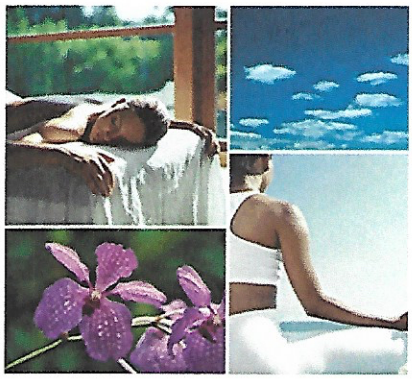


Holistic Life Institute Of Learning

School of Massage and Natural Health

Catalog of Courses

Holistic Life Institute of Learning
School of Massage and Natural Health
730 East F Street, Suite G
Oakdale, CA 95361

(209) 918-0647 cell
(209) 848-8382 office

www.holisticlifeinstitute.com

BPPE School Code #5001571
NCBTMB Assigned School Code #868727

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Revised: 1-2018 -This catalog is revised yearly each January - ***This school catalog is provided to each prospective student when discussing enrollment with our Director, Jan Noble. Catalogs are also available on the institute's web site, www.holisticlifeinstitute.com and in the institute's waiting area. Catalogs are also given to the general public at community events, i.e....Wellness Fairs, Information Booths, Open Houses...etc.***

Mission Statement & Objectives

Mission Statement

Holistic Life Institute of Learning's mission is to educate and thereby develop skilled and knowledgeable therapists rooted in the traditions of natural healing, and to train specialists in massage techniques and methods of massage therapy. The institute provides an academic environment for faculty, students and graduates to further their studies in their respective fields.

Part of our mission is to convey to students the importance of continuing education. We endeavor to sustain these course offerings by developing an operational environment that is professionally managed, competently supervised, continually evaluated and appropriately modified and therefore kept current.

Objectives

The Holistic Life Institute of Learning seeks to provide its graduates with the knowledge and abilities required to meet the following criteria:

To possess the knowledge and skills necessary to provide competent and professional massage services in the respective massage specialties pursued at this institution.

To be capable of determining an appropriate treatment plan and to formulate a proper treatment strategy based upon all information obtained.

To possess the ability to communicate effectively with clients and the public in order to serve the community more effectively with quality massage therapy services.

Alternatively, to possess the knowledge of therapeutic massage techniques and to demonstrate competent skills in the delivery of those techniques.

To pursue lifelong learning and professional practices to better serve the healthcare consumer.

Privacy Act, Student Records and Transcripts

Student transcripts and the certificate(s) attained are maintained indefinitely and all other records are maintained for five years. Students may inspect and review their educational records. To do so, a student should submit a written request identifying the specific information to be reviewed. Should a student find, upon review, that records are inaccurate or misleading, the student may request that errors be corrected. In the event that a difference of opinion exists regarding the existence of errors, a student may ask that a meeting be held to resolve the matter. It is this institution's intent to carefully follow the rules applicable under the Family Education Rights and Privacy Act. It is our intent to protect the privacy of a student's financial, academic, and other school records. We will not release such information to any individual without having first received the student's written request to do so, or unless otherwise required by law.

1. Tuition and Fees

All fees are subject to change from time to time, without notice. The tuition schedule below is the total charge for each period of attendance and the estimated schedule of charges for the entire educational program.

FEES
(Includes class binders and text handouts)

Program Name	Hours	Tuition
Certified Massage Therapist (CMT)	500 Hours	$6995.00
Western Massage Therapist Acupressure/Reflexology	250 Hours 250 Hours	$2995.00 $2995.00
Holistic Health Practitioner Holistic Health Consultant	250 Hours 250 Hours	$2995.00 $2995.00

STRF Fee (California Residents, Non refundable, $0 per $1000.00 of tuition)

Student's Rights and Responsibilities with respect to the Student Tuition Recovery Fund

Student Tuition Recovery Fund Disclosure

CCR 76215 (a)

"The state of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of action or event that made recovery from STRF.

"A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more that four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.
However, no claim can be paid to any student without a social security number or a taxpayer identification number. "

Note: No grades or documents will be released if there is an outstanding balance. The institution may refuse any type of service to students who have an outstanding balance. The institution may also refuse re-admission to a student who has left the institution with an outstanding balance that has not been paid in full. All fees are subject to change.

Library Resources

Holistic Life Institute of Learning provides a library of books and related resource materials to support each of our educational programs. We offer a variety of books, flash cards, and flip charts of the Human Anatomy for the use of each student. We also offer a collection of CD's and DVD's along with VHS tapes. We have a wide variety of Magazines from the Massage and Health Practitioner fields that are free to each student. The institute educates each student on the importance of being insured both as a student and later as a professional. The institute provides informative brochures and flyers from various insurance companies available for each student.

School Location

Holistic Life Institute of Learning
730 East F. Street, Suite G, Oakdale, CA 95361
Phone: (209) 848-8382
www.holisticlifeinstitute.com

Effective Dates of this Catalog:

January 1, 2018 to December 31, 2018 *(Revised yearly)*

School Ownership

Holistic Life Institute of Learning is a private institution and is approved to operate by the Bureau for Private Postsecondary Education (BPPE). Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.

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 telephone number (888) 370-7589 or by 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. A student or any member of the public may file a complaint about this institution by contacting the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov.

Location Where Classes Are Held

All classes are delivered at the Holistic Life Institute of Learning, 730 East F. St., Suite G., Oakdale, CA 95361. The school and the institution address are the same.

Policies and Procedures Regarding Financial Aid and Loan Repayment

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

Students Right to Cancel

You have the right to cancel your agreement for a 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 in the current payment period in your program through the last day of attendance.

Refund Policy

The amount owed to the student equals the institutional charge for the instruction divided by the total number of clock hours in the period of attendance multiplied by the number of clock hours the student has not attended prior to withdrawal. No refunds are due once the student has received 60% of the clock hours of instruction in any given period of attendance.

For purposes of determining a refund, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in this institution's catalog.

If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

This institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled.

Cancellation of Enrollment Agreement

1. Cancellation may occur when the student provides a written notice of cancellation at the following address: HOLISTIC LIFE INSTITUTE OF LEARNING, 730 East F. St. Suite G, Oakdale, CA 95361. This can be done by mail or hand delivery.
2. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
3. 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.
4. If the Enrollment Agreement is cancelled, the school will refund the student any money he/she has paid, less a registration or administrative fee not to exceed $250.00, 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 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 $250.00, 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 purposes 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.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divides by the number of days in the program), multiplied by the number of days scheduled to attend, prior to 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.

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 first used to repay any student financial aid programs from which the student received benefits. in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student. If the student has received federal aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

Notice Concerning Transferability of Credits and Credentials Earned at Our Institution

The transferability of credits you earn at Holistic Life Institute of Learning is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate(s) 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 or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution would meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Holistic Life Institute of Learning to determine if your certificate(s) will transfer.

Student Grievance Procedures

This institution is dedicated to fair dealing and professional conduct. Should any student have a complaint, the student is asked to discuss the matter directly with an instructor or administrator using the following internal process. However, this internal process is not required, and you may contact the Bureau at any time. The Bureau contact information is: Bureau for Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 or P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, (888) 370-7589 or by fax (916) 263-1897. The internal complaint process involves three steps: 1: an effort to define the problem, 2: an effort to identify acceptable options for resolution, and 3: an attempt to resolve the conflict through the application of one or more of those options for resolution. The student may thereafter chose to file a written complaint directly with the institution's Chief Academic Officer who will work to resolve the matter. The Chief Academic Officer is the individual designated to resolve student complaints. That individual will investigate all formal (written) complaints, endeavor to resolve all such complaints, and record an entry into the institution's official log.

The formal process will involve:

1. The student's submission of a written description of the specific allegations and the desired remedy, accompanied by any available documentary items. The filing deadline is 60 days after the beginning date of the term following that in which the dispute(s) occurred or are alleged to have occurred. 2. The student may terminate the formal process should, in the interim, the informal process produce a satisfactory resolution. 3. The Chief Academic Officer will notify all parties involved of the receipt and nature of the grievance. If a policy is being grieved, the administrator responsible for the policy will be notified. A timeline for resolution will be delivered to the principles by the Chief Academic Officer. 5. Interested parties will communicate with the CAO in order to make recommendations to resolve the grievance. 6. The party responsible for implementing the selected method of resolution will notify the principals of the decision reached. In the event that a student does not agree to the resolution proposed, the student retains the right to file a complaint with the Bureau for Private Postsecondary Education, Sacramento, CA. (contact information is provided above).

Leave of Absence

Should circumstances be such that a leave of absence is to be requested, a student must submit an application for a leave of absence. At the discretion of the Chief Academic Officer, a leave may be granted for a reasonable time, as warranted by the circumstances. If a student repeatedly resorts to the use of a leave of absence, and if such applications show a pattern of delays, or should the issuance of a leave of absence be such that it would significantly interfere with the planned completion of a program of study, the Chief Academic Officer may, in his / her sole discretion, dismiss a student from the program and issue the appropriate refunds as may be required.

Academic Probation-Dismissal Policy

The Chief Academic Officer may place a student on academic probation if the student is not making satisfactory academic progress as per this institution's published policy. The student's grade point average will be monitored at the end of each enrollment period when the grades are posted. Should the GPA fall below that required for graduation, a student might be placed on academic probation. This will result in a formal advisory, which will be sent to the student, indicating the reason for the probation. Failure to maintain satisfactory academic progress may result in dismissal from the program. The Chief Academic Officer will offer assistance in locating a suitable tutor, should the student request such service.

Attendance Policy – All Programs

This institution requires that a student attend a minimum of 100% of scheduled class, laboratory and other such assigned hours. Students may arrange to make up missed hours with the Chief Academic Officer by receiving private instruction from an institute instructor, or by attending a class or classes that are running on a concurrent schedule; (example; the Wed./Thursday class if Mon./Tues. is the student's regularly scheduled class time).

Length of Terms

The term length for the Certified Massage Therapy (CMT) program is 41 weeks. This institution offers 2 day a week programs. Hours of classes are 10:00AM to 5:30PM. Classes traditionally begin in the Spring and the Fall, but can start any time during the calendar year. The institution's director will go over start dates with each prospective student prior to enrollment.

Hygiene, Dress Code and Draping Procedures

Students will practice proper hygiene while attending class. Hand washing procedure and good personal hygiene will be taught in the first class.
Scrubs are the preferred clothing when attending class. If scrubs are not available, students may wear sweats in cool weather or casual dress. Tank tops, bare midriffs or revealing clothes are prohibited.
Full draping techniques are taught in the first classes, which prevents exposure and preserves modesty.

Acceptance of Transfer Credit

No transfer of credit is available.

Challenge Exam Credit Policy

No credit based on the taking of challenge exams is available.

Admissions Policy – All Programs

For each of the programs offered, the applicant must be at least 18 years of age and a high school graduate or have earned a GED certificate. No prior education or training in massage or massage therapy is required. This institution does not admit students from other countries.

Ability to Benefit Students

No ability to Benefit students will be admitted. High school graduation or its equivalent is required.

Articulation Agreement

No articulation agreements with other institutions are established

Student Conduct

Students are expected to behave professionally and respectfully at all times. Students are subject to dismissal for any inappropriate or unethical conduct or for any act of academic dishonesty. Students are expected to dress and act accordingly while attending this institution. At the discretion of the school administration, a student may be dismissed from school for reasons including, but not limited to:
-Coming to school in an intoxicated or drugged state.
-Possession of drugs or alcohol on campus.
-Possession of a weapon on campus.
-Behavior creating a safety hazard to another person(s).
-Disobedience or disrespectful behavior to other students, an administrator or instructor.
-Stealing or damaging the property of another.
Any student found to have engaged in such conduct will be asked to leave the premises immediately. Disciplinary action will be determined by the Chief Executive Officer of this institution and such determination will be made within 10 days after meeting with both the chair of the department in which the student is enrolled and the student in question.

Grades and Standards for Student Achievement – Satisfactory Progress

Grades are awarded on a traditional A, A-, B, B-,... F system. The minimum passing grade is a D-. The minimum allowable grade point average to maintain satisfactory progress is a C, or 2.0. In calculating a student's grade point average, the following policy applies:

A 4 Grade Points	A- 3.67 Grade Points
B+ 3.33 Grade Points	B 3 Grade Points
B- 2.67 Grade Points	C+ 2.33 Grade Points
C 2 Grade Points	C- 1.67 Grade Points
D+ 1.33 Grade Points	D 1 Grade Point
D- 0.67 Grade Points	F 0.00 Grade Points

If the student has not completed the coursework and earned a grade at the end of the course, the instructor may issue one of the following grades:
I Incomplete If the course has not been completed, the instructor may grant a one or two month extension of the term, at no additional tuition cost, when the student is making satisfactory completion. At the end of this period, a final grade must be recorded.
W Withdraw The student may withdraw from any course before the end of the term. At the end of the term, the instructor may withdraw the student from the course and issue a W when the instructor believes the student's progress is insufficient to warrant an extension. A student who withdraws or is administratively withdrawn must retake the course and is responsible for a new tuition payment for that course of study.

Student Housing

Holistic Life Institute of Learning does not have dormitory facilities under its control and we do not provide assistance to the student in finding housing. The availability of housing near the institution is favorable with the average cost of a home in the area around $240,000 and rent for a one-bedroom apartment is approximately $800.00.

All instruction is offered at the institution campus located at: 730 East F. Street, Suite G, Oakdale, CA 95367

Administration

Chief Executive Officer	Chief Operations Officer	Chief Academic Officer
Janet Noble	Janet Noble	Janet Noble

Faculty

Name of Instructor	College or Work Qualifications
Jan Noble, ND, HHScED Reiki and HHA Instructor	B.A. Creative Writing and Journalism Palmer Writer's School, Minn. 1969-1971 B.A. Nutripathic Sciences, Internship American College of Nutripathy, Scottsdale, AZ, 1985-1989 B.S. Metaphysical Sciences University of Metaphysical Sciences, Studio City, CA, 1990-1994 Reiki Master / Instructor, 1994-1995 Center for Reiki Training, Springfield, MI Science pre-requisites for acupuncture training, 1995-1997 California State University-Turlock, CA
Mandy Sahota, HHP Ayurvedic and Iridology Instructor	Hidden Valley Acres, Escondido, CA – Iridology Certificate under Br. Bernard Jensen Holistic Health Practitioner, Holistic Life Institute of Learning, Oakdale, CA 1999 Chopra Center for Wellness, La Jolla, CA-Ayurvedic Medicine under Dr. Deepak Chopra
Debra Luttrell CMP, HHP Cranial Sacral Instructor	CAMTC Certified Massage Practitioner (CMP) Holistic Health Practitioner, Holistic Life Institute of Learning, Cranial Sacral Balancing, The Pilgrimage Reiki and Cranial Sacral Training Center
Sandra Worthington Head Massage Instructor CMT, HHScEd	Holistic Health Practitioner, CAMTC Certified Massage Therapist (CMT) Holistic Health Science Educator, Holistic Life Institute of Learning, Oakdale, CA Outcome-based Massage, Teaching Massage

	for Pregnancy, Deep Tissue Massage, Online Courses by Wolters, Kluwer, Lippincot, Williams, and Wilkens
Debbie Libhart, Shiatsu and Massage Instructor CMT, RT	CAMTC Certified Massage Therapist (CMT), Biology, Zoology, Science, Delta College Holistic Health Practitioner, Holistic Life Institute of Learning , Oakdale CA Raindrop Therapy, Vita Flex Therapy, Care Deep Tissue, Body Spa Treatments, Healing Arts Institute, Hot Stone Therapist, Young Living Oils, Skin Care, Aveda Institute, Dermatological Institute
Darleen Clark Administrative Assistant, Associate Teacher /Ethics Instructor	Master Teacher Permit, California Commission on Teacher Credentialing, Stanislaus County Office of Education Employee 1984-2012, Ethics Course Completion, Adawehr Institute
Patricia Vargas CMT, MA Acupressure Instructor	CMT, HHScEd from Holistic Life Institute of Learning, Oakdale, CA. Master of Arts Degree in Transpersonal Psychology and earned a Hypnosis Regression Certificate from Atlantic University.
Barbara Brown CNRT Reflexology Instructor	Certified Neuro-Reflex Therapist, CNRT Neuro-Therapy Institute, CA 2003 Jenny Rose School of Aromatherapy and Herbal Studies, San Francisco, CA HHP, Reiki Master, Nutri-Escience Practitioner, Holistic Life Institute of Learning, Oakdale, CA
Deborah Lazarri MA, BCBA, CMT, HHP, Yoga Instructor	CMT, HHP, Reiki Master, Holistic Life Institute, of Learning, Oakdale, CA Retired Public School Teacher and Administrator Stanislaus County Schools, Kriya Yoga Certificate, Paramahansa Yogananda Self-Realization Fellowship Masters of Arts Degree in Education, CSU Stanislaus Post Graduate certificate in Applied Behavior Analysis, University of North Texas, National Board Certification in Behavior Analysis
Claudia Newcorn MBA Business Mastery Instructor	MBA in Marketing and International Business Northeastern University, MA English & Psychology Degree from Wellesley College, MA Professor at St. Mary's College, Moraga CA.

Nondiscrimination Policy

This institution is committed to providing equal opportunities to all applicants to programs and to all applicants for employment. Therefore, no discrimination shall occur in any program or activity of this institution, including activities related to the solicitation of students or employees on the basis of race, color, religion, religious beliefs, national origin, sex, sexual orientation, marital status, pregnancy, age, disability, veteran's status, or any other classification that precludes a person from consideration as an individual. Please direct any inquiries regarding this policy, if any, to the Chief Operations Officer who is assigned the responsibility for assuring that this policy is followed.

Student Services

This institution does not provide orientations, airport reception services, housing assistance or other services. Further, this institution maintains a focus on the delivery of educational services. Should a student encounter personal problems which interfere with his or her ability to complete coursework, this institution will provide assistance in identifying appropriate professional assistance in the student's local community but does not offer personal counseling assistance.

Description of Facilities

The Institution is located in a single story professional office building, approximately 25 years of age. The facility serves as both a massage clinic and a massage therapy school. The facility is therefore supplied with items standard in the delivery of massage therapy treatments.

Types of Equipment and Materials Used for Instruction

The institution uses the following equipment and materials in the classroom:
Instructors may utilize an overhead projector and screen during the lecture and theory portion of class. The Instructors may use DVD's and Videos on different massage modalities and techniques such as Deep Tissue, Shiatsu, Trigger Point, Myo-Fascial Release, Advanced Pregnancy and Infant Massage, etc. The institute's Resource Library includes books and charts on The Human Anatomy, Healthy Eating, Nutritional Healing and Encyclopedia's on Homeopathy, Food and Herbal Medicine. The Institute also has books on Ethics including The Ethics of Touch and The Educated Heart. The Instructors will perform physical demonstrations of all massage techniques on each part of the body for student observation. The Instructors will assign students quizzes and homework on each course of study. The student will receive handouts and massage sequences on each massage modality, along with a binder to contain all classroom materials. The student will have access to flashcards covering such areas as Anatomy and Physiology, Business Practices, Ethics, Boundaries, Muscles and Tendons, etc. The Instructors may use a Dry Erase Board to display information on during lecture. The Institute uses an adult-sized replica of a Human Skeleton during class for the student to study. The Institute uses standard Massage Tables, Massage Chairs, Massage Lotions and oils, Sanitizers, Sanitizing Wipes, Sheets, pillows and pillowcases, towels and headrest coverings. The classroom has posters displayed on the walls with detailed diagrams of the Human Muscular System, the Human Nervous System, the Human Myo-Fascial Meridians, the Human Lymphatic System, the Human Skeletal System, and the Human Hand and Foot Reflexology Charts.

CERTIFIED MASSAGE THERAPIST-500 HOUR PROGRAM
Admission Requirements- High School Diploma or GED
Program Description –

This course is designed to enable students to demonstrate the ability to perform a basic Swedish massage. The student will pass a practical and a written final exam administered at the school.

Description of Instruction
500 Hours of training in;

Swedish Massage	50 Hours	Health and Hygiene	20 Hours
Deep Tissue	10 Hours	Shiatsu Massage	35 Hours
Ortho-Bionomy	10 Hours	Reiki	20 Hours
Pregnancy Massage	10 Hours	Cranial Sacral	18 Hours
Infant Massage	10 Hours	Reflexology	20 Hours
Lymph-Drainage	10 Hours	Myo-Fascial Release	10 Hours
Trigger Point	10 Hours	Anatomy	53 Hours
Physiology	53 Hours	Kinesiology	19 Hours
Contraindications, Pathology, Areas of Caution, Special Populations			40 Hours
Holistic Health Advisor (HHA)			20 Hours
(HHA Includes: Flower Essences, Dosha Balancing, Essential Oils, EFT, Chemistry of Man, and Aromatherapy)			
Business Mastery/Guidelines for Professional Practice			15 Hours
Ethics, Boundaries, Laws and Regulations			20 Hours
Client Assessment, Reassessment and Treatment Planning			15 Hours
Benefits and Physiological Effects of Techniques that Manipulate Soft Tissue			20 Hours
Overview of Massage & Bodywork-History/Culture/Modalities			12 Hours

All instruction is delivered by qualified instructors at 730 East F. St. Suite G., Oakdale, CA 95361

Requirements for Completion-Required Courses-Final Exam/Test

To complete this program a student must attend a minimum of 100% of the scheduled hours of instruction, achieve an GPA of 2.00 (C) or greater on quizzes and exams, and pass an instructor monitored practical exam demonstrating competence in basic techniques here at the school campus.

Program Length, 500 Hours (Available only as a complete program, No Internship or Externship is required)

WESTERN MASSAGE THERAPIST-250 HOUR PROGRAM
Admission Requirements- High School Diploma or GED

Program Description –

This course is designed to enable students to demonstrate the ability to perform a basic Swedish massage.

Description of Instruction:

250 Hours of training in;

Swedish Massage	60 Hours
Deep Tissue/Ortho-Bionomy	15 Hours
Lymph-Drainage/Myo-Fascial Release	15 Hours
Pregnancy Massage/Infant Massage	20 Hours
Trigger Point	10 Hours
Physiology	30 Hours
Anatomy	30 Hours
Kinesiology	15 Hours
Hygiene/Client Assessment, Reassessment and Treatment Planning	10 Hours
Ethics/Business Mastery	18 Hours
Overview of Massage & Bodywork-History/Culture/Modalities	05 Hours
Contraindications, Pathology, Areas of Caution, Special Populations	13 Hours
Benefits and Physiological Effects of Techniques that Manipulate Soft Tissue	09 Hours

All instruction is delivered by qualified instructors at 730 East F. St. Suite G., Oakdale, CA 95361

Requirements for Completion-Required Courses-Final Exam/Test

To complete this program a student must attend a minimum of 100% of the scheduled hours of instruction, achieve an GPA of 2.00 (C) or greater on quizzes and exams, and pass an instructor monitored practical exam demonstrating competence in basic techniques here on the school campus.

Program Length, 250 Hours
(Available only as a complete program, No Internship or Externship is required)

ACUPRESSURE/REFLEXOLOGY-250 HOUR PROGRAM
Admission Requirements- High School Diploma or GED

Program Description –

This course is designed to enable students to demonstrate the ability to perform a basic Acupressure, Shiatsu, Reflexology, or Cranial Sacral massage session.

Description of Instruction:

250 Hours of training in;

Acupressure	**100 Hours**
Shiatsu	**35 Hours**
HHA	**25 Hours**
(HHA Includes; Flower Essences, Dosha Balancing, Essential Oils, EFT, Chemistry of Man)	
Reflexology	**35 Hours**
Reiki	**25 Hours**
Cranial Sacral Balancing	**30 Hours**

All instruction is delivered by qualified instructors at 730 East F. St. Suite G., Oakdale, CA 95361

Requirements for Completion-Required Courses-Final Exam/Test

To complete this program a student must attend a minimum of 100% of the scheduled hours of instruction, achieve an GPA of 2.00 (C) or greater on quizzes and exams, and pass an instructor monitored practical exam demonstrating competence in basic techniques here on the school campus.

Program Length, 250 Hours
(Available only as a complete program, No Internship or Externship is required)

HOLISTIC HEALTH PRACTITIONER-250 HOUR PROGRAM
Admission Requirements- High School Diploma or GED

Program Description –

This course is designed to enable students to demonstrate the ability to perform a basic consultation and evaluation in the following capacities; evaluate the client's specific needs and make recommendations for the use of Yoga, Flower Essences, Ayurvedic Medicine, EFT, and Homeopathy.

Description of Instruction:

250 Hours of training in;

Yoga	**50 Hours**
Flower Essences	**50 Hours**
Ayurvedic Medicine	**50 Hours**
EFT	**50 Hours**
Homeopathy	**50 Hours**

All instruction is delivered by qualified instructors at 730 East F. St. Suite G., Oakdale, CA 95361

Requirements for Completion-Required Courses-Final Exam/Test

To complete this program a student must attend a minimum of 100% of the scheduled hours of instruction, achieve an GPA of 2.00 (C) or greater on quizzes and exams, and pass an instructor monitored practical exam demonstrating competence in basic techniques of each course here on the school campus.

Program Length, 250 Hours
(Available only as a complete program, No Internship or Externship is required)

HOLISTIC HEALTH CONSULTANT-250 HOUR PROGRAM
Admission Requirements- High School Diploma or GED

Program Description –

Six modules, including Nutri-Escience, (Holistic Nutrition-The Science of Essential Nutrition), Aromatherapy, (essential oils and their applications), Herbology, (the study and application of cooking and medicinal Herbs). Iridology, (the study of the sclera and pupil of the eye, with focus on stress indicators revealed), HHA (Includes; Flower Essences, Dosha Balancing, Essential Oils, EFT and Chemistry of Man), and Business Mastery/Guidelines for Professional Practice.

Description of Instruction:

250 Hours of training in;

Nutri-Escience	**70 Hours**
Aromatherapy	**40 Hours**
Herbology	**50 Hours**
Iridology	**40 Hours**
Business Mastery/Guidelines for Professional Practice	**25 Hours**
HHA	**25 Hours**
(HHA Includes; Flower Essences, Dosha Balancing, Essential Oils, EFT, Chemistry of Man)	

All instruction is delivered by qualified instructors at 730 East F. St. Suite G., Oakdale, CA 95361

Requirements for Completion-Required Courses-Final Exam/Test

To complete this program a student must attend a minimum of 100% of the scheduled hours of instruction, achieve an GPA of 2.00 (C) or greater on quizzes and exams, and pass an instructor monitored practical exam demonstrating competence in basic techniques of each course here on the school campus.

Program Length, 250 Hours
(Available only as a complete program, No Internship or Externship is required)

Academic Freedom

Holistic Life Institute of Learning is committed to assuring full academic freedom to its entire faculty. Confident in the qualifications and expertise of its faculty members, the institution encourages its faculty members to exercise their individual judgments regarding the content assigned courses, organization of topics and instructional methods, providing only that these judgments are made within the context of the course descriptions as currently published, and providing that the instructional methods are those officially sanctioned by the institution; methods for which the institution has received oversight approval.

Holistic Life Institute of Learning encourages instructors and students to engage in discussion and dialog. Students and faculty members alike are encouraged to freely express views, however controversial, as long as they believe it would advance understanding in their specialized discipline or sub-disciplines.

Sexual Harassment

This institution is committed to providing a work environment that is free of discrimination, intimidation and harassment. In keeping with this commitment, we believe that it is necessary to affirmatively address this subject and express our strong disapproval of sexual harassment. No one associated with this institution may engage in verbal abuse of a sexual nature; use sexually degrading or graphic words to describe an individual or an individual's body; or display sexually suggestive objects or pictures at any facility or other venue associated with this institution. Students are responsible for conducting themselves in a manner consistent with the spirit and intent of this policy.

English as a Second Language Instruction

This institution does not provide ESL instruction.
Instruction will not occur in a language other than English.

Language Proficiency Information

The student must have the ability to read and write English at the level of a graduate of an American high school as demonstrated by the possession of a high school diploma, GED, or passage of the California High School Proficiency exam.

Achievement Tests Credit Policy

No credit based on the taking of achievement exams is available.

Title IV Participation

This institution does not participate in Title IV funding.

Accreditation and State Financial Aid Participation

This institution and its courses are not accredited by an accrediting agency recognized by the United States Department of Education.
This institution does not participate in state or federal financial aid funding.

Special Notice of Financial Status

This institution has not had a pending petition in bankruptcy, is not operating as a debtor in possession and has not filed a bankruptcy petition within the last five years. It has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under chapter 11 of the United States Bankruptcy Code.

Placement Services

This institution does not provide placement assistance.

Licensing – Requirements for Licensure

None of the educational services offered lead to occupations that require licensure.

Job Classification Codes;

The United States Department of Labor's Standard Occupational Classification codes for graduates of this institution's are as follows:

Certified Massage Therapist (CMT), Western Massage Therapist and/or Acupressure/Reflexologist- SOE # 31-9011 (Massage Therapists)

Holistic Health Practitioner/ Holistic Health Consultant
SOE # 29-0000 (Healthcare Practitioner)