kapha as also Gunas.
- Yogic Principles of Healthy Living: Ahara, Vihara, Achara and Vichara; Role of Yogic Positive Attitudes (Maitri, Karuna, Mudita and Upeksha) for Healthy Living, Concept of Bhavas and Bhavanas with its relevance in Health and well-being.

4.3 Yoga and Psychology:

Concept of Psychology, Meaning, definition and nature of consciousness as described in Vedas, Upanishads, Bhagwad Gita, Yogasutra and Yogavashishtha; Spiritual and scientific approach to human consciousness. Yogic Method of elevation of human consciousness: Bhaktiyoga, Jnanyoga, Karmayoga, Mantrayoga, Ashtangayoga, Hathayoga.

4.4 Yoga for Stress Management:

Knowledge of Stress and its consequences; Yogic Perspective of Stress; Yogic principles for the management of Stress and its consequences; Concepts and Techniques of Stress Management in Ashtanga Yoga of Patanjali and Bhagavad Gita, specific practices for stress management, breath awareness, shavasana, Yoganidra, pranayama and meditation, impact of yogic lifestyle on stress management.

4.5 Yoga and Sports:

Significance of Yoga in Physical Education & Sports, Dimensions of Physical Fitness: Strength, Endurance and Flexibility; Indicators of Mental Fitness: Concentration, Will-Power and Mental Strength and Cognitive abilities; Role of Yoga Practices for Physical

and Mental Health: Shatkriyas, Asana, Pranayama, Bandha, Mudra and Dhyana at ;Importance of Yogic lifestyle in improving efficacy in sports personnel.

Practical

A. Demonstrative Skills

Prayer

- Concept of Pranav and hymns
- Recitation of Pranav and Soham japa
- Selected universal prayers & invocations and Nishpatti Bhava.

Shatkarmas

- Dhauti (Kunjali and Vastradhauti),
- Neti (Sutra and Jala),
- Kapalabhati(Vatkrama, Vyutkrama and Sheetkrama)
- Nauli
- Trataka
- Laghoo and Poorna sankhprakashana

SukshmaVyayama, SthulaVyayama and Suryanamaskar-

- Ucharan-sthal-tathtavishudhichakrashudhi
- Budhitathadritishaktivikasaka
- Medhashaktivikasaka
- Kapolshaktivikasaka
- Grivashaktivikasak
- Vakshasthalshaktivikasaka (i and ii)
- Katishaktivikasaka (i,ii,iv,v)
- Janghaskativikasaka (i,ii)
- Pindalishkativikasaka
- Hridgati and sarvangpushti.
- Yogic Surya Namaskar of BSY, Swami Dharendra Brahmachari and its Variations.

Yogasana (yogic postures)

- **Standing Postures:** Tadasana, Ardhakatichakrasana, Hastapadasana, Ardhakachakrasana, Trikonasana, Parivrittatrikonasana, Parsvakanasana, Veersana,
- **Sitting postures:** Paschimottanasana, Suptavajrasana, Ardhamatsyendrasana, Vakrasana, Marichasana, Malasana, Badhakanasana, Merudandasana, Akarnadhanurasana, Gumukhasana,
- **Prone postures:** Bhujangasana, Salabhasana, Dhanurasana, Urdhvamukhosvanasana, Makarasana,

- **Supine postures:** Halasana, Chakrasana, Sarvangasana, Matsyasana, Shavasana, Setubandhasana,
- **Balancing postures:** Vrikshasana, Garudasana, Namaskarasana, Tittibhasana, Natrajasana

Pranayama Knowledge and Demonstrated ability to perform following practices and Pranyama(with Antar&BahyaKumbhaka)

- Breath awareness,
- Sectional breathing,
- Nadishodhan Pranayama
- Bhastrika Pranayama, Ujjai Pranayama,
- SuryaBhedhi and Chandrabhedhi Pranayama
- Sitali Pranayama, Sitkari Pranayama
- Bhramari Pranayama (with Antar&BahyaKumbhaka)

Practices leading to Meditation:

- Pranav and Soham Japa,
- Yoga Nidra,
- Antarmauna,
- Ajapa Dharana
- Practices leading to Breath Meditation, Practices leading to Om Meditation, Practices leading to Vipassana Meditation, Practices leading to Preksha Meditation

Bandhas and Mudras:

- Jivha Bandha, Jalandhara Bandha, Uddiyana Bandha, Mula Bandha, Maha Bandha,
- Yoga Mudra, Maha Mudra, Shanmukhi Mudra, shambhavi mudra, VipareetKarni Mudra

B. Teaching Skills (Methods of Teaching Yoga)

- Concept and Principles of Teaching and Learning; Teaching Levels; Qualities of Yoga Guru; Yogic Levels of learning, Vidyarthi, Shishya, Mumukshu; Meaning and scope of Teaching Methods and Factors influencing them; sources of Teaching Methods; Role of Yoga Teachers and Teacher Training Techniques of Individualized; Teaching Techniques of group teaching; Techniques of mass instructions; Organization of teaching(Time Management, Discipline, etc).
- Education: Meaning, Definition, Aim, Objectives and Imporatnce; Salient Features of Yoga Education.

- Essentials of Good Lesson Plan: concepts, needs, planning of teaching Yoga (Shodhanakriya, Asana, Mudra, Pranayama & Meditation); use of the Teaching Aid.
- Models of Lesson Plan; need for a lesson plan and content of the lesson plan.
- Presentation of the Yoga classroom: Essential features, Area, Sitting arrangement in Yoga class, Student's approach to the teacher: Pranipaata; Pariprashna; Seva.

C. Assessment Skills:

Concept of Measurement, Assessment, Test and Evaluation; Evaluation: its meaning, Definition, Need, Scope and Purpose; Principles of Evaluation, Assessment and knowledge of conducting exams; Characteristics of Evaluation: Validity and Reliability; Types of Assessment: Formative and Summative; Process and Advantages of Assessment; Assessment Devices: Examination, Interview, Group Discussion, Questionnaire; etc. Assessment of Feedback Forms; Assessment of Programmes, Institutions, Yoga Centres.

D. Administrative /Mentoring Skills

Interpersonal relationship between teacher and student (guru and shishya); role and responsibilities of Yoga Guru.

63. SYLLABUS FOR ASSISTANT YOGA THERAPIST: Syllabus for certification shall be as under-

Eligibility: Any Yoga professional having required knowledge and skill as per the syllabus prescribed.

Assessment Pattern: The assessment for certification of Yoga Professional includes both practical and theory exam. The pass percentage for all levels shall be 70%.

Theory

Unit 1. Basic Principles of Yoga Therapy

- 1.1 Concept of Yoga: Its Definition, Aim, Objectives and Misconception.
- 1.2 Significance of Hatha Yoga Practices- Shatkriyas, Yogasana, Pranayama, Mudra and Bandha and Dhyana.
- 1.3 Guiding Principles to be followed by Yoga Therapy Assistant.
- 1.4 Roles and Responsibilities of Yoga therapy Assistant.
- 1.5 Scope and limitations of Yoga therapy Assistant.
- 1.6 Knowledge of vital parameters to assess general state of patients: Measurement of Blood Pressure, Respiratory Rate, Pulse Rate and Body Temperature.
- 1.7 Knowledge of use of props: ropes/belt/cushions/special aids.
- 1.8 Importance of pre-procedural preparedness for therapeutic Yoga sessions.

Unit2. Yoga Therapy in Traditional Yoga Texts

- 2.1 Basic Knowledge of various yogic texts such as PatanjalaYogsutra, Hathapradipika, GherandaSamhita .
- 2.2 Knowledge of schools of Yoga: Karma Yoga, Bhakti Yoga, Jnana Yoga and Dhyana Yoga.
- 2.3 Concept of klesha, Concept of chittavritti ,
- 2.4 Ashtanga Yoga and its therapeutic importance.
- 2.5 Principles of Hathayoga , Hatha yogic practices in view of therapy.

Unit3. General Anatomy and Physiology

- 3.1 Basic knowledge of Human Body Skeleton; organization of body cells, tissues, Systems, membranes and glands.
- 3.2 Basic Knowledge of Anatomy and Physiology of the following system ---Muscular, skeletal system; Digestive system; Respiratory system; Cardio vascular system; Excretory system; Endocrine system.

Unit 4. Yoga and Allied Science.

- 4.1 Knowledge of Yogic Principles - Ahara, Vihar, Achar- Vichar.
- 4.2 Alternative Therapy: Basic principles of Ayurveda, Naturopathy.
- 4.3 Concept of holistic well being.
- 4.4 Yogic concept of healthy living: Tridosha, Tri dhatu –Mala.
- 4.5 Therapeutic importance of Dincharya and Ritucarya,
- 4.6 Importance of Diet (Aahara).
- 4.7 Yoga as preventive and promotive health care.

Practical:

A. Demonstrative Skills

Unit 1. shatkarma : Knowledge and ability to perform the following Practices:

Neti (Jal and sutra), Dhauti, Trataka, Kapalbhata, Agnisara, Nauli, shankhprakhshana.

Unit 2. Yogic SukshmaVyayama and SthulaVyayama

a. Yogic SukshmaVyayama

Neck Movements

Shoulder Movements

Trunk Movements

Ankle Movements

b. Yogic SthulaVyayama

Engine daud
Sarvangpushti.

Unit 3. Yogasana

Standing Asana: Tadasana, Trikonasana, Vrikshasana, Ardhchakrasna, Padhastanasana, Parshavkonasana,

SittingAsana: Padmasana, Marjariasana, Vakrasana, Ardhamatsyendrasana, Janusirsasana, Paschimottanasana, Vajrasana ,Suptavajrasana, , Ushtrasana, Gomukhasana , Mandukasana, Kurmasana, Kukkutasana, Bhadrasana.

Prone Lying Asana: Bhujangasana, Shalabhasana ,Dhanurasana, Makarasana

Supine Lying Asana: Pawanmuktasana and its variation ,setubandhasana, Viparitkarniasana, sarvangasana, Ardhalasana, Uttanpadasana, Matsyasana, Halasana, Naukasana , Cakrasana , Shavasana.

Unit 3. Pranayama

Breath Awareness
Sectional breathing
NadishodhanPranayama(with or without kumbhaka)
Bhramari,
Ujjayi, Bhastrika,
Shitali-Sitkari.

Unit 4.Bandha and Mudra

Jalandhara Bandha, Uddiyana Bandha, Mula Bandha, Maha Bandha,
Yoga Mudra, Maha Mudra, Shanmukhi Mudra, shambhavi mudra, VipareetKarni Mudra

Unit 5 Practices leading to Meditation

Pranav and Soham Japa,
Yoga Nidra,
Antarmauna,
Ajapa Dharana
Om Meditation

B. Communication and Maintenance Skills:

- Relevance and importance of feedback form
- Maintenance of the record of vitals of the patients' pre and post therapy.
- Maintain interpersonal relationship with Yoga therapist and patients timely.

- Knowledge of first aid procedure.
- Knowledge of basic physical and clinical examination of the patient- blood pressure, pulse rate, respiratory rate, weight, temperature, height ,BMR etc..
- Knowledge of policy and procedure for the therapeutic Yoga treatment.
- Knowledge of correct ambulation of the patient.
- Maintenance record of the patients grievances and escalate to the concerned authority.
- Demonstrate the skills of infection control and use of personal protective equipment (PPE).

64. SYLLABUS FOR YOGA THERAPIST: Syllabus for certification shall be as under-

Eligibility: Any Yoga professional having required knowledge and skill as per the syllabus prescribed.

Assessment Pattern: The assessment for certification of Yoga Professional includes both practical and theory exam. The pass percentage for all levels shall be 70%.

THEORY

UNIT 1. YOGA AND HUMAN BODY

1. Anatomy & Physiology:

1.1 Musculo-Skeletal System : Muscle - Classification - Histology - properties of each type - distribution - Mechanism of muscle contraction (Brief) - neuromuscular transmission (Brief), ligaments, tendons, Skeleton-Bones-types, Structure & function, Spinal column. Joints - Types, Structure, Functions.

1.2 Blood and Immune System: Composition of blood corpuscles - R.B.C., W.B.C., Platelets. Plasma, Hemoglobin - Coagulation of blood and anticoagulants. Blood groups and its importance, lymphatic system , Immunity - types & mechanism.

1.3 Cardiovascular system: Anatomy of Heart and blood vessels - -Innervations' of heart - Properties of cardiac muscle - Control of cardiac cycle and circulation - Cardiac output - Blood pressure.

1.4 Respiratory System: Anatomy-Gross & Histological - Mechanism of Breathing, Exchange of gases Pulmonary function tests-lung volumes - Control of respiration.

1.5 Digestive system: Anatomy - Gross and Histological - Mechanism of secretion of - Saliva, Gastric Juice, Pancreatic Juice, Bile, Intestinal secretion - Role of these secretions in digestion of food, Absorption and assimilation and formation of faeces.

1.6 Excretory System and temperature regulation: Anatomy-Gross & Histology - Functions of glomerule and renal tubules Micturition and composition of urine - structure and functions of skin-Regulation of body temperature.

1.7 Endocrine System : Anatomy - Gross & Histological, Thyroid, Parathyroid, Supra - renal, Pituitary, Islets of Langerhans - Function of thyroid and parathyroid hormone, effect of hypo and hyperactivity on the body. Hormones of supra-renal and their action and effect of

hypo & hyper activity on the body. Hormones of pituitary gland- its action and effect of hypo & hyper activity on the body. Role of insulin in glucose metabolism.

1.8 Special senses : Eyes Anatomy - Histology of retina, Corneal function, Physiology of vision & accommodation, Sense of smell - nasal mucosa, tongue, taste buds. Ear-Mechanism of hearing and function of semicircular canal.

1.9 Reproductive System: Anatomy - Gross & History of Male reproductive system - Spermatogenesis. Female reproductive system - Ovarian hormones, Menstruation, Pregnancy, Parturition, Lactation.

1.10 Nervous System : Anatomy - Gross - Cerebrum, cerebellum, Spinal cord. Histology - Nerve - structure and properties of neurons - Nerve - Action Potential - generation propagation - factors influencing. Classification of neurons and nerve fibers Receptors and reflex arc. Functions and important connections of Cerebrum, Pons, Medulla, Thalamus, Hypothalamus, Cerebellum - Autonomic nervous system - Sympathetic and parasympathetic - anatomy & functions.

1.11. Homeostasis: The concept of homeostasis, Homeostasis, Regulatory systems of the body, Characteristics of control systems, Physiological basis of mind-body intervention.

2. Yoga and Psychology: Study of - cognitive processes. Higher mental processes, feeling and emotion, mental abilities and personality. A comparative study of total personality according to Yoga and Modern Psychology. Its Meaning, definition and nature of consciousness as described in Vedas, Upanishads, Bhagwad Gita, Yogasutra and Yogavashishtha; Spiritual and scientific approach to human consciousness. Yogic Method of elevation of human consciousness: Bhaktiyoga, Jnanyoga, Karmayoga, Mantrayoga, Ashtangayoga, Hathayoga.

3. Yoga and Diet: Concept and types of diet in Traditional Yogic Texts; Concept of food and Nutrition and its components, concept of Health and Malnutrition, Assessment of Nutritional status, knowledge of Therapeutic Modifications of Normal Diet, Preparation of Therapeutic charts for special groups/patients, Role of Yogic diet in health and disease.

UNIT 2. FUNDAMENTAL PRINCIPLES OF YOGA THERAPY

2.1 Concept of Yoga and Health in Indian Traditional Systems of Medicine i.e. Ayurveda, Naturopathy and Siddha Systems of Medicine, Utility and Limitations of these systems in relation to Yoga and health.

2.2 Yogic Concept of Health: Meaning and definitions, Concept of Adhi and Vyadhi, Role of Yoga in preventive health care – HeyamdukhamanagatamTapatrayas , Kleshas and Anatryas.

2.3 Concepts of Trigunas, Pancha-mahabhutas, Pancha-prana and Pancha Koshas.

2.4 Role of Yogic Positive Attitudes (Maitri, Karuna, Mudita and Upeksha) for Healthy Living, Concept of Bhavas and Bhavanas with its relevance in Health and well-being.

2.5 Concept of Aahara, Vihara, Aachara and Vichara.

2.6 Role of ShuddhiPrakriyas in preventive, promotive and curative aspects of Yoga Therapy - Health, Karma Shuddhi (Yama, Niyama), GhataShuddhi (Shat-karma), SnayuShuddhi (Asana),

Prana Shuddhi (Pranayama), Indriya and Mano Shuddhi (Pratyahara), Mana, Buddhi, Ahamkar and ChittaShuddhi (Dharana, Dhyana and Samadhi).

UNIT 3. APPLICATION OF YOGA THERAPY IN TRADITIONAL YOGA TEXTS

3.1 Bhagavadgita :Definitions of Yoga in Bhagavadgita and their relevance in Yoga therapy, Concept of Samkhya Yoga in Bhagavadgita ,Significance of Bhagavadgita as a synthesis of Yoga, Concept of SthitaPrajna, stages and characteristic of it. Concept of Atman (Purusha) and Jivatman inBhagavadgita. Concept of Paramatman (Parmeshwar or Purushottam) as described in Bhagavadgita, Concept of world (Jagat, Samsar) as described in Bhagavadgita, Psychotherapy concept of Bhagavadgita in various mental disorders like depression, anxiety etc, Significance of Yogasadhana, Karmayoga, Jnana Yoga, Dhyana Yoga and Bhakti Yoga in Bhagavadgita, Concept and classification of Ahara and its role in Adhyatma Sadhana as described in Bhagavadgita, Concept of Triguna in the context of Bhagavadgita, Importance of ofBhagavadgita in day to day life.

3.2 Patanjala Yoga Sutra : Applications and Understanding of Patanjala Yoga & Personality Development The nature of seer in pure state, Concept of Vrttis – Nature, classification, definition, method to control of chittavrttis (Abhyasa and Vairagya), Ishwarapranidhana– a means to attain Samadhi, Definition & quality of Ishwara ; Chittavikshepa, Chittaprasadana and its associates, Samadhi and its classification, Sabijasadhi, Speciality of Nirvichara, Rthambaraprajna, Nirbijasadhi; Significance of Samyama and its applications, Parinamavad, Dharma and Dharmi, Parinamanyateva, Samyama on – Parinamatraya, knowledge of bhutaruta, Parachittajnana, Antardhana. Aparantajnana, Samyama on – Maitri, Surya, Chandra, Nabhichakra, Kanthakupa, Kaurmanadi, Murdhajyothi, Pratibha, Hridaya, Swartha, Udana, Samana, and their benefits. Attainments of divyashrotra, Akashagamana, Bhutajaya, Animadi siddhi, Indriyajaya, Kaya jaya, Sarvajnatva, Concept of Kaivalya in Patanjali Yoga Sutra, Kaivalya–Introduction, Siddhi, Jatyantaraparinama, Nirmanachitta.Karma, Vasana, Smriti and Samskara,

3.3 Yoga Vashishtha: Concept of Yoga: Introduction and Highlights of Yoga Vasishtha, Definitions of Yoga and their relevance in Yoga Vasishtha; Concept of Mind: World is the projection of Mind; ManahPrashamanahupayah Yoga: Mind control through abhyasa (practice) and vairagya (detachment); Concept of Jnana: Jnana Saptabhumika, importance of knowledge and types of knowledge, Management of Mind and emotions-enhancing the power of discrimination (Viveka); Prana and Pranayama: Control of breathing; the story of Kakabhushanda, Understanding of the Concept of Adhi and Vyadhi; concept of Prana & Pranayama; Concept of Samadhi and Moksha: Good Association; Self Enquiry; Development of Satvaguna (Good virtues), Eight Limbs of Meditation.

UNIT 4: PHYSIOLOGICAL AND PSYCHOLOGICAL EFFECTS OF HATHA YOGA PRACTICES

Shatkriyas and sthula and sukhsamvyayam kriya: Physiological benefits of sthula and sukhsamvyayam on human body in preparation of yogic practice. Knowledge of sthula and sukhsamvyayam for different parts of the body; An overview of diffusion, osmosis, active transport across cell membrane; significance of using salt during the practice of shatkriya; Tonicity of the solution such as hypotonic, hyper tonic and isotonic solution and the impact of the same on physiology; Effects of kriya on GIT and Respiratory physiology; peristalsis and mechanism of action, Effect of Kriyas in encouraging the peristalsis; Opening and closing of sphincter; Role of Kriyas in smooth operation of sphincter ; Mechanism of action of Kriya practices in the activation of vagus nerve, effect of Kriyas on gastric mucosa on digestive system; Development of negative pressure and the impact of sustenance of the negative pressure in body physiology.

Asana: Physiology of exercise, Asana - Types and Categories; Musculo skeletal system and mechanisms involved; Effect of Yogic practices in setting up the internal environment of the body, Mechanical influence of Yogasana; Psychosomatic mechanism; Mechanism of influence of six types of Yogasanas: stretching; pivoting; strengthening; inverted; pressing; equilibration, Reciprocal inhibition and innervations; Concept of energy expenditure and role of asana practice on energy expenditure.

Pranayama : Mechanism of respiratory system and gas exchange, Regulation of respiration, Psycho- physiological effect of Pranayama: changing of ratio of oxygen and carbonic carbon – dioxide in our body; enabling different groups of muscles in breathing; Pranayama as respiratory pump ; Reflex impact over sympathetic and parasympathetic nervous system; Role of Pranayama on lung function test. Role of Pranayama and other Yoga practices on compliance, Ventilation perfusion ratio, alveolar ventilation, dead space volume and minute ventilation, Neurophysiological mechanism of Kevala, Antar and Bahirkumbhaka.

Meditation : Different types of meditation its impacts on central nervous system and peripheral nervous system. Different types of meditation its impacts on cardiovascular system, respiratory system, nerve – muscle physiology. Meditation its impacts on relaxation of each and every system of body.

Mudra and Bandhas : Nerve reflexes; Proprioceptive neuromuscular facilitation; Effect of Bandhas on joint complexes; Central bandhas and co activation of opposing muscles in spinal joint complexes; Jalandharabandha effects neck joint complexes; Uddiyanbandha effects upper joint complexes; and Moolabandha for lower back joint complexes; Isometric muscle activation and Bandhas; Synergistic muscle activation during Bandha practices; Navadvara and their significance in yoga; Principles behind the practice of Mudras; Resting membrane potential;

transmission of nerve impulse; significance of Neuro psychological lock and its impulse in body physiology; secretion of neurotransmitter in the brain; Role of mudra and its physiological functions of the body.

PRACTICAL

UNIT 5: DEMONSTRATIVE SKILL:

5.1 RECITATION OF HYMNS AND MANTRAS

- Concept and Brief introduction to Pranav and hymns
- Recitation of Pranav and Soham japa
- Recitation of Pratah-smaran, Dhyana mantra, Pranayama Mantra, Asana Mantra, Shanti Mantras.

5.2 SHATKARMAS : Demonstrating ability of performing shatkarma (Cleansing Process)

- Vamandhauti, Vastradhauti, Dandadhauti ,
- Neti (Sutra and Jal),
- Kapalbhatai, Agnisara,
- Nauli.
- LaghooandPoornasankhaprakshalana,

5.3 SUKSHMA VYAYAMA, STHULA VYAYAMA AND SURYANAMASKAR:

- Ucharan-sthal-tathtavishudhichakrashudhi
- Budhitathadritishaktivikasaka
- Medhashaktivikasaka
- Kapolshaktivikasaka
- Grivashaktivikasak
- Vakshasthalshaktivikasaka (i and ii)
- Katishaktivikasaka (i,ii,iv,v)
- Janghaskativikasaka (i,ii)
- Pindalishkativikasaka
- Hridgati and sarvangpushti.
- Yogic Surya Namaskar of BSY, Swami Dhirendra Brahmachari and its Variations.

5.4 YOGASANAS:

Standing Yogasana: Tadasana, Ardchakrasana, Vrikshasana, Padahastasana, Veerbhadrasana and its variations, Garudasana, Parivrittatrikonasana, Parshakonasana.

Sitting Yogasana: Paschimottanasana, Vajrasana, Suptavajrasana, Vakrasana, Gomukhasana, Marichyasana, Ardhamatsyendrasana, Uttanmandukasana, Sasakasana, Ustrasana, Dandasana, Mandukasana, Kurmasana, Kukkutasana, Bhadrasana

Prone lying Yogasana: Makarasana, Bhujangasana, Salabhasana, Dhanurasana

Supine lying Yogasana: Uttanapadasana, Ardhalasana, Halasana, Chakrasana, SaralMatsyasana, Matsyasana, Pawanmuktasana and its variations, Naukasana, Shavasana, Setubandhasana, Sarvangasana

Topsy Turvy Yogasana: Sirshasana and its variation.

5.5 PRANAYAMA: Knowledge and Demonstrated ability to perform the following practices

- Breath awareness
- Sectional breathing,
- Anuloma Vilom
- Nadishodhana Pranayama. SuryaBhedhi and Chandrabhedhi Pranayama
- Ujjayi pranayama and Bhastrika pranayama
- Seetali Pranayama and Sitali Pranayama

5.6 MEDITATION: Knowledge and Demonstrated ability to Heal at the Physical Level, Mental level, Prana Level and Conscious level with below mentioned practices.

- Antarmaun
- Ajapajapa
- Yoga Nidra
- Dharna
- Om Meditation, Vipasana and prekshadhyana.

5.7 BANDHAS AND MUDRAS: Knowledge and Demonstrated ability to perform following practices:-

- Jalandhara bandha, uddiyana bandha and mool bandha, Mahabandha.
- Mahamudra, Bhairavimudra, Yonimudra, shambhavi mudra and shandmukhi mudra.

5.8 YOGIC COUNSELING : Introduction to counselling, nature approaches and challenges; Approach to counselling- Attitude change towards Yoga through individualized counselling, Psychological & yogic method Tackling ill effects of conflict and Frustration; Yogic methods Yoga Psychology for Adjustment: Psychological, philosophical and Yogic counselling; the remedial measures; Action in relaxation-the secret of Karma Yoga; Psycho-physiological effects and health benefits of Pranayama, Shatkarma; Bandha and Mudra ; Psycho-physiological effects and health benefits of Meditation.

UNIT 6 THERAPEUTIC SKILLS: Yogic Therapeutic management for various disorders:

- Role of Yoga practices on various **Musculo-Skeletal disorders** like Back Pain, Neck pain, Arthritis, Fibromyalgia and Muscular dystrophy; Role of Yogic Diet on Musculo-Skeletal Disorders
- Role of Yoga practices on various **Respiratory Disorders** like Bronchial Asthma, Bronchitis, Allergic Rhinitis, Sleep apnea & Sinusitis; Role of Yogic Diet on Respiratory Disorders
- Role of Yoga practices on various **Cardiovascular disorders** like Hypertension, Atherosclerosis / Coronary artery disease, Angina pectoris / Myocardial Infarction ; Role of Yogic Diet on Cardiovascular disorders Role of Yogic Diet on Cardiovascular disorders.
- Role of Yoga practices on various **Neurological Disorder** like Migraine, Headaches, Cerebrovascular accidents, Epilepsy, Parkinson's disease, Hearing impairment; Role of Yogic Diet on Neurological Disorder.
- Role of Yoga practices on various **Digestive and Excretory Disorders** like Dyspepsia, Hyperacidity, Peptic Ulcers, Constipation, haemorrhoids and Irritable Bowel Syndrome; Role of Yogic Diet on Digestive and Excretory Disorders
- Role of Yoga practices on various **Obstetric & Gynecological Disorders** like Menstrual Disorder (menstrual cramp, dysmenorrhea, pre-menstrual syndrome), Polycystic Ovarian Syndrome (PCOS/PCOD), Pre-eclampsia or pregnancy induced hypertension (PIH), Menopausal discomfort (anxiety, irritability, insomnia, hot flashes.); Role of Yogic Diet on Obstetric & Gynecological Disorders
- Role of Yoga practices on various **Endocrine & Metabolic Disorders** like Diabetes Mellitus, Thyroid Disorders, Obesity and Metabolic Syndrome; Role of Yogic Diet on Endocrine & Metabolic disorders.
- Role of Yoga practices on various **Psychological and Psychiatric Disorder** like Obsessive Compulsive Disorder, Post-traumatic stress disorder, Depression, Anxiety, Schizophrenia, Attention Deficit Hyperactivity Disorder and Substance abuse; Role of Yogic Counseling Diet on Psychological and Psychiatric Disorder.
- Role of Yoga practices on various **old age problems** like Spinal deformity, loss of coordination, imbalance, improper gait pattern, Stress, Alzheimer's disease, Stress, Depression and reduction of all physiological function; Role of Yogic Diet in old age.

UNIT 7 ASSESSMENT SKILL:

- Anthropometry measurements: -Weight, stature, eye height, Body Mass Index, Body Surface Area, Shoulder height, elbow height, head circumference, neck circumference, mid upper arm circumference, chest circumference, waist circumference, hip circumference, waist hip ratio, Measurement of fat percentage.
- Physiological parameters and clinical examination: Knowledge of Clinical examination, heart rate, pulse rate and respiratory rate.
- Knowledge of effect of Yogasana (lying, sitting, standing positions), suryanamaskar, Pranayama and Meditation on human body, Spirometry, knowledge of Reflexes, Measurement

of strength of muscle. Measurement of flexibility. Recording of ECG, EEG, GSR and respiration.

- Physical measurements:-Effects of exercise, cold stress and postural change on blood pressure and pulse rate, Measurement of strength and flexibility of muscle.
- Understanding of muscles physiology with the help of model/chart and its practical applications in Asana.
- Knowledge of COG, LOG, BOS in Asanas (in Sitting, standing, lying, balancing asanas)
- Knowledge of Biomechanics of Yogic postures.

65. SYLLABUS FOR THERAPEUTIC YOGA CONSULTANT: Syllabus for certification shall be as under-

Eligibility: Any Yoga professional having required knowledge and skill as per the syllabus prescribed.

Assessment Pattern: The assessment for certification of Yoga Professional includes both practical and theory exam. The pass percentage for all levels shall be 70%.

Theory

UNIT 1. THERAPEUTIC APPROCH OF YOGA THERAPY IN CLASSICAL YOGIC TEXTS

1.1 BhagavadGita as a Therapy: -

- 1.1.1 Definitions of Yoga in Bhagavadgita and their relevance in Yoga therapy.
- 1.1.2 Concept of Samkhya Yoga in Bhagavadgita ,Significance of Bhagavadgita as a synthesis of Yoga, Concept of SthitaPrajna, stages and characteristic of it.
- 1.1.3 Concept of Atman (Purusha) and Jivatman in Bhagavadgita. Concept of Paramatman (Parmeshwar or Purushottam) as described in Bhagavadgita
- 1.1.4 Concept of world (Jagat, Samsar) as described in Bhagavadgita.
- 1.1.5 Concept of Bhagavadgita in various mental disorders like depression, anxiety etc
- 1.1.6 Significance of Yogasadhana- Karma Yoga, jnana Yoga, Dhyana Yoga and Bhakti Yoga in Bhagavadgita.
- 1.1.7 Concept and classification of Ahara and and its role in AdhyatmaSadhana as described in Bhagavadgita.
- 1.1.8 Concept of Triguna in the context of Bhagavadgita, Importance of ofBhagavadgita in day to day life.

1.2 Ashtang Yoga as a Therapy:-

- 1.2.1 Personal and Social Discipline through five Yamas(don'ts) and five Niyama (do's).
- 1.2.2 Significance ofYogasana& Pranayama ; Mastery over mind through pratyahara; Concentration, creative skills and clear thinking; Creativity; through Pratyahara,

Dharana, ChittaVrittiNirodha, Chittaprasadanam; mastery over emotions to prevent, anger, fear, through IshwaraPranidhana (Surrenderance to the supreme).

- 1.2.3 Kriya-Yoga and its benefits; classification of klesha and methods to control kleshas, karmasaya; Concept of Heyaswarupa, Heyahetu, Drsyā and Drasta. Sama Yoga-Nature & cause, Hanaswarupa, Hanopaya. Vivekakhyaṭhi.
- 1.2.4 Applications and Understanding of Patanjali Yoga & Personality Development. Yoga - Meaning, Definition, Aim, Objects, Concepts, Misconceptions. The nature of seer in pure state, Vrttis – Nature, classification, definition, method to control of cittavrttis; Ishwarapranidhana– a means to attain Samadhi, Definition & quality of Ishwara, Chittavikshepa, Chittaprasadana and its associates.
- 1.2.5 Samyama on – Maitri, Surya, Chandra, Nabhichakra, Kanthakupa, Kaurmanadi, Murdhajyothi, Pratibha, Hrdaya, Swartha, Udana, Samana, and their benefits.
- 1.2.6 Spiritual Level: Kriya-yoga and its benefits; classification of klesha and methods to control kleshas, karmasaya.

1.3 Hatha Yoga as a Therapy:

- 1.3.1 Therapeutic approaches of Hatha Yoga Practices given in different Hatha Yoga Texts (Hathapradipika, Gheranda Samhita, Shiva Samhita and Vasistha Samhita): – their relevance for achieving positive Health and implementation in various common disorders; Application and importance of shatkarma, Asana, Pranayama, Mudra and Bandha and Nadanusandhana.
- 1.3.2 Greatness of Hathayoga, Hathayogiparampara, Importance of Hatha and its secrecy. Place of Hathayoga practice, Destructives (BadhakTattva) and constructive (SadhakTattva) of Hathyoga, Yama and Niyama.
- 1.3.3 Asana- techniques, benefits and precautions. Mitahara, Pathya and Apathya, Pranayama (Kumbhalas) – Techniques, Benefits and Precautions of Pranayama, Nadishuddi, Duration and time for Pranayama practice, gradation of Pranayama.
- 1.3.4 Satkriyas, Gajakarani, Hathayogasiddhilakshanam, Kundalini as base for all Yoga. Results of Kundalini Prabodhana, Synonyms for Sushumna,
- 1.3.5 Mudras and Bandhas-Techniques, benefits and precautions of Practices. Kandaswarupa. Methods of Samadhi Practice, Synonyms for Samadhi, Rajayoga, Relationship between Hatha Pradipika and Rajayoga, Shambhavimudra, Unmani, Manonmani Nada and Nadanusandhana, Four stages of Nadanusandhan.

1.4 Yoga Vashishtha:

- 1.4.1 Concept of Yoga: Introduction and Highlights of Yoga Vasishtha, Definitions of Yoga and their relevance in Yoga Vasishtha.
- 1.4.2 Concept of Mind: World is the projection of Mind; ManahPrashamanahupayah Yoga: Mind control through abhyasa(practice) and vairagya (detachment).

- 1.4.3 Concept of Jnana: Jnana Saptabhumika, importance of knowledge and types of knowledge, Management of Mind and emotions-enhancing the power of discrimination (Viveka).
- 1.4.4 Prana and Pranayama: Control of breathing; the story of Kakabhushanda, Understanding of the Concept of Adhi and Vyadhi; concept of Prana& Pranayama.
- 1.4.5 Concept of Samadhi and Moksha: Good Association; Self Enquiry; Development of Satvaguna (Good virtues), Eight Limbs of Meditation.

Unit 2. PRINCIPALS OF YOGA THERAPY

- 2.1 Concept of Health in Indian Systems of Medicine i.e. Ayurveda, Naturopathy and Siddha Systems of Medicine, Utility and Limitations of these systems in health concept of Yoga;
- 2.2 Yogic Concept of Health: Meaning and definitions, Concept of Adhi and Vyadhi, role of Yoga in preventive health care – HeyamdukhamanagatamTapatrayas and Kleshas, Anatyas.
- 2.3 Concepts of Trigunas, Pancha-mahabhutas, Pancha-prana ,Pancha Koshas.
- 2.4 Role of Yogic Positive Attitudes (Maitri, Karuna, Mudita and Upeksha) for Healthy Living, Concept of Bhavas and Bhavanas with its relevance in Health and well-being
- 2.5 Concept of Aahara, Vihara, Aachara and Vichara
- 2.6 Role of ShuddhiPrakriyas in preventive -Health, Karma Shuddhi (Yama, Niyama), GhataShuddhi (Shat-karma), SnayuShuddhi (Asana), Prana Shuddhi (Pranayama), Indriya and Mano Shuddhi (Pratyahara), Mana, Buddhi, Ahamkar and ChittaShuddhi (Dharana, Dhyana and Samadhi).

Unit 3. ANATOMY, PHYSIOLOGY AND PSYCHOLOGY FOUNDATIONS

3.1.MusculoSkeletal system :- Classification and function of bone and joints, types of muscles, structural organization of different type of muscles, knowledge of Neuro-muscular junction, Nerve –Muscle physiology, Mechanism of action potential, Electromyogram and muscle endurance, concept of haemostasis, Mechanisms to maintain milieu environment. Positive and Negative Feedback mechanism.

3.2Digestive system:- Anatomy and Physiology of digestive tract , Functions of each part of digestive tract, Functions of gastric juice secretion, glands and hormones involved in digestive tract. Mechanism of absorption of different Biomolecules in digestive tract.

3.3 Respiratory and Cardiovascular system :- Anatomy and Physiology of respiratory and cardiovascular system, Mechanism of breathing process; Exchange and transport of respiratory gases (oxygen and carbon dioxide). Lung function test, Ventilation, Regulation of respiration. Mechanism of cardiac cycle, Electrocardiography. Vector, Arrhythmia, Electrolyte concentration change in heart.

3.4Nervous system and Special Senses:-Classification of Nervous System, Anatomy and Physiology of central nervous system; Peripheral nervous system: Autonomic nervous system-

Sympathetic and Para sympathetic nervous system, Somatic nervous system; Special senses- Structure and function of eye, ear, nose, tongue and skin.

3.5 Excretory and Reproductive system:-Anatomical Structure and Physiology of Kidney, Functions of different organs of excretory system, Urine formation, Concentration of Urine, Acidification of Urine, Micturition, Role of other organs on excretion in humans. Acid-base balance, Structure and function of male and female reproductive organs, Menstrual cycle. Ovulation, Menopause, Gametogenesis, Fertilization, Pregnancy, Infertility.

3.6 Human Psychology:-Definition of psychology, mental health, mood, cognition, behaviour, and personality, knowledge of commonly occurring mental health conditions, role of psychological counselling in various mental health related problems. Concept of conflict and frustration. General effects of Yogic practices for mental health.

UNIT 4:- YOGIC CONCEPT FOR MANAGEMENT OF DISEASES

4.1 **Musculo-Skeletal Disorders:-**Back Pain (Lumbago, sciatica, disc herniation; Intervertebral disc prolapse (IVDP), Arthistis, Lumbo sacral strain), Neck pain (Cervical Spondylosis);

Yoga practice module for Musculo skeletal disorders: Precautions and Contra-indications of Yogic practices.

4.2 **Respiratory Disorders:-** -Bronchial Asthma, Bronchitis, Emphysema, Allergic Rhinitis, Sleep apnea, Sinusitis

Yoga practice module for Respiratory disorders, Precautions and Contra-indications of Yogic practices

4.3 **Cardiovascular Disorders:-**Hypertension, Atherosclerosis / Coronary artery disease, Ischemic Heart disease – Angina pectoris / Myocardial Infarction.

Yoga practice module for Cardiovascular disorders, Precautions and Contra-indications of Yogic practices.

4.4 **Gastro intestinal and Excretory Disorders:-** Dyspepsia, Hyperacidity, Peptic Ulcers, Constipation, Irritable Bowel Syndrome (IBS), Renal stones and haemorrhoids.

Yoga practice module for Gastro intestinal and Excretory system; Precautions and Contra-indications of Yogic practices.

4.5 **Neurological Disorders:-** Migraine, Headaches, Cerebro vascular accidents, Epilepsy, Parkinson's disease.

Yoga practice module for Neurological Disorders; Precautions and Contra-indications of Yogic practices.

- 4.7 **Endocrine & Metabolic Disorders:** -Diabetes Mellitus, Thyroid Disorders, Obesity and Metabolic Syndrome. Yoga practice module for Endocrine & Metabolic disorders; Precautions and Contra-indications of Yogic practices.
- 4.8 **Obstetric & Gynaecological Disorders:** Menstrual Disorder (menstrual cramp, dysmenorrhea, pre-menstrual syndrome), Polycystic Ovarian Syndrome (PCOS/PCOD), Pre-eclampsia or pregnancy induced hypertension (PIH), Menopausal discomfort (anxiety, irritability, insomnia, hot flashes.)
Yoga practice module for Obstetric & Gynaecological disorders; Precautions and Contra-indications of Yogic practices.
- 4.9 **Psychological and Psychiatric Disorder:-** Obsessive Compulsive Disorder, Stress, insomnia, Depression, Anxiety, Mental retardation, Schizophrenia, Autism, Attention Deficit Hyperactivity Disorder and Substance abuse.
Yoga practice module for Obstetric & Gynaecological disorders; Precautions and Contra-indications of Yogic practices.

PRACTICAL

UNIT 5: DEMONSTRATION SKILLS

5.1. Introduction to Hymns and Mantras:-

- 5.1.1 Concept and Brief introduction to Pranav and hymns
- 5.1.2 Recitation of Pranav and Soham japa
- 5.1.3 Recitation of Pratah-smaran, Dhyana mantra, Pranayama Mantra, Asana Mantra, Shanti Mantras.
- 5.1.4 Recitation of Selected Slokas of Hathayoga Texts
- 5.1.5 Recitation of Selected Sutras of Patanjala Yoga Sutra
- 5.1.6 Recitation of Selected Slokas of Bhagwadgita

5.2 Shatkarma, Bandha and Mudra

- 5.2.1 Demonstrating ability of performing shatkarma (Cleansing Process) Vamandhauti, Neti (Sutra and Jala), Kapalbhata, Agnisara,
- 5.2.2 Jalandhara bandha, Uddiyana bandha Mulbandha and Mahabandha
- 5.2.3 Mahamudra, Bhairavimudra, Yoni mudra, Shambhavi mudra and shandmukhi mudra.
- 5.2.4 Demonstrating ability of performing shatkarma (Cleansing Process) Laghoo and Poornasankhprakashalana, Vastradhauti, Dandadhauti, Nauli.

5.3 Sukshnavyayama, Sthulavyayama and Surya Namaskar

- 5.3.1 Ucharan-sthal-tathtavishudhichakrashudhi
- 5.3.2 Budhitathadritishakivikasaka
- 5.3.3 Medhashaktivikasaka
- 5.3.4 Kapalshaktivikasaka

- 5.3.5 Grivashaktivikasak
- 5.3.6 Vakshasthalshaktivikasaka (i and ii)
- 5.3.7 Katishaktivikasaka (i,ii,iv,v)
- 5.3.8 Janghaskativikasaka (i,ii)
- 5.3.9 Pindalishkativikasaka
- 5.3.10 Hridgati and sarvangpushti
- 5.3.11 Yogic Surya Namaskar of BSY, Swami Dharendra Brahmachari and its Variations

5.4 Yogasana

- 5.4.1 Knowledge of the five spinal movements – inverted, forward, backward, lateral twist and lateral bend and neutral positions of the spine.
- 5.4.2 Veerbhadrasana and its variations, Garudasana, Natrajasana, Parivrittatrikonasana, Parshakonasana, Tittibhasana
- 5.4.3 Paschimottanasana, Suptavajrasana, Vakrasana, Akarnadhanurasana, Gomukhasna, Suptavajrasana, Marichyasana, Ardhamatsyendrasana,
- 5.4.4 Makarasana, Bhujangasana, Salabhasana, Dhanurasana, Poornadhanurasana, Urdhvamukhosvanasana, Uttanapadasana, Halasana, Chakrasana, Matsyasana, Shavasana, Setubandhasana, Sarvangasana, Chakrasana
- 5.4.5 Ekpadkaandrasana, Trivikaramasana, Sirshasana and its variation.

5.5 Pranayama

- 5.5.1 Knowledge and Demonstrated ability to perform Breath awareness Pratyahar, Dharana and dhyana
- 5.5.1 Sectional breathing,
- 5.5.2 Anuloma Viloma pranayama
- 5.5.3 Nadishodhana Pranayama.
- 5.5.4 Surya Bhedi and Chandrabhedi Pranayama
- 5.5.5 Ujjayi pranayama and Bhastrika pranayama
- 5.5.6 Seetali Pranayama and Sitali Pranayama

5.6 Practices leading to Meditation:-

Knowledge and Demonstrated ability to perform following practices:-

- 5.6.1 Antarmaun
- 5.6.2 Ajapajapa
- 5.6.3 Yoga Nidra
- 5.6.4 Dharna
- 5.6.5 Vipasana and prekshadhyana
- 5.6.6 Allied practices like Japa Mala, Yoga Nidra and Om meditation.

Unit 6 Assessment Skills

6.1 Clinical Assessment

6.1.1 Measurement of Weight, stature, height, Body Mass Index, Body Surface Area

6.1.2 Shoulder height, elbow height, circumference measurement for neck, mid upper arm circumference, chest circumference, waist circumference, hip circumference, waist hip ratio.

6.1.3 Heart rate, blood pressure, Respiratory rate, Measurement of strength and flexibility of muscle

6.2 Biomechanics

6.2.1 Analysis of COG, LOG, BOS in Asana (in Sitting, standing, lying, balancing Posture)

6.2.2 Analysis of Biomechanics of Postural alignment.

CHAPTER-X
EMPANELMENT OF OBSERVERS & EXAMINERS

66. PROCEDURE FOR EMPANELMENT OF OBSERVERS:

Procedure for empanelment of observers during assessment / examination for various levels shall be as under: -

- Inviting applications through advertisement
- Scrutiny and short listing of application based on the approved eligibility criteria
- Selection of observer based on the interview/ counselling / merit as per related experience
- Orientation of selected and empanelled observer
- The empanelment will be for 3 years which shall be renewed based on the performance analysis in the previous year and after seeking consent from the applicant.
- The name of a person can be suspended from the empanelled list if the observer is found to be engaged in any unfair means and or unable to submit report properly and on time or if the examiner does not follow the guideline of the YCB while he/ she is working as observer.
- The observer should preferably be selected from the empanelled list of observers/ YCB staff
- The observer should be well aware of the assessment process and about his/ her role and responsibilities
- The selection of observer should be done to ensure there is no conflict of interest and he/she shall be required to sign an undertaking in this respect.
- The YCB should select the observer in such a way so as to minimize the travel and other logistic costs
- The address of the centres should be intimated to the selected observer only 2 days prior to the travel
- A person can be nominated as an observer for same city and same PrCB only after a gap of 2 months.
- An empanelled person should not be deputed for more than 12 times in a year, if other person is available for that region.

67. ROLES AND RESPONSIBILITIES OF OBSERVERS

1. Shall report at the venue at least 30 minutes prior to start of the exam.
2. Observe the arrangements of the exam centre to ensure it confirm to the rules and criteria set by YCB for exam centres.
3. He/She shall check the seating arrangements in the various Exam halls and if not convinced or satisfied in respect to the spacing shall bring it to the notice of the organizer and see that proper arrangements are made before the start of Examinations and shall report the same in the audit report.

4. Observe the conduct of exam (Theory & Practical) to assess the process is fair and transparent.
5. He/she shall oversee the theory examination for full time and practical exam on sample basis.
6. He/she shall at frequent intervals of time make inspection rounds of all the Examination halls and shall see that no student indulges in any type of malpractice.
7. The observer shall ascertain the intactness of Question paper packet and shall sign on the Question paper opening certificate recording the time and date of the Question paper packet.
8. The observer shall sign the OMR sheet;
9. He/she shall ensure that in his presence, the OMR sheets are placed inside the packets and are sealed;
10. In case of any adverse observation in conduct of the exam, the observer shall not interfere in the process but may report to the centre coordination and shall necessarily document the matter in the audit report;
11. In case of any question or a problem arisen during the examination the observer may inform the central agency conducting the exam;
12. Submit his/ her unbiased opinion on the conduct of the exam;
13. Prepare the audit report in the YCB prescribed format (Annexure-G 5) and submit the same to the YCB in sealed envelope at the earliest not exceeding 3 days of exam date.
14. The observer shall not engage himself/herself in any unfair means.

68. PROCEDURE FOR EMPANELMENT OF EXAMINERS:

Procedure for empanelment of Lead examiner and Examiner shall be as under: -

- Inviting applications through advertisement through website etc
- Scrutiny and short listing of application based on the approved eligibility criteria
- Selection of Lead examiner / examiner based on the interview/ counselling / merit as per related experience
- Orientation of selected and empanelled Lead examiner / examiner
- The empanelment will be valid for 3 years which shall be renewed based on the performance analysis in the previous year and after seeking consent from the applicant.
- The name of a person can be suspended from the empanelled list if the Lead examiner / examiner is found to be engaged in any unfair means or if the examiner does not follow the guideline of the YCB while he/ she is working as observer.
- The assessing body shall select the Lead examiner / examiner from the empanelled list
- If the assessing agency wants to select an examiner who is not empanelled with YCB as Lead examiner / examiner, the assessing agency shall have to seek approval of YCB specifying the reason for not selecting Lead examiner / examiner from the empanelled list. YCB shall consider the case on merit basis.

69. ELIGIBILITY AND ROLE FOR LEAD EXAMINER / EXAMINER/ OBSERVER

	Eligibility	Role	Validity of Empanelment
Lead Examiner	<ul style="list-style-type: none"> • Any Postgraduate (Master) Degree with 1-year diploma in Yoga or subject related to Yoga with at least 5 years of experience in teaching & training of Yoga OR • Postgraduate (Master) Degree in Yoga or subject related to Yoga with at least 5 years of experience in teaching & training of Yoga <p>All the examiners shall have to be Level 3 with or without any formal academic qualification</p> <p align="center">(OR)</p> <ul style="list-style-type: none"> • Yoga Gurus who have more than 15 years of experience in the field of Yoga and teaching under Guru-Shishya parampara. 	<ul style="list-style-type: none"> • Oversee the Assessment of Yoga Professional through demonstration & viva carried out by the other 2 examiners • Shall ask the questions based on which the other 2 examiners will evaluate and mark the candidate • In case of variation in the marks (10% or more of the maximum marks) of the 2 examiners for a single candidate, the case shall be referred to the Lead examiner and his decision shall be final. • Ensure fair and unbiased conduct of practical examination 	5 years
Examiner	<ul style="list-style-type: none"> • Any Bachelor Degree with minimum 1-year diploma in Yoga or subject related to Yoga with at least 3 years of experience in teaching & training of Yoga OR • Postgraduate (Master) Degree in Yoga or subject related to Yoga with at least 3 years of experience in teaching & training of Yoga 	<ul style="list-style-type: none"> • Assess the Yoga Professional through demonstration & viva based on the subject of the level she/ he has applied for • Mark the candidate based on his/ her performance / skill as per the broad guidelines and marking system shared with them • Give chance to the candidate to demonstrate his/ her skill • In case of special candidate give a fair chance to the candidate in accordance with general guidelines 	3 years

	Eligibility	Role	Validity of Empanelment
	<p>All the examiners shall have to be Level 3 with or without any formal academic qualification.</p> <p>(OR)</p> <ul style="list-style-type: none"> Yoga Gurus who have more than 15 years of experience in the field of Yoga and teaching under Guru-Shishya parampara. 	<p>of Government of India for Person with special ability</p> <ul style="list-style-type: none"> Try to be on consensus with other examiner, In case of any dispute / disagreement with the other examiner, shall refer the case to the Lead examiner Ensure fair and unbiased conduct of practical examination 	
Observer	<ul style="list-style-type: none"> Professional with Minimum Postgraduate and at least 10 years of experience in assessment/ accreditation/ conducting exam etc Must not be associated with assessing agency 	<ul style="list-style-type: none"> Observe the arrangements of the exam centre to ensure it confirm to the rules and criteria set by YCB for exam centres Observe the conduct of exam (theory and Practical) to assess the process is fair and transparent Prepare the audit report in the YCB prescribed format and submit the same to the YCB in sealed envelope at the earliest not exceeding 3 days of exam date. Submit his/ her unbiased opinion on the conduct of the exam In case of any adverse observation in conduct of the exam, the observer shall not interfere in the process but may report to the centre coordination and shall necessarily document the matter in the audit report Shall report at the venue at least 30 minutes prior to start of the exam The observer shall not engage in any unfair means 	3 years

CHAPTER-XI
FORMS/ANNEXURES

- ii. Application form for Certification of Yoga Professionals-Annex- 'A'
- iii. Application Form for approval of PrCBs- Annexure- 'B'
- iv. Application form for approval of Leading/Yoga Institutions/Training Centres-Annex-C
- v. Application Form for CYEP-Annexure- 'B1'
- vi. Documentation and verification report of application – offsite Assesment-Annex-B3
- vii. Documentation and verification report of application – offsite Assesment-Annex-B4
- viii. Weightage Chart for Assessment of Personnel Certification Bodies (PrCBs)-Annex-B5
- ix. Marks distribution for CYEP-Annex-G1
- x. Marks distribution for virtual CYEP-Annex-G2
- xi. Marks distribution for special CYEP-Annex-G3
- xii. Application Form for CYEP for renewal of certificate -Annexure- 'G4'
- xiii. Application Form for Special CYEP-Annexure- 'G5'
- xiv. Examination Protocol by Observers - Annexure-G6
- xv. Field Experience Feedback Form –Annexure-G7
- xvi. Helpline for Grievance – Annexure-G8

Application Form for Certification of Yoga Professionals

(Please note that this is an application for Yoga Professional certification examination and not for Yoga training course)

Part –I (Enrolment)

Photo

Personal Information

a.	Title (Shri/Smt./Ms./Dr.)	
b.	First Name	
c.	Middle Name	
d.	Last Name	
e.	Gender (Male/ Female/others)	
f.	Date of Birth (DD-MM-YY)	
g.	Nationality	
h.	Father's Name	
i.	Mother's Name	
j.	Spouse's Name	
k.	Category	(SC/ ST/ OBC/EWS/General)
l.	PwD Certificate (Attach certificate)	
m.	Correspondence Address	City..... State..... Pin Code Country.....
n.	Permanent Address	City..... State..... Pin Code Country.....
o.	Mobile	
p.	E-Mail ID	
q.	Type of ID copy attached (Passport, Aardhar Card, Govt. issued Photo ID, Driving licence, Voter ID)	
r.	ID no.	

2. Educational Qualification and Skill

a.	Academic Qualifications	Below Secondary/ Secondary /higher Secondary/ Diploma /Graduate/ Post Graduate/PHD/ Any other
b.	Yoga Qualifications	None/ Certificate/Diploma /Graduate/ Post Graduate/PHD/Any other
c.	Are you a certified Yoga professional under Ministry of AYUSH?	Yes /No (If yes,level, Certificate No. _____ Validity Period: _____)

3. Working experience in Yoga

a.	Yoga experience	> 1 year , > 2 years, 3-5 years, 5-10 years, 10 -20 years , >20 years (Pl. attach the document)
----	-----------------	--

4. Are you presently a student of Yoga Institution? Yes/ No

Select the name of the Institution: (List of Accredited Institution/ centres/ other)

5. Have you been rejected earlier / debarred for Assessment under the Scheme? (yes/ No)

(If yes, please provide the details)

6. Pre-Medical history Information / declaration *

a. Do you have any family history of :

Heart ailment YES NO

Diabetes YES NO

Mental illness YES NO

Tuberculosis YES NO

b. Whether you have undergone any surgical operation in the past? Yes No

c. Do you take any medicines regularly? Yes No . Details

d. Do you have any body deformity or defect? Yes No Details

e. Do you have any problem of Rheumatism / Asthma / Joint pain? Yes No

f. Do you have any large veins in your legs, thighs (varicose -veins)? Yes No

g. Are you color blind? Yes No

- h. Do you have any hearing problem? Yes No
- i. Have you ever had any skin disorder? Yes No
- j. Have you ever had medical treatment for?
- Allergies YES NO
- Hay fever YES NO
- Reaction to surgery YES NO
- Reaction to medicine YES NO
- Sprain YES NO
- Fracture or broken bone YES NO
- Diabetes YES NO
- Fits YES NO
- Eye trouble YES NO
- Fainting spells YES NO
- Heart troubles or High Blood Pressure YES NO
- Hernia or Rupture YES NO
- Injury to knee joints YES NO
- Paralysis or weakness in arms or legs YES NO
- Emotional upsets YES NO
- Tuberculosis YES NO
- Rheumatism YES NO
- Prolonged fever YES NO
- Back pain YES NO
- Sacroiliac YES NO
- Any other health condition YES NO

Part – II (Assessment)

7. 1st time Assessment

Re-appear(Theo ry)

Re-appear (Theory and practical)

8. Select the level for Assessment :

Yoga Education and Training -

Level 1 Yoga Protocol Instructor	<input type="checkbox"/>
Level 2 Yoga Wellness Instructor	<input type="checkbox"/>
Level 3 Yoga Teacher & Evaluator	<input type="checkbox"/>
Level 4 Yoga Master	<input type="checkbox"/>

Yoga Therapy

Assistant Yoga Therapist	<input type="checkbox"/>
Yoga Therapist	<input type="checkbox"/>
Yoga Therapy Consultant	<input type="checkbox"/>

9. Name of the PrCB/ Accredited Institution/ Centre: _____

10. Preferred date of examination (selected from the list)

11. Examination Centre

Preferred Examination centre:

1. _____
2. _____
3. _____

12. Language for Assessment preferred: _____

13. Status on Assessment (if applied or appeared earlier):

(In case the applicant has applied for Assessment for Certification for any level please provide the details)

Name of the Agency: _____	Status: _____
Application Number: _____	

14. Agreement

By submitting this application, I confirm that the facts stated in it are true and complete. I understand that if I am accepted as a candidate, any false statements, omissions, or other misrepresentations made by me on this application may result in the immediate withdrawal of my application and legal prosecutions applicable and debarment from applying further and forfeiture of the fee already paid.

I confirm that:-

- I waive my rights to claim for any injury incurred by me during the physical assessment element of the examination.

- I have read the self-declaration and agree to abide by the terms and conditions contained in them.
- I have no pending judicial proceedings relating to my conduct
- I have no pending proceedings by any regulatory authority
- I know of no instances of discomfort/disability of any students till date, except as listed below

List any instances of discomfort/disability of any students till date	Name(s) of students	Incidents reported

Name: _____

Signature: _____

Place: _____

Date: _____

SELF-DECLARATION

I,, confirm that I follow the Yamas and Niyamas as delineated in Patanjali Yoga Sutras to the best of my ability in my day-to-day life and promise to continue to do so in future. I understand that if I am found blatantly violating the Yamas and Niyamas at a later date, my certification can be suspended and withdrawn.

I also confirm that I am in good health to be able to impart Yoga education and will bring to your notice when there is a change in my health which will adversely affect my functioning as a Yoga professional. I understand that if I am found not fit health-wise to be a Yoga professional at a later date, my certification can be suspended and withdrawn. I will ensure a safe and protected environment in which an aspirant can grow physically, mentally, and spiritually. I confirm that I have read and understood the document forming part of this declaration.

Signature of the candidate: _____

Date: _____

YOGA CERTIFICATION BOARD
Ministry of AYUSH, Govt. of India
MDNIY, 68, Ashok Road, New Delhi - 110001

Application Form

For approval of Personnel Certification Bodies (PrCB)

To apply for YCB approval as certification body for Certification of Yoga Professionals, please complete this application form online on YCB portal.

Before completing this application form Personnel Certification Bodies (PrCB) should study the certification scheme guidelines carefully. If any clarification is needed, please contact YCB at asmt-ycb18@nic.in.

If additional information is required to be submitted it can be attached at the end.

PART – I		General Information			
1.	Name of the agency/ organisation				
2.	Date of establishment	DD/MM/YYYY			
3.	Legal Registration Details	<i>Registered under</i>			
		<i>Regn. No.</i>			
		<i>Date of Regn.</i>			
		<i>Regn. Authority</i>			
		<i>Place of Regn</i>			
		<i>PAN No.</i>			
4.	Address of Head / Main Office				
		<i>City</i>		<i>PIN</i>	
		<i>State</i>			
5.	Contact Details	<i>Phone</i>		<i>Fax</i>	
		<i>E-mail</i>		<i>Web</i>	
6.	Nature of actives / objective of the organization				
7.	Whether register in India or abroad?				

8.	Country/s of operation				
9.	Head of the organisation (Managing trustee / executive trustee etc.)	<i>Name</i>			
		<i>Designation</i>			
		<i>Contact details</i>			
		<i>Email</i>			
10.	Primary Contact Person	<i>Name</i>			
		<i>Designation</i>			
		<i>Phone</i>		<i>Mobile</i>	
		<i>E-mail</i>			
11.	Branch office addresses with activities (Mention all branches)	<i>Branch address:</i> <i>Name of contact person:</i> <i>Designation:</i> <i>Contact details:</i> <i>Email:</i>			
12.	Locations of the entity which requires assessment	Address and phone No.:			
13.	Details of the constitution and managing body/board / trust / council (Present status)				
14.	Accredited by any certified institution	<i>Name of the Accrediting Body:</i> <i>Activities for:</i> <i>Cert. No.:</i> <i>Validity Period:</i>			
15.	Other Approval(s) from Govt. or Regulatory Bodies, if any				
16.	Whether the organisation is doing other activities? (If yes, Pl. specify)				
17.	No. of candidates certified (under any other Certification)				

Part II - Staff Details

Give details of key Managerial Personnel, all Auditors & Technical / Teaching Experts at the Main Office as well as Branch Office locations.

1	Head of the organisation						Name: Designation: Office Phone: Mobile No.: Email ID:			
2	Managerial / technical staff details									
	Name	Education al Qualification	Experien ce	Desi gnation	Year of experi ence	Offic e Phone	Mobil e	Ema il ID	Nature of employment	
2.1										
2.2										
2.3										
3.	Nontechnical staff									
	Name	Educational Qualification	Experien ce	Desig nation	Year of experi ence	Offic e Phone	Mobil e	Ema il ID	Nature of employment	
3.1										
3.2										
3.3										

DECLARATION

I, ----- the Authorized Representative on behalf of ----- (Name of institution), hereby agree to follow the existing Terms & Conditions of Yoga Certification Board (YCB) as well as Rules and Regulations of the Scheme for Certification of Yoga Professionals as laid by YCB and amended from time to time.

Signature and seal of authorised signatory: _____

Name of the authorised signatory: _____

Date: _____

Attached documents as annex:

(All the Annexure should be marked as serial head followed by number under the head like A.1, Aa.2, B.1, B.2)

A	Legal Status of the agency- Copy of Registration Certificate with details of activities for which the organisation is registered. (Annexure to marked as A.1, A.2...)
----------	---

B	Infrastructure and office space – Ownership document for self owned office space/ rent agreement/ lease deed for rented office space (<i>Annexure to marked as B.1, B.2...</i>)
C	Administrative, Management and Organisational Requirements – (<i>Annexure to marked as C.1, C.2...</i>) <ul style="list-style-type: none"> • Memorandum of Association / constitution • Policy documents specifying aim, objectives, vision & mission, a logo, an organogram etc and other policy related documents • Organisation documents defining organisational structure, duties, responsibilities and authorities of the management, personnel and its committees • Documentary evidence of staff hired with their details like qualification, experience, role • Documentary evidence of arrangement made for ensuring confidentiality and impartiality • Documentary evidence of house keeping services for the office
D	Policy documents of the organization for administration of exams Selection process for Invigilator, Examiner, exam centres etc. (<i>Annexure to marked as D.1,D.2...</i>)
E	Details of structure for handling complaints with name of the person (<i>Annexure to marked as E.1ED.2...</i>)
F	Annual report along with audited report for last 3 years (<i>Annexure to marked as F.1,F.2...</i>)
G	Set up of the Internal Audit with sample audit report and action taken in the past (<i>Annexure to marked as G.1,G.2...</i>)
H	Documents of the procedures established for retaining records (<i>Annexure to marked as H.1,H.2...</i>)
I	Copy of the Accreditation received from any other Board, if any(<i>Annexure to marked as I.1,I.2...</i>)
J	Manuals developed for implementation of the Scheme(<i>Annexure to marked as J.1,J.2...</i>)
K	Application Fee (<i>Annexure to marked as K.1,K.2...</i>)
L	Any other document (<i>Annexure to marked as L.1,L.2...</i>)



आयुष मंत्रालय, भारत सरकार
Ministry of AYUSH, Govt. of India



YOGA CERTIFICATION BOARD

Yoga Ministry of AYUSH, Govt. of India

MDNIY, 68, Ashok Road, New Delhi -110001

To apply for YCB Approval under the Scheme for of Yoga Institute/ Centre, please complete this application form online on YCB portal

Application Form

For Accreditation/ recognition of Yoga Institution/ Centre

Before completing this application form Yoga Institution/ Centre should study the certification scheme guidelines carefully. If any clarification is needed, please contact YCB at asmt-ycb18@nic.in / ycb18-mdniy@nic.in

If additional information is required to be submitted it can be attached at the end.

PART –I		General Information			
1	Name of the Institution				
2	Date and Year of establishment	DD/MM/YYYY			
3	Legal Registration Details	<i>Registered under</i>			
		<i>Regn. No.</i>			
		<i>Date of Regn.</i>			
		<i>Regn. Authority</i>			
		<i>Place of Regn</i>			
		<i>PAN No.</i>			
4	Address of Head / Main Office				
		<i>City</i>		<i>PIN</i>	
		<i>State</i>			
5	Contact Details	<i>Phone</i>			

		<i>E-mail</i>		<i>Web</i>	
6	Details of the Legacy of Yoga Tradition followed (Applicable for LYI)				
7	Related to Objective of the institution				
	Name/s of the Yoga tradition/s followed at the Institution				
	Salient and Outstanding features of the Tradition/s.				
	Provide list of the Authentic and Authoritative Yoga texts of the tradition/s along with the details of these texts in respect of the Language, Commentaries and Translations in other languages, Availability of the original texts and other useful information such as publisher, critical editions, etc.				
	Ultimate Aims and Objectives of Yoga according to these Texts and Traditions followed by the institution.				
	Steps and Stages described or suggested on way to reach or attain the ultimate and highest aims and objectives of Yoga as per the tradition.				
8	Related to Process				
	How is the periodic progress and achievements by the students on the path of Yoga is judged and measured qualitatively and quantitatively and how the records of the progress is maintained?				
	How the Total (100%) Yoga knowledge is imparted to the students, in case the Institute is running various Yoga courses based on these Texts and Traditions?				

9	Is the Institution willing to conduct Continuing Yoga Education program of Yoga Certification Board? (Yes/ No) (Applicable for LYI)				
10	Details of courses offered, students enrolled and certified till date.	Under Yoga Education and Training			
		<i>Name of the Course</i>	<i>No. of candidates enrolled</i>	<i>No. of qualified candidates</i>	<i>Year</i>
		Under Yoga Therapy			
11.	Details of courses offered under any other nomenclatures.	<i>Name of the Course</i>	<i>No. of candidates enrolled</i>	<i>No. of qualified candidates</i>	<i>Year</i>
12	Objective of the Institution				
13	Details of activities carried out in the Institution				
14	Whether register in India or abroad.				
15	Country/s of operation				
16	Head of the Institution (Managing trustee / executive trustee etc.)	<i>Name</i>			
		<i>Designation</i>			
		<i>Contact details</i>			

		<i>Email</i>	
17	Primary Contact Person	<i>Name</i>	
		<i>Designation</i>	
		<i>Phone</i>	<i>Mobile</i>
		<i>E-mail</i>	
18	Branch Office address with activities (Mention all branches)	<i>Branch address:</i> <i>Name of contact person:</i> <i>Designation:</i> <i>Contact details:</i> <i>Email:</i> <i>Activities carried out :</i>	
19	Locations / branches which requires accreditation	Address and phone No.:	
20	Details of the constitution and managing body/board / trust / council (Present status)		
21	Accredited by any certified institution	<i>Name of the Accrediting Body:</i> <i>Activities for:</i> <i>Cert. No.:</i> <i>Validity Period:</i>	
22	Other Approval(s) from Govt. or Regulatory Bodies, if any		
23	Whether the premise is being used for any other activities? (If yes, Pl. specify)		
24	Are any of the programs conducted in temporary location/s? If yes, provide the details		

Part-II: Infrastructure and facilities details

1	Ownership Details – land / infrastructure (Own / rented/lease).	
2	Total area of land	
3	Total build up area	

4	Room for head of the centre with WC	No.		Total area	
5	Reception room	Total area			
6	Waiting room	Total area			
7	Room for managerial staff with WC	No.		Total area	
8	Room for Teaching staff				
9	Room for administrative & support staff with WC	No.		Total area	
10	Number of class room	No.		Total area	
11	Number of halls for practical	No.		Total area	
12	Space for Shat Karma	No.		Total Area	
13	Meditation Hall	No.		Total Area	
14	Library and details of facilities in the library (Digital resources, no. of books and journals etc)				
15	Cleansing area	No.		Total area	
16	Changing room	No.		Total area	
17	Library	No.		Total area	
18	Drinking Water facility	No.		Total area	
19	Washroom	No.		Total area	
20	Generator room	No.		Total area	
21	Store room	No.		Total area	
22	Garden / green area	No.		Total area	
23	Meeting room (if more, mention separately)	No.		Total area	
24	Conference room(if more, mention separately)	No.		Total area	
25	Canteen	No.		Total area/ capacity	
26	Teaching aids available	Bench/mat/chair/table) White board / Black board / Smart Board PA system / audio visual system / projector			
27	Hostel / Residential facility	Mode – Hostel in campus/ tie up with nearby hostel/ hotels		Type	Capacity
28	Provision of renewal energy in the campus				

29	Provision of Rain water harvesting				
30	Is the building inclusive (disabled friendly) ?				
31	CCTV Camera Surveillance	Locations covered			
32	Medical emergency room	No.		Total area	
33	Vehicle	No.		Type / Model	

* Applicant should add more column or attach separate sheet if required.

Part III - Staff Details

Give details of key Managerial Personnel, all Auditors & Technical / Teaching Experts at the Main Office as well as Branch Office locations.

1	Head of the Institution					Name: Designation: Office Phone: Mobile No.: Email ID:				
2	Teaching / technical staff details									
	Name	Education al Qualificati on	Experienc e	Designatio n	Year of experience	Offic e Phon e	Mobile	Ema il ID	Natur e of emplo y ment	
2.1										
2.2										
2.3										
3.	Nonteaching / nontechnical staff									
	Name	Education al Qualificati on	Experienc e	Designatio n	Year of experience	Offic e Phon e	Mobile	Ema il ID	Natur e of emplo y ment	
3.1										

3.2									
3.3									

DECLARATION

I, ----- the Authorized Representative on behalf of -----
 -----(Name of institution), hereby agree to follow the Terms & Conditions of Yoga Certification Board (YCB) as well as Rules and Regulations of the Scheme for Certification of Yoga Professionals and Accreditation of Yoga Institutions as laid by YCB and amended from time to time.

Signature and seal of authorised signatory: _____

Name of the authorised signatory: _____

Date: _____

Attach documents as annex:

(All the Annexure should be marked as serial head followed by number under the head like A.1,A.2....., B.1,B.2)

A	Document relating to the Legacy of Yoga tradition followed (<i>Annexure to be marked as A.1, A.2...</i>)
B	Registration Certificate (<i>Annexure to be marked as B.1, B.2...</i>)
C	Documentary proof of year of establishment of the Institution. (<i>Annexure to be marked as C.1, C.2...</i>)
D	Memorandum of Association / constitution (<i>Annexure to be marked as D.1, D.2...</i>)
E	Policy documents specifying aim, objectives, vision & mission, a logo, an organogram etc and other policy related documents (<i>Annexure to be marked as E.1, E.2...</i>)
F	Organisation documents defining organisational structure, duties, responsibilities and authorities of the management, personnel and its committees (<i>Annexure to be marked as F.1, F.2...</i>)
G	Details of the 1 st Yoga course conducted by the Institutions (<i>Annexure to be marked as G.1, G.2...</i>)
H	Document of ownership of the land/ lease deed/ rent agreement (<i>Annexure to be marked as H.1, H.2...</i>)
I	Campus plan / Building layout (<i>Annexure to be marked as I.1, I.2...</i>)
J	Photographs of rooms, canteen facility, conference room and other infrastructure facilities (<i>Annexure to be marked as J.1, J.2...</i>)
K	Documentary evidence of staff hired with their details like qualification, experience, role (<i>Annexure to be marked as K.1, K.2...</i>)
L	Details of the teaching staff (<i>Annexure to be marked as L.1, L.2...</i>)
M	Details of non teaching staff (<i>Annexure to be marked as M.1, M.2...</i>)
N	Details of courses offered (Brochure, work plan, time table and other details) (<i>Annexure to be marked as N.1, N.2...</i>)
O	Details of management / administrative staff (<i>Annexure to be marked as O.1, O.2...</i>)

P	Details of feed back receiving process (<i>Annexure to be marked as P.1, P.2...</i>)
Q	Details of Compliant handling mechanism (<i>Annexure to be marked as Q.1, Q.2...</i>)
R	Policy documents regarding conducting assessment, evaluation and declaration of results (<i>Annexure to be marked as R.1, R.2...</i>)
S	Policy documents regarding retention and accounting of students' records (<i>Annexure to be marked as S.1, S.2...</i>)
T	Application Fee (<i>Annexure to be marked as T.1, T.2...</i>)
U	Annual report including audit report for last 3 years (<i>Annexure to be marked as U.1, U.2...</i>)
V	Any other document(<i>Annexure to be marked as V.1, V.2...</i>)

DOCUMENTATION and VERIFICATION REPORT of APPLICATION
Offsite Assessment

Assessment for New applicant

Date:

Name of Company/Organization: _____

Sl. No.	Documentation check list and verification	Reference document name / No.	Compliance		Remarks
			Yes	No	
1.	Application form has been filled up properly & correctly and signed				
2.	Legal Status of the firm <ul style="list-style-type: none">• Legal entity• In case the entity has multiple activities, the entity is registered to conduct certification/ assessment of yoga Professionals				
3.	Infrastructure and office space <ul style="list-style-type: none">• Office space (rented or owned)• Sufficient to house the personnel/staff• Secure and safe space for certification process like setting up of question papers, evaluation of answer sheets etc.				
4.	Administrative, Management and Organisational Requirements <ul style="list-style-type: none">• Policy documents defining its aim, objectives, vision & mission, logo, organogram• Has defined organisational structure with defined duties and authority• Defined policies and procedures related to its operation• Minimum staff in place• Defined process for staffing• Staff is qualified for their posts• System to ensure confidentiality and				

Sl. No.	Documentation check list and verification	Reference document name / No.	Compliance		Remarks
			Yes	No	
	impartiality- inclusion of confidentiality clause in serve terms and conditions <ul style="list-style-type: none"> Housekeeping services in place 				
5.	System for Assessment process <ul style="list-style-type: none"> Defined steps with timeline for taking up the assessment under different categories of exam Defined system for administration of exams - issuing of Admit card, attendance sheet, answer sheet management, selection of examiner, observer, Invigilator, evaluation of sheets etc Empanelment of Invigilators Empanelment of Examiners Selection of exam centres Defined rules and regulations regarding conducting exams System for ensuring transparency in declaration of results Defined procedure for re-checking of results 				
6.	System for handling Complaints <ul style="list-style-type: none"> Procedure to lodge a complaint Complaint handling system 				
7.	Financial Stability <ul style="list-style-type: none"> Financial resources Adequate arrangements (e.g. insurance or reserves) to cover associated liabilities 				
8.	Internal Audit and control <ul style="list-style-type: none"> Defined system to carry out internal process audit and system to address the gaps 				
9.	Control of records <ul style="list-style-type: none"> Guideline, policy and process for the identification of document, storage, protection, retrieval, retention time and disposition of its records 				

Sl. No.	Documentation check list and verification	Reference document name / No.	Compliance		Remarks
			Yes	No	
10.	Website <ul style="list-style-type: none"> • Providing information about the scheme and its role in implementation of the scheme, • Information on process of enrollment, assessment, certification, suspending / withdrawal of the certificates • Information on process for handling appeals and complaints, contact details, results, registry of certified Yoga Professionals etc. 				
11.	Accreditation from competent Board				
12.	Work permit for India (for the company whose main office is outside the country)				
13.	Location of Branches				
14.	Other Approval(s) from Govt. or Regulatory Bodies, if any				
15.	Quality manual in accordance with scheme requirements				
16.	Branch Office(s) with activities				
17.	Experience of conducting examination, if any				
18.	Comments of Assessment team:				

1. Name Verification Team member:

Signature:

Date:

2. Name Verification Team member:

Signature:

Date:

DOCUMENTATION and VERIFICATION REVIEW REPORT
Onsite Assessment Form

Date:.....

Name of Company/Organization: _____

Sl. No.	Documentation check list and verification	Reference document name / No.	Remarks
1.	Legal Status of the firm		
	<ul style="list-style-type: none"> • Legal entity: Entity as govt. organization or autonomous body , Trust, society, corporate or partnership firm registered under relevant Trust Act/ Societies Act/ Companies Act 		
	<ul style="list-style-type: none"> • Entity is registered to conduct the certification / assessment of Yoga Professionals 		
	<ul style="list-style-type: none"> • In case the entity has multiple activities, the entity is registered to conduct certification/ assessment of yoga Professionals 		
2.	Infrastructure and office space		
	<ul style="list-style-type: none"> • Office space (rented or owned) 		
	<ul style="list-style-type: none"> • Is the space sufficient to house the personnel/staff? 		
	<ul style="list-style-type: none"> • Is the infrastructure sufficient to house the staff and carry out the activities of assessment and certification? 		
	<ul style="list-style-type: none"> • Is there a secure and safe space for certification process like setting up of question papers, evaluation of answer sheets etc. 		
3.	Administrative, Management and Organisational Requirements		
	<ul style="list-style-type: none"> • Policy documents: logo, its mission, vision, goal and policy document / objective of its activities. 		

Sl. No.	Documentation check list and verification	Reference document name / No.	Remarks
	<p>Organisation structure:</p> <ul style="list-style-type: none"> • Defined duties, responsibilities and authorities of management, certification personnel and any committee • Personnel responsible for following are specified: <ul style="list-style-type: none"> ○ Policies and procedures relating to the operation ○ Implementation of the policies and procedures; ○ Maintaining budget and accounts ○ Resource Management - infrastructure, finance, man power ; ○ Assessment activities; ○ Decisions on certification, including the granting, record keeping, recertifying, grievance redressal,, suspending or withdrawing of the certification; 		
	<p>Minimum staff as prescribed in place and are aware of their role</p> <ul style="list-style-type: none"> • Head of the organization – 1 no. (full time or part time) • Manager – 1 no. (full time) • Admin & Finance officer – 1 no. (full time) • Documentation officer / Assistant – 1 no. • Coordinator - 1 no. (full time) • Yoga Experts – 1 nos. (full time) • Empanelment of Examiners – 10 nos. • Empanelment of Yoga experts for setting up of Question papers – 6 nos. • Multitasking staff – 1no. • Hiring process with competence is well defined • Hiring process followed is as defined • Personnel records are maintained and updated 		

Sl. No.	Documentation check list and verification	Reference document name / No.	Remarks
	<ul style="list-style-type: none"> • System in place to ensure no conflict of interest in assessment process. 		
	Confidentiality and impartiality: <ul style="list-style-type: none"> • The organization has defined policy on confidentiality, impartiality, conflict of interest • The process defined are followed in practice (any evidence for the same • Confidentiality and impartiality clause is included in the out sourcing of services 		
	Sufficient housekeeping services available		
4.	System for Assessment process <ul style="list-style-type: none"> • The agency has a system - defined steps with timeline for taking up the assessment and the same has been followed • System for administration of exams - issuing of Admit card, attendance sheet, answer sheet management, selection of examiner, observer, Invigilator, evaluation of sheets etc is in accordance with YCB guidelines 		
	Empanelment of Invigilators: <ul style="list-style-type: none"> • Defined policy on engagement of invigilators, defined responsibilities, and qualifications of invigilators • Policy regarding conflict of interest in selection of invigilator 		
	Empanelment of Examiners: <ul style="list-style-type: none"> • Selection and approval processes for empanelment of examiners as per guidelines of YCB • Selection of examiner is keeping in view the languages of examination • System for monitoring the performance, reliability of judgment of the examiners • System in place of corrective action if deficiencies are found. • Policy of conflict of interest of examiner 		
	Selection of exam centres:		

Sl. No.	Documentation check list and verification	Reference document name / No.	Remarks
	<ul style="list-style-type: none"> • Selection criteria for exam centers is as per the guidelines of the YCB and the same is followed 		
	Rules and Regulations regarding conducting exams: <ul style="list-style-type: none"> • The Rules and Regulations regarding conducting exams shall be well documented detailing each and every step and proof of it being followed 		
	System for ensuring transparency in declaration of results: <ul style="list-style-type: none"> • Defined rules and regulations for evaluation of answer sheets, compilation of theory and practical marks and proof of same being followed • Guideline, rules and time lines for declaration of results and the gaps observed, if any • Remedial action taken, if any • Sample re-checking • Procedure for rechecking of results 		
5.	System for handling Complaints <ul style="list-style-type: none"> • Ease in lodging a complaint • Reliability on complaint handling system • Competency or awareness of the designated officer in handling the complaint 		
6.	Financial Stability <ul style="list-style-type: none"> • Financial resource management – timeliness in making payments, banking arrangement • Adequate arrangements (e.g. insurance or reserves) to cover associated liabilities 		
7.	Internal Audit and control <ul style="list-style-type: none"> • Shall have in place internal control mechanism to keep a check on the process followed vis a viz the rules and regulations 		
8.	Control of records <ul style="list-style-type: none"> • Sufficient infrastructure for storage and 		

Sl. No.	Documentation check list and verification	Reference document name / No.	Remarks
	keeping the records		
	<ul style="list-style-type: none"> • Provision for back up of data and software 		

Assessment Team:

1. Name: _____ Signature: _____ Date: _____

2. Name: _____ Signature: _____ Date: _____

PrCB representative:

3. Name: _____ Signature: _____ Date: _____

Weightage Chart for Assessment of Personnel Certification Bodies (PrCBs)

If the organization is not a legal entity, the assessment of the organization will not be taken up

S No.	Criteria	Weightage (w)	Maximum Marks	Marks awarded (m)	Weighted marks (wxm)	Remarks
1	Infrastructure and office space	20	10			
2	Administrative, Management and Organisational Requirements Policy Document Organisation Structure Confidentiality and impartiality House keeping services	10	10			
3	Staffing	10	10			
4	System for Assessment process Empanelment of invigilators Empanelment of examiner Selection of exam centres Rules and Regulations for administering exams System for ensuring transparency in declaration of results	20	10			
5	System for handling Complaints	10	10			
6	Financial Stability	10	10			
7	Internal Audit and control	5	10			
8	Control of records	5	10			
9	Website	5	10			
10	Accreditation from competent Board	5	10			
	Total	100	100			

(Marks on any parameter should be awarded as follows:

- *Fulfilling 100% to 90% of criteria - 10-9 marks*
- *Fulfilling 90% to 75% of criteria – 8-6 marks*
- *Fulfilling 75% to 50% of criteria – 5-4 marks*
- *Fulfilling 50% to 30% of criteria – 3-2 marks*
- *Fulfilling 30% to 10% of criteria - 1 mark*
- *Fulfilling 10% to 0% of criteria – 0 mark*

Mark Distribution for CYEP

S. No	Topic	Maximum marks	Marking Criteria	Documents required																																
1	Attending CYEP	50	Attending all session of CYEP	Attendance sheet of all session of CYEP																																
2	Persons' trained/ field experience	25	<p>The Yoga Professionals field experience in conducting training programme/ Yoga camps and the feedback received from the trainees/ organization.</p> <p>It can be in 3 forms</p> <ul style="list-style-type: none"> No. of persons trained or No. of camps organized or No. of years of experience in the file of Yoga <table border="1"> <thead> <tr> <th>No. of persons trained</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0 marks</td> </tr> <tr> <td>1-25</td> <td>1-5 marks</td> </tr> <tr> <td>26-50</td> <td>6-10 marks</td> </tr> <tr> <td>51-100</td> <td>11- 15 marks</td> </tr> <tr> <td>101-200</td> <td>16-20 marks</td> </tr> <tr> <td>200 and above</td> <td>21-25 marks</td> </tr> </tbody> </table> <p>Working experience in Yoga with an organisation</p> <table border="1"> <thead> <tr> <th>Experience</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0 marks</td> </tr> <tr> <td>1-5</td> <td>1-5 marks</td> </tr> <tr> <td>6-11</td> <td>6-10 marks</td> </tr> <tr> <td>12-18</td> <td>11- 15 marks</td> </tr> <tr> <td>19-23</td> <td>16-20 marks</td> </tr> <tr> <td>2 years and above</td> <td>21-25 marks</td> </tr> </tbody> </table> <p>Organised Yoga camps</p> <table border="1"> <thead> <tr> <th>Experience</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>	No. of persons trained	Marks	0	0 marks	1-25	1-5 marks	26-50	6-10 marks	51-100	11- 15 marks	101-200	16-20 marks	200 and above	21-25 marks	Experience	Marks	0	0 marks	1-5	1-5 marks	6-11	6-10 marks	12-18	11- 15 marks	19-23	16-20 marks	2 years and above	21-25 marks	Experience	Marks			<ul style="list-style-type: none"> Name with phone no. of the persons trained. Feedback from 5% of the persons trained with minimum of 5 feedback forms and maximum of 50 forms. Experience letter from the organizations Letter from competent authority certifying that the concern person has organized or was part of the organizing team for Yoga camps
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			12-18	11- 15 marks	
			19-23	16-20 marks	
			24 and above	21-25 marks	
3	Written test/ demonstration	25	Marks awarded by the LYI / PrCB in the assessment		Marks awarded
	Total	100			

Mark Distribution Virtual CYEP

S. No	Topic	Maximum marks	Marking Criteria	Documents required																																
1	Attending CYEP	30	Attending the online session of CYEP	Online attendance																																
2	Persons trained/ field experience	45	<p>The Yoga Professionals field experience in conducting training programme/ Yoga camps and the feedback received from the trainees/ organization.</p> <p>It can be in 3 forms</p> <ul style="list-style-type: none"> No. of persons trained or No. of camps organized or No. of years of experience in the file of Yoga <table border="1"> <thead> <tr> <th>No. of persons trained</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0 marks</td> </tr> <tr> <td>1-25</td> <td>1-5 marks</td> </tr> <tr> <td>26-50</td> <td>6-10 marks</td> </tr> <tr> <td>51-100</td> <td>11- 15 marks</td> </tr> <tr> <td>101-200</td> <td>16-25 marks</td> </tr> <tr> <td>200 – 300</td> <td>25-35 marks</td> </tr> <tr> <td>300 and above</td> <td>35-45 marks</td> </tr> </tbody> </table> <p>Working experience in Yoga with an organisation</p> <table border="1"> <thead> <tr> <th>Experience (no. of months)</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0 marks</td> </tr> <tr> <td>1-5</td> <td>1-5 marks</td> </tr> <tr> <td>6-11</td> <td>6-10 marks</td> </tr> <tr> <td>12-18</td> <td>11- 15 marks</td> </tr> <tr> <td>19-30</td> <td>16-25 marks</td> </tr> <tr> <td>31-42</td> <td>26-35 marks</td> </tr> <tr> <td>43 and above</td> <td>36-45 marks</td> </tr> </tbody> </table>	No. of persons trained	Marks	0	0 marks	1-25	1-5 marks	26-50	6-10 marks	51-100	11- 15 marks	101-200	16-25 marks	200 – 300	25-35 marks	300 and above	35-45 marks	Experience (no. of months)	Marks	0	0 marks	1-5	1-5 marks	6-11	6-10 marks	12-18	11- 15 marks	19-30	16-25 marks	31-42	26-35 marks	43 and above	36-45 marks	<ul style="list-style-type: none"> Name with phone no. of the persons trained. Feedback from 5% of the persons trained with minimum of 5 feedback forms and maximum of 50 forms. Experience letter from the organizations Letter from competent authority certifying that the concern person has organized or was part of the organizing team for Yoga camps
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Mark Distribution for Special CYEP

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2	Persons trained/ field experience	20	<p>The Yoga Professionals field experience in conducting training programme/ Yoga camps and the feedback received from the trainees/ organization.</p> <p>It can be in 3 forms</p> <ul style="list-style-type: none"> No. of persons trained or No. of camps organized or No. of years of experience in the field of Yoga <table border="1"> <thead> <tr> <th>No. of persons trained</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0 marks</td> </tr> <tr> <td>1-25</td> <td>1-5 marks</td> </tr> <tr> <td>26-50</td> <td>6-10 marks</td> </tr> <tr> <td>51-100</td> <td>11- 15 marks</td> </tr> <tr> <td>101and above</td> <td>16-20 marks</td> </tr> </tbody> </table> <p>Working experience in Yoga with an oragnisation</p> <table border="1"> <thead> <tr> <th>Experience (no. of months)</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0 marks</td> </tr> <tr> <td>1-5</td> <td>1-5 marks</td> </tr> <tr> <td>6-11</td> <td>6-10 marks</td> </tr> <tr> <td>12-18</td> <td>11- 15 marks</td> </tr> <tr> <td>19 and above</td> <td>16-20 marks</td> </tr> </tbody> </table> <p>Organised Yoga camps</p> <table border="1"> <thead> <tr> <th>Experience</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0 marks</td> </tr> </tbody> </table>	No. of persons trained	Marks	0	0 marks	1-25	1-5 marks	26-50	6-10 marks	51-100	11- 15 marks	101and above	16-20 marks	Experience (no. of months)	Marks	0	0 marks	1-5	1-5 marks	6-11	6-10 marks	12-18	11- 15 marks	19 and above	16-20 marks	Experience	Marks	0	0 marks	<ul style="list-style-type: none"> Name with phone no. of the persons trained. Feedback from 5% of the persons trained with minimum of 5 feedback forms and maximum of 50 forms. Experience letter from the organizations Letter from competent authority certifying that the concern person has organized or was part of the organizing team for Yoga camps
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3	Written test/ demonstration or viva	50	Marks awarded by the LYI / PrCB in the assessment		Marks awarded
	Total	100			

Application No.: -----



योग प्रमाणीकरण मंडल YOGA CERTIFICATION BOARD



Application Form for CYEP for renewal of Certificate of Yoga Professionals

Photo

Please note that this is an application for attending CYEP for renewal of Certificate of Yoga P

Part –I (Enrolment)

4. Existing Certificate No. : _____

5. Personal Information (Data as per records to appear and any changes if required can be done by the candidate)

a.	Title (Shri/ Smt. /Ms./Dr.)	
b.	First Name	
c.	Middle Name	
d.	Last Name	
e.	Gender (Male/ Female/others)	
f.	Date of Birth (DD-MM-YY)	
g.	Nationality	
h.	Father's Name	
i.	Mother's Name	
j.	Spouse's Name	
k.	Category	(SC/ ST/ OBC/EWS/General)
l.	PwD Certificate (Attach certificate)	
m.	Correspondence Address	City..... State..... Pin Code Country.....
n.	Permanent Address	City..... State..... Pin Code Country.....
o.	Mobile	
p.	E-Mail ID	
q.	Type of ID copy attached (Passport, Aardhar Card, Govt. issued Photo ID, Driving licence, Voter ID)	
r.	ID no.	

6. Educational Qualification and Skill

a.	Academic Qualifications	Below Secondary/ Secondary /higher Secondary/ Diploma /Graduate/ Post Graduate/PHD/ Any other
b.	Yoga Qualifications	None/ Certificate/Diploma /Graduate/ Post Graduate/PHD/Any other

7. Working experience in Yoga

a.	Yoga experience	> 1 year , > 2 years, 3-5 years, 5-10 years, 10 -20 years , >20 years (Pl. attach the document)
----	-----------------	--

8. Pre-Medical history Information / declaration *

k. Do you have any family history of :

Heart ailment YES NO

Diabetes YES NO

Mental illness YES NO

Tuberculosis YES NO

l. Whether you have undergone any surgical operation in the past? Yes No

m. Do you take any medicines regularly? Yes No . Details

n. Do you have any body deformity or defect? Yes No Details

o. Do you have any problem of Rheumatism / Asthma / Joint pain? Yes No

p. Do you have any large veins in your legs, thighs (varicose -veins)? Yes No

q. Are you color blind? Yes No

r. Do you have any hearing problem? Yes No

s. Have you ever had any skin disorder? Yes No

t. Have you ever had medical treatment for?

Allergies YES NO

Hay fever YES NO

Reaction to surgery YES NO

Reaction to medicine YES NO

Sprain YES NO

Fracture or broken bone YES NO

Diabetes YES NO

Fits YES NO

Eye trouble YES NO

Fainting spells YES NO

Heart troubles or High Blood Pressure YES NO

- Hernia or Rupture YES NO
- Injury to knee joints YES NO
- Paralysis or weakness in arms or legs YES NO
- Emotional upsets YES NO
- Tuberculosis YES NO
- Rheumatism YES NO
- Prolonged fever YES NO
- Back pain YES NO
- Sacroiliac YES NO
- Any other health condition YES NO

Part – II (Assessment)

9. Mode of CYEP : Face to Face Virtual
10. Preferred CYEP Center:
1. _____
 2. _____
 3. _____
11. Preferred date of CYEP (selected from the list)
12. Language for Assessment (preferred): _____
13. Attached the Documents:
- a. Name with phone no. of the persons trained (Excel sheet)
 - b. Feedback forms (zip file)
 - c. Experience letter from the organizations (JPEG file)
 - d. Letter certifying that the concern person has organized or was part of the organizing team for Yoga camps. (JPEG file)
 - e. Any other file (if required)

Agreement and Signature

By submitting this application, I confirm that the facts stated in it are true and complete. I understand that if I am accepted as a candidate, any false statements, omissions, or other misrepresentations made by me on this application may result in the immediate withdrawal of my application and legal prosecutions applicable and debarment from applying further and forfeiture of the fee already paid.

I confirm that:-

- I waive my rights to claim for any injury incurred by me during the physical assessment element of the examination.
- I have read the self-declaration and agree to abide by the terms and conditions contained in them.
- I have no pending judicial proceedings relating to my conduct
- I have no pending proceedings by any regulatory authority
- I know of no instances of discomfort/disability of any students till date, except as listed below

List any instances of discomfort/disability of any students till date	Name(s) of students	Incidents reported

Name: _____
Place: _____

Signature: _____
Date: _____

SELF-DECLARATION

I,, confirm that I follow the Yamas and Niyamas as delineated in Patanjali Yoga Sutras to the best of my ability in my day-to-day life and promise to continue to do so in future. I understand that if I am found blatantly violating the Yamas and Niyamas at a later date, my certification can be suspended and withdrawn.

I also confirm that I am in good health to be able to impart Yoga education and will bring to your notice when there is a change in my health which will adversely affect my functioning as a Yoga professional. I understand that if I am found not fit health-wise to be a Yoga professional at a later date, my certification can be suspended and withdrawn. I will ensure a safe and protected environment in which an aspirant can grow physically, mentally, and spiritually. I confirm that I have read and understood the document forming part of this declaration.

Signature of the candidate: _____

Date: _____

Application No.: -----



Application Form for Special CYEP for renewal and upgradation

Please note that this is an application for attending CYEP for renewal of Certificate of Yoga Professional

Part –I (Enrolment)

14.

Personal Information

a.	Title (Shri/ Smt. /Ms./Dr.)		Photo
b.	First Name		
c.	Middle Name		
d.	Last Name		
e.	Gender (Male/ Female/others)		
f.	Date of Birth (DD-MM-YY)		
g.	Nationality		
h.	Father's Name		
i.	Mother's Name		
j.	Spouse's Name		
k.	Category	(SC/ ST/ OBC/EWS/General)	
l.	PwD Certificate (Attach certificate)		
m.	Correspondence Address	City..... State..... Pin Code Country.....	
n.	Permanent Address	City..... State..... Pin Code Country.....	
o.	Mobile		
p.	E-Mail ID		
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15. Educational Qualification and Skill

a.	Academic Qualifications	Below Secondary/ Secondary /higher Secondary/ Diploma /Graduate/ Post Graduate/PHD/ Any other
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16. Working experience in Yoga

a.	Yoga experience	> 1 year , > 2 years, 3-5 years, 5-10 years, 10 -20 years , >20 years (Pl. attach the document)
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- Prolonged fever YES NO
- Back pain YES NO
- Sacroiliac YES NO
- Any other health condition YES NO

Part – II (Assessment)

16. Renewal Up-gradation
17. Certificate No. _____ Current Level _____ Validity Period: _____
18. Name of previous Assessing agency: QCI/ Name of PrCB _____
19. Certification Level Applied for:

Yoga Education and Training -

Level 1 Yoga Protocol Instructor	<input type="checkbox"/>
Level 2 Yoga Wellness Instructor	<input type="checkbox"/>
Level 3 Yoga Teacher & Evaluator	<input type="checkbox"/>

20. Mode of CYEP : Face to Face Virtual
21. Preferred CYEP Center:

4. _____
5. _____
6. _____

22. Preferred date of CYEP (selected from the list)
23. Language for Assessment (preferred): _____
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Agreement and Signature

By submitting this application, I confirm that the facts stated in it are true and complete. I understand that if I am accepted as a candidate, any false statements, omissions, or other misrepresentations made by me on this application may result in the immediate withdrawal of my application and legal prosecutions applicable and debarment from applying further and forfeiture of the fee already paid.

I confirm that:-

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SELF-DECLARATION

I,, confirm that I follow the Yamas and Niyamas as delineated in Patanjali Yoga Sutras to the best of my ability in my day-to-day life and promise to continue to do so in future. I understand that if I am found blatantly violating the Yamas and Niyamas at a later date, my certification can be suspended and withdrawn.

I also confirm that I am in good health to be able to impart Yoga education and will bring to your notice when there is a change in my health which will adversely affect my functioning as a Yoga professional. I understand that if I am found not fit health-wise to be a Yoga professional at a later date, my certification can be suspended and withdrawn. I will ensure a safe and protected environment in which an aspirant can grow physically, mentally, and spiritually. I confirm that I have read and understood the document forming part of this declaration.

Signature of the candidate: _____

Date: _____

<h2 style="margin: 0;">YOGA CERTIFICATION BOARD</h2> <h3 style="margin: 0;">EXAMINATION PROTOCOL</h3>

1. Language: English/Hindi/English and Hindi/..... (any other language)
2. Exam location Centre Code:
3. Name of Exam Centre In-Charge:
4. PrCB
5. No. of question paper and OMR Sheets when packet is opened
6. Observer:

LEVEL (L1/L2/L3)

Set No.	Count when Sealed (Prefill)			Count when Opened			Discrepancy			Unused returned			Signature of Exam Centre In Charge
	1	2	3	1	2	3	1	2	3	1	2	3	
Set A													
Set B													
Set C													
Set D													
Numbered OMR													

Student Count (registered, appeared and absent)

Exam Type	Present	Absent	Total
YPI			
YWI			
YT&E			

Declaration:

- The envelope/s was/were opened in the presence of undersigned atAM/PM.
- The sealed envelopes were received in order. Further all used and unused QP and OMR sheets have been sealed in independent envelopes and signed by the Centre In charge and PrCB/Institution In charge and returned to PrCB/Institution In charge.
- There was Unfair means cases observed and reported in the Unfair Means Recording document (if observed).

Date of Observation		
<i>Please check the docs and evidence where required before recording decision</i>		<u>Y/N</u>
A. Exam Centre Infrastructure		
1.	Is the Exam center easily Accessible?	
2.	Is the Name of the Exam Prominently displayed on the front?	
3.	Seating capacity of each room(in number)	
4.	Do the Rooms have good ergonomic Seats and have facility for Fans and light?	
5.	Is Roll No wise Seating Lay out in place / displayed?	
6.	Is toilet facility available at the center?	
7.	Is drinking water facility available in the Exam Hall and it is adequate?	
8.	Is power backup available?	
9.	Was the Security Guard present at the gate to stop illegal entrants and was he fully briefed about the timings of start and close so that there is no confusion at the gate.	
10.	Was there a list outside the room/Hall to display the Roll No.'s admissible in that particular room.	
11.	Was there any arrangement for assisting the candidates when they enter the Exam Centre.	
12.	Was the PrCB team well Conversant with YCB Exam protocol.	
13.	Was there a secure place to deposit Mobile Phone/Bags/books.	
14.	Was the City administration informed in advance by local exam centre Where number of candidates were more than 100 in no.	
15.	Was there any arrangement for CCTV camera or videography of the exam.	
Any Comments:		
B. QP and OMR Sheets		<u>Y/N</u>
16.	Was the PrCB people present at the time of opening of the envelope? Did everyone sign on the envelope?	
17.	Was OMR sheets distributed (atleast 15 mins.) before the starting of the exam?	
18.	Did the invigilator guide the candidates in filling up the OMR sheets? Was the process completed before the starting of the exam?	
Any comments:		

C. Seating Arrangement							<u>Y/N</u>
19.	Was the segregation of examinees done as per the plan as shown below						
	1	2	3	1	2	3	
	2	3	1	2	3	1	
	3	1	2	3	1	2	
	1	2	3	1	2	3	
20.	The seating arrangement will ensure that seating arrangement will be Such that student being tested for the same Level will not be sittingtogether.						
21.	Is there a distance of at least 5 feet between students of same level ?						
22.	Is there a distance of at least 3 feet between students of different levels (L1, L2, and L3)?						
23.	Was all Seats properly numbered in advance as per Level and Roll No						
Any Comments:							
D. Interview of Invigilator and Superintendent and other Staff							<u>Y/N</u>
24.	Does the Invigilator have proper ID proof?						
25.	Was gate keeper informed about ensuring that people cannot come or leave before allowed time.						
Any Comments:							
E. Invigilation and Exam Management							<u>Y/N</u>
26.	How many invigilators are available in a room?						
27.	How many rooms engage in the examination?						
28.	Was invigilator available in all rooms?						
29.	Is the Class 4 staff available for support?						
30.	For every 30 students' at least have one invigilator available in the room?						
Any Comments:							
F. Exam Process Check							<u>Y/N</u>
31.	Was Exam started on time?						
32.	Is this ensured that Candidates did not have any mobile/paper/or any exam						

	cheating tools?	
33.	Was any candidate allowed to enter the Exam hall 15minutes after Start of the Exam?	
34.	Did candidate were allowed to come back after leaving the room?	
35.	Did the Candidate signed the Attendance sheet at time QP handover and at time of Returning the QP	
Any Comments:		
G. Attendance Management		Y/N
36.	Did the attendance sheet have details of candidate with photo?	
37.	Was any candidate allowed to enter for exam whose name was not part of the attendance sheet? In case of any exception it must be documented.	
38.	Was any candidate allowed to enter for exam whose name was part of the attendance sheet but did not carry the admit card with photo? Any exceptions must be documented	
Any Comments:		
H. Answer Sheet Packing		Y/N
39.	Did the examinee sign the answer sheet return chart while returning the answer sheets?	
40.	Were the answer sheets packet sealed and duly signed by invigilator and PrCB officials in separate envelopes?	
41.	Were the packets containing answer sheets properly numbered as 1, 2, 3 etc. and entered in an answer sheet manifest.	
42.	Were all unused sheets/OMR sheets packed separately?	
43.	Any Comments	
I. Issues Observed in last Exam for this PrCB/Institution. Pls. check that they are not being repeated		
J. Any Events observed which must be reported.Pleasedetail!!		
44.		

PRACTICALEXAM CENTRE

<i>Please check the docs and evidence where required before recording decision</i>	
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H. Examiners Details			
Details	Lead Examiner	Examiner 2	Examiner 3
Name			
Email ID			
Mobile No			
Designation			
Laptops carried			
Punctuality			
Conflict of Interest (COI) Doc was signed.			
Understanding of Yoga Knowledge			
No Known Students in Candidates			
Knowledge about the Evaluation Sheets / process			
Comments about the Examiners:			
B. Exam Centre Infrastructure			Y/N
1.	No. of halls for Conducting the Practical exam.		
2.	Was proper Furniture, Power sockets, Lighting etc. available for Examiners?		
3.	Was the quality of waiting arrangement for Candidates (Satisfactory good/ very good)?		
4.	Was drinking water facility available?		
5.	Was toilets facility available?		
6.	Was power back up available?		
7.	Was the security guard there at the gate to stop illegal entrants?		
8.	Was the security guard fully briefed about the timings of start and close to avoid confusion at the gate?		
9.	Was there a notice board to display any information for candidates if required?		
10.	Was any assistance, if required, provided to candidates while they entered the Exam centre?		

11.	Was the PrCB team well conversant with YCB exam protocol?	
12.	Was there a place to deposit Mobile Phone /Bags/book?	
13.	Was the clock available in all rooms?	
	Any Comments:	
C. Exam Management		Y/N
11	Were candidates inconvenienced in any way? If yes please details	
12	Were the Candidates properly informed of all steps?	
13	Did exam started on time?	
14	Did the candidate sign the Attendance sheet?	
	Any Comments:	
	Issues Observed in last Exam for this PrCB/Institution. Pls. check that they are not being repeated	
	E. Any Events observed which must be reported. Please detail!!	

Date of Exam Location
PrCB/Institute..... Officials at Centre

Auditor Signature
Name

Controller
Name

Superintendent
Name

DETAILS OF FIELD EXPERIENCE OF YOGA PROFESSIONALS FOR CYEP

Enrollment No. of Applicant

1. Name of Yoga Professional:
2. Mobile no. :
3. Email No. :
4. Existing Certificate no. :
5. Current level of certification:
6. Details of the experience related to Yoga Teaching and Training:

A. Persons Trained

Sl. No.	Financial Year	No. of persons trained	Mode of training (Multiple modes can be selected for a year)	Remarks
			<ul style="list-style-type: none"> - Home based - Park - Society - Corporate - Any other 	
			<ul style="list-style-type: none"> - Home based - Park - Society - Corporate - Any other 	

Total persons trained: _____

B. Working Experience with organisation

Sl. NO.	Name of the Organization / Institutions	Post held	Mode of working (Full time/part time/voluntary)	From date	To date	Experience in hours	Role & Responsibility

Total Experience in hours: _____

C. Yoga Camp

Sl. NO.	Name of the Camp	Place	Organising Institution	From date	To date	Theme	No. of participants

Total no. of camps: _____

1. Details of any other experience in the field of Yoga _____
2. Copies of relevant certificates, to be enclosed

Date:

Signature of candidate

GUIDELINES

HELPLINE FOR GRIEVANCE

YCB Helpline for Grievance aims to reinforce the organization's commitment towards justice to all stakeholders and Yoga professionals. The policy applies to all stakeholders and Yoga professionals associated with YCB. Objective of the YCB Helpline for Grievance is to provide easy and accessible mechanism for settlement of grievance.

Grievance Helpline:

1. Yoga professionals associated with YCB scheme and having any grievance or inquiry may send a Grievance or inquiry to the concerned PrCB / Yoga Institutions to their email or send it by post at their office.
2. If the Yoga professionals are not satisfied with the reply of the PrCBs / Yoga Institutions they may approach to the next higher authority as per the guidelines for Grievance Handling Mechanism.
3. If the Yoga professionals are still not satisfied with the reply of the PrCBs / Yoga Institutions, they may file a Grievance with supporting documents at email ID ycb18-mdniy@nic.in or send it by post to Yoga Certification Board, IRCS, 1 Red Cross Road, Ministry of AYUSH, Govt. of India, New Delhi - 110001
4. If YCB stakeholders, are having any grievance under the scheme they may file a Grievance with supporting documents send to the email ID ycb18-mdniy@nic.in or send it by post to Yoga Certification Board, IRCS, 1 Red Cross Road, Ministry of AYUSH, Govt. of India, New Delhi - 110001

Grievance Handling Mechanism:

1. All Grievances received will be registered and acknowledged by YCB within one week time.
2. Grievance documents shall be forwarded to the concerned department as per the nature of Grievance.
3. Official of the department shall reply to the aggrieved institution / Yoga professionals with the approval of competent authority of YCB within 30 days from the receipt of the documents.
4. Yearly summary of the grievance received within that period will be submitted to the Board (YCB).

Appeal Mechanism:

1. If the aggrieved institution or Yoga professionals are not satisfied with the reply, they may appeal to the Head of Institution (HoI), YCB.
2. Head of Institution (HoI) may refer the case to a Grievance Committee if he prima facie feels that the case has a merit to reconsider. On receipt of Committee report, Head of Institution (HoI) will take a final decision which will be communicated to the aggrieved institution/person.