

# **MESSAGE SCHOOL OF PASADENA**

1930 E. Colorado Blvd. Pasadena, Ca. 91101

#626-578-9119

[www.messageschoolofpasadena.com](http://www.messageschoolofpasadena.com)

CAMTC Approval Code:



Classes will be held at 1930 E. Colorado Blvd. Pasadena, Ca. 91101

Revised on 8/16/2016

The field of massage therapy is growing rapidly and the demand for body workers continues to increase. Once you have completed one of the MSP programs, you can be confident that you will be a top level candidate for any interview you enter. You will be able to seek employment in medical offices, chiropractic offices, physical therapy, clinics, day spas, health clubs, cruise lines, or be self-employed.

## **MESSAGE SCHOOL OF PASADENA CATALOG**

This Catalog is valid from 8/16/2016 thru 8/16/2017

**MESSAGES SCHOOL OF PASADENA** is a private institution and that is licensed to operate by the Bureau and approved by the California Massage Therapy Council.

MSP does not provide degree programs and is not an accredited institution. Students enrolled in an unaccredited program is not eligible for federal financial aid programs.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at P.O. Box 980818, West Sacramento, Ca. 95798-0818. Phone: 916-431-6959, Fax: (916) 263-1897, [www. Bppe.ca.gov](http://www.Bppe.ca.gov)

A Student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888)370-7589 or by completing a complaint form, which can be obtained on the bureau's internet website: [www.bppe.ca.gov](http://www.bppe.ca.gov)

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. An electronic copy will be provided to the prospective student via email as an attachment. If the prospective student does not have access to email, a hard copy will be provided to the student. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Massage School of Pasadena is in a sound financial institution and has no pending petition in bankruptcy. Massage School of Pasadena is not operating as a debtor in possession, has not filed a petition within the preceding five years. MSP has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

## CAMTC

Certification by the California Massage Therapy Council ("CAMTC") massage professionals may practice their profession any where in the State with CAMTC certification:  
500 Hour= CAMTC Certification as a "Massage Therapist"

To be certified in the State of California applicants must:

Go to [Camtc.org](http://Camtc.org) for an application:

CAMTC is the organization appointed to issue Massage Certificates in the State of California.

- Transcript
- Passage of a CAMTC approved exam.
  - The Massage and Bodywork Licensing Exam (MBLEX) - offered by the Federation of State Massage Therapy Boards (FSMTB) if taken at any time;
  - The Board Certification Exam for Therapeutic Massage and Bodywork (BCTMB)- offered by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) if taken at any time.
- Life Scan/ Fingerprinting \$80-\$90
- CAMTC Application \$150 nonrefundable
- Passport picture
- Driver's License

Publication of CAMTC's Law related to unfair business practices as related to massage:

(1) Pursuant to California Business and Professions Code section 4611, It is an unfair business practice for a person to do any of the following:

- (a) To hold himself or herself out or to use the title "certified massage therapist" or "certified massage practitioner," or any other term, such as "licensed," "certified," "CMT," or "CMP," in any manner whatsoever that implies or suggests that the person is certified as a massage therapist or massage practitioner, unless that person currently holds an active and valid certificate issued by the California Massage Therapy Council.
- (b) To falsely state or advertise or put out any sign or card or other device, or to falsely represent to the public through any print or electronic media, that he or she or any other individual is licensed, certified, or registered by a governmental agency as a massage therapist or massage practitioner.

"Attendance and /or graduation from a California Massage Therapy Council approved school does not guarantee certification by CAMTC. Applicants for certification shall meet all requirements as listed in California Business and Professions Code section 4600 et. Seq."

" A student or any member of the public with questions that have not been satisfactory answered by the school or who would like to file a complaint about this school may contact the California Massage Therapy Council at One Capitol Mall, Suite 320, Sacramento, CA. 95814, [www.camtc.org](http://www.camtc.org), phone(916) 669-5336, or fax (916) 669-5337.

## About Massage School of Pasadena

## **Mission Statement**

Massage School of Pasadena (MSP) is dedicated to providing an environment for students to gain the knowledge and skill necessary to become a top level massage therapists, to prepare students to be competitive in the job market, promoting a healthy life-style through massage, and providing first-hand education in a functioning massage/spa environment.

Our **Objective** for the 500 hour course is to certified our students in the level of Massage Therapist, so that he /she may become certified in the State of California and/or be eligible to take the National Board Examination to be licensed in other states.

Our **Objective** for the 750 hour course is to certified our students in the level of Advanced Massage Therapist, so that he /she may become certified in the State of California and/or be eligible to take the National Board Examination to be licensed in other states.

## **Why Our School?**

### **Facility**

Classes at MSP are held within AcuSpa, a fully functioning day spa. Students will experience, first-hand, how a profitable business operates. Our facility is relaxing environment for students, staff, and clients. At MSP our students enjoy private rooms and are provided with sheets and lotions. Our instructors are experienced industry leaders who are knowledgeable and who provide up-to-date education. Our instructors also work on-site with clients.

### **Location**

Our facility is located in a popular area of Pasadena, within walking distance of fine restaurants, fast food, and shopping stores. The school is close to 210, 134, and 110 freeways. There is frequent bus service from downtown Los Angeles and other surrounding cities. The Metro Rail provides service from downtown Los Angeles and direct connections to south-central Los Angeles and Long Beach. We provide private rooms for the hands-on lab portion of class. The facility is accessible by elevator and ample parking is available.

### **Work-Study**

Internships are offered in which students attend to paying clients from the public. With this vital experience, students at our school will be prepared and eligible for opportunities for future employment.

### **Class size**

At MSP, we believe strongly in small class size. The art of massage is very detailed and a small class size will ensure learning success.

### **The Student Practice Center**

MSP is dedicated to providing the best education in massage therapy. We offer a state-of-the-art practice center with private rooms and a soothing ambiance. The public is encouraged to receive massages from our students at a discounted rate. This is a useful and unique way for students to get real working experience. Students will receive an evaluation from each client

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## **OUR CURRICULUM**

### **Programs**

Massage School of Pasadena offers massage programs. Each program has been aligned with the BPPE and the CAMTC. All instruction is provided by a qualified instructor “live” in the classroom.

### **250 Hour Certified Massage Practitioner**

14 weeks of Classes  
Fundamentals of Massage  
Swedish Massage  
Principals of Massage  
Anatomy & Physiology I  
Clinical Internship -35 Hours  
Case Studies

### **500 Hours Certified Massage Therapist**

28 weeks of classes  
Swedish Massage  
Fundamentals of Massage  
Principals of Massage  
Anatomy & Physiology I  
Deep Tissue Massage  
Anatomy & Physiology II  
Pathology I  
Advanced Massage Therapy  
Case Studies  
Clinical Internship -70 hours  
(100 of the 500 hours will be in anatomy, physiology, contraindications, health and hygiene, and business and ethics.)

### **750 Hours Advanced Certified Massage Therapist**

42 weeks of classes  
All the classes of the Level I and II plus  
Anatomy & Physiology III  
Deep Tissue II  
Prenatal Massage  
Spa Therapies  
Asian Studies I  
Medical Terminology  
Advanced Massage Theory  
Pathology II  
Business Management II  
Case Studies III  
Clinical Internship III- 50 Hours

### **1000 Hours Holistic Health Practitioner**

All the classes of Level I, II and III plus  
Aromatherapy Massage I  
Lymphatic Massage  
Nutrition I  
Nutrition II  
Sports Massage  
Asian Studies II

Special Populations  
Foot Reflexology  
Business Management II  
Case Studies IV  
Clinical practice IV – 50 Hours

### **FACULTY**

All Faculties at MASSAGE SCHOOL OF PASADENA undergo an intense interview process. All Instructors at MASSAGE SCHOOL OF PASADENA is a licensed massage therapist that is active in the massage industry and have at least three years of classroom experience.

Head Instructor	Kevin Taylor Owner and Operator of AcuSpa and MSP for 12 years combined Massage Therapist – CAMTC Acupuncturist Clinical Nutritionist
Instructor	Veronica DeLeon Massage Therapist - CAMTC
Instructor	Toby Jacobrown

### **ADMISSIONS, ACCEPTANCE OF CREDITS**

#### **Admission Policy**

Students may only be admitted to MSP with a high school diploma, GED or equivalent or an independently administered ATB exam.

An enrollment agreement shall be written in language that is easily understood. If English is not the student's primary language, the student shall have the right to obtain a clear explanation of the terms and conditions and all cancellation and refund policies in his or her primary language.

If recruitment is conducted in a language other than English, then the enrollment agreement, disclosures and statements shall be in his or her primary language.

Students must be able to comprehend English to attend MSP.

For ESL students, MSP will accept TOFEL as evidence of English proficiency; TOFEL score of 450 (paper based), 133 (computer based) or 45 (internet based) is acceptable or an in-house proficiency exam (Kaplan International) administered by MSP. The minimum level of proficiency required as rated by the United States Foreign Service Language Rating System, is a level 3 - Minimum Professional Proficiency for TOFEL and minimum result of INTERMEDIATE for the Kaplan International.

#### **Courses taught Mandarin**

Courses taught in a language other than English, will require proof of high school proficiency or equivalent in that language. Documentations that will be accepted as proof includes but not limited to high school diploma, letter from the high school or the high school transcript.

MSP does not provide VISA services.

#### **Ability to Benefit**

Before an ability-to-benefit student may execute an enrollment agreement, MASSAGE SCHOOL OF PASADENA shall have the student take an independently administered examination from the list of

examinations prescribed by the United States Department of Education pursuant to Section 484(d) of the federal Higher Education Act of 1965 (20 U.S.C. Sec. 1070a et seq.) as it is, from time to time, amended. The student may not enroll unless the student achieves a score, as specified by the United States Department of Education, demonstrating that the student may benefit from the education and training being offered.

### **Enrollment**

To register, students must submit a completed Student Enrollment Sheet and required deposit for the program of their choice. Upon acceptance, a contract will be issued with start dates and financial agreements. Please check for a list of required class materials when enrolling.

### **Eligibility**

MSP does not provide English Language support classes but will support the student in finding an English tutor.

Students must be emotionally stable and physically capable of performing massages inherent to their program. MSP does not discriminate on the basis of race, religion, creed, national origin, gender, ethnicity, or sexual orientation.

Admission Requirements for ability –to –benefit students CEC 94909 (a) (8) (A)

### **Credit for Previous Studies**

MSP gives credit for previous studies when appropriate. Students must provide transcripts and any documents showing proof of training and be prepared to demonstrate any skills in a practical evaluation. The fee for this one-hour evaluation session is \$75. In the case of Anatomy and Physiology, students may be required to pass a comprehensive exam, at the cost of \$75. There are two opportunities to pass this test. Personal tutoring is available, upon request, for \$50 per hour, by an instructor.

### **TRANSFERABILITY:**

MASSAGE SCHOOL OF PASADENA offers programs for the purpose of massage training and does not have a transfer agreement articulation agreement with any other institutions.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION. The transferability of credits you earn at Massage School of Pasadena is at the complete discretion of any institution to which you may seek to transfer. Acceptance of the certificate you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer.

If the credits, certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some of all your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Massage School of Pasadena to determine if your credits or certificate will transfer.

### **Cancellation and Refund Rights**

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

If a student cancels the enrollment agreement prior to completing 60% of the course, a refund will be granted based on the percentage of class time completed. Students who have completed 60% of the course, or more, are not entitled to a refund.

Students have the right to cancel the enrollment agreement at any time during the course.

The enrollment agreement must be canceled in writing. A withdrawal may be effectuated by the student's written notice or by the students' conduct, including but not necessarily limited to a students lack of attendance.

You must complete the Cancellation/Withdrawal form, provided when your enrollment agreement is

signed, and mail it or hand it in to the school director. The refund will be calculated based on the postmark date, or the date the form is handed in. Your refund will be made within 30 days of this date. Any outstanding materials must be returned within 7 days of this date, or the full cost of new replacement equipment will be subtracted from the remaining balance.

If mailed, the Cancellation/Withdrawal form must be mailed to:

MESSAGE SCHOOL OF PASADENA  
1930 E. Colorado Blvd.  
Pasadena, Ca. 91107

## **Tuition**

### **Course Tuition Fees**

MSP 250 hours is \$3,000.

MSP 500 hours is \$5,600.

MSP 750 hours is \$ 8,200

MSP 1000 hours is 15,000

Fees include: videos, DVDs, CDs, products, or any other materials. Cost of books and aromatherapy products not included.

MESSAGE SCHOOL OF PASADENA shall pay or credit refunds within 30 days of a student's cancellation or withdrawal.

### **Refund Policy Example for**

Cost of tuition = \$3000. Divide by 250 hours to get the hourly rate of \$12.00. If you withdraw after having spent 10 hours in class and have already paid the full tuition, your refund would be: \$3000 (tuition) – \$120.00 (10 hours at \$12.00 per hour) = \$2,880. If you withdraw after 89 hours in class, your refund would be: \$3000 – \$1068.00= \$1,932.00. After you spend 150 hours in class, you have reached 60% of the total class hours and are no longer entitled to a refund.

### **REQUIREMENTS FOR COURSE COMPLETION for ALL PROGRAMS**

Student will graduate from MSP and receive a 500 Hour Massage Therapist Completion Certificate and 500 Hour Massage Therapist transcript, once the student has attended at least 500 Clocked Hours, completed all required assignments and assessments as laid out in the student's syllabus, and paid the tuition in full.

\*CAMTC Certification Applicants shall have attended 500 supervised hours total with 100 of those hours satisfying CAMTC specified subjects

### **Graduation and Diploma**

Students must perform the required hours of internship for each program, have received a GPA of "C" or higher in all required classes, must have complete all course requirements. Students must have paid all classes in-full and returned all borrowed materials.



## **Grading System**

Each class has a written and/or practical exam to determine student grades.

Grades are as follows:

90% - 100%= A 80% - 89%= B 70% - 79%= C Below 70%= \*F

Students must receive a "C" or better to receive a certificate for individual classes and a cumulative GPA of "C" or better to graduate. Students receiving any "F" grades must repeat the failed class.

## **Student Progress**

Quizzes, midterms, and finals are useful tools for students to mark their progress. Students always have the right to ask instructors for input on their progress.

## **MSP POLICIES**

### **Attendance**

Attendance will be recorded in each class. Students must attend the scheduled hours specific to their program. There are a maximum number of hours a student can miss and still graduate from that course. Students who miss 3 consecutive days must have a Doctor's note.

\*CAMTC Certification Applicants shall have attended 500 supervised hours total with 100 of those hours satisfying CAMTC specified subjects

Each program has an approximate program length (Please refer to syllabus for your program end date.) MSP will provide students a grace period of 3 months after the end of the program to complete their internship and/or makeup hours. Thereafter, unless, previously arranged with the School Director, additional tuition will be charged. Tuition at MSP equates to \$11.20 per hour.

### **Tardiness**

If a student is more than 15 minutes late for a class, the time must be made up. Regular tardiness will be reflected in the final grade.

### **Make -Up Hours**

Students are required to make up missed hours for *all* programs. Make Up hours will be accessed on a case by case basis and may consist of but not limited to attending other classes, private tutoring hours, additional internship hours or participating in supervised events.

### **Make-Up Work**

We require that students make up hours missed, weather permitted or unpermitted. Make up work will be accessed on a case by case basis.

### **Unfinished Class Work**

If a student does not complete the program as scheduled, they will receive an "incomplete". An "Incomplete" grade becomes an "F" if student does not complete required course work within the time the course is offered. Please note that hours will not be earned for courses not passed.

### **Drop-Outs**

If a student does not attend three consecutive classes without contacting MSP, they will be considered a drop-out, will receive an "Incomplete."

## **Leave of Absence**

A student may request a leave of absence (LOA) for personal, health, or financial reasons. A LOA request must be submitted to the Director in writing. The length of the LOA is determined on a case by case basis. If the student fails to return from a LOA on the Day scheduled or inform MSP of the reason for not returning, will be considered withdrawn. The Student will be notified by the Administration and given an opportunity to respond. If the student is withdrawn, the standard policy for refunds will apply.

## **Hygiene and Dress Code**

Students are expected to maintain high standards of personal hygiene and cleanliness, both in the classroom and when working with clients. Students are required to wear the following to all classes, field trips, and clinic appointments: the MSP T- Shirt which was provided, tucked into pants, shorts, or skirt (no logos or writing permitted on shirt except MSP approved logos), black pants (shorts and skirts are permitted, however the length must be to at least mid thigh). Clothing must be clean and in good repair. The students nails must be clean and trimmed short, and all hair that is shoulder length or longer must be pulled back off the shoulders. No perfume or cologne is permitted while at school. Students not adhering to the MSP dress code will be dismissed from class for the day and will be required to make-up missed hours.

## **Draping**

Massage School of Pasadena maintains strict standards of draping and modesty. No exposure of a person's private genital region will be permitted. For women are the breast tissue is required to be covered at all times. Students are taught to drape with care, intention, and regard for modesty and comfort and to always respect the rights of the person they are treating, be it a classmate or a client.

## **Probation**

A student may be placed on probation for the following reasons:

1. Failure to follow Student Conduct Policy.
2. Failure to meet satisfactory academic progress.
3. Failure to fulfill financial requirements.

Probation indicates that a student may continue participation in the course under certain conditions for a specific period of time, *not to exceed one year*.

When a student is placed under probation, a conference is scheduled with the student, administration, and any concerned faculty member to determine the requirements that must be met for the student to continue in the program. A specific timetable is set for meeting those requirements.

If the student is unable to rectify the problems discussed during the counseling session, they will be placed on a one week suspension. If the problem should arise again, the student will be dismissed from the school.

## **Dismissal Policy**

MSP reserves the right to dismiss any student that does not comply with any school policy, at the school or at any school function.

Re-entrance may be accepted if a student can demonstrate that conditions causing the situation have been resolved.

## **Complaint/Appeals Procedure**

Students may lodge a complaint pertaining to decisions made on grades, probations, dismissals, etc. Students should first meet with the student chairperson, instructor, administrator, or director who initiated

The decision or whoever is most likely to help with the problem. If students do not receive satisfaction resolution, they may take additional action as follow:

1. Complaints/appeals of any decisions made by any representative of AIMT must be made in writing. The complaint/appeal should include:

- a. The nature of the problem
- b. The date(s) of occurrence
- c. The names of the people involved
- d. A brief description of the steps taken thus far
- e. Copies of supporting materials

2. The written appeal is to be forwarded to the person next in the chain of appeals:

- a. Student Chairperson (if applicable)
- b. Instructor
- c. Administrator
- d. Director

For unresolved conflicts, students may send a complaint to:

Bureau for Private Postsecondary Education

2535 Capitol oaks Drive, Suite 400

Sacramento, California 95833

Telephone: (888) 370-7589

## **Holidays**

If class falls on one of the following holidays, school will be out and class will be made up: New Year, Memorial Day, July 4th, Labor Day, Thanksgiving Day, and Christmas Day.

## **Record Retention**

MSP shall maintain students' records for five (5) years from the date of enrollment with the exception of Student **Transcripts, which will be kept permanently.**

Student information is deemed to be confidential and will not be released without the students' prior written consent with a signed document. The exception to this policy is student census information, which is public information: the name of the student, status of enrollment, dates of attendance and dates

of graduation. Students have the right to withhold the disclosure of any or all of this information by submitting a written request to the administration.

### **Housing and Distance Learning**

MSP does not provide housing and/or distance learning for its students.

MSP does not have dormitory facilities under its control.

Housing near MSP is estimated to range from \$500 (room rental) - \$2,000 (1 bedroom apartment)

### **Visa Services**

MSP does not provide Visa Services.

### **Placement Services**

MSP provides placement counseling after graduation. MSP will make every effort in assisting our students in their search for employment. There is no guaranteed placement.

### **Library**

MSP has DVDs, textbooks, health magazines, products, tables, supplies and sample job resumes for reviewing. All learning resources can be reviewed in house, checked out or purchased.

### **Services**

Practice rooms- students can reserve rooms for practicing massage.

Equipment rental – students can check out massage tables and chairs for overnight use.

Tutoring – MSP can provide private tutoring for \$35 an hour.

### **Facilities and Equipment**

MSP Classes at MSP are held within AcuSpa, a fully functioning day spa. Students experience, first-hand, how a profitable business operates. Our facility is relaxing environment for students, staff, and clients. At MSP our students enjoy private rooms and are provided with sheets and lotions. Equipment used for instruction includes, massage tables, massage chairs, DVDs, charts, books and models.

### **Student Tuition Recovery Fund**

The Student Tuition Recovery Fund (STRF) was established by the California legislature to protect any California resident who attends a private postsecondary institution. It is a state requirement that a student who pays his or her tuition is required to pay a state-imposed assessment for the Student Tuition Recovery Fund.

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To be eligible for STRF, you must be a California resident and reside in California at the time the enrollment agreement is signed, or when you receive lessons at a California mailing address from an approved institution offering correspondence instruction. Students who are temporarily residing in California for the sole purpose of pursuing an education, specifically those who hold student visas, are not considered a California resident.

To qualify for STRF reimbursement, you must file a STRF application within one year of receiving notice from the Bureau that the school is closed. If you do not receive notice from the Bureau, you have four years from the date of closure to file a STRF application. If a judgment is obtained, you must file a STRF application within two years of the final judgment.

It is important to keep copies of the enrollment agreement, financial aid papers, receipts, or any other information that documents the monies paid to the school.

For further information or instructions contact:

BPPE (Bureau for Private Post-Secondary Education)

P.O. Box 980818, West Sacramento, CA 95798-0818(916)431-6959

**The Total Charge for the 250 Hour Program for a period of 2/12 months to 3 1/2 months is 3240.00.**

The 250 Hour Program will take approximately 4 ½ months to 6 months depending on the availability of the student for internship. MSP will provide 3 months grace period after the end of the program to allow for internships and/or make-up hours. Thereafter, additional tuition fees will apply to time extending pass the 3 months grace period.

**An Estimated Schedule of Total Charges for the 250 Hour Program**

TOTAL OF HOURS TO BE COMPLETED: 250

The objective of these courses is to train and educate the student to become a Massage Practitioner. By successfully completing this course, this educational service is represented to lead to certification of the title of MASSAGE PRACTITONER.

**BREAKDOWN OF COURSE:**

**FEES, CHARGES, AND EXPENSES:**

Registration	\$100	Non-Refundable Fee Program
Tuition	\$3000	Prorated Upon Course Withdraw. Refer to Refund Provisions
Books	\$140	
STRF Assessment	\$0	Non-Refundable Student is assessed \$0 per thousand dollars of tuition paid (except third party tuition)

Linens Included

DVD Included

TOTAL FEES, CHARGES, AND EXPENSES: \$3240.00

**Schedule of Payments:**

Total Amount due: \$3240.00. Student will pay \$500 to start the program and make payments per agreement with the Massage School of Pasadena. Student will pay \$140 to receive books prior to Start Date.

**The Total Charge for the 500 Hour Program for a period of 4 1/2 months to 6 months is 5,840.00.**

The 500 Hour Program will take approximately 4 ½ months to 6 months depending on the availability of the student for internship. MSP will provide 3 months grace period after the end of the program to allow for internships and/or make-up hours. Thereafter, additional tuition fees will apply to time extending pass the 3 months grace period.

**An Estimated Schedule of Total Charges for the 500 Hour Program**

TOTAL OF HOURS TO BE COMPLETED: 500

The objective of these courses is to train and educate the student to become a Massage Therapist. By successfully completing this course, this educational service is represented to lead to certification of the title of CERTIFIED MASSAGE THERAPIST

**BREAKDOWN OF COURSE:**

**FEES, CHARGES, AND EXPENSES:**

Registration	\$100	Non-Refundable Fee Program
Tuition	\$5600	Prorated Upon Course Withdraw. Refer to Refund Provisions
Books	\$140	
STRF Assessment	\$0	Non-Refundable Student is assessed \$0 per thousand dollars of tuition paid (except third party tuition).

Linens Included

DVD Included

TOTAL FEES, CHARGES, AND EXPENSES: \$5,840.00 OR (if paid in full)

Schedule of Payments:

Total Amount due: \$5,840.00. Student will pay \$500 to start the program and make payments per agreement with the Massage School of Pasadena. Student will pay \$140 to receive books prior to Start Date.

**The Total Charge for the 750 Hour Program for a period of 10-12 months is \$8,440.**

The 500 Hour Program will take approximately 4 ½ months to 6 months depending on the availability of the student for internship. MSP will provide 3 months grace period after the end of the program to allow for internships and/or make-up hours. Thereafter, additional tuition fees will apply to time extending pass the 3 months grace period.

**An Estimated Schedule of Total Charges for the Entire Educational Program; 750 Hour Program**

TOTAL OF HOURS TO BE COMPLETED: 750

The objective of these courses is to train and educate the student to become an Advanced Massage Therapist. By successfully completing this course, this educational service is represented to lead to certification of the title of ADVANCED CERTIFIED MASSAGE THERAPIST.

BREAKDOWN OF COURSE:

FEES, CHARGES, AND EXPENSES:

Registration	\$100	Non-Refundable Fee Program
Tuition	\$8,200	Prorated Upon Course Withdraw. Refer to Refund Provisions
Books	\$140	
STRF Assessment	\$0	Non-Refundable Student is assessed \$0 per thousand dollars of tuition paid (except third party tuition)

Linens Included

DVD Included

TOTAL FEES, CHARGES, AND EXPENSES: \$8440.00

Schedule of Payments:

Total Amount due: \$8,440.00. Student will pay \$500 to start the program and make payments per agreement with the Massage School of Pasadena. Student will pay \$140 to receive books prior to Start Date.

**The Total Charge for the 1000 Hour Program for a period of 10-12 months is \$11,200.**

The 1000 Hour Program will take approximately 12 months to 15 months depending on the availability of the student for internship. MSP will provide 3 months grace period after the end of the program to allow for internships and/or make-up hours. Thereafter, additional tuition fees will apply to time extending pass the 3 months grace period.

**An Estimated Schedule of Total Charges for the Entire Educational Program; 1000 Hour Program**

TOTAL OF HOURS TO BE COMPLETED: 1000

The objective of these courses is to train and educate the student to become an Advanced Massage Therapist. By successfully completing this course, this educational service is represented to lead to certification of the title of ADVANCED CERTIFIED MASSAGE THERAPIST.

**BREAKDOWN OF COURSE:**

**FEES, CHARGES, AND EXPENSES:**

Registration	\$100	Non-Refundable Fee Program
Tuition	\$11,200	Prorated Upon Course Withdraw. Refer to Refund Provisions
Books	\$140	
STRF Assessment	\$0	Non-Refundable Student is assessed \$0 per thousand dollars of tuition paid (except third party tuition)

Linens Included

DVD Included

**TOTAL FEES, CHARGES, AND EXPENSES: \$11440.00**

**Schedule of Payments:**

Total Amount due: \$11,440.00. Student will pay \$1000 to start the program and make payments per agreement with the Massage School of Pasadena. Student will pay \$140 to receive books prior to Start Date.

**LOANS**

If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.

**TITLE IV**

Massage School of Pasadena does not receive Title IV financial aid.

## LICENSING

### City Licensing

All of our programs are designed to meet the various requirements of massage therapy throughout the state of California. Since licensing requirements vary between cities/counties, students are advised to consult the licensing authorities in the area in which they plan to practice. MSP staff can answer most questions regarding licensing and certification.

### CAMTC Licensing

In January of 2010, the State of California opened the first State Massage Therapy Board, California Massage Therapy Council (CAMTC). Licensing information can be found at [www.cmatc.org](http://www.cmatc.org)

## STATE REQUIREMENTS

### State of California Student Tuition Recovery Fund (STRF)

"You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party."

(b) In addition to the statement described under subdivision (a) of this section, a qualifying institution shall include the following statement on its current schedule of student charges:

"The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act."

However, no claim can be paid to any student without a social security number or a taxpayer identification number.



## STUDENT SERVICES

### **Auditing Classes**

A student may sit in on a class already attended, with a passing grade, for 60% of the current tuition. Students are not required to take any written/practical exams. Graduates are also eligible for this privilege.

### **CEU's, Individual Classes, and Workshops**

Updated regularly, please check with school administrator. Certificates of completion will be given to those who qualify.

### **Staff Evaluation**

At the end of each class, students are encouraged to complete evaluations of the faculty, course, and school. Evaluations are carefully reviewed as part of our commitment to open communication and to the highest quality of instruction possible.

### **Complaint Procedure**

If a student has a complaint about any student, instructor, or of the premises, the staff encourages the student to first address the issue directly with the person(s) involved. If the outcome is unsatisfactory, or if the nature of the complaint is uncomfortable, a student may lodge a complaint by communicating with any staff member orally or in writing. All complaints will be investigated thoroughly, including interviewing all involved parties and reviewing all documents that relate, or may potentially relate, to the complaint. A record of the complaint, its disposition, and the reasons behind it shall be kept in the school and a copy shall be placed in the student's file.

### **Delinquent Tuition Accounts**

MSP reserves the right to collect tuition owed for instruction provided to the students. Tuition not paid in a timely fashion is subject to interest and penalties. If after making reasonable attempts to collect delinquent tuition owed, MSP will consider outside collection agencies to assist in the collection of delinquent tuition owed.

### **Payment Policy**

Payment for classes or programs can be paid in full or in agreed upon monthly payments. A monthly payment plan can be tailored to your needs at *no additional cost*. Deposits are required at least three weeks in advance of a start date to hold space in a class or program; \$100 of this deposit is non-refundable.

### **LOANS**

Please contact the school directly for more information.

## CLASS DESCRIPTIONS

### **Anatomy and Physiology I, II, III**

*The study of anatomy and physiology is an essential part of a massage therapy education. A student's level of understanding the human body can greatly affect which jobs they qualify for and what clients they will see.*

Students will learn to understand the 12 systems of the body, planes & directions, regions of the body, tissues, structures, and mechanisms which control human function needed for each program level.

### **Aromatherapy I**

Designed to introduce you to the wonderful world of aromatherapy. Learn the most common essential oils and how each can be used for massage and in everyday life. Bring an open mind and nose and be prepared to go on a beautiful sensory journey. *A product fee does apply.*

### **Aromatherapy II**

This class is designed for students who have completed Aromatherapy I and want to take essential oils to the next level. Students learn how to blend oils and learn a higher level of diagnosis and treatment with oil.

### **Business Practices I & Ethics**

Learn what it takes to be a value to yourself, your client and a future employer and have a successful massage practice. Basic training in goal setting, marketing, and client record-keeping. Ethics and legal issues are covered. Effective advertising, acquiring business cards, screening clients, and stimulating referrals are discussed. Also, learn to prepare a resume, conduct yourself in an interview, and to be a model employee and valued team player.

### **Business Practices II**

An advanced class for those who are promoting their own business. Students will learn up-to-date marketing strategies to make their business stand out from all others. Designed to keep students aware of their personal and business strength and weaknesses as well as define and target their ideal clientele, learn to interview, hire, and staff a successful group of professionals.

### **Chair Massage**

This class will introduce you to new ways of relieving tension and quickly relaxing the body with chair massage techniques. Swedish, deep connective tissue, and soft-subtle touch techniques will be incorporated into a routine that will last anywhere from five minutes to an hour. Internship hours required.

### **Cranio-Sacral I**

*A balanced Cranial-Sacral system is key in the optimal functioning of the human body. Cranial-Sacral Therapy is a gentle, effective method useful in treating symptoms of TMJ, migraines, neck and shoulder pain, and many others. Techniques covered include palpation of the CS rhythm, including still-point and facilitation of physical and energetic releases.*

### **Cranio-Sacral II**

Cranial-Sacral II will further the skills of full body evaluations by teaching students to identify degrees of facial tension and energy blockages.

### **Deep Tissue I**

The techniques learned: trigger point, cross fiber, passive joint movement w/ muscle stripping, and others, work into the layers of muscle and connective tissues, the techniques help to facilitate structural release and balance, relieve tension and holding patterns to increase range of motion and restore function of the body. Students will have a great understanding of clients' chief complaints, how to recognize them and remedy their pain.

### **Deep Tissue II**

An advanced massage for those who completed DT I. DT II is designed to help therapists deliver a therapeutic massage to the most challenging client/patient, without compromising their own health.

### **5 Element Treatment**

A wonderful introduction to Theory of Chinese Medicine using the 5-Elemental Theory. Achieve a basic understanding of people's health and recognize imbalances in the body before they become sick. Learn useful tools of how to get clients/patients back into balance. This class includes an introduction to Acuroma, the use of aroma oils on acupoints.

### **Fundamentals of Massage** *(Formally, History of Massage)*

Learn the origins of massage; how and why it evolved over the years. Find out who is credited with creating the practice worldwide. Understand the benefits, how new advances in technology have helped shape massage today, and what the future holds for massage therapy.

### **Hot Stone Massage and Hot Stone Deluxe**

*Hot stone massage is a luxurious body treatment offered in all of today's top spas and resorts. This soothing and deep-healing treatment is easy to learn and fun to perform, best of all it is easy on the practitioner's hands.*

This class includes instruction on how to perform a traditional Hot Stone Treatment and also transform into a luxurious spa treatment.

### **Lymphatic Massage I**

*Lymphatic Drainage (LD) is designed to increase the flow of lymph throughout the entire body. This is essential for the acceleration of detoxification, release of excess fluid, and enhanced immune function.* This course teaches the anatomy of the lymphatic system, the 4-Point Method for stimulating major lymph duct drainage and proper drainage techniques, including palpation and direction of strokes.

### **Pathology I and II**

Study different diseases of the internal and external systems of the body. Determine which situations desire massage, which are acceptable with modifications and which are prohibit massage.

### **Pregnancy Massage**

Beginning on a firm foundation of how mother's body changes structurally during pregnancy, you will learn to perform a full-body massage during pregnancy. Study how certain massage techniques/practices are a perfect way to reduce stress and promote general well-being.

### **Foot Reflexology and Foot Reflexology Plus**

*A natural healing art, using the micro systems located on the feet, hands, and ears which correspond to every part of the body.* Students will learn traditional Foot Reflexology, plus techniques to further enhance the service with essential oils. This class is also an introduction to essential oils.

### **Shiatzu/Acupressure Massage**

Students learn pressing and rubbing techniques - using thumbs, palms, forearms, elbows, knees- to apply pressure to areas of the body. Coupled with basic stretching, massage is used for correcting the imbalances of the body, promoting, and maintaining health.

### **Spa Treatments**

Learn a variety of spa techniques used all over the world. Discover the health benefits of these techniques for you and your clients. Understand the therapeutic properties and the unique benefits of individual ingredients. Learn water and non-water treatments. This class requires a product charge.

### **Sports Massage**

An advanced massage to alleviate stress and tension built-up in the soft tissues of the body during intense physical activity. Promoting recovery from minor injuries due to over-exertion and improper mechanics. This massage prepares athletes for peak performance, flushing the body of metabolic waste, relief soreness, and reduce muscular tension. Sport Massage is beneficial when athletes is training for an event. It is helpful for anyone stretching their physical limits. Both professional and amateur athletes who use their bodies in physically demanding ways will benefit from this form of muscle therapy.

### **Swedish Massage**

*One of the most popular forms of body work in the field of massage therapy, Swedish massage provides a solid foundation for other forms of bodywork, such as deep tissue and trigger point therapy, which are often blended into a Swedish massage session.*

Swedish massage employs a set of techniques that relax muscle tissue, improve circulation of the cardiovascular and lymphatic systems, and relax the body and mind.

### **Thai Massage**

Thai massage promotes energy flow along meridians or sen liens, which maintain harmony between the body and mind. It combines aspects of yoga, deep stretching, reflexology, energy work, and acupressure in a uniquely Thai blend of rhythmic movement. MSP will provide students with the skills to perform a complete Thai massage treatment. This class emphasizes

demonstration and practice of techniques with attention to working in a centered, relaxed, and meditative style. In addition, there will be lectures on Thai medical theory, cultural background, and history.

## Testimonials

*3/10/2010*

What a Gem! :)

I was so fortunate to have found out about the student massages at AcuSpa's Massage School. If anyone is looking for a massage school I would definitely look into this place; class sizes were small which really gave the students a lot of individual attention.

Plus the Massage school is actually inside a lovely private spa! I think this gives the students a huge benefit because, what better learning environment can you ask for then the real deal. And it's a really relaxing and soothing place to be a client so I can imagine how nice it would be to be a student here.

Also, the instructor Kevin was really friendly to me and the students during my visit. I look forward to my next massage with them, couldn't even tell that they were students!

Summer J  
Studio City

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I am glad I made the decision to attend Massage School of Pasadena. The training was detailed and I learned a lot from Kevin. I am already working as a Massage Therapist!

Sandy H.  
Arcadia

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"My experience at the Massage School of Pasadena has been very rewarding and fulfilling. I learned so much in my time there, and felt extremely prepared to enter the work force with the skills and especially the experience I gained. The faculty and administration are dedicated, helpful, and kind. I highly recommend this school!"

Sarah E.

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