



# BORN TO FLY PRACTICUM DOCUMENTATION

Submit to the Director of Training (borntoflyaerial@gmail.com) once you have completed ALL hours. Do not send in pieces.

Name (First, Last): \_\_\_\_\_

Certificate Applying for(Apparatus & Level): \_\_\_\_\_

City/State/Country: \_\_\_\_\_ E-mail: \_\_\_\_\_

### DO YOUR HOURS ADD UP?

The practicum hours are flexible so that you can create the best plan that fits your goals for personal growth as a teacher. Please see the following pages for a detailed description of each category. Make sure to attach or link to documentation that includes the date and other required information of all hours that are counting towards your certificate.

#### How do your Certificate Hours Add-Up?

- Live Training \_\_\_\_\_
- Observation Hours (5 max) \_\_\_\_\_
- Lesson Planning (2 max) \_\_\_\_\_
- Mentorship Hours (1 min) \_\_\_\_\_
- Assistant Teaching Hours (optional) \_\_\_\_\_
- Teaching Hours (min. 10 required) \_\_\_\_\_
- Online Modules or Online Courses \_\_\_\_\_
- RTAP Videos (2 minimum) \_\_\_\_\_
- Other - Please describe \_\_\_\_\_

**Total** \_\_\_\_\_  
(usually 50, but some certificate combos vary)

#### For admin us only

<input type="checkbox"/> Verified Completed
<input type="checkbox"/> Verified Completed
<input type="checkbox"/> Verified Completed
<input type="checkbox"/> Verified Completed
<input type="checkbox"/> Verified Completed
<input type="checkbox"/> Verified Completed
<input type="checkbox"/> Verified Completed
<input type="checkbox"/> Verified Completed
<input type="checkbox"/> Verified Completed

---

**Please attach documentation of all hours as outlined in the next two pages. Make sure to include all relevant information. Incomplete packets will be returned for further details.**

---

Briefly describe how you have grown as a teacher through the certification process.

## Live Training (Hours Vary)

Your live training time includes all the time that you spent under the guidance of your master teacher. This time is generally 24-30 hours, but can vary greatly from teacher training to teacher training. Please do not include any breaks (such as lunch breaks) that were taken during the training. If your trainer had you complete Independent Study Hours during your training, please include these in the “other” category and explain what was completed during these hours.

## Observation Hours (5 max)

As you are observing the class, note WHY the teacher is making the decisions that they are. Observe things such as...

- What skills are being taught? How was the class warmed up for these skills?
- What skills were reviewed? Why were these skills selected?
- What cues really helped students to learn the move?
- How did the teacher manage the class? What was the flow of the class like?
- How did the students seem to be enjoying class? What were they gaining from taking the class?

**For each observation hour, record the following data:**

- (1) Date of observation
- (2) Class observed (note apparatus and level)
- (3) Teacher Observed
- (4) 1-3 notable observations from the class, such as “lessons learned”

## Lesson Planning (2 max)

*Lesson Planning is an important part of teaching. Most of your first few years will be spent in copious amounts of over-planning. As you get more experienced, your lesson plans will shorten and you will refine the process. Eventually, you'll be able to launch off into class with only a very brief idea of what you will teach and the rest will flow.*

For these hours to count for your certification hours, please record the following information.

**Include Detailed Plan of Class including:**

- (1) An overview of the goal of the class and target student population  
(Ex: Week 3 of an 8-Week Intro-to-Fabric Class, learning basic footlocks and climbs)
- (2) Warm-Up Plan with actions and purpose behind those actions (Ex: jumping jacks - cardio)
- (3) Apparatus Warm-Up & Review -- which skills will you review and why? What concepts are you focused on?
- (4) Gut of the Class -- what key concepts or skills are you teaching in this class? what **\*\*\*key cues\*\*\*** will you use?
- (5) Cool-Down plan -- what parts of the body were focused on in class and could use extra attention in cool-down?
- (6) How did the actual class compare to your lesson plan? What changed in real life?  
(include what date your class was taught)

## Mentorship Hours (optional)

This is a great way to learn from someone who has more experience teaching. If you are struggling in a particular area (how do I manage those crazy kid classes? etc), or perhaps are struggling with a specific skill-set (how do I get students to cleanly invert for the first time), a more experienced teacher can help immensely.

These are hours that you can schedule with a Master Teacher. These must be Born to Fly Teachers or an approved mentor. If you have someone mentoring you, send us a request for approval to have those hours count for your certificate hours. You can schedule hours online from our website [www.BorntoFlyTeachers.com](http://www.BorntoFlyTeachers.com). You will complete at least one mentor hour after you complete your first RTAP.

**For each mentor hour completed, record the following:**

- (1) Name of Mentor
- (2) Date of Meeting
- (3) Topic of Meeting

## Teaching Hours (minimum 10 required not counting your RTAP hours)

Teaching hours are the most important hours in your practicum. There is no teacher quite like experience! Please make sure that all teaching (1) occurs after your mentorship hours have started and (2) the teaching matches with the apparatus and level of your certificate. (Ex: If you are working on a Level 1 Fabric teaching certificate, then the teaching only includes the time spent teaching Level 1 Fabric and only counts if completed after the live teacher training commenced.)

As part of the practicum process, we require that you film two of your teaching hours and submit them via our RTAP program (RTAP = Remote Teacher Assessment Program). These are counted SEPARATELY even though they are teaching hours as well. You will meet with a mentor who will observe your classes and see how things are going. This is a great opportunity to check in and see how things are going, as well as get some ideas for areas of growth or to challenge yourself to prevent teaching ruts or burnout (esp for those of you with more teaching experience).

**For each teaching hour completed, record the following:**

- (1) Date of Teaching
- (2) Apparatus and Level Taught
- (3) Brief outline of topics taught

## Assistant Teaching Hours (optional)

If you are new to teaching, it can be helpful to assist an experienced teacher with their classes before teaching classes on your own. Help lead warm-ups, cool-downs, demo the skills of the day, help spot students through moves, and more!

**For each assistant-teaching hour completed, record the following:**

- (1) Date of Assistant-Teaching
- (2) Apparatus and Level Taught
- (3) Brief outline of how you assisted in class

## Online Modules (20 Hours Max)

For Level 1, Born to Fly currently has two online modules: safety and rigging. Each are worth 30 minutes in credit. If you have other courses you have taken that would replace these modules, feel free to make substitutions. Just make record of it in your document along with all recorded hours.

Any of the courses at **TheCircusDoc.com** can count towards your certificate hours and later, they can count towards renewing your certificate as well. Please go to this link for a discount on Circus Doc courses:

[https://circusanatomy.com/courses/aerial-anatomy?coupon\\_code=LEARNMORE&affcode=239578\\_iqylrt2p](https://circusanatomy.com/courses/aerial-anatomy?coupon_code=LEARNMORE&affcode=239578_iqylrt2p)

## Other Independent Study (Hours can vary)

Independent Study may be assigned by your master trainer. Please send in records of what was asked or required.