



International
MASSAGE AND SPA ACADEMY
Education provides unlimited opportunities

SCHOOL CATALOG



*4051 East Main Street
St. Charles, Illinois 60174*

InternationalMassageandSpaAcademy.com



Welcome,

Enrolling in the massage therapy or a nail technology program at International Massage and Spa Academy is the first step in preparing for an exciting and rewarding career as a licensed massage therapist and/or licensed nail technician and/or licensed nail instructor.

The comprehensive massage therapy program includes both lecture and hands-on training in the theory and practice of various modalities of massage, human anatomy, physiology, pathology and kinesiology. Students receive comprehensive exam preparation and clinical experience.

International Massage and Spa Academy offers:

- Massage Therapy Program – 600 clock hours of study
- Continuing Education Courses for Licensed Massage Therapists

The comprehensive nail technology program offers:

- Nail Technology Program – 350 clock hours of study
- Nail Technology Instructor Program – 500 or 625 clock hours of study
- Continuing Education Courses for Licensed Nail Technicians

Our professional instructors provide individual attention and monitoring in an environment that supports the learning experience.

International Massage and Spa Academy's Massage Therapy Program is approved by the Division of Private Business and Vocational Schools of the Illinois Board of Higher Education. International Massage and Spa Academy's Nail Technology Program is approved by the Illinois Department of Financial and Professional Regulation.

Our state-approved curriculums offer not only the education that is required to become a licensed massage therapist or licensed nail technician or licensed nail instructor but is designed to build a strong foundation for the technical skills and business foundation that are in demand today.

Please read this catalog carefully. We encourage you to visit our facility, sit in on a class, and meet our faculty. Begin the journey that will make a difference to your future and to those you touch.

Regards,

Lori R. Vargas

Lori R. Vargas, Founder



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School Information

Administration Office Location

International Massage and Spa Academy
4051 East Main Street
St. Charles, Illinois 60174 (630)307-1100

State Approval and Regulation

Massage Therapy Program: International Massage and Spa Academy is a private vocational school that is approved by the Division of Private Business and Vocational Schools of the Illinois Board of Higher Education. A Certificate of Approval to operate is issued by Illinois Board of Higher Education, 1 N. Old State Capitol Plaza, Suite 333, Springfield, IL 62701-1377.

Nail Technology Program: International Massage and Spa Academy is a private vocational school that is approved by the Illinois Department of Financial & Professional Regulation.

The State of Illinois requires all massage therapists and nail technicians to be licensed through the state.

International Massage and Spa Academy is not accredited by a United States Department of Education recognized accrediting body.

Date of Publication

The material in this catalog became effective July 22, 2018 and supersedes all previous catalogues, brochures, and other written information. Program students enrolled prior to this date need meet only those program hours and graduation requirements in effect at the time of their initial program enrollment.

Any changes to the catalog that would impact students will be agreed upon by students who are enrolled under this catalog. Policies contained herein supersede all of those previously published and do not constitute an irrevocable contract between the student and International Massage and Spa Academy.

Mission Statement

The mission of International Massage and Spa Academy is to provide a high-quality education to prepare and grow students with the knowledge and skills necessary to be successful in their field of study.

Education Philosophy

International Massage and Spa Academy provides its students with opportunities that challenge them to learn and grow academically and professionally.

Programs of Study

International Massage and Spa Academy offers the following programs of study:

- Certification Program: Massage Therapy; 600 clock hours of course work with the objective of preparing individuals for a career in Massage Therapy. Program lengths vary from 6-12 months of study.
- Certification Program: Nail Technology; 350 clock hours of course work with the objective of preparing individuals for a career in Nail Technology. Program lengths vary from 3-6 months of study.
- Certification Program: Nail Technology Instructor; 500 or 625 clock hours of course work with the objective of preparing individuals for a career as an Instructor of Nail Technology. Program lengths vary from 5-9 months of study.
- Continuing Education Program – courses to further the careers of licensed service providers.

Anti-Discrimination Policy

No student shall be discriminated against based on age, sex, race, national or ethnic origin, religious belief, disability or sexual orientation.

Facilities

The facility includes lecture rooms and clinical areas. The facility features an equipped clinic with private areas providing the student and clients a professional setting where they can train.

Admission Requirements

Massage Program: Students must be at least 18 years of age. Students must have a high school diploma or its recognized equivalent. International students must have a TOEFL IBT score of 61 or higher.

Nail Program: Students must be at least 16 years of age.

Admission and Enrollment Procedures

Minimum program class size is 5 students and maximum class size is 25 students. Enrollment is on a first come, first serve basis providing that all enrollments and financial requirements are met, and class space is available. Enrollment steps:

1. Interview with admissions.
2. Payment of Registration Fee.
3. Completed Application.
4. Completed Enrollment Agreement.

Course Cancellation

International Massage and Spa Academy reserves the right to cancel any course due to low enrollment or other unforeseen difficulties. Registration fees and tuition deposits will be refunded in full.

Method of Tuition Payment

The acceptable student payment arrangement with the school is based upon individual circumstances. These arrangements may include making private payments

with cash, checks and credit cards. Deposits or down payments shall become part of tuition.

Tuition

Registration Fee	\$75
Massage Therapy Tuition	\$7,999
MT Book & Supply Fees	\$350
Nail Technology Tuition	\$2,999
NT Book & Supply Fees	\$550
Nail Technology Instructor	\$4,999: 500 clock hours
Nail Technology Instructor	\$5,999: 625 clock hours

Graduation Requirements

A certificate is awarded to each student who successfully completes all requirements of their program of study in accordance with the State of Illinois requirements and who has achieved a cumulative grade average of C or better. In addition, the student must have satisfied all financial obligations to the school and not be in violation of any policy that could result in termination. The student is provided with two copies of their official transcript and one copy of their certificate on completion of the program and satisfaction of all financial obligations to the school.

Each student and former student shall be entitled to receive from the school that the student attends or attended on official transcript of all hours completed by the student at that school for which the applicable tuition, fees, and other charges have been paid, together with the grades earned by the student for those hours, provided that a student who withdraws from or drops out of a school, by written notice of cancellation or otherwise, shall not be entitled to any transcript of completed hours following the expiration of the 7 year period that began on the student's first day of attendance at the school. A reasonable fee, not exceeding \$2, may be charged by the school for each transcript after the first free transcript that the school is required to provide to a student or former student under this Section.

Grading Policy

Grades are generally based on tests, assignments, evaluations and participation. If a student falls below the required GPA of 2.0 they are placed on academic probation. Special arrangements must be made by the student ahead of time to make-up a test or a “0” will be given. Whenever a teacher must administer a make-up test (during non-class time) there will be a \$25 per hour charge for the faculty time. The final grade for each course is recorded on the student’s academic record and based on the following grading scale:

Letter	%	Numerical
A	90-100	4.0
B	80-89	3.0
C	70-79	2.0
F	0-69	0.0

Disciplinary Procedures

All matters regarding disciplinary actions are coordinated by the Administrator. When there appears to be grounds for disciplinary action, the Administrator shall proceed as follows:

- Warning: written notice to student to indicate the concern. The student may face more serious disciplinary action if the behavior is not corrected.
- Probation: conditions of probation are communicated to the student. Students on probation are subject to all appropriate tuition and fees.
- Dismissal: student must discontinue participation in any Program. A student who is dismissed will be subject to all appropriate tuition, fees and refunds in accordance with the school’s policies. Once dismissed, a student may not reapply for admission to the School.

Student Complaints and Grievance Policy

The administration of International Massage and Spa Academy and faculty support an open-door policy and encourage students to ask for assistance and initiate

discussions about any academic concerns or other problems they may be experiencing.

It is the desire of International Massage and Spa Academy to attempt to resolve any complaints, grievances or problems of any nature on a school level. Any student having a complaint or grievance against the school, instructors, school administrator or school director is requested to first file a signed, written report describing said complaint and grievance with either the class instructor or school administration. The student will receive a written reply within three (3) school days. If the student still feels the issue is not resolved, a final meeting between the student and the school’s director will take place. The school’s director will make a final decision concerning the outcome of the issue.

Complaints against the Massage Therapy Program may be registered with the Illinois Board of Higher Education. Any student or employee of school who believes he or she has been aggrieved by a violation of the Illinois Board of Higher Education Private Business and Vocational Schools Act shall have the right to file a written complaint within one year of the alleged violation. Illinois Board of Higher Education Private Business & Vocational Schools Division, 1 N. Old State Capitol Plaza, Suite 333, Springfield, IL 62701-1377 or <http://complaints.ibhe.org>. The Illinois Board of Higher Education shall issue a written finding as to whether there is good cause to initiate disciplinary proceedings in accordance with the provisions of this act. The Illinois Board of Higher Education shall furnish findings to the person who filed the complaint and to the Chief Operating Officer of the school cited in the complaint. Complaints against the Nail Technology Program may be registered with the Compliant Intake Unit, Department Regulation, Division of Professional Regulation, The James R. Thompson Center, 100 West Randolph Street, Suite 9-300, Chicago, Illinois 60601 or www.idfpr.com

Course Withdrawal and Tuition Refund Policy

If you cancel your classes or withdraw from the school, you may be eligible for a tuition and fee refund based on the following terms. The student has the right to cancel the initial enrollment agreement until midnight of the fifth business day after the student has been admitted. If the right to cancel is not given to any prospective student at the time the agreement is signed, then the student has the right to cancel the agreement at any time and receive a refund on all moneys paid to date with 10 days of cancellation. Cancellation should be submitted to the authorized official of the school in writing. Schools shall, when a student gives written notice of cancellation, provide a refund based upon the following: When notice of cancellation is given before midnight of the fifth business day after the date of enrollment but prior to the first day of class, all application registration fees, tuition, and any other charges shall be refunded to the student; When notice of cancellation is given after midnight of the fifth business day following acceptance but prior to the close of business on the student's first day of class attendance, the school may retain no more than the application registration fee of \$25;

- Subject to the limitations stated above within this section, the cost of any books or materials which have been provided by the school with the following schedule.

Massage Therapy Program	
Course Completion	Tuition Owed to School
.01% to 4.9%	10% or \$300
5.0% to 24.9%	25%
25% to 49.9%	50%
50% and over	100%

Nail Technology Program / Instructor Program	
Course Completion	Tuition Owed to School
.01% to 4.9%	10%
5% to 9.9%	30%

10% to 14.9%	40%
15% to 24.9%	45%
25% to 49.9%	70%
50% and over	100%

- Applicants not accepted by the school shall receive a refund of all tuition and fees paid within 30 calendar days after the determination of non-acceptance is made.
- Application registration fees shall be chargeable at initial enrollment and shall not exceed \$100. All fees must be disclosed in the student contract.
- Deposits or down payments shall become part of the tuition
- The school shall mail a written acknowledgement of a student's cancellation or written withdrawal to the student within 15 calendar days of the postmark date of notification. Such written acknowledgement is not necessary if a refund has been mailed to the student within the 15 calendar days.
- All student refunds shall be made by the school within 30 calendar days from the date of receipt of the student's cancellation.
- The unexplained absence of a student from a school for more than 30 consecutive days shall constitute constructive notice of cancellation to the school. For purposes of cancellation, the cancellation date shall be the last day of attendance.
- A school shall refund all moneys paid to it in any of the following circumstances:
 - the school did not provide the prospective student with a copy of the student's valid enrollment agreement and a current catalog or bulletin;
 - the school cancels or discontinues the course of instruction in which the student has enrolled
 - the school fails to conduct classes on days or times scheduled, detrimentally affecting the student. A school must refund any book and material fees when: (a) the book and materials are returned to the school

unmarked; and (b) the student has provided the school with notice of cancellation.

- A school may make refunds which exceed those required by this section.
- Under the law you have the right, among others, to pay the full amount due and to obtain under certain conditions a partial refund of the finance charge.

Transferability of Credit

International Massage and Spa Academy does not guarantee the transferability of credits to another school, college or university. Credits or coursework are not likely to transfer; any decision on the comparability, appropriateness, and applicability of credit and whether credit should be accepted is the decision of the receiving institution.

Professional Code of Conduct

Students shall behave in a manner that reflects well upon the School and the profession of massage therapy and or nail technology. Students shall maintain a high degree of professionalism always. Failure to comply with the Professional Conduct Codes will result in disciplinary action. Satisfactory professional conduct includes, but is not limited to compliance with the following International Massage and Spa Academy policies:

Appearance & Personal Hygiene

Clothing must be neat, modest and clean and appropriate to the class or activity. High standards of personal hygiene are essential in this profession. Extra care should be taken to have clean and neatly groomed hair, short and clean fingernails. Students are required to utilize antibacterial soap when washing hands both before and after performing a massage or nail service.

Ethical Behavior

Students are asked to refrain from engaging in any form of verbal, physical or emotional abuse,

harassment, intimidation, or violence or threat of violence, toward any member of the community. Respect personal property. Refrain from misrepresenting or making false claims regarding the curative powers of massage therapy. Refrain from representing oneself as a Certified Massage Therapist or Certified Nail Technician prior to full certification.

Confidentiality

All effort will be made by students to respect and safeguard the privacy of students, faculty, staff and Clinic clients from unnecessary disclosure of information.

Draping Policy and Procedures

Students are required to utilize Full-Sheet Draping. The Massage Therapy Program has adopted a Draping Policy that all students are required to follow.

Attendance Policy

Regular attendance is essential for academic and professional success. All attendance policies will be strictly enforced. All programs must maintain a 100% attendance rate. If a student falls below the attendance rate, it is the student's responsibility to make-up the missed hours prior to the completion of the program. If a student is going to be absent they must call either the evening before class or first thing in the morning to discuss the absence with their teacher(s). The teacher may provide specific assignments to be completed during this time if necessary.

Academic Calendar

The Diploma program is offered on a full-time (fast-track option) or part-time (extended-track option) basis. Students are expected to allocate an additional 10-20 hours of time for homework. During the second half of the program, students must complete their clinic preparation and clinical practice.



Massage Therapy Program & Course Descriptions

<i>Course</i>	<i>Clock Hours</i>
MT101 - Massage Therapy Foundations & Professional Ethics	50
MT102 - Fundamental Massage Techniques	108
MT103 – Anatomy, Physiology, and Pathology	80
MT104 - Kinesiology	50
MT107 - Advanced Massage Techniques & Therapeutic Applications	108
MT108 - Professional Practice & Business of Massage Therapy	50
MT109 - Clinical Experience in Massage Therapy	100
MT110 - Integrative Studies	14
MT111 - Vargas Sports Massage Method	40
Total Clock Hours	600

MT101 Massage Therapy Foundation & Professional Ethics

Prerequisite: None Textbook required

An overview of massage therapy as a professional and career choice is given in this building block course. Fundamental studies include history, philosophy, ethics and current political and professional issues, career opportunities, eastern modalities and survey of the many different styles of massage therapy and bodywork. Students explore topics related to scope of practice, the therapist-client relationship and various ethical issues.

MT102 Fundamental Massage Techniques

Prerequisite: None Textbook required

In this first stage of training in the art of massage, students practice basic massage techniques through a set pattern routine for a general full body massage. Its purpose is to give practice in basic traditional massage techniques, stretches, draping, table mechanics, good posture, and to begin development of touch and pressure sensitivity. The learning routine will serve as a point of departure from which students will develop their own unique style in subsequent classes.

MT103 Anatomy, Physiology, and Pathology

Prerequisite: None Textbook required

The scientific foundations of massage therapy are introduced in the elementary study of human anatomy and physiology. This study entails the basic structure and function of the major systems of the human body with emphasis on the muscular-skeletal and nervous and body systems. Discuss pathologies with the goal of being able to make informed decisions about the safety and applicability of massage modalities. Develop critical thinking skills to be able to find information independently and to identify the variables that contribute to informed decisions. Students become knowledgeable about and comfortable with terminology, as well as skillful at locating important structures.

MT104 Kinesiology

Prerequisite: None Textbook required

The scientific study of human movement begins with a detailed study of the origin, insertion and action of the major muscles of the human body in a unique hands-on manner.



MT107 Advanced Massage Techniques and Therapeutic Applications

Prerequisite: MT102 Textbook required

Practice in the art of massage continues as students learn to apply massage technique variations. Building on their knowledge of anatomy, physiology, and kinesiology, students are introduced to massage modalities, which can be used to promote a therapeutic benefit in clients. Skills in joint mobilization, hydrotherapy, deep tissue, myofascial release, trigger points and energy techniques are developed to provide treatment choices to the student. The theory and principles behind these modalities are also introduced to further the student's ability to begin selecting appropriate courses of action with clients.

MT108 Professional Practice and Business of Massage Therapy

Prerequisite: None Textbook required

The professional practice of massage therapy involves both providing a service to clients and working within a community of health care practitioners. An introduction to the business side of massage therapy includes topics of interest to the small business owner, as well as to the employee and independent contractor. Topics include setting up and building a successful practice, bookkeeping and taxes, marketing, problems and pitfalls, compliance with local and state laws, and community relations. A business plan topic will be discussed to provide a guideline for a business career in Massage Therapy.

MT109 Clinical Experience in Massage Therapy

Prerequisite: 60% completion MT102

Planning effective massage sessions and choosing appropriate approaches to unique client situations are essential to the professional massage therapist. Students learn to use personal observations and information from client forms and interviews to design effective sessions. As they near the culmination of the Massage Therapy Program, students will have a hands-on work experience in the clinic executing 95 - 50 minutes massage sessions with the public under the supervision of a licensed massage therapist. The overall course is 100 hours, with the remaining 5 hours for post discussions of massage sessions.

MT110 Integrative Studies

Prerequisite: 80% completion of Program

Integrative Studies focuses on preparation for the Massage & Bodywork Licensing Exam through mock exams and journaling areas of study to focus.

MT111 Vargas Method Sports Massage

Prerequisite: MT102

Practice in the art of massage continues as students learn to apply sports massage techniques. Building on their knowledge of anatomy, physiology, and kinesiology, students are introduced to specific massage techniques and applications designed to enhance athletic performance consisting of pre- and post-event massage. This course involves common athletic injury assessment and treatment, injury prevention and restorative massage for improved recovery time following athletic training and events. This course will cover the massage therapist's role in working with common athletic injuries such as shin splints, heel spurs, shoulder pain, ankle sprains, and strained groin muscles. An overview of common areas of overuse and injury for a variety of sports is included.



Massage Therapy Continuing Educational Programs

CE201 Bamboo Massage (8 CE clock hours) Prerequisite: Licensed Massage Therapist - This continuing education course provides a therapist with the technical skills to utilize bamboo and rattan tools for compression, kneading, rolling, percussion, and trigger-point release. This course covers the benefits and contra-indications of bamboo massage while providing a full body massage therapy routine. The benefits of Bamboo Massage for the client and the therapist will be taught. This course will be offered in class and home study.

CE202 Geriatric Massage (8 CE clock hours) Prerequisite: Licensed Massage Therapist - This continuing education course provides specific client assessment, cautions & contraindications. Psychological aspects of contact with the elderly, attention to detail in the assessment of the older client. Modification of standard massage techniques and the development of methods to suit each client's special needs.

CE203 Stone Therapy Massage (8 CE clock hours) Prerequisite: Licensed Massage Therapist - This course provides a therapist with the technical skills to utilizing warm and cold stones and covers the benefits and contraindications. The course will educate therapists on proper equipment, sanitation, how to set up and prepare for a stone session, and how to use the stones safely and wisely. Students will learn how stones can be an effective and enhancing addition to their practice.

CE204 Lymphatic Drainage Massage (8 CE clock hours) Prerequisite: Licensed Massage Therapist - This continuing education course provides specific massage designed to help drain the lymphatic system. The student will explore the structures, functions and pathways of the lymphatic system and how to provide a Lymphatic Drainage Massage to promote effective drainage of the lymph system.

CE205 Prenatal Massage (8 CE clock hours) Prerequisite: Licensed Massage Therapist - This course provides a therapist with the technical skills to perform a maternity massage. This course covers the benefits and contraindications of pregnancy massage and the ability to provide a full body massage through to full term. The course will educate therapists on proper positioning, draping and total care of the clients for a safe and effective session.

CE206 Reflexology Massage (16 CE clock hours) Prerequisite: Licensed Massage Therapist - This continuing education course provides a therapist with the technical skills to perform a reflexology massage. This course covers the extensive, guided, hands-on experience in foot and hand reflexology. This course covers how to locate and work the reflex areas and points corresponding to all major organs, glands and parts of the body, and how to apply a vast array of relaxation and reflexology techniques. This course will teach a thumb and finger technique in an effective and logical sequence.

CE207 Self Care for Massage Therapist (8 CE clock hours) Prerequisite: Licensed Massage Therapist - This continuing education course provides specific self-care techniques and massages designed to preserve the massage therapist. Students will learn about the variety of tools and techniques to promote effective self-care.

CE209 Tranquility Massage (8 CE clock hours) Prerequisite: Licensed Massage Therapist - This continuing education course provides a therapist with a unique full body massage that incorporates three massage modalities: reflexology, heated stones, and deep tissue. This course will provide a massage therapist with a massage routine that includes an introduction to reflexology and heated stones.



CE210 Vargas Method Sports Massage (40 CE clock hours) Prerequisite: Licensed Massage Therapist - This continuing education course provides specific massage techniques and applications designed to enhance athletic performance consisting of pre- and post-event massage. This course involves common athletic injury assessment and treatment, injury prevention and restorative massage for improved recovery time following athletic events and training. This course will cover the massage therapist's role in working with common athletic injuries such as shin splints, heel spurs, shoulder pain, ankle sprains, and strained groin muscles. Integration of Cupping Therapy, Trigger Point Therapy, Muscle Scraping Therapy, Stretching Therapy, and Breathe Work in a multilayered and multi-dimensional approach.

CE211 Athletic Lower Body Focus Techniques (8 CE clock hours) Prerequisite: Licensed Massage Therapist - This continuing education course provides a therapist with an athletic massage that focuses on the overused muscles of a runner's kinetic motions. This course will provide a massage therapist with a massage routine that incorporates stretches, trigger point releases and therapeutic strokes sport specific utilizing the *Vargas Athletic Massage Method*.

CE212 Athletic Upper Body Focus Techniques (8 CE clock hours) Prerequisite: Licensed Massage Therapist - This continuing education course provides a therapist with an athletic massage that focuses on the overused muscles of the upper body. This course will provide a massage therapist with stretches, trigger point releases and therapeutic strokes to address repetitive motions for the upper body in sports, work and every day life.

CE213 Stretching Therapy (8 CE clock hours) Prerequisite: Licensed Massage Therapist - Flexibility Therapy is a customized series of assisted stretching techniques that focus on specific regions of the body. The goal is to enhance physical performance by restoring range of motion and improving mobility.

CE214 Kinesiology Taping (8 CE clock hours) Prerequisite: Licensed Massage Therapist - This continuing education course provides instruction of why and how to use Kinesiology Tape. This course will provide the ability to offer support and stability to muscles and joints without restricting the body's range of motion while the body recovers from muscle injuries.

CE215 Cupping Therapy for Massage Therapist (8 CE clock hours)

Prerequisite: Licensed Massage Therapist - This course provides application, contra-indications, foundation movements and techniques for Cupping, a vacuum therapy. Focus on the effects of the "separation" that the vacuum produces in tissue layers allowing absorption & renewed blood flow to undernourished and dehydrated tissue as well as an aid in elimination of old waste and congestion.

CE216 Sports Focus: Myofascial Trigger Point Therapy (4 CE hours)

Prerequisite: Licensed Massage Therapist - This continuing education course provides a therapist with an athletic massage that focuses on the overused muscles of an athlete's kinetic motions. This course will focus on education, techniques, common injuries, and decision-tree approached treatment plans.

CE217 Muscle Scraping for Massage Therapist (4 CE hours)

Prerequisite: Licensed Massage Therapist - Muscle Scraping is the application of pressure and friction to the skin using round-edged instruments. It causes a response on the skin and has beneficial effects on pain reduction and muscle function.



CE218 Effective Treatment of Headaches - Massage Therapist (8 CE hours)

Prerequisite: Licensed Massage Therapist - This continuing education course provides instruction on how to conduct effective consultations to identify the type of headache, contraindications for headaches and specific headache relief treatments to aid in better quality of life. Students will learn the details about headaches and relief techniques to become an invaluable partner in client health and wellness.

CE219 Effective Treatment for Sleep Insomnia - Massage Therapist (8 CE hours)

Prerequisite: Licensed Massage Therapist - This continuing education course provides specific information on assisting clients to achieve a better night sleep. Insomnia is a persistent problem with over 35% of adults and can lead to inducing techniques and how to educate clients toward better sleep.

CE220 Self-Care & Body Mechanic Assessment/Coaching: Service Providers (8 CE hours)

Prerequisite: Licensed Massage Therapist - This continuing education course provides specific self-care techniques designed to preserve the massage therapist. Students will learn about the variety of tools and techniques to promote effective self-care. Participants will also perform assessments on each other for body mechanics coaching. Conditioning routines will be taught to assist therapist to prepare for the rigors of the job and to build endurance.

CE221 Treatment of Upper Body Chronic Pain for Massage Therapist (8 CE hours)

Prerequisite Licensed Massage Therapist - This continuing education course provides a therapist with the ability to assist clients that present with painful conditions of the neck, trapezius, shoulder complex, upper back. This course will provide a massage therapist with training on conducting an effective consultation and then implementing an effective massage that includes trigger point, stripping, stretching and more. Students will then learn how to move the client into an ongoing treatment plan.

CE222 Treatment of Lower Body Chronic Pain for Massage Therapist (8 CE hours)

Prerequisite: Licensed Massage Therapist - This continuing education course provides a therapist with the ability to assist clients that present with painful conditions of the calves, hamstrings, quadriceps, IT bands, hips and lower back. This course will provide a massage therapist with training on conducting effective consultations and then implementing an effective massage that includes trigger point, stripping, stretching and more. Students will then learn how to move the client into an ongoing treatment plan.

CE223 Treatment of Chronic Illness for Massage Therapist (8 CE hours)

Prerequisite: Licensed Massage Therapist - This continuing education course provides a therapist with a information on the most common health conditions seeking massage assistance. Education on high blood pressure, diabetes, fibromyalgia, arthritis. Students will learn important contraindications on these health conditions and then how to implement an effective massage to become an important partner in the client's health and wellness.

CE224 Massage Therapy Tools of the Trade (8 CE hours)

Prerequisite: Licensed Massage Therapist - This continuing education course will present and demonstrate all the latest tools available for use in massage. Students will learn how to incorporate tools into their practice to add variety and effective tactics for clients. Examples are: scraping, thumb guard, warm stones, moist heat, cryo-cup ice massage cup and more.

CE225 Essential Oil Therapy for Massage (8 CE hours)

Prerequisite: Licensed Massage Therapist - This continuing education course gives the therapist the information needed to be involved in the hot essential oil evolution. Learn the basics of the important oils and how to incorporate them into your treatments. Student will learn the history, the uses and techniques using essential oils.



Massage Therapy Program Outcomes: Fiscal Year July 2017 – June 2018	
1. Number of students admitted in the program as of July 1 of current reporting period.	2
2. Additional students admitted during the year and classified as:	
A. New starts	2
B. Re-enrollments	0
C. Transfers into the program from other programs at the school	0
3. Total enrolled students during the reporting period.	2
4. Number of students enrolled in the program during the 12-month reporting period who:	
A. Transferred out of the program and into another program at the school	0
B. Completed or graduated from a program	2
C. Withdrew from the school	0
D. Are still enrolled	0
5. Number of students enrolled in the program who were:	0
A. Placed in the field of study.	2
B. Placed in a related field.	0
C. Placed out of the field.	0
D. Not available for placement due to personal reasons.	0
E. Not employed.	0
6. Students who took a State licensing examination.	2
7. Students who passed a State licensing examination.	2
8. Graduates obtaining employment in the field who did not use the school's placement assistance during the reporting period.	0
9. Average starting annual salary for all graduates employed.	\$25,000



Nail Technology Program & Courses Descriptions

<i>Course</i>	<i>Clock Hours</i>
Intro to Nail Technology, Nail Care Equipment & Professional Ethics	20
Bacteriology, Decontamination, Infection Control and Nail Conditions	30
General Anatomy & Physiology, Massage Theory	10
Manicuring Practices & Procedures	75
Pedicuring Practices & Procedures	70
Nailcare Advanced Applications	95
Chemistry and Product Knowledge	15
Business & People Skills	35
Total Hours	350

Nail Technology Continuing Educational Programs

CE301 No Chip Manicure (3 CEU clock hours) Prerequisite: Licensed Nail Technician - This continuing education course provides a technician with the technical skills to perform No Chip Manicure. The course will educate the technician on proper equipment, sanitation, how to set up and prepare for a No Chip Manicure.

CE302 Nail Art (3 CEU clock hours) Prerequisite: Licensed Nail Technician - This continuing education course provides a technician with the technical skills to perform Nail Art. The course will educate the technician on proper tools, products, sanitation, how to set up and prepare for a French Application.

CE303 French Application (3 CEU clock hours) Prerequisite: Licensed Nail Technician - This continuing education course provides a technician with the technical skills to perform French Applications with different techniques. The course will educate the technician on proper equipment, sanitation, how to set up and prepare for a French Application.

CE304 Therapist Self-Care (3 CEU clock hours) Prerequisite: Licensed Nail Technician - This continuing education course provides a technician with the self-care skills to take care of oneself. The course will educate the technician on proper massage techniques and stretches.



Nail Technology Instructor 625 Clock Hours Certification Program

The nail technology instructor curriculum consists of 625 clock hours of coordinated theory and practical experience broken down into the following subjects.

Post-Graduate Training (125 clock hours)

All subjects in the basic nail technology curriculum. Presentation of material includes the concepts to be taught and the skills to be acquired during the phases of basic education.

Educational Psychology (20 clock hours)

Educational objectives, student characteristics and development, the learning process.

Teaching Methods (20 clock hours)

Educational objectives, student characteristics and development, the learning process.

Application of Teaching Methods (150 clock hours)

Preparation and organization of subject matter, presentation of subject matter, lecture, demonstration, testing and assignments, correlation of theoretical with practical application.

Business Methods (50 clock hours)

Inventory, record keeping, interviewing, supplies, Illinois Barber, Cosmetology, Esthetics, and Nail Technology Act.

Student Teaching (260 clock hours)

Presentation of theoretical and practical demonstrations to students in the basic curriculum.



Nail Technology Instructor 500 Clock Hours Certification Program

The nail technology instructor curriculum consists of 500 clock hours of coordinated theory and practical experience broken down into the following subjects. Prerequisite: Two years of practical experience.

Educational Psychology (20 clock hours)

Educational objectives, student characteristics and development, the learning process.

Teaching Methods (20 clock hours)

Educational objectives, student characteristics and development, the learning process.

Application of Teaching Methods (150 clock hours)

Preparation and organization of subject matter, presentation of subject matter, lecture, demonstration, testing and assignments, correlation of theoretical with practical application.

Business Methods (50 clock hours)

Inventory, record keeping, interviewing, supplies, Illinois Barber, Cosmetology, Esthetics, and Nail Technology Act.

Student Teaching (260 clock hours)

Presentation of theoretical and practical demonstrations to students in the basic curriculum.