

*DIAMOND LIGHT
SCHOOL OF
MASSAGE AND
HEALING ARTS*

100 Sacramento Avenue
San Anselmo, California

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SCHOOL CATALOG
JANUARY-DECEMBER 2011

DIAMOND LIGHT, SCHOOL OF MASSAGE & HEALING ARTS, California, is a private institution and is approved to operate at 100 Sacramento Avenue in San Anselmo by the Bureau for Private Postsecondary Education

Diamond Light School of Massage & Healing Arts mission is to teach students the art and science of therapeutic massage & bodywork.

We offer the following 5 courses of study with the following learning objectives~

Massage Therapy Course

Course Objective: Students will learn the theory and practice of therapeutic massage. Graduates are qualified to give a complete therapeutic massage, have a basic understanding of anatomy and understand the skills necessary to begin a private massage practice. Education includes lecture, discussion, demonstration and practice.

Advanced Bodywork Therapy Course

Course Objective: Students will become proficient in advanced deep and subtle massage, bodywork and healing techniques, master the understanding of anatomy and increase their skill to the professional level. They will learn ethic and business skills. They will be qualified to apply for certification as a Massage Practitioner and will have met the CAMTC course requirements for certification as a massage practitioner in California. Education includes lecture, discussion, demonstration and practice.

Professional Bodywork Therapy Course

Course Objective: Students will become proficient in a wide variety of bodywork and healing techniques in the massage therapy field. They will meet the requirements for certification as a Massage Therapist in California and the requirements to sit for the National Certification exam.

Asian Bodywork Therapies

Course Objective: Students will become proficient in Shiatsu and Thai Massage, learn the theories and cultural context of these systems and be able to give a complete full body Shiatsu and Thai Massage on both a tradition mat and on a massage table. Education includes lecture, discussion, demonstration and practice.

Energetic Healing Course

Course Objective: Students will learn the theory and practice of a variety of subtle Energetic Healing techniques and learn to integrate them into a professional healing session. At the end of the course, students will be proficient in Reiki and CranioSacral Therapy protocols and well as have the ability to create subtle healing sessions from the multitude of tools gathered in this course. Education includes lecture, discussion, demonstration and practice.

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll free number (888) 370-7589 or fax (916) 263--1897

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Catalog is updated annually.

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 Web site www.bppe.ca.gov,

School Information

Classes are held at 100 Sacramento Avenue in San Anselmo. Our school is a beautiful large building with a large main studio with hardwood floors, 2 smaller carpeted rooms, a full kitchen and 2 bathrooms. There is a large parking lot on the premises.

This institution, the facilities it occupies, and the equipment it utilizes, fully comply with any and all federal, state, and local ordinances and regulations, including those requirements as to fire safety, building safety, and health. Maximum occupancy: 50

Prospective enrollees are encouraged to visit the facility and to discuss personal educational and occupational plans with school personnel prior to enrolling or signing enrollment agreements. The school currently does not have available sponsored programs, government or otherwise, to provide grants or pay portions of tuition & fees.

The school does not have any dormitory facilities nor does it provide any type of housing for students.

The school does not have a library.

Students are given a list of required reading materials and purchase them outside of class. Certain manuals and books are available for purchase inside of class. Used books are made available to students when possible.

Enrollment Requirements

A. Students may enroll any time during the period beginning one month prior to the start of classes and ending after the first week of classes. Students enrolling after classes have begun must make arrangements to receive missed material.

B. There are no prerequisites for enrollment. However, students should be in good physical health and able to speak and understand English. This institution does not provide English as a second language instruction.

All classes are taught in English and students must be proficient in English to enroll in our programs.

This school may grant "classroom hour" credit for previous education that is similar to classes offered at the school. A student may be eligible to transfer up to 50% of the required hours for certification from prior education experience. Prior experience must be from an approved institution and acceptance is subject to the discretion of the Director. Students may also be eligible to receive credit for previous experience applicable toward the "non classroom contact hours" requirement. However, this will be at the discretion of the instructor. No more than 50% of the total hours of massage in a course may be granted for previous equivalent education or training". The school does not offer credit for prior experiential learning.

The school does not offer visa services nor vouchers of student status for international students.

The school does not offer distance learning.

Attendance Policy

Students are expected to attend classes as scheduled as they would be expected to be present for work. Unexcused absences and tardiness will be recorded. Extreme tardiness (more than 1/2 hour late) will be counted as an absence for that class.

Students failing to maintain satisfactory attendance will be counseled by the administrator. If attendance fails to improve, the student may be denied Certification of Completion until they can arrange to satisfactorily demonstrate proficiency of the material missed. Highly excessive absence (more than 25% of classroom hours missed) without a valid excuse may be cause for dismissal.

Students may arrange to make up work missed due to absence by meeting outside of class with other students, by arranging a private meeting with the instructor (at an additional fee) , or by attending the missed class in a subsequent training. Students having been absent are responsible for study material covered during the session(s) missed.

Leave of Absence Policy:

Students may take a leave of absence and resume class within three years with no penalty. After three years, previous class time is forfeited and the student must begin the program again.

Progress / Grading System:

Each student will be graded complete or incomplete for each subject in the course outline. Each student must receive a "complete" in each subject before they can receive their Certificate of Completion. Students making unsatisfactory progress must repeat class work until they can earn a "complete" grade for that class work.

All students are evaluated for achievement with a practical exam at the conclusion of each subject module. A passing grade must be awarded by the instructor in this exam to receive credit for the class.

Student Conduct

At the discretion of the school administration, a student may be dismissed from school for serious incident or repeated incident of intoxicated or drugged state of behavior, possession of drugs or alcohol on school premises, possession of weapons on school premises, behavior creating a safety hazard to other persons at school, disobedient or disrespectful behavior to other students, an administrator, or faculty member, or any other stated or determined infraction of conduct.

Employment

This school will provide instruction and suggestions in finding employment and any vacancies in the field will be made known to students. However, the school provides no actual formal placement assistance nor can it guarantee employment.

Records Retention

Enrollees are advised and cautioned that state law requires this educational institution to maintain school and student records for only a five year period.

Financial Aid

The school does not participate in federal or state financial aid programs. If a student obtains a loan, the student will have to repay the full amount of the loan plus interest, less the amount of any refund.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Diamond Light School of Massage & Healing Arts is at the complete discretion of an institution to which you might seek to transfer. Acceptance of the certificate you earn in (program name) is also at the complete discretion of an institution to which you might seek to transfer. If the credits or 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 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 seek to transfer after attending Diamond Light School of Massage & Healing Arts to determine if your credits or certificate will transfer

Diamond Light School of Massage & Healing Arts has not entered into any articulation or transfer agreement with any other school, college or university

Course Information

Course Title: Professional Bodywork Therapist Certification

Course Length : 513 hours **Class size:** 12-20 students

Course Objective: Students will learn the theory and practice of a variety of therapeutic massage techniques to qualify them to enter the field as professional Massage Therapists with a wide range of skill and abilities, Included all classes listed below in the subject descriptions section

Course Content:

A- 322 hours

Massage Techniques Including~All Modalities listed below

B- 50 hours -Business, Hygiene, Health and Ethics

C - 141 hours - Anatomy, Physiology

Charges \$8295

Course Title: Advanced Bodywork Therapist Certification

Course Length : 250 hours **Class size:** 12-20 students

Course Objective: Students will learn the theory and practice of a variety of therapeutic massage. techniques to qualify them to enter the field as professional Massage Therapist with a wide range of skill and abilities.

Students may chose 250 hours worth of classes from all the subjects we offer

Course Content:

A- 100 hours Massage Techniques- theory, assessment and application of basic Massage Techniques

B - 125 hours Anatomy, Physiology Kinesiology, Pathology , Business and Ethics

Charges \$4200

Course Title: Energetic Healing Certification

Course Length : 100 hours **Class size:** 6- 10 students

Healing, Meditation & Energy Principles, Silent Meditation Retreat

Course Objective: Students will learn the theory and practice of a variety of subtle Energetic Healing techniques and learn to integrate them into a professional healing session. At the end of the course, students will be proficient in Reiki and CranioSacral Therapy protocols and well as have the ability to create subtle healing sessions from the multitude of tools gathered in this course. Education includes lecture, discussion, demonstration and practice.

Course Content- CranioSacral Therapy, Reiki, Advanced Meditation and Energy

Charges \$1695

Course Title: Asian Bodywork Therapies

Course Length : 100 hours **Class size:** 6- 10 students

Course Objective: Students will become proficient in Shiatsu and Thai Massage, learn the theories and cultural context of these systems and be able to give a complete full body Shiatsu and Thai Massage on both a tradition mat and on a massage table.

Course Content-Thai Massage, Shiatsu, Table Shiatsu

Charges \$1450

Subject Descriptions

Deep Tissue Massage

Learn Deep Tissue Massage techniques specifically designed to release the core patterns underlying chronic structural tension. Master strokes and strategies to work deeply and effectively in common problem areas without strain. In depth study of Anatomy is included.

Chair Massage

Learn to give an effective chair massage integrating Swedish, Acupressure and Deep Pressure techniques. Chair massage provides a increased realm of opportunity to offer your services, enabling you to attract new clients while generating lucrative income.

Blended Modalities

Learn more complex and detailed massage strokes designed to deepen the effectiveness of your work in common problem areas in the body. Master the use of forearms, elbows and body weight to expand your repertoire of skill. Safely achieve powerful results for your clients while protecting your own body. You will learn a broad variety of advanced strokes from various modalities.

Massage Essentials

Learn to perform an integrative blend of Swedish effleurage, friction, rocking, trigger points and acupressure techniques, culminating in a masterful full body massage.

Focus on specific problem areas while cultivating the ability to discern the perfect depth of pressure. Dana shares her immense knowledge of the body in a way that is easily accessible for all levels of student and professional.

Cranio-Sacral Therapy

Cranio-sacral Therapy consists of gentle, hands-on techniques to address the restrictions that impede the balanced functioning of the cranio-sacral system. Cranio-sacral Therapy promotes the circulation of cerebral spinal fluid (CSF) in the cranium and the spine, positively influencing the central nervous system, which plays a vital role in every aspect of life.

Myofascial Release

Myofascial Release is a gentle yet profoundly powerful bodywork technique for resolving pain and restriction of motion in the body. Learn how to detect and release fascial adhesions that are often the cause of chronic pain and tension that does not respond to other forms of massage.

NeuroMuscular Therapy

Neuromuscular therapy is a comprehensive approach to soft tissue manipulation that consists of alternating levels of concentrated pressure on the areas of muscle spasm. Also known as Trigger Point Release, it is widely recognized as one of the most effective techniques for alleviating pain due to soft tissue imbalance or injury. This class will teach you a variety of treatment protocols for addressing specific common conditions and dramatically increase your effectiveness in working with soft tissue dysfunction, pain and injuries.

Anatomy

Expand, review and deepen your understanding of structural anatomy. Class includes detailed, systematic review of names, location and function of muscles and bones, as well as review of standard anatomical terminology.

Shiatsu

Shiatsu is a traditional Asian bodywork system that promotes relaxation and healing by encouraging the unimpeded flow of energy through the 14 energy channels in the body. Learn a flowing full body Shiatsu sequence that utilizes these channels (meridians) to restore health and balance to the body/mind.

Meditation & Energy Healing

Journey deeply into the spiritual/energetic dimensions of healing. Explore a variety of traditional and innovative meditation and hands on healing techniques designed to catalyze and accelerate profound inner transformation.

Table Shiatsu

Learn to perform a one hour Shiatsu sequence, including pressure points and mobilizations, on a low massage table, enabling you to blend this deeply therapeutic bodywork sequence into any table based bodywork modality.

Thai Massage

Rooted in Ayurvedic, Yogic and Buddhist traditions, Thai massage utilizes gentle rocking, stretching and rhythmic acupressure to deeply open, relax and invigorate the body. It increases range of motion and has a profound and unique healing effect on the recipient.

Reiki Certification

Reiki is a gentle hands on healing technique that helps restore the body to its natural state of balance while harmonizing the physical, emotional and spiritual aspects of the recipient.

Hot Stone Massage

Learn to utilize powerful hot and cool stone massage techniques in conjunction with Swedish and Deep Tissue Massage. Hot Stone Massage releases tension, accelerates healing, increases circulation and allows you to work deeply with minimum effort.

Ergonomics for Massage Therapists

Proper posture and good body mechanics are essential to maintaining energy and muscle integrity while giving massage. In this class you will learn techniques that will not only improve your posture during massage, but enable you to work more effortlessly, maintain stamina, prevent carpal tunnel and massage related injury.

Advanced Neck Work

Deepen your understanding and ability to work effectively and safely with the complex system of the neck. In this class you will exponentially expand your comfort level with neck work and learn release techniques to address both superficial and deep structure of the neck.

Retreat

At Diamond Light we recognize the value of spiritual practice and retreat as an indispensable component in the development of a seasoned healer. In an atmosphere of silence, solitude, meditation and healing, we will engage in a variety of intensive and ecstatic practices designed to free us from our habitual constrictions of identity, enabling us to more effectively serve our highest purpose.

Instructors:

Vajra Matusow, MA, CMT. has over 30 years of experience practicing and teaching bodywork and healing. She has a Masters Degree in Somatic Psychology and a CMT from the New School of Massage. She is the Founding Director of Diamond Light and has been the primary instructor since 1987.

Venus Marie Elyse L.Ac., MS, CMT, is a licensed acupuncturist and massage therapist. She teaches basic and advanced Anatomy, Acupressure, Blended Massage Modalities and Business Skills. She is committed to presenting the study of anatomy and business in a way that is painless, fascinating, fun and easy to integrate into your work.

Holly Edson, RN., BRN, teaches CranioSacral Therapy in the Bay Area and works as a nurse in San Francisco, integrating western medicine with a holistic approach. Her interest in Craniotherapy began at the age of nine and has deepened with over 1000 hours of training in massage modalities, studies at the Upledger and Milne Institutes and an apprenticeship with an osteopath. She has a thriving CranioSacral practice and volunteers at the Zen Hospice Project

Kevin Bashir Cates, CMT, is a Reiki teacher, bodyworker and Sound Healer who blends 35 years of musical experience with ongoing exploration into the transformational potential of vocal and instrumental sound. He has been a Reiki Master and teacher for over 20 years and a sound healer all his life. His specialty is in using sound healing, Reiki and subtle energy awareness to catalyze physical, emotional and spiritual expansion and healing.

Heatherly Stankey, CMT, is a compassionate, inspiring instructor, bringing passion, skill, sensitivity and a wide range of teaching experience to her Hot Stone Massage classes. She specializes in accelerated learning techniques and uses visual, auditory and a hands on approach to help students integrate their learning. She encourages students to work smarter, not harder by using hot stones as massage tools.

Ruben Rocha, CMT, has provided on-site chair massage for corporate clients throughout Marin County for many years and currently manages the Chair Massage booth at Elephant Pharmacy and maintains a private massage practice

Corinna Joy Kavanagh, CMT, has been a Massage Therapist since 1991. She is trained in various bodywork modalities as well as Movement Ergonomics through the Dynamic Health & Fitness Institute and she is a 3rd degree Reiki Master. Corinna teaches Massage Ergonomics as well as Business Practices and Ethics to Massage Therapists throughout the Bay Area. Corinna is the owner of Body Celebration Day Spa in San Rafael.

Tim Holt, CMT, became certified in massage in 1987. Tim teaches Deep Tissue, Shiatsu and Traditional Thai Massage and maintains a private bodywork practice that focuses on injury rehabilitation utilizing Deep Tissue techniques from orthopedic, sports and restorative massage modalities as well as specializing in Shiatsu and Thai Massage. He has lived, studied and practiced bodywork in Thailand and Japan. Tim is among the most experienced and highly respected massage instructors in the Bay Area.

CANCELLATION & REFUND POLICY FOR TUITION AND OTHER FEES

CANCELLATION : A Student may terminate enrollment in person or by mailing such notice by Certified Mail. The effective date of cancellation is the date postmarked. Any refunds due will be made by the school within 30 days. The school's refund policy is described below and in the enrollment agreement. 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

NOTICE OF STUDENT RIGHTS:

At the end of the cancellation period you also have the right to stop school at any time and you have the right to receive a refund for the part of the course not taken. If you have lost your contract, ask the school for a copy of the refund policy. See refund policy. If the school closes before you graduate, you may be entitled to a refund. Contact the:

Bureau for Private Postsecondary and Vocational Education
P.O. Box 980818 West Sacramento, CA. 95798-0818

REFUND INFORMATION

The student has a right to a full refund of all charges less the amount of \$100.00 for the registration fee if he/she cancels this agreement prior to or on the first day of instruction. In addition, the student may withdraw from a course after instruction has started and receive a pro rata refund for the unused portion of tuition and other refundable charges if he/she has completed less than 60% of the course. For example, if the student completes only 30 hours of a 100 hour course, and paid \$1,000.00 for tuition, the student would receive a refund of \$700.00. Refunds will be paid within 30 days of withdrawal.

STUDENT TUITION RECOVERY FUND

The Student Tuition Recovery Fund (STRF) was established by the Legislature to protect any California Resident who attends a private post secondary institution from losing money if he/she prepaid tuition and suffered a financial loss as a result of the school closing, failing to live up to its enrollment agreements, or refusing to pay a court judgment.

To be eligible you must be a California resident, and reside in California at the time the enrollment agreement is signed. Students who are temporarily residing in California for the sole purpose of pursuing an education, specifically those who hold a student visa, are not considered California residents.

To qualify for STRF reimbursement you must file a STRF application within one year of receiving notice from the council that the school is closed. If you do not receive notice from the council, 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 that you keep copies of the enrollment agreement, receipts or any other information that documents monies paid to the school. Questions regarding the STRF may be directed to the:

Bureau for Private Postsecondary Education at
2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833,
www.bppe.ca.gov, toll free number (888) 370-7589 or fax (916) 263--1897

STUDENT COMPLAINT PROCEDURE/

A student may lodge a complaint by communicating orally or in writing to any teacher or administrator. The recipient of the complaint shall transmit it as soon as possible to the person authorized to resolve complaints and shall attempt to resolve complaints related to that persons duty. If a student delivers a complaint and the complaint is not resolved either within a reasonable amount of time or before the student delivers the same complaint again, the institution will advise the student that a complaint must be submitted in writing. If a student submits a complaint in writing the school will within 10 days respond to the complaint. The response will include a summary of the school's investigation and disposition of the complaint, and if the complaint or relief requested by the student is rejected, the reason for the rejection. Persons seeking to resolve problems or complaints should first contact the instructor in charge. Requests for further action should be made to the President/administrator Vajra Matusow.

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The school currently does not have nor has ever had a pending petition for bankruptcy.