

How to Organize Vajra Dance Restricted Courses 2026

1. Introduction - Aim and Scope of this Document

This document developed by the International Gakyil in collaboration with the International Atiyoga Foundation and the International Advisory Teachers Prima Mai and Adriana Dal Borgo, is aimed at the Gakyils of Gars and Lings, at people working in the administration of the Dzogchen Community and at the VD teachers, providing a quick set of general guidelines useful to facilitate the implementation of VD courses reserved to the practitioners who received the transmission from Chögyal Namkhai Norbu and Namkhai Yeshe (so called “restricted” courses).

It is based on Chögyal Namkhai Norbu’s indications about the responsibility of IDC to support the transmission of the inner aspects of the Vajra Dance. The IDC continues to fulfill this responsibility under the spiritual guidance of Namkhai Yeshe, son and disciple of Chögyal Namkhai Norbu.

This document is a short simplified version of the GENERAL VAJRA DANCE GUIDELINES 2025 for a more comfortable and practical reading. Therefore, to get a complete picture of the principles and directions for organizing a course, the reading of the full document is warmly recommended (dzogchencommunity.org/documents/). The programs of the various courses of VD are written in separate documents.

2. Teachers

Those who teach VD are classified in two main categories: International Advisory Teachers (AT) and Authorized Teachers (AT).

Among the AT, there are some more experienced teachers who act as a bridge with IAT: they identify and prepare potential candidates to become teachers in different countries, they assist during Teacher Training and collaborate in supervision.

2.1. International Advisory Teachers

The International Advisory Teachers have been appointed by Chögyal Namkhai Norbu (ChNN) as responsible for VD Teaching. They are therefore responsible for the definition of the overall educational path and of the detailed program of the various levels regarding their Teaching (VD), including the public levels and the teaching supports (books, tutorials, etc.).

They take care of the Teachers Training program, of the new candidates supervision and of the Authorized Teachers.

2.2. Authorized Teachers

Authorized Teachers are those VD teachers who have received a diploma from Chögyal Namkhai Norbu or from the International Advisory Teachers.

Authorized Teachers Responsibilities include:

- a) teaching VD according to the principles and instructions originally explained by Chögyal Namkhai Norbu;
- b) collaborating with the Gakyil in preparing courses programs and relevant schedules;
- c) collaborating with the Gakyil, with a clear understanding of respective roles and responsibilities, in order to ensure the successful implementation of the courses;
- d) teaching accordingly to the capacity and specific physical condition of the students;
- e) informing the students, when needed, about the registration requirements;

The Authorized Teachers, no matter which level they belong to, should not solicit any Gakyil from other countries to invite them to teach and they should not take the initiative to request any Gakyil of a Gar/Ling, different from the one where they reside, to organize courses on their behalf. Authorized Teachers are requested to collaborate with the local Gakyil and avoid unusual requirements.

Authorized Teachers who are organizing and implementing public courses, events and/or publishing activities of any sort are requested to inform the International Advisory Teachers and the Gars/Lings Gakyils of the area where the activity is implemented.

There are three levels of Authorized Teachers, according to their level of competence, authorized to teach by Rinpoche or IAT after passing relevant examination and supervision.

3. Organization of Courses

The courses are organized with the collaboration of the different stakeholders through a clear understanding of the different roles and responsibilities and of the boundaries of the respective spheres of contribution.

The awareness of specific circumstances and the collaboration among people involved is anyway the first requirement for any activity. In this short practical version the roles and responsibilities of the organising Gakyils are mainly expressed as tasks of the Project Manager, the person in charge of organization of courses or events on behalf of Gakyil. For full detail of Gakyil responsibilities, as well as of IDC and of teachers, please read carefully the GENERAL GUIDELINES above mentioned, particularly with regard to taking care of the teachers.

"The Gakyils have always the responsibility to protect the Teaching and the Transmission, not only the Teachings of YY and VD but all our precious Dzogchen Teachings and their transmission." Chögyal Namkhai Norbu

3.1. Responsibilities of the Project Manager

The Project Manager nominated by the Gakyil of a Gar or Ling has the responsibility of overseeing all the administrative and organizational aspects of the course. In collaboration with the teacher, has the responsibility of deciding on the precise program to be taught and learned during the event. This decision should be based on the capacity and experience of the expected participants. More specifically the Project Manager has the responsibility of:

1. Getting in contact with the teacher to plan the course dates and program
2. Arranging and booking a suitable venue with enough space for the course to be held, which may include taking out relevant insurance
3. Taking care of the financial management of the course: define the method of funding the course (fee/donations/sponsorships), make a budget of the course and define the minimum number of participants, account the actual expenses.
4. Entering all planned courses in the general calendar of events on the IDC portal (dzogchen.net) or other tools communicated by IDC, on the ATIF Educational Platform, and on vajradance.net, regularly updating the program in case of any change;
5. Promoting the course with adequate advance and ensuring all promotional material (emails, social networking, flyers, website etc.). All relevant templates are provided by ATIF to Gars and Lings and to other centers/organisations external to the IDC (as needed).
6. Arranging the travel and a suitable (ideally nearby) accommodation for the course teacher;
7. Ensuring that the course teacher is welcomed at the airport or train station, checking that their dietary needs are met and that they are looked after and supported throughout their visit (see GENERAL GUIDELINES for further details);
8. Ensuring that relevant books etc. for the course from Shang Shung Publication are available on site;
9. Informing everybody who participates about the possibility of attending regular sessions at the Gar or Ling and providing them with information about the next ongoing activities
10. Collecting the course fee or the donations from all the participants
11. Registering the participants in the Educational Platform of ATIF when the course is part of a Diploma Certification and sending the updated lists to the International Blue Gakyil at blue@dzogchen.net.

4. Financials

4.1. Donations to IDC to fund the International Advisory Teachers

The International Advisory Teachers provide an indispensable service to the IDC by supporting Rinpoche's work aimed to ensure that the VD Teachings are passed on intact to future generations.

The IDC offers the activities of the International Advisory Teachers as part of its mission. They work full time for the IDC and are on the payroll of IDC. Nevertheless, to partially fund their salaries, a donation is strongly recommended. The table below represents the recommended funding as a minimum donation according to their activities. The financial guidelines apply in the same way for in person teaching and for teaching via web.

The share of the revenue, when applied, is therefore intended as an advised donation to partially cover the salaries of the International Advisory Teachers.

For more complete information of all their activities see the GENERAL GUIDELINES above mentioned.

A Gakyil wishing to organize a course with one of the International Advisory Teachers can directly contact him/her to define the time and the details of the course. Once the course has been scheduled the organizer of the course has the responsibility to input the event in the Events Calendar on dzogchen.net or ATIF Educational Platform or vajradance.net or any other tool advised by the International Gakyil.

Recommended minimum donations for teachings activities of the Teachers within IDC

Courses and lessons within IDC: recommended donation 140 euro/day** or 40 €/h

Supervision: recommended donation 120 euro/day

Teachers Training: recommended donation 140 euro/day**

**A lower donation may be exceptionally agreed when courses are held in countries affected by very severe socio-economic circumstances (to be decided by IG)

A course day is meant to consist of a minimum of 4-5 hours, up to 6 at Teacher's will. A two hour unit is considered half day.

The Gar or Ling hosting the teacher is responsible for travel expenses, visa expenses, board, lodging. On arrival, the teacher should receive, without having to ask, a small amount of local currency for basic needs. Round-trip transfer expenses to and from the airport, if any, are to be reimbursed to the teacher.

4.2. Reimbursement to the Authorized Teachers

Authorized Teachers helping to prepare teaching materials (DVD, books, e-learning) distributed or sold by any publishing house belonging to the IDC (e.g. SSP) are practicing Karma yoga.

Recommended Reimbursement to the Teachers

	Authorized Teachers course within IDC	Authorized Teachers course outside IDC (organized without the support of the IDC)
To Authorized Teacher	From a minimum of 10 EUR / 11 USD to a maximum of 20 EUR/ 22 USD per hour of course, according to local economic situation (see table by Gar below)	As agreed by the Authorized Teacher
To IDC/ATIF	Possible Donation	Possible Donation
Organizer	Remaining profit net of costs according to possible ATIF Terms & Conditions	As agreed by the Authorized Teacher

According to the local economic situation

Gars	Maximum €/day	Maximum €/hour
Tsegyalgar E, Merigar W, Namgyalgar	100	20
Dzamling Gar, Tashigar S,	75	15
Tsegyalgar W, Munselling, Gephelling		
Kunsangar N+S, Merigar E, Tashigar N	50	10

4.3. Support of Authorized Teachers by the Gars and the Lings

IDC invites Gars and Lings to evaluate the opportunity to support, when necessary, the educational path of local VD Authorized Teachers, as participation to Teacher Training, Supervision and Qualification Courses. They share the responsibility of keeping intact the teaching of Vajra Dance and supporting activities of their own Gar/Ling for the benefit of future generations.

4.4. Donations by the Authorized Teachers

The Authorized Teachers are suggested to give a donation to IDC for the courses they hold in or outside the Community.

The possible donation, by the Authorized Teacher(s) or/and by the organizer, is given in gratitude for the work of supporting the development and the continuation of the Vajra Dance Teachings that Chögyal Namkhai Norbu and the IDC have been doing over the years.

IDC invites Gars and Lings to evaluate the opportunity to support, when necessary the educational path of local YY and VD Instructors, who share the responsibility of continuing the Dzogchen Teachings are passed on authentically intact for future generations. Their training certainly yields concrete help for Ling and Gar.

5. Application of the Sponsorship to the courses

IDC recommends course organizers of the IDC Gars and Lings to also consider applying the Sponsorship to the courses of VD.

For the moment this doesn't apply to Teachers Trainings, where the fee is established by the IG.

6. Guidelines for the definition of the registration fees and economic viability of the courses

The GENERAL GUIDELINES provide a framework for the consistent implementation of the courses across the board and, at the same time, they allow the necessary level of flexibility needed in dealing with specific circumstances in the different countries.

The courses are supposed to be promoted, organized and implemented in a way to be profitable or at least economically sustainable, considering them also as a value for membership.

IDC states the fees of Teacher Trainings globally, as these courses are of special interest for the transmission of the Teaching of VD.

IDC advises the Lings and Gars to apply the fees in the table below to the other courses (non TT), differentiated when taught by an IAT or by an AT. The criteria of calculation of this table are explained in the General Guidelines (please read them).

The suggested daily fees are in the table below, according to the Gar where the course is organized. To calculate the price of the course, just multiply these daily fees by the number of days of the course (generally including the half days at beginning or end if any). The three groups of Gars were determined on the combined base of Gross Domestic Product per capita calculated by Gar and the Average Membership Fee by Gar. The prices are based on amounts presently charged, separated into the three levels to have a gap 1:2 (lowest:highest).

Gars	Fee for TT and courses held by International Advisory Teachers €/day (at least 4h/d up to 5-6h/day)	Courses held by Authorised Teachers €/day
Tsegyalgar E, Merigar W, Namgyalgar	40	36
Dzamling Gar, Tashigar S, Tsegyalgar W, Munselling, Gephelling	30	24

Kunsangar N+S Merigar E Tashigar N	20	18
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7. Certifications

7.1. Attendance Certifications

These can be offered to all the students, members or not of the Dzogchen Community, attending the courses.

The organizers should register the public course and participants in the ATIF Educational Platform. Any attendance certifications issued by ATIF as a pdf-file is free, while a high quality paper version costs 7 euros to cover mailing costs. A draft certificate will be proposed for each department, which can be customized.

7.2. Teacher Certifications

These are offered to the candidates who have been authorized to teach Vajra Dance.

Authorizations to teach have an expiry date. Once this is reached, students are required to attend a review course to ensure their preparation is still up to date and faithful to the Teachings received, which provides them with adequate training in line with the authentic instructions of Vajra Dance.

At the expiry date, the Authorised Teacher should communicate with the IAT to renew the authorisation. This will happen through a refreshing supervision and / or participating in a Teacher Training of the same level. When an Authorised Teacher becomes authorised to teach the following level, the expiration date will refer only to the new level.

8. Diplomas

Diplomas awarded by Chögyal Namkhai Norbu never expire as long as the authorised teachers are members of the Dzogchen Community, even if they do not attend any supervision or Teacher Training.

9. Participants fees and discounts

The course fees are prone to several levels of discount which may take into account IDC membership type, age of student and other criteria.

Course fees may offer several discount levels based on IDC membership type, age of student and other criteria.

9.1. Members of the IDC

- Ordinary and Local Sustaining member discounts are applicable according to local benefits conditions.

The Ling has the option not to apply discounts, but this must be published.

- Global Meritorious and Global Sustaining member discounts are applicable everywhere according to the international benefits conditions
- Student and Senior discount (optional).

9.2. Teacher Training Courses

Existing Authorized Teachers who wish to attend a Teacher Training of their level, receive a discount.

For the 1st Level TTs, existing 1st Level Authorized Teachers receive a discount of 50%; while 2nd Level Authorized Teachers are exempt from the fee.

For the 2nd Level TTs, existing 2nd Level Authorized Teachers receive a discount of 50%.

Concerning VD Teacher Training the International Gakyil of the IDC and the ATIF Board of Directors agreed to follow the scheme summarized in the file [Responsibility and budget of activities TT](#). This file is an example based on YY TT of January 2024 in Dzamling Gar.

9.3. Supervision Courses

It is advisable to offer Supervision Courses at an additional discount to ensure adequate attendance.

9.4. Exclusions

There is no membership discount for TT and review courses.

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