

THETA ASTROLOGY® COURSE & SEMINAR GUIDELINES

Conditions of Enrollment & Academic Policies

Academic & Technical Prerequisites

- **Language Proficiency:** Instruction and course materials are conducted in English unless explicitly advertised otherwise. Students must possess a proficient standard of reading, writing, and speaking.
- **Age Requirement:** Students must be at least 18 years of age. Applicants under 18 require written parental or guardian approval. There is no upper age limit.
- **System & Software Compatibility:** All live online classes are hosted via Zoom (zoom.us). Students are required to verify their hardware and operating system compatibility on the Zoom website prior to enrollment. Theta Astrology® does not issue refunds for technical incompatibilities or software issues on the student's end.
- **Required Hardware:** Coursework involves detailed slide presentations and chart analysis. Students must join using a Windows or Mac desktop/laptop computer equipped with:
 - High-speed broadband internet access
 - Functional webcam (required to remain ON throughout class)
 - Built-in microphone or external headset of good audio quality
 - *Note: Joining via mobile phone or tablet is strongly discouraged due to screen size limitations.*

Live Classroom Etiquette & Digital Presence

- **Punctuality & Preparation:** Please enter the Zoom waiting room 10 minutes prior to the scheduled start time to adjust your camera, test your audio, and settle in. Classes begin promptly.
- **Active Presence:** Webcams must remain switched on for the duration of the session. Attending class while driving, traveling, or situated in noisy public spaces (e.g., cafés) is disruptive and prohibited.
- **Prior Notice for Absences:** If you anticipate missing a class, notify your instructor or our office in advance.
- **Class Recording Policy:** Live sessions are not pre-recorded or made available for general student download. If a course is archived for internal administrative or quality assurance purposes, students will be notified prior to registration. Any cloud-stored recordings are permanently deleted 30 days after course completion.

Curriculum, Materials & Intellectual Property

- **Digital Materials & Copyright Protection:** All PDFs, manual excerpts, slides, and study materials are the copyrighted property of Theta Astrology® and are provided strictly for individual personal study.
- **Usage Restrictions:** Materials may not be copied, pasted, reproduced, republished, uploaded, or recirculated to third parties in any format.
- **Trademark Protection:** "Theta Astrology®" is registered nationally and internationally with the United States Patent and Trademark Office (USPTO). No domain, social media account, school, or organization may utilize the "Theta Astrology" trademarked name without express written authorization.

Educational Methodology, Chart Privacy & Ethics

- **Self-Chart Integration:** Studying astrology becomes transformational when applied directly to one's own life. Students are regularly invited to work with their own birth charts during practical exercises.
- **Student Chart Privacy:** Instructors may display student natal charts for teaching purposes, always removing personal birth data to maintain privacy. If you prefer your chart not to be displayed in class, please notify us prior to the start of the program.
- **Historical Case Studies & Diagnostic Language:** Instructors may utilize natal charts of historical figures and traditional astrological terminology for educational diagnostics. This does not constitute an endorsement of past moral practices, biases, or historical actions. We maintain high standards of contemporary cultural, racial, and gender awareness while preserving technical astrological rigor. Disruptive behavior regarding case study material will result in immediate removal without a refund.
- **Strict Confidentiality:** Personal disclosures, chart details, and peer discussions within the classroom are strictly confidential and must not be shared outside the cohort.

Study Best Practices & Recommended Resources

- **Astrological Journaling:** Students are encouraged to maintain a private study journal to track personal observations, transit insights, and integration milestones.
- **Pacing & Reflection:** Astrology is an alchemical journey of personal evolution. Allow ample time between study sessions for contemplation, integration, and additional reading.
- **Recommended External Resources:**
 - **Skyscript:** skyscript.co.uk (*Traditional astrological articles and source texts*)
 - **Astrodienst:** astro.com (*Chart casting, ephemerides, and technical tools*)

- **Astro-Seek:** astro-seek.com (*Advanced astrological calculators and transit tools*)
- **Stellarium:** stellarium.org (*3D astronomical planetarium software*)
- **Astrological Association:** astrologicalassociation.com

Attendance, Conduct & Make-Up Policies

- **Short Programs (1–5 Days):** 100% live attendance and active participation are required to receive a digital Certificate of Attendance.
- **Extended Programs (10+ Days):**
 - **1 Missed Day:** Permitted without penalty.
 - **2 Missed Days:** Requires private, paid make-up instruction (\$200 USD per day / approx. 4 hours) to complete missed curriculum before certification is issued.
 - **3+ Missed Days:** Results in automatic disqualification from graduation without reimbursement.
- **Punctuality & Class Breaks:** Repeated tardiness is treated as an absence. Scheduled breaks must be strictly respected:
 - *6-Hour Intensive Days:* Two 15-minute breaks and one 30-minute meal break.
 - *2-Hour Regular Days:* One 5-to-10-minute break.
- **Professional Conduct & Sobriety:** Attending class under the influence of illicit substances or alcohol results in immediate dismissal and automatic cancellation of enrollment without refund. Students must focus solely on the Theta Astrology® curriculum; using class time to proselytize or teach external modalities is not permitted.

Cancellations, Admin Deposits & Refunds

- **Student Cancellations:** Written cancellation requests received at least 72 hours (3 days) prior to the start of the first class are eligible for a refund, minus a non-refundable 15% administrative deposit. Requests placed less than 72 hours prior to the start date are non-refundable.
- **School Cancellations:** In the event a course is postponed or canceled by the administration due to insufficient enrollment, tuition is refunded 100% in full. Theta Astrology® is not liable for external expenses incurred by the student.
- **Feedback:** Upon course completion, students are invited to submit a Course Feedback Sheet to our administrative office to support our ongoing educational standards.

For comprehensive legal and administrative details, please review our full [Terms & Conditions](#).

**Love & Gratitude
Sending you waves of Aloha,
Kealoha Cristiano Okalani L.L.C.**