



Class Outline for Level (Specify which level you are detailing)

of hours for the class and/or time to and from

NOTE: WE WOULD LIKE TO SEE THE STEP-BY-STEP CONTENT OF YOUR CLASS IN ORDER TO SEE HOW YOUR CLASS FLOWS, WHAT ORDER THE MATERIAL IS PRESENTED AND TO ENSURE THAT THE TEACHER GUIDELINES ARE BEING FOLLOWED. THE TEACHER GUIDELINE REQUIREMENTS SHOULD BE INCORPORATED INTO THE BODY OF THE OUTLINES RATHER THAN A FOOTNOTE AT THE END OF THE OUTLINE.

Prior to Class:

- What are you getting from your students?
- What materials are you giving to your students?

Morning:

Provide detailed steps of what will happen during the morning portion of the class in the order in which the class will flow. We are looking for an overview, not the content of your class and/or manual. Please refer to the [Teacher Guidelines](#) to ensure that you are meeting all of the necessary requirements.

LUNCH BREAK

Afternoon:

Provide detailed steps of what will happen during the afternoon portion of the class in the order in which the class will flow. We are looking for an overview, not the content of your class and/or manual. Please refer to the [Teacher Guidelines](#) to ensure that you are meeting all of the necessary requirements.

***** An outline must be completed for each level of Reiki you have been attuned to regardless of whether you plan to teach that level or not. *****