

**Sree Sankaracharya University of Sanskrit Kalady  
Department of Ayurveda**

**DIPLOMA IN AYURVEDA PANCHAKARMA AND  
INTERNATIONAL SPA THERAPY**

**Credit and Semester System (CSS)**

**SCHEME**

**Aim and Objectives**

The programme aims to provide academic orientation, skill training and employment skills in Ayurveda Panchakarma and International Spa Therapy and to tap the increasing human resources demand in the fast growing wellness sector.

**Curriculum Structure in Credit and Semester System (CSS)**

Total Credits of the Programme	- 40 Credits
Classroom activities – Theory	- 15 Credits
Practical	- 13 Credits
Industrial Training	- 08 Credits
Project work	- 04 Credits

**Distribution of Credits: Class Room Activities**

Theory - Total credits 15 (One Credit is of minimum 15 hours which include Lectures, tutorials, Seminars, assignments, test papers etc.15 x 15 = 225 hours)

Practical - Total credits 13 (One Credit is of minimum 30 hours 13 x 30 = 390 hours)

## **Industrial Training**

Total credits 08 (One Credit is of minimum 30 hours 08 x30 = 240 hours)

## **Project work**

Total credits 04 (One Credit is of minimum 30 hours 04 x30 = 120 hours)

## **Distribution of Course Credits and hours per semester**

### **1st Semester**

Course	Credits	Hours
Fundamental Principles of Ayurveda	2	30
Anatomy and Physiology	3	45
Traditional Ayurveda Massage (Theory & Practical)	4 (1+3)	105 (15+90)
Ayurveda Panchakarma Therapy (Theory & Practical)	4 (1+3)	105 (15+90)
International Spa Therapies (Theory & Practical)	4 (1+3)	105 (15+90)
Sanskrit and Padartha vijnan	4	60

### **2nd Semester**

Course	Credits	Hours
Ayurveda Pharmacy (Theory & Practical)	3 (1 + 2)	90 (15 +60)
Spa Administration (Theory & Practical)	4 (2 + 2)	90 (30 +60)
Industrial Training	8	240
Project work	4	120

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## **DIPLOMA IN AYURVEDA PANCHAKARMA AND INTERNATIONAL SPA THERAPY REGULATIONS 2014.**

### **1. Title**

These regulations shall be called, the Sree Sankaracharya University of Sanskrit - Diploma in Ayurveda Panchakarma and International Spa Therapy regulations 2014.

### **2. Date of Application**

These regulations shall apply to the Diploma programme in Ayurveda Panchakarma and International Spa Therapy admissions from the academic year 2015- 16 onwards.

### **3. Eligibility for Admission**

Candidates who have passed +2 (plus two) in any stream or graduates of any discipline or equivalent are eligible for admission.

The original certificates of the qualifying examination, Transfer Certificate and Migration certificate shall be produced at the time of the admission. If the Migration Certificate is not produced at the time of admission, the same shall be submitted within a period of two months from the date of admission.

No Person shall be eligible for admission to the Diploma Programme if he/she is currently on the Rolls for any academic programme in another subject/discipline offered in the University or in any other institution.

### **4. Age**

Candidates who have completed 17 years of age on the date of notification shall be eligible for admission. The maximum age shall be 30.

### **5. Mode of Selection**

Selection shall be made on the basis of the marks of the qualifying examination, Physical fitness and Interview. The maximum marks will be 100, of which 50 marks for the qualifying examination, that is, plus two or equivalent, 10 marks for Physical fitness and 40 marks for the interview. A weightage 5 mark will be given to degree candidates.

**6. No of seats**

Number of seats for the Diploma programme shall be 20. Increase in the number of seats will be considered by the University as and when required.

**7. Student Uniform**

Student Uniform shall be unique in colour and pattern as per the decision of the department concerned.

**8. Duration of the course**

Duration of the Diploma Programme shall be 2 semesters within a period of one year.

**9. Medium and mode of Instruction**

Medium of instruction shall be English/Sanskrit/Malayalam and the teaching and training pedagogy includes lectures, seminars, practical, demonstrations, discussions, practical training, study tour, Industrial Training and project work.

**10. Course Credits**

Total credits for the Diploma Programme will be 40 and the students must earn 40 credits for the award of Diploma.

**11. Attendance**

A minimum attendance of 80% is required in each course separately. The teacher shall record the attendance of the students, calculate the attendance at the end of the semester, and duly certify the same by the Head of the department and forward it to the examination section through the Campus Director.

The Head of the department shall display the details of the attendance at the end of 45<sup>th</sup> and 90<sup>th</sup> working days on the notice board with a copy to the Campus Director.

The students deputed for official purposes such as representing the University in sports, cultural meets, Seminars or Workshops, NSS activities and participation in work of statutory bodies, with prior permission of the head of the Department shall be given leave for such absence and it shall be reckoned as attendance subject to the following conditions: -

The period of leave shall not exceed 10% of the total attendance of each course in a semester for a student.

The advisor of the student's Union, Officers i.e. of Physical education/ Officer –in- charge of NCC and NSS or teachers in charge of the team from the University are authorized to recommend to the Head of the department for leave. The concerned Officers Authorized to reckon the leave may also furnish the list of students as who are actually engaged as volunteers in the conduct of approved University Sports programme, Cultural Meets, NSS programmes, University Union activities etc., for granting leave.

The leave eligible shall be limited to days of:

1. Up and down journey.
2. The actual days of the programme as evidenced by the approved schedules and in the case of cultural activities actual days of competition evidenced by the approved programme.

The officers who are authorized to recommend the leave must submit the list of students with all details such as team/teams and its members, place of tournament / meet, number of days of tournament / meet, days up and down journey, to the Head of the Department who shall forward the same to the Campus Director sufficiently in advance. Leave will not be granted if the list is not submitted within 7 days after the event.

The decision of the Head of the Department shall be final in this matter.

## **12. Condonation of Shortage of Attendance**

Condonation of shortage up to 20% (maximum) shall be granted by the vice-chancellor to students in cases where the vice-chancellor is satisfied that the student could attain the minimum attendance, but for reasons of health or for other reason / forces beyond his/her control.

The fee for Condonation will be according to the University norms and procedure.

Application for Condonation of shortage of attendance should be made to the Registrar in the prescribed form along with due authentication or recommendations of the Head of the Department 15 days prior to the University Examinations.

The claim for Condonation should be supported with authorized Medical Certificates or concrete documentary proof as the case may be.

If the attendance is below the condonable limit, the student will not be eligible to appear for the examination and he/she will be removed from the admission roll.

### **13. Evaluation**

The system of evaluation is on the basis of seven point grading system and it will be a combination of the internal and the external assessment. Fifty percent of the credits will be for internal assessment and the other fifty percent, for external assessment as the end-semester theory and practical examination conducted by the University. The 100 percent grade/ weightage for Sanskrit, Industrial training and project work will be through internal assessment only. The Head of the department will be the final authority in awarding the grades in internal assessment.

### **14. Internal Assessment**

The Maximum weightage for internal assessment will be 50% of the total grades for each course except Sanskrit, industrial training and project work. There will be internal assessment for each course in each semester.

The Maximum Grade for Internal assessment will be A+.

A minimum of C+ (C plus only) cumulative grade for internal assessment in each semester is necessary for the student to appear for the respective end semester examination.

However, for the courses which do not have external assessment, it is necessary for the student to obtain a minimum of C+ (C plus only) grade separately for the internal assessment.

### **15. External Assessment**

End Semester theory and practical Examination.

An End semester theory and practical examination will be conducted by the University for Fifty percent of the grades in each course.

The student who has earned all the allocated credits of the respective semester and fulfill all other requirements shall be permitted to appear for the end semester examination.

If a student fails to appear for the end semester examination of the 1<sup>st</sup> semester in full or part, after fulfilling all the requirements, the student may be permitted to appear in the subsequent end semester examination of the respective semester and the student may be permitted to continue the study to the second semester, provided that the student is eligible to appear for the second semester examination only after passing the 1<sup>st</sup> semester examination.

The Maximum Grade for each Course will be A+.

A minimum of C+ (C plus only) grade separately for the External assessment is necessary for the pass in the respective course.

The general rules and regulations other than the above, for the conduct of the University examinations shall also be applicable for these examinations.

## **16. Procedures for Internal Assessment**

The criteria for internal assessment shall be the following with equal weights

1. Assignment on the chosen topic  
The quality and timely submission of the assignment will be considered
2. Practical Demo of therapies  
Procedural steps, quality and subjective response of the practical model will be considered.
3. Internal Test  
Internal test and /or class tests will be considered
4. Grooming, hygiene standards and professional ethics  
Personal grooming and hygiene standards and professional ethics will be considered.

The teacher concerned shall maintain a register on the submission of the assignment, practical demo, tutorials, personal assessment and internal tests during the course period.

## **17. Evaluation of Industrial Training**

The criteria for internal assessment shall be the following with equal weights

- The number of different therapies offered
- The quality of the therapy and pre and post therapeutic procedures
- Grooming and Personal Hygiene standards
- Communication and soft skills
- Adherence to professional ethics and standards
- Guest/Patient feedback
- Scientific and technical presentation of products and procedures
- Feedback and weekly report from the concerned agency

The teacher concerned shall maintain a record of performance on the basis of the weekly reports from the concerned agency and assessment during the visits.

## **18. Evaluation of project work**

The criteria for internal assessment shall be the following with equal weights

- Punctuality in submission
- Scientific relevance of the topic
- Innovative approach
- Industrial application
- Community orientation

## **19. Evaluation will be based on the 7 point grading system.**

A+	7 (6.5 and above)	C+	3 (2.5-3.4)
A	6 (5.5-6.4)	C	2 (1.5-2.4)
B+	5 (4.5-5.4)	F	1 (0.5-1.4)
B	4 (3.5-4.4)		

A minimum of C+ (C plus only) grade is necessary for the pass in the respective courses.

## **20. Announcement of the Results.**

The University shall notify the list of candidates having successfully completed all the requirements and become eligible for the award of Diploma with the approval of the syndicate. Anomalies, if any regarding the notification shall be brought to the notice of the Vice Chancellor by the student in writing within 7 days of the date of notification.

The University shall issue provisional certificate to the candidates within 7 days of the notification. It shall be open to the Syndicate to withhold the result of a candidate on valid grounds.

## **21. Award of Diploma**

The Diploma shall be awarded under the seal of the University to candidates who have satisfactorily completed the requirements.

If the result of a Candidate is discovered as vitiated by error, Malpractice, fraud, improper conduct or any other reason, the same may be cancelled or rectified and any such action that the Vice-Chancellor may deem necessary.

## **22. Removal of Difficulties**

If any difficulty arises in giving effect to the provisions of these regulations, the Vice Chancellor may issue necessary orders for removing the same.

## **SYLLABUS AND CURRICULUM**

### **Detailed Syllabus – First Semester**

#### **Course - Fundamental Principles of Ayurveda**

Credits - 2

Theory Hours - 30

#### **Learning Outcomes**

The student is expected to have good knowledge about Ancient History and Origin of Ayurveda and exposed to the Basic principles and holistic objectives of Ayurveda, Agni, Ojus, Ayu, Swastha (Concept of holistic wellness), Dinachariya (Daily regimen) and Ritu chariya (Seasonal regimen). It also imparts the basic understanding on the interrelationship of Panchamahaboothas and Tridoshas and their influence on the determination of body constitution.

#### **Module – I**

History and Origin of Ayurveda – A brief history on the origin and development of Ayurveda. Definition of Ayurveda and basic principles of Ayurveda . Importance of Ayurveda as a holistic medical system.

#### **Module – II**

Panchamahabhutha Sidhantha– (Principle of five basic elements): Prithvi, Ap, Thejo, Vayu, Akasa bhutas. Thridosha Sidhantha: Vatha, Pitha, Kapha and their subdivisions. Relationship between Pancha Mahabhootha Siddantha and Tridosha Sidhantha. Manodoshas- Concept and Identification.

#### **Module – III**

Body Constitution- concept and Identification. Role of body constitution in prescribing therapeutic procedures. Sapthadathus (Seven body tissues): Rasa, Raktha, Mamsa, Meda, Asthi, Majja, Sukla. Malas : Muthram, Malam, Swedam, Saptha dathu malas. Symtoms of increase and decrease of Dathus and Malas. Ojas- lakshana, Ojakshaya lakshana

## Module – IV

Pada Chathushtayam: Bhishak, Bheshajam, Paricharaka, Rogi Lakshanas. Agni – concept and types. Holistic concept of health. Dinacharya and Ritucharya-applied aspects

### 1. Books for Essential Reading

Ashtangahridayam

### 2. Books for Reference

Susrutha samhitha

Caraka samhitha

## **Course - Anatomy and Physiology**

Credits - 3

Theory Hours - 45

### Learning Outcomes

The student will have good understanding of Human Anatomy and Physiology and its applied aspects in Panchakarma and Spa therapies. Student will also be competent enough to understand the effects of blood pressure, pulse, temperature and other structural and physiological values in the applied aspects of various therapies. It also provides scientific understanding on the vital points and its relevance in therapies.

## Module – I

Definition of Anatomy and Physiology. Comprehensive Study of Skeletal system, Muscular system, Nervous system, Respiratory system, Circulatory system, Digestive system, Urinary system, Reproductive system, Excretory system, skin and Endocrine system

## Module – II

Examination of Blood Pressure, Pulse, Temperature, and other structural and functional measurements of the human body. Awareness of normal Anatomical and Physiological values. Marma (Vital Points): word meaning, concept, definition, classifications and applied aspects in therapies.

### Books for Essential Reading.

Anatomy and Physiology, by Inderbir Singh, Jaypee publishers

Ashtanga Hridayam - Sareera Sthana 4th chapter

### Books for Reference

Susrutha samhitha - Sareera Sthanam

## **Course - Traditional Ayurveda Massage**

Credits - 4

Theory Hours -15

Practical Hours-90

### Learning Outcomes

The student will be introduced to the concept and principles of Traditional Ayurveda therapies. It imparts elaborate knowledge on the scientific procedures of Traditional massage and other traditional therapies and their applications in wellness and healing. In-depth understanding of different massage movements, in specific to human anatomy, and their relevance in relation to speed, pressure and rhythm and the difference between healing and relaxation massage, will be provided.

### Module-I

Scientific concept and principles of Massage, Massage positions, Basic massage movements and their application, Procedural steps in massage, Applied aspects of Marmas in Massage, Pre and post therapeutic measures in massage, Applied aspects of pressure in massage, Number and speed of massage movements, Rhythm in massage

### Module- II

Therapeutic and healing massage, Relaxation massage, Foot massage, Kalari massage, Marma massage, and Massage for performing arts. Practical

includes exposure and hands-on training on various massages, their scientific procedures, steps and movements.

Practical - The subjective experience and hands-on training of various therapies

1. Books for Essential Reading

Ancient Indian massage, Kalari thirummu

2. Books for Reference

Traditional Massage - The Touch of Healing – Monograph published by the Department of Ayurveda, Sree Sankaracharya University of Sanskrit, Kalady

**Course - Ayurveda Panchakarma Therapy**

Credits - 4  
15

Theory Hours -

90

Practical Hours-

Learning Outcomes

The student will be exposed to scientific understanding and hands-on training experience on Panchakarma treatments, pre-therapeutic and post-therapeutic procedures, indications and contra-indications, precautions, and the desired outcome of each therapy.

Module-I

Panchakarma: Definition and relevance, Shodana Treatments, and Samana Treatment, Various procedural steps in Panchakarma(Five purification therapies),Poorvakarma (Pre therapeutic procedures), Snehanam – oleation therapy, Swedanam – Sudation Therapy, Various pre therapeutic procedures for oleation and sudation - Pizhichil, Njvarakizhi, Elakizhi, Sirodhara, Siropichu, Sirovasthi, Chavuttiuzhichil, Abhyangam, Dhanyakizhi, Podikizhi, Udwarthanam, Kadvasthi, Greeva vasthi, Thalam, Thalapothichil, Karnapooranam, Bandas (Bandages)

Module-II

Panchakarma (Five purification therapies) - Vamanam, Virachenam, Vasti, Nasyam, Raktamooksham. Paschat Karmam (Post therapeutic procedures)- Lifestyle Management, Rest and Dietary Prescriptions, prescription of Internal medicines/health supplements. Practical includes exposure and hands-on training on various panchakarma treatments and pre and post therapeutic procedures.

Practical - The subjective experience and hands-on training of various therapies

#### Books for Essential Reading

Panchakarmam Dr. K. Rajagopalan, Published by Aryavaidyasala Kottakkal.

Panchakarmam athava Shodhana chikitsa by Manakkodan vaidyan

#### Books for Reference

Ashtangahridaya, Surutha Samhita, Charaka Samhita.

### **Course - International Spa Therapies**

Credits - 4  
15

Theory Hours -

90

Practical Hours-

#### Learning Outcomes

The student will be introduced to various concepts of spa and wellness, history and growth of spa industry, hospitality oriented spa operations, and various wellness and beauty treatments. The student will have scientific and applied knowledge on spa massages, reflexology and aromatherapy.

#### Module –I

Introduction to Hospitality Industry - Orientation to different departments and their functions, Relationship between Spa and other departments of a hotel, Dealing with situations unique to hotel operations/shifts etc, Size of the Spa, Basic Spa Market in India

Introduction to Spa - Origin of S P A, The meaning of Spa, Introduction to Spa Industry, Services & Treatments, Evolution and growth of Spa over the years, Current business models, Future trends, Getting to understand Spa' terms', Difference Between day Spa and Destination Spa.

Overview to Wellness Spa - Basic Spa market in India, Evolution and growth of Spa over the years, Current Business models, Future Trends, Various Spa treatment and Services.

## Module- II

Understanding Spa Facilities - Getting to know Standard Spa facilities Jacuzzi, Sauna, Steam rooms, Steam cabinets, Infra red Saunas, Hydrotherapy facilities, experience shower, water bed, chill shower, Vichy shower, colour therapy room, hot stone, herbal compress.

Fundamentals of Massage - Basic massage movements, Classic Swedish Massage, Understanding facial massage and different types of facial massages, Thai massage and its movements, Javanese massage and its movements, Balinese massage and its movements, Siatsu massage and its movements, Customizing massages to various needs, Contraindications to massage, Foot reflexology and its movements, Head massage and its movements, Aromatherapy massage and its movements

## Module-III

Oriental – Thai Stretching Massage - Its Origin and principles, Its relation to Yoga, Incorporating facilitated yoga postures in massage, Thai / Yoga stretching Massage technique, Application in Wellness Spa therapies and programmes, application in combination of other treatments.

Aromatherapy - Principles of Aromatherapy, Understanding essential Oils and its usage, Extraction methods of essential oils, Understanding top, middle and base notes and blends, Safe use of essential oils, Indications & contra-indications, Aromatherapy Massage Technique, Application of Aromatherapy

Body Care Treatments - Body Wraps, Body Exfoliation, Understanding other widely practiced body care treatments, using herbal / kitchen ingredients for body care

Practical - The subjective experience and hands-on training of various therapies

Books for Essential Reading

The Spa Book – Jane Crebbin Bailey/ Dr. John Harcup/ John Harriington

Day Spa Techniques – Erica Miller

Books for Reference

The Spa Encyclopedia ISBN 1-56253-868-3

**Course – Sanskrit**

Credits - 4

Theory Hours -

60

Learning Outcomes

To enable students to familiarize themselves with Sanskrit script, letters and Phonetics and learn correct articulation; To provide essential knowledge of Sanskrit Grammar to facilitate the understanding of Syntax ; To enable easy conversion of simple verses into prose-order and thereby enable the comprehension of simple prose and verses so that the students can better understand the Ayurvedic texts in Sanskrit. Enable composition of simple sentences.

To explain the underlying philosophical principles of Ayurveda and to show how Indian Philosophy lays a firm foundation for these. To familiarize the students with some technical Ayurvedic terms which denote different meanings in ordinary Sanskrit and give insight into the etymology for better comprehension.

Module I

The Sanskrit Alphabet - Devanagari script - vowels and diphthongs, Consonants, correct articulation. Euphonic changes (sandhi) that arises due to consecutive placing of certain letters. These are to be pointed out without going deeply into tedious rules. Stress should be on practical application. Students should be made to listen to the changes, observe and say out aloud. Adequate examples to be provided

Syllables: A unit of sound with one vowel. The 'light' (laghu) and 'heavy' (guru) syllables. Understanding of syllables ensures correct and rhythmic utterance of

verses.(Correct spelling and pronunciation are of paramount importance in Sanskrit. This should be emphasised at the very early stage and ample examples and exercises are to be provided for practice).

Introducing -Simple words, simple verbs, simple sentences, counting numbers, basic conversation, interrogative forms- Nominal stems: The endings of nominal stems and the gender are of utmost importance since these only determine the declensional forms.Gender: Masculine, feminine and neuter. Number: Singular, dual and plural. Cases: A total of seven (the eighth case, Vocative, is considered as a variation of the Nominative). Indeclinables and how they govern cases

Conjugation of verbs- Sanskrit verbs are divided into ten groups or ganas which determine their conjugational forms. Students should be made aware of this and preferably encouraged to learn the conjugation of at least one verb from each group. However, the first group being by far the easiest, maximum examples can be provided from that. Two types of Conjugation: atmanepada and parasmaipada

Three Persons and Three Numbers.Tenses and Moods in Conjugation: Simple Present, Past and Future tenses, Imperative and Potential Moods. Usage to be explained through extensive examples and not rigorous rules. Attention to be drawn to the set pattern in declensions and conjugations. Students to be encouraged to learn not just by rote but with repeated application and observation. exceptions to be pointed out.Concord of Subject and Verb.Numbers - Cardinal and Ordinal. 1 – 100. Compounds (samasa) can be pointed out as and when they occur in illustrations and their meanings explained. Attention should be drawn to the difference between sandhi and samasa. The Passive voice. (It may be noted that passive construction is more easily and commonly adopted in Sanskrit). Primary suffixes - ktva, tumun etc. Use of Causative and Desiderative.

## Module II

Basic principles of Nyaya- Vaiseshika systems of Philosophy - Philosophical background of fundamentals of Ayurveda, Meaning of the word “darsana; general introduction to the different schools of Indian Philosophy with an emphasis on nyaya, vaisheshika and samkhya. Ayurveda as unique and independent school of thought (philosophical individuality of Ayurveda), definition of padartha, Division and number of padartha, bhava and abhavapadartha. A textual study of the Tarkasamgraha of Annambhatta

### Books for Essential Reading

Sanskrit Grammar for Students - M. R. Kale

A Students' Guide to Sanskrit Composition - V. S. Apte

R. Vasudevan Potty - Bharatiyadarsanangal

M.Hiriyanna – Essentials of Indian Philosophy, Motilal Banarsidass, Delhi,  
Reprint 2008

Saroja Upadhyay - Vaisheshik Darshan Ki Ayurved Ko Den, kala Prakashan,  
Varanasi, 2000

### Books for Reference

Scientific Literature in Sanskrit – Papers of the 13<sup>th</sup> World Sanskrit Conference,  
Motilal Banarsidass, Delhi, 2011

Selected stories from Panchatantra and Hitopadesha

Nitisataka of Bhartrhari

Anuvadacandrika - Pt. Charudeva Shastri

## **Detailed Syllabus – Second Semester**

### **Course - Ayurveda Pharmacy**

Credits - 3

Theory Hours – 15

Practical - 60

### Learning Outcomes

The student will have a better understanding on the medicinal herbs used in Ayurvedic formulations, different dosage forms and their preparations, rationality of combinations, different medicated oils and their therapeutic

effects. The student will also be exposed to different formulations and preparations of wellness and beauty care products and health supplements.

#### Module-I

Ayurvedic Medicinal herbs, study of 50 medicinal herbs – detailed study of 25 medicinal herbs and non detailed study of 25 medicinal herbs and preparation of herbarium of 25 medicinal herbs. Ayurvedic dosage forms & formulations, processing of Ayurvedic dosage forms, Rationality of combinations, Importance of Ayurvedic oils and herbal powders. Detailed study of 50 ayurvedic products in different dosage forms.

#### Module-II

Aromatic plants and oils, detailed study of 25 aromatic herbs and non detailed study of 25 aromatic herbs, mixing of aroma oils, Cosmetic herbs, Synergism in therapeutic effects, Wellness and beauty care products and health supplements, Prescription of Ayurvedic formulations for sustainable effects. Visiting ayurveda medicine manufacturing facility.

#### 1. Books for Essential Reading

Sarngadhara samhitha

The Complete Book of Essential Oils and Aromatherapy - Valerie Ann  
Worwood

#### 2. Books for Reference

Sahasrayogam

Aromatherapy: A Complete Guide to the Healing Kathi Keville

### **Course - Spa Administration**

Credits - 4

Theory Hours - 30

Practical - 60

#### Learning Outcomes

The student will have good knowledge of guest relations, Spa administration, Spa reception, Spa operations, Spa management, sterilization techniques, basic

computer knowledge and first aid skills, grooming skills, and development of soft skills.

#### Module-I

Communication / Interaction - Guest / Client Interaction Greeting to farewell, Receive guests / Prepare room/ Profile/ Greeting and Pre Service Standards, Release guests/ Post care/ Advice/ Farewell/ Set up room, Service Standards, Guest/ Client care, Complaint handling, Telephone handling, Listening skills, Communicating skills

Professional Etiquette - Professional Ethics, Grooming & Department, Personal hygiene and care, Body Mechanics/ Posture, Professional behavior, Personal all around health, Handling unpleasant and difficult circumstances, Personal development, Hand exercises, Being a lady / gentleman

#### Module-II

Spa Operation - Familiarization with different areas of Spa and their operation, Reception/ Front Desk, Reception lounge, Changing rooms/ Lockers, Rest rooms/ Vanity areas, Relaxation lounge, Treatment rooms / Stations, Wet areas Steam / Shower/ Jacuzzi/ Plunge pool/ Hydrotherapy areas, Dry Sauna/ Infra red sauna, Supporting facilities such as Kitchen / Preparatory area, F & B Storage, Linen storage area ,Stock storage area, Knowing the operation of wet / dry areas and facilities, Knowing contraindications to the use of above facilities, Being conscious of energy consumption, Minimizing power wastage, Minimizing water wastage, Useful tips for saving the same, Minimizing paper use, Housekeeping/ Presentation & Ambience Standards.

#### Module-III

Sterilization & Hygiene- Methods of sterilization and application, Hygiene standards and maintenance, Communication skills, Basic First Aid, Soft Skills, Basic computer Training, Microsoft Word, Excel (self study)

Practical - The subjective experience and hands-on training of spa operations.

#### 1. Books for Essential Reading

The Spa Book – Jane Crebbin Bailey/ Dr. John Harcup/ John Harrington

Day Spa Techniques – Erica Mille

2. Books for Reference

The Spa Encyclopedia ISBN 1-56253-868-3

Monograph on Spa operational standards by the Department of Ayurveda/Different hospitality groups

**Course – Industrial Training**

Credits- 8

Hours 240

Industrial training in reputed spas or Ayurveda wellness/treatment centres/hospitals shall be the essential part of the curriculum. The period of Industrial training shall be of 240 hours within a period of 90 days in a single or multiple stretches in a station or in rotation. The teacher concerned will make periodical visit to the station to make assessment and shall maintain a register or record of the visit, their grades, attendance and training performance.

**Course Name – Project work**

Credits 4

Hours 120

Spa/wellness/treatment centre/hospital operations, innovative concepts in wellness, spa products and spa design will be the areas of priority for the project work. The period of the project work will be of 120 hours. The student shall submit a dissertation consisting of 40 – 60 pages at the end of the project work.

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