



office: P.O. Box 756 Taos, NM 87571
tel: 575-776-3470 email: tyu@taichihealth.com website: www.taichihealth.com

Certification Information For Tai Chi Fundamentals® (TCF) Adapted Program And the Original Tai Chi Fundamentals® (TCF) Program

General Description

The purpose of TCF Program certification is to assure that instructors demonstrate the skills and knowledge necessary to teach all program elements accurately and effectively. During the certification process, you demonstrate movement and verbal communication skills and create written handouts for teaching the program. To keep certification current, attend training courses or classes with TCF Certified Instructors a minimum of 12 contact hours every two years.

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Tai Chi Fundamentals® (TCF) Adapted Program Certification at a Glance

30-50 Contact hours requirement for applying for certification

Certification is performance-based. Depending on prior tai chi and movement learning experience, individuals will need varying amounts of TCF training to prepare them for certification testing. Since this is a simplified Yang Style Cheng Man Ch'ing lineage (CMC) program, streamlined certification is available for experienced CMC instructors.

Attend Course One

TCF Adapted Program Basic Moves Training (12-16 contact hours).
Receive Certificate of Completion for course attendance.



Attend Course Two

TCF Adapted Program Short Form Training (12-16 contact hours).
Receive Certificate of Completion for course attendance.



Attend intensives, classes & private sessions with TCF Certified Instructors

Review, practice, prepare for certification and for teaching evidence-based (in review) classes (6-26 contact hours).



Take a private session with a TCF Certified Instructor to determine certification readiness

When they give you the go.



Apply for TCF Adapted Program certification (additional fees)



Successfully complete written exam and movement test

With a TCF Certification Reviewer.



Get certified as a TCF Adapted Program Instructor!



**Teach TCF evidence-based (in review) community classes or other classes.
Licensed health professionals also apply TCF in their therapeutic practice.**



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Tai Chi Fundamentals® (TCF) Adapted Program Training Courses and Certificates of Completion

Detailed info at www.taichihealth.com Tai Chi Fundamentals > Certification

The TCF Adapted Program is designed for individuals and organizations wanting a basic-level tai chi program in their exercise programs. Easier to learn than the Original TCF Program, the TCF Adapted Program makes tai chi accessible for a wide range of abilities and conditions and features Optional Side Support, Walker Support and Seated versions.

Training Courses

1. **Course One: TCF Adapted Program Basic Moves Training** *No prerequisites (12-16 contact hours)*. Teaches Basic Moves: Optional Side Support, Walker Support and Seated versions and introduces the TCF Short Form, Part One for all three versions. Fulfills all prerequisites for attending *Course Two: TCF Adapted Program Short Form Training*.
2. **Course Two: TCF Adapted Program Short Form Training** *Prerequisite: Course One: TCF Adapted Program Basic Moves Training (12-16 contact hours)*. Reviews Basic Moves and TCF Short Form, Part One all three versions; teaches entire TCF Short Form, all three versions.
3. **Intensives, classes, private sessions with TCF Certified Instructors:** *Prerequisite: Courses One and Two (6-26 contact hours depending on your previous tai chi experience and movement learning skills)*. Review and refine movements, principles and teaching strategies. Prepare for certification, which is performance-based, and for teaching evidence-based (in review) class series.

Certificates of Completion

Awarded to participants for attendance at *Training Courses One and Two*, these certificates qualify participants to begin practice teaching all program elements taught during the courses. The combination of practice teaching, attending intensives and classes, and personal home practice is ideal for mastery of the program and preparation for certification described on the next page.

1. **Course One: TCF Adapted Program Basic Moves Training Certificate of Completion Requirements:**
 - a. Attend both days of this 12-16 hour course (hours apply toward TCF Certification).
 - b. Demonstrate ability to perform and teach at least one version of the Adapted Program Basic Moves. Proficiency monitored during supervised Partner Teaching Practicums.
 - c. Certificate of Completion awarded at the conclusion of the course.
2. **Course Two: TCF Adapted Program Short Form Training Certificate of Completion Requirements:**
 - a. Attend both days of this 12-16 hour course (hours apply toward TCF Certification).
 - b. Demonstrate ability to perform and teach at least one version of the Adapted Program Short Form. Proficiency monitored during supervised Partner Teaching Practicums.
 - c. Certificate of Completion awarded at the conclusion of the course.
3. **Intensives, classes, private sessions with TCF Certified Instructors:** No Certificates of Completion awarded.

Tai Chi Fundamentals® (TCF) Adapted Program Certification: Overview and Requirements

Overview

The TCF Adapted Program certification process is an excellent process for achieving in-depth training. You may certify in a single version: Optional Side Support, Walker Support or Seated.

The purpose of TCF Adapted Program certification is to assure that instructors demonstrate the skills and knowledge necessary to teach all program elements effectively. Tai Chi Health recommends Certified Instructors as individuals who accurately represent the program. During the certification process, you demonstrate movement and teaching skills and create your own written handouts for teaching the program. To keep certification current, attend workshops or classes a minimum of once every two years.

If your facility has a number of instructors who have TCF Adapted Program Certificates of Completion, we strongly recommend that at least two or three of them make the commitment to become certified. This will provide all instructors with leadership and opportunities for professional growth through having Certified Instructors onsite. They will bring expertise and benefits of certification to your organization.

Benefits of Certification

1. TCF Adapted Program certification is required in order for you to teach the evidence-based (in review), 6-week TCF Program community courses.
2. Enhance your professional resume with a nationally recognized certification.
3. Create opportunities for teaching tai chi in a wide range of settings.
4. Educate your peers: conduct in-service presentations to other professionals.
5. Get referrals from your Certified Instructor listing on the Tai Chi Health website.
6. Become part of the TCF Certified Instructors network.
7. Take the first step in becoming an Advanced Certified Course Instructor and/or Certification Reviewer.

Requirements

Prerequisite for application

1. 30-50 contact hours, including attendance at *Course One: TCF Adapted Program Basic Moves Training* (12-16 contact hours) and *Course Two: TCF Adapted Program Short Form Training* (12-16 contact hours). Additional 6-26 contact hours may include attendance at TCF Intensives, classes and private sessions with TCF Certified Instructors. (Private sessions count as 3 contact hours.)
2. Experience teaching TCF individually or in groups. This may include the following:
 - a. Learning, teaching, substituting, and/or assisting in group classes.
 - b. Applying or observing TCF Basic Moves applied in individual therapy.
3. Working knowledge of: *Tai Chi Fundamentals® Adapted Program book and DVD and Tai Chi Fundamentals® for Health Professional and Instructors DVD.*
4. Ability to perform moves accurately, effectively teach their guidelines, benefits and rationale, and effectively adjust students into proper alignment.
5. TCF Certified Instructor gives you the GO to apply for certification. Requires private lesson billed at instructor's hourly rate. Can do remotely via DVD, You Tube or Skype.

Application Process

Once a TCF Certified Instructor has given you the GO to apply for certification, submit the following: 1) Certification application with a photo of yourself, and 2) Application fee of \$250 payable to: Kelly Rehder. She will send you your written exam and instructions on how to proceed, including selecting your TCF Certification Reviewer who will work with you on your certification process.

Tai Chi Fundamentals[®] (TCF) Adapted Program

Certification Evaluation:

Written Exam and Movement Test

Once you have applied for certification, received your written exam and selected your TCF Certification Reviewer, schedule your movement test and send your TCF Certification Reviewer your written exam.

1. Written Exam *Must be submitted before taking the movement test*

This must be submitted before your movement test. Your TCF Certification Reviewer will approve your written exam or give you suggestions for changes. It is an open-book, one-time test designed to serve as handouts for your students and patients as well as for in-service and conference presentations. Includes the following:

- a. Understanding of the principles, guidelines, and history of tai chi, as outlined in the *TCF Adapted Program* book (the book).
- b. Familiarity with research on health effects of tai chi as outlined in the book.
- c. Knowledge of TCF Program background, guidelines and principles as outlined in the book.
- d. Familiarity with reviews of the TCF Program. (Provided when you apply for certification.)
- e. Experience teaching TCF Adapted Program in group classes or individual therapy.

2. Movement Test *Can be done remotely via Skype*

Please note: you can certify in Basic Moves and TCF Short Form as outlined below, or in Basic Moves only. You will be tested on the entire Optional Side Support version and on a few movements from the Walker and Seated versions (see below). The test takes 1.5 – 2 hours. You will receive written feedback on your performance. During the test you will:

- a. Describe rationale for movement sequence (answer: simple to complex).
- b. Name and perform each Basic Move accurately in sequence.
- c. Describe guidelines for properly performing each Basic Move.
- d. List one or two functional benefits for each Basic Move.
- e. Demonstrate ability to effectively adjust clients into proper alignment.
- f. Demonstrate proficiency in performing and naming all moves of Optional Side Support TCF Short Form. (Note: this includes movement demonstration only, no teaching required.):
 - i. Perform once without support.
 - ii. Perform again demonstrating use of chair for support.
- g. Name, perform and describe the following:
 - i. Seated Basic Moves: Bear Roots on One Leg, Stable and Open, Tai Chi Fold, Tai Chi Power Move.
 - ii. Walker Short Form moves: Ward Off, Press, Push, Cloud Hands Arms, Cloud Hands Stepping.

Following your movement test your Certification Reviewer will tell you if you have certified and submit your evaluation and recommendations to Kelly Rehder, who will send you your Certificate.

Tai Chi Fundamentals® (TCF) Adapted Program Certification Application

Name _____ Degrees _____ Birth date _____

Home address _____

Phone: Home _____ Work _____ Cell _____

Email _____

I am applying for the following certification: ____ Basic Moves ____ Basic Moves and Short Form

Professional/Technical education and degrees received:

Experience/training in tai chi and other movement (list teachers, years):

Tai Chi Fundamentals® contact hours (list dates & locations of workshops, intensives & classes):

Experience in teaching classes and/or applying Tai Chi Fundamentals® therapeutically:

Name of TCF Certified Instructor who has given you the GO for certification testing:

Name

Date

Signature _____ Date _____

Include: resume, photo and \$250 application fee.

Questions? Contact Kelly Rehder mkrehder@msn.com. Checks payable to: Kelly Rehder.

Send to: Kelly Rehder, Tai Chi Health, PO Box 378, Red Wing, MN 55066

Tai Chi Fundamentals® (TCF) Adapted Program Certified Instructor Advancement

Detailed info at www.taichihealth.com Tai Chi Fundamentals > Certification

How to Certify in the Original TCF Program

If you already are a TCF Adapted Program Certified Instructor, you do not need to reapply for Original TCF Program certification since you already have completed the written exam and Basic Moves portions of the requirements for both programs. All you need to do is learn the Original TCF Form, which builds on skills learned in the *TCF Short Form* that you already know. Here's what to do:

1. Attend *Course Three: Original TCF Form Training*. You will learn the Original TCF Form (12-16 hours).
2. Attend intensives, classes and private sessions and practice on your own to learn the Original TCF Form accurately. *No contact hours required.*
3. Schedule a session with a Certification Reviewer and demonstrate the Original TCF Form for them. They will either recommend you for Original TCF Program certification or give you suggestions for practice. Schedule another session and repeat the process until you have a recommendation for certification. Pay your Certification Reviewer their usual hourly rate.
4. Your Certification Reviewer will notify the Tai Chi Health offices of your new certification. You will receive a new Original TCF Program Certified Instructor (formerly Level 3) Certificate, and your new certification will be posted on the Tai Chi Health website.
5. Additional fees: Submit a \$50 administrative fee payable to: Kelly Rehder. Send to: Kelly Rehder, Tai Chi Health, PO Box 378, Red Wing, MN 55066.

Advanced Levels of Certification

To become a TCF Certification Reviewer or a TCF Course Instructor, you must be certified in both TCF Adapted & Original TCF Programs and have training in traditional Yang Style tai chi.

Details at: www.taichihealth.com Tai Chi Fundamentals>Certification>TCF Advanced Certification pdf

TCF Certification Reviewer Requirements

For both TCF Adapted Program and Original TCF Program

Prerequisite: Certification in TCF Adapted & Original Program; recommendation by Tricia Yu or Patricia Culotti

- a. Teach TCF Basic Moves, Short Form and Original TCF Form for at least 3 years.
- b. Training in Yang Style tai chi.
- c. Complete Certification Reviewer training at TCF Certified Instructor Advanced Retreats (recommended), or individually.

TCF Course Instructor Requirements

For both TCF Adapted Program and Original TCF Program

Prerequisite: Currently a TCF Program Certification Reviewer

1. Course One: Adapted Program Basic Moves Training Course Instructor (formerly levels 1-2).
 - a. Assist/teach Course One, 2x minimum.
 - b. Complete Course Instructor training at TCF Certified Instructor Advanced Retreats (recommended), or individually.
2. Course Two: TCF Adapted Program Short Form Training Course Instructor.
 - a. Assist/teach Course Two, 2x minimum.
 - b. Complete Course Instructor training at TCF Certified Instructor Advanced Retreats (recommended), or individually.
3. Course Three: Original TCF Program Training Course Instructor (formerly Level 3).
 - a. Assist/teach Course Three 2x minimum.
 - b. Complete Course Instructor training at TCF Certified Instructor Advanced Retreats (recommended), or individually.

Original Tai Chi Fundamentals® (TCF) Program Certification at a Glance

30-50 Contact hours requirement for applying for certification

Certification is performance-based. Depending on prior tai chi and movement learning experience, individuals will need varying amounts of TCF training to prepare them for certification testing. Since this is a simplified Yang Style Cheng Man Ch'ing lineage (CMC) program, streamlined certification is available for experienced CMC instructors.

Attend Course One

TCF Adapted Program Basic Moves Training (12-16 contact hours).
Receive Certificate of Completion for course attendance.



Attend Course Three

Original TCF Program Form Training (12-16 contact hours).
Receive Certificate of Completion for course attendance.
Original TCF Program certification does not require Course Two, which teaches TCF Adapted Program Short Form.



Attend intensives, classes & private sessions with TCF Certified Instructors

Review, prepare for certification and practice on your own until you have mastered performance of Basic Moves and the Original TCF Form (6-26 contact hours).



Take a private session with a TCF Certified Instructor to determine certification readiness

When they give you the go.



Apply for Original TCF Program certification (additional fees)



Successfully complete written exam and movement test

With a TCF Certification Reviewer.



Get certified as an Original TCF Program Instructor!

(Formerly TCF Level Three)

Teach TCF classes. Licensed health professionals can apply TCF in their therapeutic practice.



office: P.O. Box 756 Taos, NM 87571
tel: 575-776-3470: email: tyu@taichihealth.com website: www.taichihealth.com

Original Tai Chi Fundamentals® (TCF) Program Training Courses and Certificates of Completion

Detailed info at www.taichihealth.com Tai Chi Fundamentals > Certification

The Original TCF Program is designed for those wanting a simplified tai chi program that is more advanced than, yet compatible with, the TCF Adapted Program. The Original TCF Program Includes TCF Adapted Program Basic Moves and progresses to the more challenging Original TCF Form performed standing without support and is a gateway to learning the more complex moves of traditional tai chi.

Training Courses

1. **Course One: TCF Adapted Program Basic Moves Training** *No prerequisites (12-16 contact hours)*. Teaches Basic Moves: Optional Side Support, Walker Support and Seated versions and introduces the TCF Short Form, Part One for all three versions. Fulfills all prerequisites for attending *Course Three: Original TCF Form Training*.
2. **Course Three: Original TCF Form Training** *Prerequisite: Course One: Adapted Training Course (12-16 contact hours)*. Reviews Basic Moves and TCF Short Form, Part One and teaches the entire Original TCF Form. All movement is performed standing without support.
3. **Intensives, classes, and private sessions with TCF Certified Instructors: Prerequisites: Courses One and Three (6-26 contact hours depending on your previous tai chi experience and movement learning skills)**. Review and refine movements, principles and teaching strategies. Prepare for certification, which is performance-based.

Certificates of Completion

Awarded to participants for attendance at both *Course One* and *Course Three*, these certificates qualify participants to begin practice teaching all program elements taught during the courses. The combination of practice teaching, attending intensives and classes, and personal home practice is ideal for mastery of the program and preparation for certification described on the next page.

1. **Course One: TCF Adapted Program Basic Moves Training Certificate of Completion Requirements:**
 - a. Attend both days of this 12-16 hour course (hours apply toward TCF Certification).
 - b. Demonstrate ability to perform and teach all TCF Basic Moves. Proficiency monitored during supervised Partner Teaching Practicums.
 - c. Certificate of Completion awarded at the conclusion of the course.
2. **Course Three: Original TCF Program Form Training Certificate of Completion Requirements:**
 - a. Attend both days of this 12-16 hour course (hours apply toward TCF Certification).
 - b. Demonstrate ability to perform and teach at least one part of the Original TCF Form. Proficiency monitored during supervised Partner Teaching Practicums.
 - c. Certificate of Completion awarded at the conclusion of the course.
3. **Intensives, classes, private sessions with TCF Certified Instructors:** No Certificates of Completion awarded.

Original Tai Chi Fundamentals® (TCF) Program Certification: Overview and Requirements

Detailed info at www.taichihealth.com Tai Chi Fundamentals > Certification

Overview

The purpose of Original TCF Program certification is to assure that instructors demonstrate the skills and knowledge necessary to teach all program elements effectively. During the certification process you demonstrate movement and communication skills and create written handouts for teaching the program to students, patients and peers.

To keep certification current, attend workshops or classes with qualified instructors a minimum of once every two years.

Benefits of Certification

1. Enhance your professional resume with a nationally recognized certification.
2. Create opportunities for teaching tai chi in a wide range of settings.
3. Educate your peers: conduct in-service presentations to other professionals.
4. Get referrals from your Certified Instructor listing on the Tai Chi Health website.
5. Become part of the TCF Certified Instructors network.
6. Take the first step in becoming Advanced Certified as a Course Instructor and/or Certification Reviewer.
7. *Please note: this certification does not qualify you for teaching the evidence-based (in review), 6-week TCF Program community courses, which require TCF Adapted Program certification.*

Requirements

Prerequisite for application

1. 30-50 contact hours, including attendance at *Course One: TCF Adapted Program Basic Moves Training* (12-16 contact hours) and *Course Three: Original TCF Program Form Training* (12-16 contact hours). Additional 6-26 contact hours may include attendance at TCF Intensives, classes and private sessions with TCF Certified Instructors. (Private sessions count as 3 contact hours.)
2. Experience teaching TCF to individuals or in groups. This may include the following:
 - a. Learning, teaching, substituting and/or assisting in group classes.
 - b. Applying or observing TCF Basic Moves applied in individual therapy.
3. Working knowledge of *TCF Adapted Program* book and *Optional Side Support DVD*, *TCF for Health Professional and Instructors DVD*, *TCF For Mastering Basics DVD*, and *Tai Chi Mind and Body* book. Familiarity with reviews about the program and its applications.
4. Ability to perform the movements accurately, effectively teach their guidelines, benefits and rationale, and effectively adjust students into proper alignment.
5. TCF Certified Instructor recommends applicant readiness for successful movement test. Requires private lesson billed at instructor's hourly rate. Can do remotely via DVD, You Tube or Skype.

Application Process

Once a TCF Certified Instructor has given you the GO to apply for certification, submit the following: 1) Certification application with a photo of yourself, and 2) Application fee of \$250 payable to: Kelly Rehder, PO Box 378, Red Wing, MN 55066. She will send you your written exam and instructions on how to proceed, including selecting your TCF Certification Reviewer who will work with you on your certification process.

Original Tai Chi Fundamentals® (TCF) Program Certification Evaluation Written Exam and Movement Test

Once you have applied for certification, received your written exam and selected your TCF Certification Reviewer, schedule your movement test and send your TCF Certification Reviewer your written exam.

1. Written Exam *Must be submitted before taking the movement test*

This must be submitted before your movement test. Your TCF Certification Reviewer will approve your written exam or give you suggestions for changes. It is an open-book, one-time test designed to serve as handouts for your students and patients as well as for in-service and conference presentations. Includes the following:

- a. Understanding of the principles, guidelines and history of tai chi, as outlined in the *TCF Adapted Program* book and *Tai Chi Mind and Body* book (the books).
- b. Familiarity with research on health effects of tai chi as published in the books.
- c. Working knowledge of the TCF Program including: rationale, background, guidelines and mind/body principles.
- d. Familiarity with reviews of the TCF Program. (Provided when you apply for certification.)
- e. Experience teaching TCF Basic Moves therapeutically and/or teaching group classes.

2. Movement Test *Can be done remotely via Skype*

- a. Describe rationale for movement sequence (answer: simple to complex).
- b. Name and perform each Basic Move accurately in sequence.
- c. Describe guidelines for properly performing each Basic Move.
- d. List one or two functional benefits for each Basic Move.
- e. Demonstrate ability to effectively adjust clients into proper alignment.
- f. Demonstrate proficiency in performing and naming moves of the entire Original TCF Form.
Note: this includes movement demonstration only, no teaching.

Following your movement test your Certification Reviewer will tell you if you have certified and submit your evaluation and recommendations to Kelly Rehder at Tai Chi Health. She will send you your Certificate.

Original Tai Chi Fundamentals Program Certification Application

Name _____ Degrees _____ Birth date _____

Home address _____

Phone: Home _____ Work _____ Cell _____

Email _____

Professional/Technical education and degrees received:

Experience/training in tai chi and other movement (list teachers, years):

Tai Chi Fundamentals® contact hours (list dates & locations of workshops, intensives & classes):

Experience in teaching classes and/or applying Tai Chi Fundamentals therapeutically:

Name of TCF Certified Instructor who has given you the GO for certification testing:

Name

Date

Signature _____ Date _____

Include resume, photo and \$250 application fee.

Questions? Contact Kelly Rehder mkrehder@msn.com. Checks payable to: Kelly Rehder.
Send to: Kelly Rehder, Tai Chi Health, PO Box 378, Red Wing, MN 55066

Original Tai Chi Fundamentals® (TCF) Program Certified Instructor Advancement

Certify in the TCF *Adapted* Program

Detailed info at www.taichihealth.com Tai Chi Fundamentals > Certification

TCF Adapted Program certification is required to teach the evidence-based (in review), 6-week TCF Program community courses, which are based on the TCF Adapted Program. If you already are an Original TCF Program (formerly Level 3) Certified Instructor, you do not need to reapply for certification since you already have completed the written exam and Basic Moves portions of the requirements for both programs.

You just need to learn Optional Side Support version of the *Basic Moves* and *TCF Short Form* and demonstrate proficiency in the more challenging movements from the walker support and seated versions. Please note: *TCF Short Form* is considerably easier to learn than the *Original TCF Form*. *Here's what to do:*

1. Attend Course Two: TCF Adapted Program Short Form Training (includes review of Basic Moves, all versions). Attend intensives and classes and practice until you feel ready to test (no contact hours required).
2. Be prepared to demonstrate the following:
 - a. TCF Short Form, Optional Side Support version once without support.
 - b. TCF Short Form, Optional Side Support version again, demonstrating use of chair for support.
 - c. Name, perform and describe the following Seated Basic Moves:
 - i. Bear Roots on One Leg.
 - ii. Stable and Open.
 - iii. Tai Chi Fold.
 - iv. Tai Chi Power Move.
3. Name, perform and describe the following Walker Support TCF Short Form moves:
 - a. Ward Off, Press, Push sequence.
 - b. Cloud Hands Arms.
 - c. Cloud Hands Stepping.
4. Schedule a session with a Certification Reviewer and demonstrate the moves listed above. They will either recommend you for TCF Adapted Program certification or give you suggestions for practice. When you are ready, schedule another session and repeat the process until you have a recommendation for certification. *Pay your Certification Reviewer their usual hourly rate.*
5. Your Certification Reviewer will notify Tai Chi Health offices.

Once your Certification Reviewer has recommended you, send a \$50 administrative fee for your new certification. Checks payable to Kelly Rehder. Send to: Kelly Rehder, Tai Chi Health, PO Box 378, Red Wing, MN 55066.

Original Tai Chi Fundamentals® (TCF) Program Certified Instructor Advancement

Advanced Levels of Certification

Details and application at: www.taichihealth.com Tai Chi Fundamentals>Certification>
TCF Advanced Certification pdf

To become a TCF Certification Reviewer or a TCF Course Instructor, you must be certified in both the TCF Adapted & Original TCF Programs and have training in traditional Yang Style tai chi.

TCF Certification Reviewer Requirements

For both TCF Adapted Program and Original TCF Program

Prerequisite: Certification in TCF Adapted & Original Program; recommendation by Tricia Yu or Patricia Culotti

- a. Teach TCF Basic Moves, Short Form and Original TCF Form for at least 3 years.
- b. Training in Yang Style tai chi
- c. Complete Certification Reviewer training at TCF Certified Instructor Advanced Retreats (recommended), or individually.

TCF Course Instructor Requirements

For both TCF Adapted Program and Original TCF Program

Prerequisite: currently a TCF Program Certification Reviewer

1. Course One: Adapted Program Basic Moves Training Course Instructor (formerly levels 1-2).
 - a. Assist/teach Course One, 2x minimum.
 - b. Complete Course Instructor training at TCF Certified Instructor Advanced Retreats (recommended), or individually.
2. Course Two: TCF Adapted Program Short Form Training Course Instructor.
 - a. Assist/teach Course Two, 2x minimum.
 - b. Complete Course Instructor training at TCF Certified Instructor Advanced Retreats (recommended), or individually.
3. Course Three: Original TCF Program Training Course Instructor (formerly Level 3).
 - a. Assist/teach Course Three, 2x minimum.
 - b. Complete Course Instructor training at TCF Certified Instructor Advanced Retreats (recommended), or individually.

Once your Course Instructor has recommended you, send \$500 for each course tool kit and \$100 for administrative support, payable to Kelly Rehder.

Send to: Kelly Rehder, Tai Chi Health, PO Box 378, Red Wing, MN 55066

Keeping Your Tai Chi Fundamentals® (TCF) Certification Current

To uphold teaching standards for the Original TCF and TCF Adapted Programs, and to foster professional development, TCF certified instructors can keep their certification current as follows:

All TCF Certified Instructors must accrue a minimum of 12 contact hours within each two-year period, beginning with the initial date of their certification and every two years thereafter. If you are a newly certified instructor, plan to accrue these 12 contact hours sometime during the next two years.

Keeping Certification Current

During any 2-year period, you can earn your 12 contact hours in the following combinations:

1. Recommended: Attend a Certified Instructors retreat (held every 2 years).
2. Attend any of the following 2-day courses:
 - a. Course One: TCF Adapted Program Basic Moves Training (formerly Levels 1-2).
 - b. Course Two: TCF Adapted Program Short Form Training Course.
 - c. Course Three: Original TCF Program Form Training Course (formerly Level 3).
3. Attend one day of any of the above courses for 6 Contact Hours.
4. Attend a 3-6 hour TCF Intensive.
5. Attend a private session with a TCF Certified Instructor. 1-hour private = 3 contact hours.
6. You also can attend other TCF-approved courses or classes for 3-6 Contact Hours (taught by other Yang Style Cheng Man Ch'ing Lineage instructors).

Reinstating Lapsed Certification

If your certification has lapsed for 12 months or more beyond the two-year limit, attend any combination of the following for at least 12 contact hours or until you feel prepared for recertification:

1. Any of the TCF courses, intensives, classes or private sessions listed under parts 1-5 of **Keeping Certification Current**, directly above.
2. Exception: courses and classes described in part 6 of **Keeping Certification Current**, directly above do not qualify. Only courses and classes that train TCF Basic Moves and Original TCF Form or Adapted Program TCF Short Form qualify.

When you feel ready to recertify:

1. Schedule a private certification readiness evaluation with a TCF Certified Instructor. When they give you the GO, you can apply for recertification. Or you may be asked to get additional instruction practice more on your own (*pay instructor their usual hourly fee*).
2. Recertification: Once a TCF Certified Instructor has given you the GO to apply for certification, submit the following:
 - Certification application with a photo of yourself.
 - Application fee of \$250 payable to: Kelly Rehder. She will send you instructions on how to proceed and help select a TCF Certification Reviewer to conduct your movement test.
 - Retake Movement Test with TCF Certification Reviewer. No need to retake written exam.
 - After your movement test your Certification Reviewer will tell you if you have certified.
 - Your Certification Reviewer will submit your evaluation and recommendations to Kelly Rehder, who will send you your Certificate.