

OJAI SCHOOL OF MASSAGE

~2012-2013 Catalog of Classes~
(Jan. 2012 through Dec. 2013)

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Massage Level One

250 Hour Level One Curriculum

Massage: 100 Hours:

Includes Swedish Massage, Chair Massage, Energy Balancing, Reflexology, the use of rhythmical movements in massage and passive stretching.

Anatomy 31 Hours:

Students will learn to name and locate each bone in the body, boney landmarks, joint types and functions.

Meditation and Yoga 20 Hours:

Covers a variety of yoga positions and meditations for therapeutic purposes; includes the use of sound for healing, creative visualizations, use of the breath, dream yoga, and asanas.

Physiology 31 Hours:

Students will begin to learn the basic function of each of the human body systems. Subject matter includes basic chemistry, biochemistry, cell structure and functions, tissue structure and function, the integumentary system, bone and skeletal system physiology, muscle physiology, fundamentals of the nervous system and nervous tissue, the central nervous system, the peripheral nervous system, reflex activity and the autonomic nervous system.

Hydrotherapy 16 Hours:

Covers home hydrotherapy cures such as baths (hot, cold, tepid, warm, etc.), exfoliations, foot baths, ice therapy, the use of hot and cold packs, heliotherapy, and clay treatments.

Pathology 20 Hours:

Covers disease awareness, treatment planning, medications, dermatologic pathologies, musculoskeletal pathologies, neurological pathologies, endocrine pathologies and cardiovascular pathologies.

Ethics: 6 Hours:

Students will learn the ethics of touch and how to communicate with their clients in a compassionate and ethical way.

Business Development 4 Hours:

Students will begin to learn how to set up their own massage business and how to identify where the job market is for employment. The course work can be extended to 30 hours and the student that completes the whole 30 hours online and completes the required homework will receive 26 hours of extra credit on their certificate.

Student Clinic 22 Hours:

All students are required to do student clinic where they will learn how to work in a professional environment to prepare them for working in the field. Students are required to bring their own sheets and oil for the clinic and will be graded on how they relate to the clients, on time performance, cleanliness and customer satisfaction with the treatment.

Total hours 250**Required texts:**

Mosby's Fundamentals of Therapeutic Massage Fifth Edition; Sandy Fritz

Mosby's Essential Sciences for Therapeutic Massage Fourth Edition; Sandy Fritz

Mosby's Pathology for Massage Therapists Third Edition; Susan G. Salvo

Texts, subject to change and are not included in the tuition fee.

The approximate cost of books for this level is \$200 with tax included.

Additional supplies: (Available at the school store.)

2 sets of twin sheets with fitted and flat sheet and pillow case

2 face cradle covers

1 massage oil holster with massage oil bottle

Massage oil

(The approximate cost of additional supplies is \$100)**Tuition for Massage Level One is \$1,700**

Payment plans are available for as little as \$20 per month.

Tests

At the end of each course, each student takes a practical examination by doing a massage on the instructor of the class. In addition there is a in class/online test for Anatomy, Physiology, Pathology, and Massage. All online tests require a minimum score of 75% to pass the class. Online tests are not timed and can be taken more than once if the student fails a test. At graduation those students who have completed all course requirements are presented with a certificate of completion. There are no required internships or externships in this class.

Requirements for Licensure

The 250-hour Level One massage program is designed to lead to a career field which requires licensure, by the CAMTC, in the state of California. A list of those CAMTC requirements, to be eligible for licensure, include a minimum of 100 hours in Massage Therapy plus another 100 total hours in Health/Hygiene, Anatomy, Physiology, Contraindications, and Ethics. The 250-hour Level One program and the 250-hour Level Two program, offered by the Ojai School of Massage, meet the requirements of the CAMTC.

STRF

It is a state requirement that a student who pays his or her tuition is required to pay a \$1 state-imposed assessment for the Student Tuition Recovery Fund. 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 of 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.

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 program attending certain schools regulated by the Bureau for Private Postsecondary Education. You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid 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 the 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.

Massage Level Two

Holistic Massage Therapist – Level Two Curriculum 250 hours

Massage 110 hours:

Includes Thai Massage, Sports Massage, Myofascial Release, Trigger Point Therapy, Positional Release, Muscle Energy Techniques, Acupressure basics, cupping and gua sha.

Anatomy 30 hours:

Students will deepen their knowledge of anatomy by learning the origins, insertions and actions of the major muscles of the body.

Physiology 30 hours:

Students will deepen their knowledge of physiology by learning about the functions of the endocrine system, blood, the cardiovascular system, the lymphatic system, the immune system, the respiratory system, the digestive system, nutrition, the urinary system and fluid, electrolyte and acid-base balance.

Meditation and Yoga 20 hours:

Covers a variety of yoga positions and meditations for therapeutic purposes; includes the use of sound for healing, creative visualizations, use of the breath, dream yoga, and asanas. Students will learn additional yoga positions and specific meditations for therapeutic purposes.

Kinesiology 10 hours:

Covers muscle palpation and body mechanics. Body reading and postural analysis is included in this course.

Pathology 20 hours:

Covers pathology of the lymphatic-immune system, respiratory pathologies, gastrointestinal pathologies, urinary pathologies, reproductive pathologies, cancer and mental disorders.

Student Clinic Hours (General Public) 30 hours

Total Hours 250

Required texts:

Mosby's Fundamentals of Therapeutic Massage Fifth Edition; Sandy Fritz

Mosby's Essential Sciences for Therapeutic Massage Fourth Edition; Sandy Fritz

Mosby's Pathology for Massage Therapists Third Edition; Susan Salvo

The total cost for textbooks is approx. \$200 (includes tax).

Texts, subject to change and are not included in the tuition fee.

Tuition for Massage Level One is \$1,700

(Payment plans are available for as little as \$20 per month.)

Tests

At the end of each course, each student takes a practical examination by doing a massage on the instructor of the class. In addition there is a in class/online test for Anatomy, Physiology, Pathology, and Massage. All online tests require a minimum score of 75% to pass the class. Online tests are not timed and can be taken more than once if the student fails a test. At graduation those students who have completed all course requirements are presented with a certificate of completion. There are no required internships or externships in this class.

Requirements for Licensure

The 250-hour Level Two massage program is designed to lead to a career field which requires licensure, by the CAMTC, in the state of California. A list of those CAMTC requirements, to be eligible for licensure, include a minimum of 100 hours in Massage Therapy plus another 100 total hours in Health/Hygiene, Anatomy, Physiology, Contraindications, and Ethics. The 250-hour Level One program and the 250-hour Level Two program, offered by the Ojai School of Massage, meet the requirements of the CAMTC.

STRF

It is a state requirement that a student who pays his or her tuition is required to pay a \$1 state-imposed assessment for the Student Tuition Recovery Fund. 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 of 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:

(Continued on following page)

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.

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 program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid 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 the 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.

Small Animal Massage Program

Small Animal Massage Program (Massage for Dogs and Cats)

Course Instructor:

Nick Scott, CMT/LMT

Schedule and Curriculum:

This course is offered up to three times per year. Classes are held here at the Ojai School of Massage. Students may choose to fulfill the hands on portion of the program by attending our Saturday and Sunday/Six week program or you can choose to attend our 14 day intensive program. Each schedule option is offered at various times throughout the year. Please visit our website calendar or call us for more information.

The required hours include the following subjects:

Massage 76 hours: Covers Swedish Massage, Myofascial Release, Trigger Point Therapy, Acupressure, TTouch, Passive Stretching. Proper charting techniques and how to work with DVM's will also be covered in this class.

Hydrotherapy 4 hours: Covers indications and contraindications for hydrotherapy, application of hot and cold packs, cryotherapy and commercially available therapy packs.

Gait Analysis 4 hours: Covers canine locomotion, structural analysis, videotaping of gait and charting.

First Aid 2 hours: Covers common first aid procedures for animals.

Safety, Hygiene and Handling 4 hours: Covers the basics of safe handling, simple training techniques, identification of animal behavior patterns and communication signals. Zoonoses and communicable diseases will also be covered.

Palpation 10 hours: Students will learn to palpate the major boney landmarks and trace the major muscles of the body. Students will also learn acupressure meridian and basic treatment point location.

Anatomy 40 hours: Covers skeletal anatomy. Students will be required to learn the names of all of the bones in the animal's body, major boney landmarks and the major muscles of the body with their origins, insertions and actions.

Physiology 30 hours: Students will learn the functions of the eleven systems of the body and the basics of animal nutrition.

Pathology 10 hours: Students will learn about the top ten canine and feline pathologies and how identify the signs and symptoms of these pathologies.

Business Development 10 hours: Students will develop a business plan and learn how to market their services.

Case Studies 10 hours: Students will complete 10 hours of fully charted independent case studies before graduation from the class.

Required texts:

Application of Tui-Na In Veterinary Medicine 2nd Edition, Xie, Ferguson and Deng ISBN 978-1-934786-08-6 ([Buy Direct](#))

Getting In TTouch With Your Dog, Linda Tellington-Jones ISBN 978-1-57076-483-7

Clinical Anatomy & Physiology for Veterinary Technicians; Colville ISBN 9780323046855

Dog Anatomy A Coloring Atlas; Robert A. Kaniner DVM and Thomas O. McCracken, MS

American Red Cross Dog First Aid, ISBN# 978-158480401-7

American Red Cross Cat First Aid, ISBN# 978-158480402-4

Total Cost of Books and Materials is approximately \$200

Cost of Tuition: \$1,800

Financing is available for this course for as little as \$25 per month.

Tests

During the course there is a in-class/online test for Anatomy, Physiology, Pathology, and Massage. All online tests require a minimum score of 75% to pass the class. Online tests are not timed and can be taken more than once if the student fails a test. There are no required internships or externships in this class.

****THERE IS NO CALIFORNIA STATE LICENSURE REQUIREMENT FOR THE SMALL ANIMAL MASSAGE PROGRAM.**

Graduation

Students completing all program requirements will receive a certificate of completion from the Ojai School of Massage.

Ojai School of Massage is approved, by the International Association of Animal Massage & Bodywork (IAAMB), as an Approved Preferred Educational Provider.

STRF- Small Animal Program

It is a state requirement that a student who pays his or her tuition is required to pay a \$1 state-imposed assessment for the Student Tuition Recovery Fund. 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 of 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.

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 program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid 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 the 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.

Enrollment

To reserve a space in an upcoming class, a student must complete and submit both an application form and an enrollment agreement form. The application form must be accompanied by a nonrefundable, nontransferable \$200 registration fee (deducted from tuition cost). The application form, enrollment agreement form, and registration fee must be received no later than one week prior to the first day of class. We recommend that prospective students visit us on site and speak with the school's Office Coordinator before signing the enrollment agreement. The Coordinator will discuss with each student his or her finances, as well as personal, educational, and career objectives. Payment plans are available.

The Ojai School of Massage encourages students to review this catalog and School Performance Fact Sheet prior to signing an enrollment agreement.

To schedule an appointment, please call (805) 640-9798 between 9 am and 6 pm (PST) everyday but Sunday.

** Certified Massage therapists may join our Level 2 program at any point.

Admission Requirements:

To be eligible for our certificate courses, a student must:

1. Be at least 18 years of age (prospective students under age 18 may be admitted with the approval of the student's parent / guardian and with the submittal of a parental release form).
2. Be socially and psychologically capable of performing massage.
3. Be physically able to perform massage.
4. Possess a high school diploma or its equivalent, or otherwise successfully take and pass the GED, ability-to-benefit test or equivalent, demonstrating that the student may benefit from the education and training being offered.
5. Understand the English language (the Ojai School of Massage does not offer ESL instruction). All instruction will occur in the English language. Incoming students must be proficient in English. Proficient means 75% or greater proficiency in the English language.

Documentation of English language proficiency:

English language proficiency is documented by either the admissions interview or receipt of prior education documentation.

***Please Note: The Ojai School of Massage does admit students from other countries. The Ojai School of Massage does not provide visa services to prospective students from other countries or English language services.*

Location

The Ojai School of Massage is located in the town of Ojai, nestled at the southern border of the Los Padres National Forest, 75 miles northwest of Los Angeles, 35 miles southeast of Santa Barbara, and 14 miles from Ventura. From Los Angeles, take the Ventura Fwy (101) north to the Hwy 33 exit. Continue north on Hwy 33 for 11.5 miles. Turn left onto Hwy 150 (Baldwin Rd.). Take the 2nd right onto La Luna Ave and continue for 1.4 miles to El Roblar Dr. Turn right.

We're on the right at 619 W. El Roblar Dr., between Arnaz and Poli Aves. From Santa Barbara, take Hwy 101 south to Hwy 150 east (Ojai/Lake Casitas). After 16.6 miles, turn left onto La Luna Ave and follow the above directions.

From Downtown Ojai, take Ojai Ave west to the "Y". Turn right onto Hwy 33. After .7 miles turn left onto El Roblar Dr. Continue .5 miles until you see the school on the left, between Poli Ave and Arnaz Ave.

Parking is available in the school's parking lot located on the corner of El Roblar Dr. and Poli Ave.

The area surrounding the Ojai Valley has a multitude of campgrounds, hiking and bicycling trails, and free-running streams. The Lake Casitas recreational area alone offers 2,700 wooded acres for boating, fishing, camping, and picnicking.

Ojai (pronounced "Oh-hi") is a Chumash Indian name now thought to mean "Valley of the Moon," although many residents who favor a previous translation fondly call our mountain-ringed valley "The Nest." The Ojai Valley is known around the world as an artists' colony and spiritual mecca, and as the locale of several famous spas and healing centers. It is also recognized for its annual tennis tournament and music festivals, as well as its excellent private schools.

At dusk, Ojai's distinctive Topa Topa mountains are bathed in the rosy glow of the setting sun. This is a magical time of day, known locally as "The Pink Moment." Come enjoy the beauty, the serenity, and the special quality of life that are to be found in the Ojai Valley.



Student Services/Student Rights

STUDENT SERVICES/JOB PLACEMENT

All school services and programs are responsive to students needs. The services offered by the Ojai School of Massage are services which support student success and enhance the overall educational experience of students. The following services are available ongoing for all students of the Ojai School of Massage:

- Advising services designed to help students to clarify their career goals and other student concerns.
- Student Support designed to assist students in their educational and accommodation needs prior to, during, and following their enrollment in a course.
- Career Support and Job Placement is available to all students. The Ojai School of Massage assists students with job placement following their completion of the program of choice. In addition, available positions are posted on our student bulletin board ongoing as they become available. Available students are notified when job opportunities arise.

STUDENT'S RIGHT TO CANCEL

1. You have the right to cancel your program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later. After 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 pro rata refund if you have completed 60 percent or less of the scheduled days (or hours) in the current payment period in your program through the last day of attendance.
2. Cancellation may occur when the student provides a written notice of cancellation at the following address: Ojai School of Massage at 619 West El Roblar Dr., Ojai, CA 93023. This can be done by mail or by hand delivery.
3. The written notice of cancellation, if sent by mail, is effective when deposited in the mail and properly addressed with proper postage.
4. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
5. If the Enrollment Agreement is cancelled, the school will refund the student any money he/she paid, less a registration or administration fee not to exceed \$250, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

WITHDRAWAL FROM THE PROGRAM

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days (or hours) in the current payment period in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$250, and less any deduction for equipment not returned in good condition, within 45 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class for six successive days or ten total days of classes without adequate and legitimate reason or without an approved leave of absence. (student's in the six-week program may only miss a total of five days of class).

For programs beyond the current "payment period," if you withdraw prior to the next payment period, all charges collected for the next period will be refunded. If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or , if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be paid to the student.

Student Questions or Grievances:

Any questions, or grievances, a student may have regarding the catalog, or other, 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 telephone number (888) 370-7589 or by fax (916) 263-1897. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling the number above or by completing a complaint form, which can be obtained on the bureau's internet web site 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 web site www.bppe.ca.gov.

School Policies

Admission Requirements:

To be eligible for our certificate courses, a student must:

1. Be at least 18 years of age (prospective students under age 18 may be admitted with the approval of the students parent / guardian and with the submittal of a parental release form).
2. Be socially and psychologically capable of performing massage.
3. Be physically able to perform massage.
4. Possess a high school diploma or its equivalent, or otherwise successfully take and pass the GED, ability-to-benefit test or equivalent, demonstrating that the student may benefit from the education and training being offered.
5. Understand the English language (the Ojai School of Massage does not offer ESL instruction). All instruction will occur in the English language. Incoming students must be proficient in English. Proficient means 75% or greater proficiency in the English language.

Documentation of English language proficiency:

English language proficiency is documented by either the admissions interview or receipt of prior education documentation.

***Please Note: The Ojai School of Massage does admit students from other countries. The Ojai School of Massage does not provide visa services to prospective students from other countries or English language services.*

Notice Concerning Transferability Of Credits & Credentials Earned At The Ojai School Of Massage:

The Ojai School of Massage has not entered into an articulation or transfer agreement with any other school. No previous credits are accepted or may be transferred from another institution. In addition, the Ojai School of Massage does not offer or award credit for prior experiential learning.

In addition, the transferability of credits you earn at the Ojai School of Massage is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in our 250-hour Level One, 250-hour Level Two, or 150-hour Small Animal program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all 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 may seek to transfer after attending the Ojai School of Massage to determine if your credits or certificate will transfer.

Policies On The Retention Of Student Records:

All academic and financial records will be maintained in the same file at the Ojai School of Massage. All student records are kept on file for a period of ten years and are available upon request.

Financial Policies

****The Ojai School of Massage does not participate in federal and state financial aid programs.**

A nonrefundable, nontransferable \$200 registration fee will reserve your space in any class and will be applied toward class tuition.

1. All fees for classes and workshops shall be due and payable by the first class session unless a payment option has been contracted. A finance charge of \$20 per month shall be charged, for any program, when a payment option is chosen.
2. The registration fee is for a specific course starting on a specific date and may be applied to a class starting on a later date.
3. All financial arrangements must be made by contacting our office between 9 am and 6 pm, everyday but Friday. The Ojai School of Massage assumes no responsibility for agreements made with staff or personnel that have not been handled by the Office Coordinator.
4. All prices for workshops and certificate courses are subject to change without notice.
5. All students are responsible for providing their own sheets and oil. These necessities are available for purchase at the school.

Facilities

The Ojai School of Massage is located near banks, bookstores, a variety of restaurants, and a shopping arcade. The school's facilities and equipment fully comply with any and all federal, state, and local ordinances and regulations, including those requirements that pertain to health, fire safety, and building safety. The equipment and materials that will be used for human massage instruction include massage tables, massage tools, human skeleton, and various anatomical charts. The equipment and materials used in our Small Animal massage course include palates balls, fake/stuffed dog and cat, dog skeleton, and anatomical dog charts.

Library and Other Learning Resources:

The Ojai School of Massage maintains a onsite library for its students. Library resources are available for use that includes CDs, DVDs, and medical books. Resources are accessible on campus in the library and online on the internet. Students may access the on-campus library Monday thru Saturday 10am-6pm and there is a check-in and check out system for removing resources from the library.

Office Hours

Our office is open six days a week between 10 am and 6 pm (closed Sundays). The Office Coordinator will be happy to answer your calls for information. Our Office Coordinator also registers students for classes and workshops, and talks to students about their educational goals.

Holidays

Classes will not be held during the following holidays:

New Year's Day, Forth of July, Labor Day, Memorial Day, Thanksgiving, Christmas (five days off).

Emergency Policy

In case of emergency, the Ojai School of Massage reserves the right to cancel or postpone courses or to change instructors.

Nondiscrimination Policy

The Ojai School of Massage does not discriminate in regard to race, gender, age, ethnicity, religion, sexual orientation, or national origin.

Housing

The Ojai School of Massage does not assume responsibility for student housing, does not have dormitory facilities under its control. The Ojai School of Massage does offer student housing assistance, with local housing available through private parties at a cost of \$40 per night.

Attendance Policy

1. In a certificate program, the attending of all classes is required.
2. Make-up work in a certificate program is the responsibility of each individual student. Missed classes may be made up in a future course, at no additional cost, or through private instruction. The fee for private instruction is \$60 per hour.
3. Any student missing six successive days or ten total days of classes without adequate and legitimate reason or without an approved leave of absence will be excused from the course (students in the six-week program may only miss a total of five days of class).
4. Credit for prior training may not be substituted for hours in a certificate program.

Tardiness, Withdrawal, And Leave-Of-Absence Policies

1. Students may arrive up to 10 minutes late to class without penalty.
2. Students may withdraw up to two weeks after the beginning of a course without penalty. The student will not receive credit and will be entitled to a pro-rata refund. (Please see section "Student Services and Student Rights" for more information on student Withdrawal.)
3. Students may take a one-week leave of absence from a course with prior instructor approval. The student must make up the time in order to receive a certificate of completion for the course.

Cancellation and Refund Policy

The student has a 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. To cancel the contract for school, mail or deliver a signed and dated copy of the cancellation notice given to you on the first day of class; or any other written notice, or send a telegram to the Ojai School of Massage at 619 West El Roblar Dr., Ojai, CA 93023. (Please see section “Student Services and Student Rights” for more information on student Withdrawal and Cancellation).

*Remember, you must cancel in writing. You do not have the right to cancel by just telephoning the school or by not coming to class.

Dismissal Policy

A student may be dismissed for:

1. Unexplained or unauthorized absence from six successive or ten total days of class. Please see Leave-of-Absence Policies above.
2. Conduct deemed disruptive or disrespectful to staff, students, clients, or faculty members.
3. Being under the influence of any drug or controlled or illegal substance while on campus or while on official school business.

(Please see section “Student Services and Student Rights” for more information on student Withdrawal)

Student Questions or Complaints:

Any questions a student may have regarding the online 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, toll-free telephone number (888) 370-7589 or by fax (916)263-1897. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling the number above or by completing a complaint form, which can be obtained on the bureau’s internet web site www.bppe.ca.gov.

Staff & Faculty

Jamie L. Roth, L.M.T., B.A.

Jamie is a founder and Director of the Ojai School of Massage. She studied pre-physical therapy at Georgia State University, and received her bachelors degree in liberal arts in 1985; and taught fitness for three years. Jamie went on to earn her massage therapy certification in 1991 and practiced massage therapy for eight years. While integrating her vision of holistic health into her massage practice, she is dedicated to furthering her knowledge of the healing arts for body, mind, and spirit. In 1999 Jamie opened the Ojai School of Massage, along with Nick Scott. In taking on the administrative duties of this school, Jamie has focused her energies on enriching the curriculum and assisting students in discovering and actualizing their life work.

“I gratefully acknowledge all of you who have recognized the unique healing potential of massage. I am also grateful for our main instructor, Nick Scott, who superbly conveys the school’s message through his depth of wisdom. We hope to share with you the fulfilling gifts of health, healing, and vitality. We look forward to the opportunity of providing for you a nurturing environment where you may acquire both in-depth knowledge and a balanced and peaceful spirit of healing.” – Jamie L. Roth

Nick J. Scott, L.M.T.

Nick is a founder, Instructor and Associate Director of the Ojai School of Massage. He graduated in 1986 from Desert Institute of the Healing Arts, one of the premier massage schools in the nation. In 1988 he graduated from Educating Hands School of Massage with additional training in Hydrotherapy. He then studied Chinese Acupressure and Dit Dar treatments with Augustine Fong, and went on to study Attentive Physical Transformation with Gregory Johnson. Nick has been presenting workshops and teaching Massage Therapy since 1989, and has taught advanced massage classes at Educating Hands School of Massage. Having spent eight years in a Tibetan Buddhist retreat center, he brings to his classes a unique blend of meditation and massage techniques.

“I believe that, for all living beings, the power of love is the most effective force for healing. Through a peaceful mind, the clear light of joy can shine impartially on all who suffer. My hope is to help pass on the knowledge of compassionate action that my teachers so kindly shared with me. In this way, I further hope to play a part in preparing the legions of love and light to move forward into a new dawn of hope, health, and happiness.” – Nick J. Scott

BPPE Doc

Annual Report- Please see link to our 2011/2012 Annual Report by visiting our website at www.ojaischoolofmassage.com.

School Performance Fact Sheet- Please see link to our 2011/2012 Performance Fact Sheet by visiting our website at www.ojaischoolofmassage.com.

This institution is a state approved school by the BPPE and meets its minimum standard requirements. The degree programs offered by the Ojai School of Massage are not accredited by an accrediting agency recognized by the U.S. Department of Education (USDE) and, therefore, students are not eligible for Federal Financial Aid programs.

All graduates of the 250-hour Level One or 250-hour level two massage programs, offered by the Ojai School of Massage, will be eligible to sit for a licensure exam in the state of California (not required at this time) and other states requiring licensure exams for massage therapists. Graduates of our 250-hour Level One or 250-hour level two massage programs are also eligible to sit for the NCBTMB or the FSMTB National exams.

A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to positions with the state of California.

The BPPE requires this school to state that this institution does not, and has not ever, had a pending petition in bankruptcy, does not operate as a debtor in possession, and has never filed a petition now, ever, or within the preceding five years; or has not had a petition in bankruptcy filed against us ever, or 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.).