

# MACROBIOTIC COOKING, COACHING & SHIATSU TRAINING

## Second Year Course Details

Training to become a Macrobiotic Cook, Health Coach And Wellbeing Shiatsu Practitioner, for self and home use or professional practice

**January to December 2019**

**Course Code: 01.19/2**

# Second Year Course Details

## Course Overview

The aim of the second year course is to deepen your understanding of a holistic macrobiotic approach to life and health, both for your benefit, for helping your family and friends, and also for professional practice. By the end of the course you will be an excellent Macrobiotic Cook, able to cook amazingly delicious and healthy food for a wide variety of clients, and a Health Coach able to guide individuals in achieving greater health, knowing how to help with many common health problems, and guide people to a happier and more fulfilling life.

For those of you looking for a new career, many of the school's graduates have started businesses as Macrobiotic Cooks, Cooking Teachers or Food & Health Coaches at the end of the second year course.

The course will also help you to develop your own physical, emotional and spiritual health through the daily practice of macrobiotics. In so doing you will become a much more effective healer and guide for others.

Cooking forms a large part of the course, as the standard of cooking to become a Macrobiotic Cook & Health Advisor is high. This will be through more hands-on cooking classes as well as some demonstration classes. It is essential for students to be cooking regularly at home, for themselves and sometimes for others, and there will be homework preparing a range of macrobiotic dishes and cooking for other people.

There will be further study and practice of Counselling Skills, developing your confidence and skills in interviewing and guiding other people, including how to help people work with feelings, using your intuition in counselling, how to encourage appropriate catharsis (emotional release) and how to hold this process.

Students' emotional growth continues to be an important part of the training. During the second year course students are supported in becoming aware of their deeper core emotional patterns, and to work on healing these. We shall take an in-depth look at the emotional experiences that create deeply held fear, anger, grief and other Five Transformational emotional imbalances, and will look practically at how to heal each. Each student will get at least one in depth personal counselling session in class during the course. We shall also be looking at how to develop both our inner feminine and masculine energies and to find the right personal balance between these, and using chakra breath work as an amazing tool in releasing old emotions.

Health Studies will build your knowledge of the macrobiotic understanding of the causes and healing of a wide range of common health problems, and you will be interviewing people with health problems so that you learn for yourself the kinds of imbalances, health and emotional history that have led to these problems developing. There will also be teaching on Western anatomy and physiology, current Western nutritional theories, and creating a business in catering, teaching cookery, and health coaching.

You will also be applying your knowledge of the meridians and body energy flow to learning shiatsu, giving others healing through your hands. Traditionally shiatsu was practiced in the home for relaxation, removing tension, and supporting health, and more recently has developed into a healing complementary medicine. On this course you will learn Wellbeing Shiatsu for general health, relaxation, and helping with minor problems. Some students really take to shiatsu and go onto practice this professionally.

The main teachers for the course are Oliver, Kirsty teaching shiatsu, Keith Belliss continuing to teach western anatomy and physiology, and cooking classes taught by a combination of Bini Sharman and some visiting international macrobiotic cooking teachers. Susanne Uren will be teaching women's work. The amount of time needed for homework will be slightly more than in the first year.

When you have fully completed the Second Year Course you will be eligible to apply for accreditation with the Macrobiotic Association of Great Britain, to join their register of Macrobiotic Practitioners as a Macrobiotic Cook & Health Advisor, and to advertise yourself on the association website.

Most second year graduates continue onto the Third Year course, training to become Health Counsellors, able to guide individuals in their healing of a very wide range of specific illnesses and life difficulties. It is possible to be working as a macrobiotic cook or health coach during this year, and some students have used this to help finance their third year course.

We have included as many practical details on this training as possible in these Course Details, but if there is anything else you want to know, please ask us.

## Dates

There are seven modules of 4 days and an eighth module of 3 days, each starting at 6.00 pm on the first evening with dinner, and ending at 3.30 pm on the last day. There is a total of 31 days of study.

2019

January 16-20

March 6-10

April 10-14

May 22-26

July 10-14

September 18-22

November 6-10

December 11-15

The next third year course will begin in the spring of 2020.

## Times

Each teaching block begins with supper at 6.00pm on the first day, and ends at 3.30pm on the last day. We know that some of you have big distances to travel, but please make sure that you are able to attend fully for all of these times. Arriving late or leaving early is disruptive for the whole group and you will miss important learning. Please do not plan other events during the course modules so you can fully focus on the studies and your personal development.

## Fees and Paying in Instalments

The full fee for the course, including all teaching and meals, not including accommodation, is £3875. This is payable as a deposit of £650 which will secure your place on the course, and then either one payment of £3225 paid by January 1<sup>st</sup>, or by 12 monthly instalments of £272.08 payable by standing order from January 15<sup>th</sup> to December 15<sup>th</sup> inclusive. The instalments include an administration fee of £40.

If you want to pay by instalments you can tell us on your Application Form. The Payment Schedule at the end of these details provide the information you need to make bank transfers and set up Standing Orders.

Please note the following conditions of enrolment:

1. Deposits are not refundable after January 1<sup>st</sup> 2019. An interview and administration fee of £100 will be withheld from deposit refunds made before this date.
2. The balance of the course fees must be paid, or standing order agreement set up by January 1<sup>st</sup> 2019.
3. Once a course has started students are financially committed to paying the whole course fee, whether the balance of fees have been paid in one payment or are being paid in instalments. Refunds cannot be given should a student leave the course.
4. Course fees are not normally transferable to another course.
5. All bank fees incurred by overseas transfers are to be paid by you (both your bank fee and our bank fee).

## Accommodation

Single bed accommodation in a shared twin rooms at Murtwell House is as follows:

£20 a night (students own towel, 2 sheets and 2 pillowcases).

£25 a night (school provides towels and bedding).

Pre booking is essential.

## Applying For A Place On This Course

Please fill in the application form at the end of these course details and give to the school. You will be expected to complete all the First Year course requirements before the Second Year course starts.

## Meals

During the teaching modules all meals will be provided. Most meals will be cooked for the group by our own caterers, some will be cooked during cooking classes.

## Course Layout

The layout of a typical teaching block will look like this, with some variations according to the group's particular needs.

First day	6.00 - 7.30	Sharing supper together
	7.30 – 9.30	Introducing the weekend, checking on progress with homework, personal sharing and progress reports.
Middle days	7.45 - 9.00	Morning exercise or learning shiatsu
	9.00 - 10.00	Breakfast
	10.00 – 1.00	Classes or workshops
	1.00 – 3.00	Lunch
	3.00 – 6.00	Classes or workshops
	6.00 – 7.30	Supper
	7.30 – 9.00	Tutorials in small groups
Last day	7.45 - 9.00	Morning exercise or learning shiatsu
	9.00 – 10.00	Breakfast
	10.00 - 1.00	Classes or workshops
	1.00 - 2.00	Lunch
	2.00 – 3.30	Homework setting, personal sharings.

## Second Year Syllabus

Please note that all teaching is in English, but we shall make every effort to help students whose first language is not English.

### HEALTH STUDIES

- Deeper study of the theory of the Five Transformations of Energy, and the design of specific healing diets, foods, dishes and cooking styles. Practice in designing healing regimes for different imbalances and illnesses.

- Preparing and using a variety of external compresses useful for particular imbalances and health conditions for home or professional use.
- In depth study of a wide range of common health problems, their underlying energetic imbalances and physical and emotional causes, healing, and specific remedies. To include in depth understanding of digestive, circulatory, respiratory, muscular, urinary systems and senses.
- Regular practice of giving health coaching to members of the public, building your experience and practical skills on how to guide and help family, friends and other people towards greater health and wellbeing.

## PHILOSOPHY

- George Ohsawa's ideas on the development of consciousness, and his conception of the Seven Levels of Consciousness (or Judgement).
- Stages of spiritual development, and exercises and meditations to develop greater awareness of one's own spiritual nature.
- How to guide clients towards manifesting their inner spirit and direction in life, for greater health, happiness and fulfilment.

## DIAGNOSIS

- More in depth study and practice in using all the diagnostic methods studied on the Year One course.
- Intuitive diagnosis of the Five Transformation emotions, and deep emotional patterns developed within a person's early life, and how to help clients break these patterns for a more loving and fulfilling life.
- Diagnosis using discolouration, skin problems, injuries and other signs along the meridian pathways.
- Diagnosis of the internal organs and systems from the posture and movement, and from different areas over the body.
- Diagnosis of organ Ki using Back Area diagnosis.
- Diagnosis of constitution and condition looking at the hands and feet.
- Abdominal palpation of the physical and energetic state of the internal organs.
- Sclera diagnosis using the whites of the eyes to see what is happening in the internal organs.

## COOKING

- Further study of using the ingredients and cooking styles of the Five Transformations to create meals with five different energies, for seasonal eating and for healing specific imbalances and health problems.
- Preparation of a range of condiments for enjoyment and specific healing purposes.
- The preparation of a range of types of pickles, and their use in medicinal cooking.
- Cooking ideal food for men and women, and to strengthen anybody's masculine or feminine energies.
- Cooking for babies and toddlers, children and families.
- Cooking food suitable for older people.
- Cooking for specialised diets including wheat- and gluten-free, Candidiasis and low fibre.
- Cooking healthy quick meals.
- Gourmet cooking for parties and special occasions.
- Guidance on cooking for groups and entertaining or restaurant cooking.
- Home practice in giving Cooking Tutorials, and cooking for groups.

## BODYWORK

- Learning to give a full body shiatsu treatment, including giving individually tailored treatments according to your meridian diagnosis.
- Further study and practice of Do-in using the 12 meridians of the Classical Meridian system.
- The back diagnostic areas for diagnosing imbalances in the 12 classical meridians.

## WESTERN STUDIES

- Further study of the anatomy, physiology and basic pathology of the major systems of the body, including the circulatory, respiratory, nervous, endocrine, and reproductive systems, and the special senses.
- Western pathology of common health problems in the above systems, which will also be studied from an energetic point of view within macrobiotic healing.
- Western nutrition - the body's requirements for carbohydrates, protein, fats and oils, vitamins and minerals, water and salt. The best sources of these nutrients, and their functions within the body.

- Acid and alkaline forming foods and balance within the body, understanding the importance of blood sugar levels and what affects them.
- The Body Mass Index (BMI) its meaning and use.
- Study of current main dietary approaches from a macrobiotic perspective, including paleo diet, veganism, raw foods, food combining, Mediterranean diet etc.

## EMOTIONAL HEALING

- Further study and practice in using a variety of interventions in emotional counselling, to enable clients to go more deeply into their feelings and emotions, how to hold catharsis, dealing with transference and counter-transference, and developing your intuitive counselling skills.
- Developing an awareness of your deep core emotional patterns, that tend to run your lives, understanding their causes and how to transform them.
- Individual counselling sessions with Oliver, and individual guidance in small group tutorials.
- Further use of chakra breathing as a way of releasing old stuck emotions, and empowering the individual.
- Men's and Women's group work – empowering the masculine and feminine.

## PHYSICAL AND ENERGETIC EXERCISES

- Do-in self-shiatsu including abdominal massage, Makko Ho meridian stretches, and use of the meridian pathways.
- Abdominal and chakra breathing exercises and development of hara.

## BUSINESS STUDIES

- How to set up a business as a Macrobiotic Cook or Health Coach, including how to create a business plan, how to promote yourself, keeping accounts and paying self-employed tax.

*This syllabus may be varied slightly according to the needs and progress of particular groups.*

## Other Opportunities to Study and Practice

On all training modules we have one or two Kitchen Assistants helping and learning from the Head Cook with preparing daily meals. This is a great opportunity to learn about macrobiotic cooking and master some new recipes, as well as be a part of the training groups. If you are interested in helping out on other courses, please contact the office for further details.

## What to Bring

**Clothing** - As well as your normal daily wear, please bring clean, loose, comfortable cotton clothing for doing exercise and giving shiatsu. Jeans and tight trousers will not do, nor skirts or dresses.

**Writing Materials** - You will be provided with extensive course notes, but you will also need A4 file paper or a book to write in for additional notes.

**These Course Details** - Please bring these Course Details every weekend as we will be referring to the practical information they contain. This is especially important on the first weekend when we shall be running through how the whole course will work.

**A Knife and Apron** - For the hands-on cooking classes – bring to **every module**.

**Your Diary** - As you may need to book in times for consultations or extra activities.

## Course Requirements

At the end of the Second Year Course you will receive certificate as a Macrobiotic Cook & Health Coach on satisfying the following requirements.

1. A minimum of 90% attendance of teaching days on the course.
2. Completion of all homework.
3. A pass in the end of year theory assessment.
4. A pass in the end of year practical assessment
5. A pass in the end of year cooking assessment.
6. A pass in the end of year interview.

It is necessary for a student to have obtained their certificate as a Macrobiotic Cook & Health Advisor before beginning the Third Year Course. Should one or more assessments not be passed, guidance will be given on what further work is needed, and they can be retaken after sufficient time for further study or practice.

## Attendance

Hopefully students will be able to fully attend all of the course, however if some days have to be missed due to illness etc. this should not exceed 10% of the course or 3 teaching days. If you miss days, it is your responsibility to make up the missed work. This is most easily done by getting together with or communicating with other students who attended the missed days. You can also arrange additional tutorial time with teachers, who will charge individually for their time. If you miss more than 3 teaching days you will be expected to make up the missed work through extra tutorials or other teaching, to be discussed and arranged with Oliver.

## Homework

Between weekends there will be various kinds of work to be completed by the following weekend. This includes reading, written work, cooking for yourself and others including a

work practise, and practicing health coaching on members of the public. The amount of work will be approximately 6 hours per week.

The homework will include Western anatomy and physiology. Students who have previously completed a course within the last 5 years covering the same syllabus to at least the same depth, may be exempted from the homework on producing evidence of their previous studies. If this applies to you, please hand details of your previous study, including syllabus covered, hours of tuition and completion certificate in to Oliver.

## Assessments

The assessments for the Second Year Course will be more in depth than in the first year. During the course there will be practical assessments, for example on your cooking. At the end of the year there will be a theory paper assessing your knowledge, a cooking assessment, and a practical assessment in which you need to locate meridians, tsubo and back diagnostic area, give shiatsu and teach Do-in. There is also an interview in which we are looking to see that you have learnt and integrated all the course material, have used the course to develop your own physical and emotional health, and are ready to practise professionally as a Macrobiotic Cook & Health Advisor with a good understanding of professional ethics.

Should you not succeed with a particular assessment, we will guide you on what extra study or practice you need, before retaking the assessment. The fee for retaking assessments is £45 for a cooking or theory assessment, and £25 for a practical assessment or interview.

## Personal Development During This Course

This course is intended to aid your own physical, emotional and spiritual development, as well as teaching you the knowledge, skills and techniques of healing others. We are expecting that during this second year, you will be integrating what you are being taught into your own life, be cooking for yourself and any others in your home on a regular basis, and identifying your core emotional patterns and be actively healing these. If you feel you need additional help with emotional work it can be advisable to find a suitable counsellor, psychotherapist or other emotional worker.

As always, if you find yourself going through inner difficulties, please get support from your peers, the Teaching Assistant, and your teachers.

## The Library

The school has a library of books which can be used on the tuition weekends, and can be taken out until the next teaching block. Details of all books borrowed must be recorded in THE BOOK by the Teaching Assistant. Please remember to bring your books back on the next weekend, as others may be waiting to read them!

## Your Feedback to the School

Every teaching block we will be asking you for written feedback on the course and the teaching, so that we can make improvements to the quality of your training. Of course, if there is anything you are unhappy about or if you have any suggestions to make, you do not have to wait for this written feedback - tell us as soon as possible so that we can remedy or improve the situation.

## Book List

Below are books that you will find useful to read during this course. You may want to buy some of them, as you will find yourself wanting to refer to them frequently, but others you may want to borrow.

### PHILOSOPHY

Macrobiotics: An Invitation to Health and Happiness, George Ohsawa. GOMF.  
Essential Ohsawa, George Ohsawa. GOMF.  
The Book of Macrobiotics, Michio Kushi & Alex Jack. Japan Publications.

### HEALTH STUDIES

The Yellow Emperor's Classic of Internal Medicine, Ilza Veith. Uni of California.  
Natural Healing Through Macrobiotics, Michio Kushi. Japan Publications.  
Macrobiotic Home Remedies, Michio Kushi. Japan Publications.  
The Macrobiotic Path to Total Health, M Kushi & A Jack. Ballantine Books.  
Traditional Acupuncture: The Law of the Five Elements, D Connelly.  
Healing Your Emotions: Angela & John Hicks. Thorsons.

### DIAGNOSIS

Your Face Never Lies, Michio Kushi. Avery Publishers.  
Reading The Body, Wataru Ohashi. Penguin Compass.  
How to See your Health: The Book of Oriental Diagnosis, Michio Kushi. Japan Pub.

### COOKING

Food Children Enjoy, Peta Jane Gulliver. Cornish Connection.  
Aveline Kushi's Complete Guide to Macrobiotic Cooking, Aveline Kushi.  
The Self-Healing Cookbook, Kristina Turner. Earthtones Press.  
Japanese Foods That Heal. Jan and John Belleme.

### BODYWORK

Shiatsu A Practical Introduction, Oliver Cowmeadow. Ebury Press.  
Fourteen Classical Meridians, by Sue Hix, or a set of meridian charts.

## WESTERN MEDICINE

Human Form & Function, Minett, Wayne & Rubenstein. Collins Educational.  
 The Anatomy Colouring Book, Kapit & Elson. Harper Collins.  
 Black's Medical Dictionary, Ed G Macpherson. A & C Black Publishers.  
 Principles of Anatomy & Physiology, Tortora & Derrickson. John Wiley.  
 New Optimum Nutrition Bible, Patrick Holford. Piatkus.

## EMOTIONAL HEALING

Helping the Client, John Heron. Sage Publications.

## PHYSICAL & ENERGETIC EXERCISES

Mind Your Body, A.Scott and S.Wale. Devon School of Shiatsu.  
 The Book of Do-in, Michio Kushi. Japan Publications.

# The Macrobiotic Association Practitioner Register

The law in Britain about practising complementary medicine is very liberal at the moment, allowing anyone to practise almost anything. It is therefore quite legal to practice as a Macrobiotic Cook & Health Advisor, or a Macrobiotic & Life Counsellor. Looking into the future, the government is moving towards regulation of complementary medicine in order to protect the public and to set high standards of training and practice. It is encouraging each form of complementary medicine to create its own professional body.

The Macrobiotic Association of Great Britain has been promoting macrobiotics to the public and running events for its members since 1996. In recent years it has taken on the work of setting training standards and accrediting macrobiotic practitioners and promoting macrobiotic healing arts. Please see its website [www.macrobiotics.org.uk](http://www.macrobiotics.org.uk). This will ensure that whatever regulation comes about in the future, we will be able to continue practising these macrobiotic healing arts. The Association accredits people in the following two macrobiotic healing arts.

### 1. Macrobiotic Cook & Health Advisor

*Approximately 360 hours of study, achievable in about 2 years of part-time study.*

This qualification shows that a person is an excellent macrobiotic cook, able to cook a wide range of dishes and meals for many different situations, such as cooking for families, groups of people on workshops, parties, buffets, making gluten-free food etc. where a specific healing diet is not required. Cooking may be in the client's home or other premises, or food may be prepared in the cook's home for sale or delivery to outside concerns.

This person will also be able to give talks or classes, giving general advice on how to live and eat in a healthy way, including the giving of Do-in exercise classes.

## 2. Macrobiotic Counsellor

*Requires previous study of the Macrobiotic Cook & Health Advisor syllabus, plus additional training in the pathology of a wide range of illnesses, and an in depth study of the macrobiotic approach to healing, and cooking for specific healing purposes. Requires a minimum of 3 years study and practice to develop all the knowledge and skills needed to give in depth guidance to those who are suffering from minor and more serious illnesses.*

This training includes much training and practice in counselling real people, to achieve a high level of skills and knowledge. This qualification enables one to give individual advice and counselling to people with a wide range of health conditions. Work may be within a health centre or macrobiotic educational centre, or as an independent complementary health practitioner.

### GAINING QUALIFICATIONS WITH THE INTERNATIONAL MACROBIOTIC SCHOOL

After completing our Second Year Course, students will have covered all the requirements for qualification as a Macrobiotic Cook & Health Coach. You can therefore start building a career as a Health Coach, and working as a macrobiotic cook, caterer or food coach. We fully prepare our students for accreditation with the Macrobiotic Association. You will also be qualified to give Wellbeing Shiatsu for general relaxation, distressing and creating wellbeing; some students begin a shiatsu practice after completing the second year course.

After completing the Third Year Course our students have fully covered the requirements for accreditation as a Macrobiotic Counsellor and Medicinal Cook.

## Getting In Contact

There are a number of ways of contacting us before or during the course. For administrative matters such as dates, payment of fees etc. please contact Martin in the office.

Telephone            01803 762598  
 Email                info@macroschool.co.uk  
 Land address:        International Macrobiotic School, Little Stable, Buckyette Farm,  
                              Littlehempston, Totnes, Devon TQ9 6ND, UK.

From October 1<sup>st</sup> the school and office will have moved to: Murtwell House, Diptford, Totnes TQ97NQ. The email address will stay the same. The phone is not yet known, please look on the website after October 1<sup>st</sup>.

To contact Oliver please phone the office (if I am not in, leave a message and I will get back to you as soon as possible) or email [oliver@macroschool.co.uk](mailto:oliver@macroschool.co.uk).

[Kirsty.shiatsu@btinternet.com](mailto:Kirsty.shiatsu@btinternet.com)  
[Keith.belliss@gmail.com](mailto:Keith.belliss@gmail.com)  
[nickyclinch@gmail.com](mailto:nickyclinch@gmail.com)  
[Binisharman@hotmail.com](mailto:Binisharman@hotmail.com)

In emergencies only contact Oliver at home outside normal office hours on 01548 821883.

**MACROBIOTIC & LIFE COUNSELLING TRAINING**  
**- SCHEDULE FOR PAYMENT OF COURSE FEES -**

**SECOND YEAR: January - December 2019 (course code 01.19/2)**

The full fee for the year is £3875. We need you to pay your course fees by the dates given on this sheet. The dates may vary slightly from the dates given in the original Course Details document.

**Deposit (£650)** - can be paid by cheque (to International Macrobiotic School) or bank transfer.  
**DUE as soon as you receive confirmation of a place, or by January 1<sup>st</sup>, whichever is sooner.**

**Balance (£3225)** – can be paid by cheque or bank transfer. We don't usually accept cash.  
**DUE January 1<sup>st</sup> at the latest.**

or

**Instalments (12 payments of £272.08, including a £40 administration fee)** – to be paid by Standing Order or bank transfer, in accordance with the schedule below. We don't accept cheques or cash for instalments.

Please note that payments will need to leave your account some days before the dates they are due to reach us, because of bank processing times.

<b>FIRST INSTALMENT:</b>	<b>to be received on January 15<sup>th</sup></b>
<b>SUBSEQUENT INSTALMENTS:</b>	<b>to be received on the 15<sup>th</sup> of each month</b>
<b>FINAL INSTALMENT</b>	<b>to be received on December 15<sup>th</sup></b>

**PAYMENT INFORMATION**

<u>BANK NAME</u>	LLOYDS TSB
<u>BRANCH</u>	TOTNES
<u>SORT CODE</u>	30-98-69
<u>ACCOUNT NAME</u>	INTERNATIONAL MACROBIOTIC SCHOOL
<u>ACCOUNT NUMBER</u>	27953568

PAYMENT REFERENCE    01.19/2 *[your surname]*

**FOR PAYMENTS FROM ABROAD:**

PAYMENTS TO BE IN POUNDS STERLING  
 ALL BANK CHARGES PAID BY SENDER

<u>IBAN</u>	GB43 LOYD 3098 6927 9535 68
<u>BIC / SWIFT CODE</u>	LOYDGB21183

PAYMENT REFERENCE    01.19/2 *[your surname]*

**INTERNATIONAL MACROBIOTIC SCHOOL**  
**Macrobiotic Cooking & Life Counselling Training**

**Application for Second Year starting January 2019 (01.19/2)**

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Email address \_\_\_\_\_

Tel. no. (landline) \_\_\_\_\_ (mobile) \_\_\_\_\_

Please attach a recent head and shoulders photo of yourself here (applications not accepted without a photo). This can be a holiday snap. You may also send as a .jpeg by email to the office.

**PREVIOUS STUDY**

You need to have completed all First Year requirements before you start the Second Year.

Which First Year course did you attend? \_\_\_\_\_

**CONFIRMATION OF PLACE and PAYMENT OF FEES**

The fee for the year is £3875. Please enclose a cheque (payable to **International Macrobiotic School**) or make a bank transfer, for £650 as deposit, or the full fee. We will confirm receipt of your application and payment by email. The deposit will reserve your place until January 1<sup>st</sup>. If you send only a deposit, indicate below how you wish to pay the balance. See the accompanying Payment Schedule for all the information you need to make bank transfers and set up a Standing Order for instalments.

Balance £3225 in one payment       Balance in 12 instalments of £272.08   
 (includes £40 administration fee)

***Please note the following conditions:***

1. Deposits are not refundable after January 1<sup>st</sup>. Before that date, the balance is returnable, less £100 to cover administration and admission costs.
2. The balance of the course fees must be paid, or standing order set up, by January 1<sup>st</sup>.
3. Once the course has started, you are committed to paying the whole course fee, regardless of whether full payment has been made or payment is by instalments. Refunds cannot be given should a student leave the course.
4. Course fees are not normally transferable to another course.
5. All bank fees incurred by overseas transfers are to be paid by you, (both your bank fee and our bank fee).

***If you agree to these conditions please sign below.***

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Send your completed application and payment to: The International Macrobiotic School, Little Stable, Buckyette Farm, Littlehempston, Totnes, Devon TQ9 6ND, UK.**