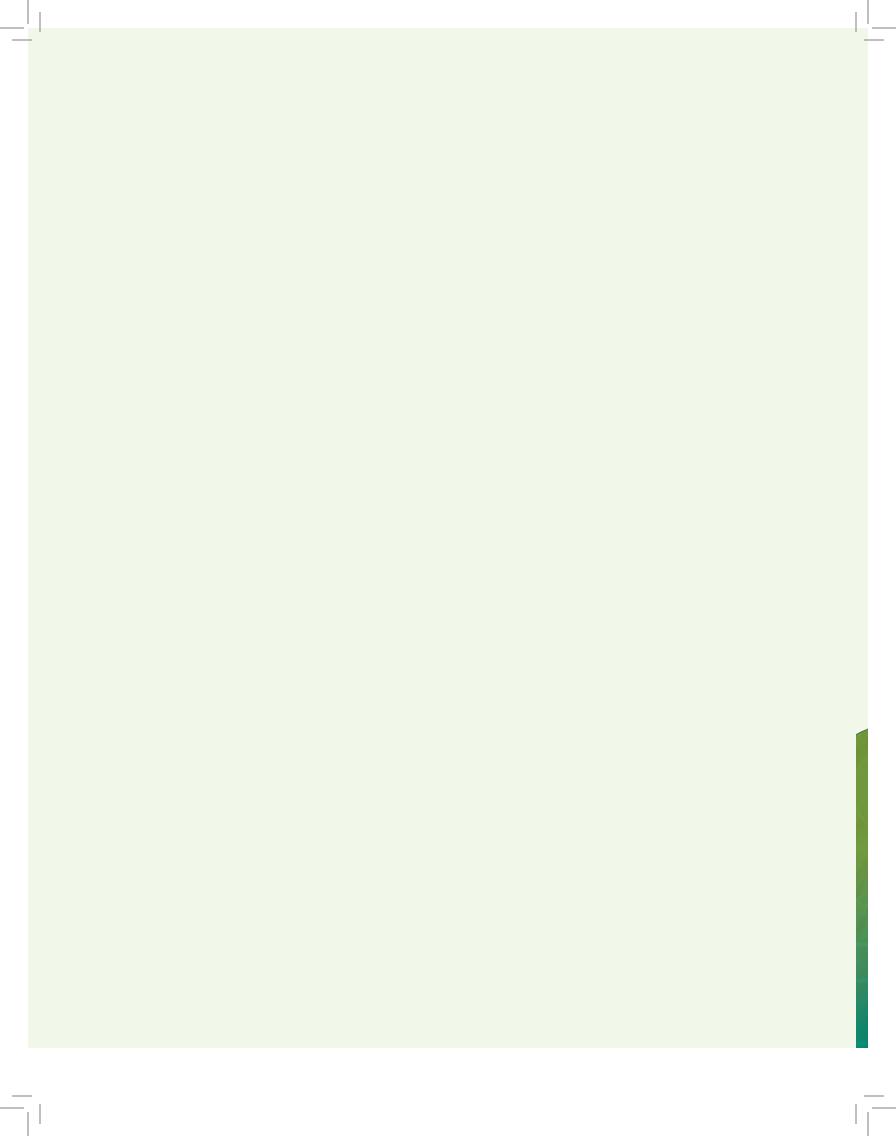


20 CLASS CATALOG



IPSB at Life Energy Institute 5817 Uplander Way Culver City, CA 90230 T: 310.342.7130 info@myLEI.org www.myLEI.org





Policies and Procedures January 1, 2018 - December 31, 2018

CATALOG



IPSBOLIFE ENERGY INSTITUTE

~ welcomes everyone called to the healing arts ~

...our mission is to train sensitive, self-aware bodyworkers with creativity and self-knowledge to transform basic skills into an artistic form that deeply touches the lives of others.

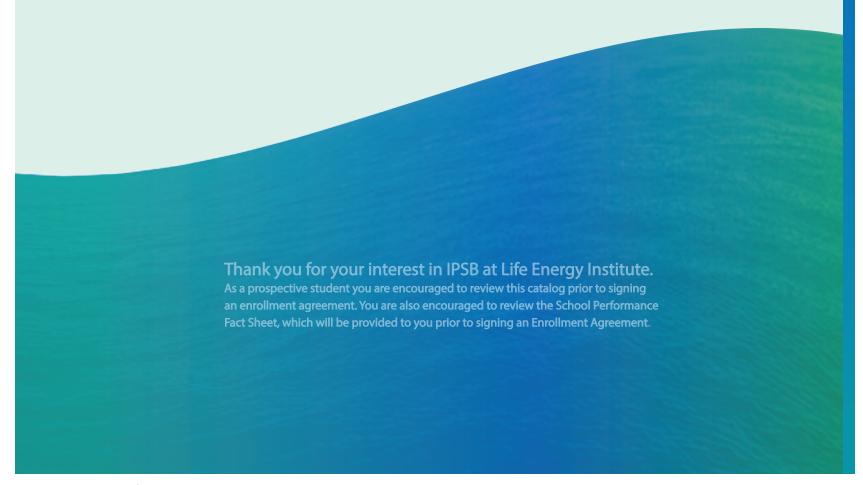


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Philosophy and Mission

Our mission is to train sensitive, self-aware bodyworkers who use creativity and self-knowledge to transform basic skills into an artistic form that deeply touches the lives of others.

Our educational programs are intended for those who wish to practice the natural hands-on healing techniques of Massage Therapy, Integrative Craniosacral Unwinding, Polarity Therapy, Aromatherapy, and other therapeutic techniques.

Our classes are open to all who are beginning their journey into the healing arts as well as those who are currently practicing body-mind-spirit healing arts, such as massage therapists, bodyworkers, chiropractors, doctors, nurses, and acupuncturists.

IPSB at Life Energy Institute is a private institution, and is approved to operate by:

- The California Bureau for Private Postsecondary Education [BPPE]— in accordance with the provisions of California Education Code 94900 and/or 94915. [Approval to operate means compliance with the minimum state standards and does not imply any endorsement or recommendation by the state or by the council.]
- The California Massage Therapy Council [CAMTC]

IPSB at Life Energy Institute is approved for continuing education units by:

- The National Certification Board for Therapeutic and Massage Bodywork [NCBTMB]
 Category "A" approved.
- The American Polarity Therapy Association [APTA].
- State of California Board of Registered Nursing
- State of California Acupuncture Board
- National Certification Commission for Acupuncture and Oriental Medicine.



Program Overview •

All programs at IPSB at Life Energy Institute are designed to meet the requirements for professional practice as determined by the California Massage Therapy Council (CAMTC) or the American Polarity Therapy Association (APTA).

IPSB at Life Energy Institute offers the following programs:

MASSAGE THERAPY PROGRAMS

- Integrative Massage & Bodywork Practitioner Program (IMBP) 550 hours
- Integrative Therapeutic Bodywork Practitioner Program (ITBP) 550 hours
- Advanced Bodywork Practitioner Program (ABP) 750 hours

CRANIOSACRAL & POLARITY PROGRAMS

- Integrative Craniosacral Unwinding™ Program (ICSU) 241 hours
- Associate Polarity Practitioner Program (APP) 163 hours
- Registered Polarity Practitioner Program (RPP) 685 hours (APP Program 163 hours + RPP Program 522 hours)

Program Objectives

Graduates of our IMBP & ITBP programs are eligible to gain a massage license through the California Massage Therapy Council (CAMTC). Attendance and/or graduation from a California Massage Therapy Council approved school does not guarantee certification by CAMTC. Applicants for certification shall meet all requirements as listed in California Business and Professions Code sections 4600 et. seq.

Graduates of our ABP Program will have attained the minimum 750 hours of training required for Board Certification by the NCBTMB. Applicants must also provide evidence of 250 hours of professional hands-on experience.

Graduates of our APP program are eligible to join APTA as Associate Polarity Practitioners and can continue on for advanced Polarity Therapy training through the RPP program. Graduates of our RPP program are eligible to join APTA as Registered Polarity Practitioners and continue the final training to become a Board Certified Polarity Practitioner (BCPP). Our Polarity curriculum has been developed over the past thirty years and is based on the life work of Dr. Randolph Stone and the Polarity Wellness Network. For more information on our programs see Program Requirements, Fees, and Course Descriptions.

IPSB at LEI Massage Programs (IMBP, ITBP, ABP) fall under Standard Occupational Classification Code 31-9011. The Employment Position for that classification is Massage Therapist.

The other IPSB at LEI programs (APP, ICSU, RPP) do not fall under a s Standard Occupation Code and do not conform to a recognized career occupation, vocation, job or job title.

It is rare that a student will become a practitioner of just Polarity or Craniosacral Unwinding. Usually our students are already licensed health professionals looking to enhance their healing skills, or to gain CEUs. Approximately 20 to 30 percent of students specifically become Polarity or Craniosacral Practitioners. Polarity and Craniosacral graduates from Polarity Healing Arts are often entrepreneurs with their own private practices, in their chosen area of interest. Often while maintaining their private practices, practitioners will collaborate professionally and combine their skills to offer a wider range of treatments for their clients.

STUDENT SERVICES

Catalog

This catalog is updated on an annual basis, and may be updated at various times throughout the year if required. Updates will be provided in the form of an insert. Catalogs (paper and/or digital format) are provided to prospective students at the time of enrollment in a program, or to the general public when requested.

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. The School Performance Fact Sheet is included with all enrollment agreements. 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 800, Sacramento, CA 95833 P.O. Box 980818, West Sacramento, CA 95798-0818 Website: www.bppe.ca.gov Telephone: (888) 370-7589; or by Fax: (916)263-1897

Free Massage Therapy Open Houses

IPSB at Life Energy Institute holds open houses regularly throughout the year; see the schedule or contact the school for dates/times. Attendees receive an introduction to the school's history and philosophy and see techniques from the various classes demonstrated by instructors. These orientations are very helpful in providing prospective students the opportunity to experience the IPSB at Life Energy Institute environment. Prospective students may also contact the school to arrange a tour and informational meeting with a staff member.

Free Craniosacral & Polarity Therapy Open Houses

IPSB at Life Energy Institute holds a free Open House for Polarity Therapy and Integrative Craniosacral Unwinding every spring and fall. See **myLEl.org** for dates and times. Instructors demonstrate techniques and introduce the philosophy of our training and our school. Attendees may also participate in simple energy exercises and perform basic moves with each other. These orientations are very helpful in presenting the basic principles of the work in a welcoming, creative, and fun atmosphere.

Library

IPSB at Life Energy Institute has a small onsite reference library that covers a range of massage, bodywork, health, and metaphysical related topics. The library may be accessed during office or class hours. Students are welcome to utilize these resources while on campus. We request library books not be taken off campus.

Student Store

We offer a selection of books that can enrich the student's studies, available for purchase. Required or suggested book fees are not included in the tuition fees. Many required school texts are available second-hand through the school for discounted rates. Please inquire at the office.

Housing

All IPSB at Life Energy Institute programs are non-residential. It is the responsibility of students to secure their own housing. There are no dormitory facilities. For students wishing to secure nearby housing there are multiple hotels and residential rentals. The approximate cost of housing located near to the school is listed as \$1800 - \$2300 / month in rent, or \$65 - \$200 per night for hotel or airbnb accommodations.

Placement and Salary Claims

The school does not have a formal placement service however does receive employment postings which are made available to students. IPSB at Life Energy Institute does not make salary or job placement claims.



Licensing

As of January 1, 2015 bill AB 1147 requires CAMTC applicants to have 500 hours of education from CAMTC approved schools and have passed a CAMTC approved exam, as well as meet all of the other requirements in the law in order to be certified.

Student Rights

IPSB at Life Energy Institute students may expect:

- · Fair and effective teaching
- Information privacy
- The right to review his/her school records
- Due process and an impartial hearing in any disciplinary matter.

Class Schedule

IPSB at Life Energy Institute offers year-round programs including daytime, evening, and weekend classes to accommodate students with diverse schedules. Current schedules can be found on myLEI.org. For more information, contact us at (310) 342-7130, info@myLEI.org or visit www.myLEI.org

Complaints

IPSB at Life Energy Institute offers year-round programs including daytime, evening, and weekend. Persons seeking to report problems or issue a complaint should first contact their primary instructor and may also contact the Managing Director: kat@mylei.org. 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 toll free or by completing a complaint form which can be obtained on the bureau's internet website: www.bppe.ca.gov. "A student or any member of the public with questions that have not been satisfactorily answered by the school or who would like to file a complaint about this school may contact the California Massage Therapy Council at: One Capitol Mall, Suite 800, Sacramento, CA 95814, www.camtc.org, phone (916) 669-5336, or fax (916) 669-5337."

ADMINISTRATION

Gary B. Strauss, CEO, Executive Director

Gary B. Strauss founded Life Energy Institute in 1986 and is dedicated to its ongoing evolution and success. Gary is founder and Executive Director of the Polarity Therapy and Integrative Craniosacral Unwinding programs offered through IPSB at Life Energy Institute in Culver City, California, the Southwest Institute of Healing Arts [SWIHA] in Tempe, Arizona and The Open Center in NYC. Gary is the senior instructor for the Polarity Wellness Network and is a current board member of American Polarity Therapy Association.

Tracy Griffiths, CAO, Executive Director

As Executive Director, Tracy works with Strauss to create and implement curriculum for students to explore the diversities of the healing arts. She is dedicated to bringing this work out into the world and provides the environment to assist others in their personal quest for growth and healing.

Kat Damiano, COO, Managing Director

With a degree in business and marketing, Kat has over 18 years management, operations and marketing experience across privately owned start-ups, creative agencies, government departments and running her own small enterprise - a healing center specializing in myofascial deep tissue and prenatal massage.

Sue Heffner, Administrator

Sue went through the IPSB 500 hour program before going on to manage the administrative functions at IPSB in 1989. As Administrator, Sue provides integral student services including enrollment, transcripts, counseling, and ensures integrity of student records.

Kate Erickson, ICSU & Polarity Programs Director

Kate has a degree in communications and over 10 years of experience in operations, data and change management. She has been a student of the Integrative Craniosacral Unwinding and Polarity Practitioner programs at IPSB at LEI and has a private practice in central Los Angeles. She is an active board member for Kriya Los Angeles, and keeps a regular meditation and sadhana practice.

Chelsea MacLure, Student Services

Chelsea began serving on the IPSB student services front desk in January of 2017. She has a diverse range of experience in administration, customer service and accounting across the entertainment, security and distribution industries. Chelsea is a graduate of the IPSB IMBP Program, and is a certified massage therapist.

Maria Alamillo-Ramirez, Student Services

Maria began serving on the IPSB student services front desk in January 2017. With a background as a publicist in the music industry, Maria has over 15 years of administration, project management and customer service experience. Maria is a member of her children's PTA, Friends of Venice Magnet Board, School Site Council and recruitment committee. She has a bachelor's degree from CSU Northridge, is a graduate of the IPSB IMBP and ICSU Programs and is a Certified Massage Therapist.

Miinkay Yu - Student Services

Miinkay grew up in Houston, Texas and made her way to California working as a tech consultant to hospitals all over the state. She worked as a business analyst at UCLA for three years, then left her job in 2016 to pursue a career in holistic healing. In 2017 she made her way to IPSB and is currently studying to be a massage and craniosacral therapist. In addition to supporting students far and wide, Miinkay practices yoga, rock climbs and love to explore the great outdoors.

FACULTY

Gary B. Strauss, RPP, PWE, MS

Classes: ICSU Program, RPP Program

Gary brings over 30 years of training and practice to the teaching of Polarity and Integrative Craniosacral Unwinding and has trained thousands of students in the U.S. and Europe. He facilitates retreat-style intensive trainings in Hawaii, Switzerland, Japan and California, and maintains an active private practice in Los Angeles, Arizona, and New York. His intention is to activate the astounding nature of the elements in a way that expands freedom to fulfill one's highest potential.

Tracy Griffiths, RPP, PWE, CMT

Classes: Polarity I, Polarity II, Communication - Resonance & Relations I, Evaluation & Preparation for Practice, Clinical Development, Business & Marketing

Tracy has been practicing in the healing arts since 1988. She is a graduate of the Institute of Psycho- Structural Balancing. Tracy utilizes and weaves her training in the martial arts, massage therapy, yoga and essential oils into her classes, offering diverse, integrative and practical approach to this work. Tracy is greatly devoted to sharing her knowledge with others for the purpose of personal deepening and connection to their own inner wisdom.

Dee Long-Parsons, CMT

Classes: IPSB Foundations, Ethics & Boundaries, Deep Tissue I, II & III

Dee has explored massage not just as a career, but as a way of life and being. In 1995 she began sharing this transformative experience with others when she began teaching massage. She has also taught at Emperor's College of Oriental Medicine, and while there, supervised in the student massage clinic. She has been a massage therapist in several settings including chiropractic, private practice and Burke Williams for nine years, seven years as a massage therapist and two as a massage department manager.

Toi Beaman Leal, CMT, CDC

Classes: IPSB Foundations, Business & Marketing

Toi has been a massage instructor since 2008, bringing her compassionate nurturing and light-hearted nature to her classes. Prior to becoming a wellness Professional, Toi spent 25 years in Human Resources with a Fortune 20 company and is highly skilled in coaching and counseling individuals and groups. She is a professional life coach where she also applies her passion for holistic wellness and a strong belief in caring for one's mind, body and spirit in equal measure. She maintains private coaching and massage practices in Los Angeles and is on staff with physical therapy and chiropractic offices.

John Matsunaga

Classes: IPSB Foundations, Contraindications & Pathology

In John's early career he was a professional photographer and also taught golf and tennis. He had long been the "family massage therapist" and the response he received influenced him to pursue massage therapy when he sought a career change. John began his massage studies in 2000, and has volunteered his services as a teacher's assistant for over 1800 hours of classes.

Leslie Prell, CMT

Classes: IPSB Foundations, Advanced Modalities

Beginning her massage studies at IPSB in 1985, Leslie was on the teaching staff from 1992-1997, 2003 and returned in 2017. She began teaching yoga in 1993 and has taught since 2000. The body/mind elements of bodywork and yoga and their mutual influences have provided a bridge between the two disciplines which has given Leslie her special perspective for observing and touching the body. She has had a private practice since 1985 and has assisted with births as a doula since 1998.

Vincent Punturere, D.C.

Classes: Anatomy & Physiology, Cranial & Spinal Anatomy

Dr. Punturere is a graduate of Los Angeles College of Chiropractic. Prior to beginning his chiropractic training he was a dancer and massage therapist. From his varied background, he blends these perspectives into his instruction of anatomy and physiology to provide students of bodywork with a unique combination of academics and practicality. Dr. Punturere is very active in community services. His chiropractic practice is affiliated with Living A 100 Year lifestyle, a concept of wellness living.

Mario Valverde, CMT

Business & Marketing

Massage and yoga gave Mario his life back after a car accident in 1997. It became a vital way to live and keep his body whole and out of pain. He started at IPSB in 2001 and taught the 150 Hour training. As well as being a certified massage therapist, and yoga instructor, Mario is also a certified SculptWorks Teacher, TRX YogaWorks trainer, TRX Group and Camp Trainer. He is inspired to teach as a way to share the gift of feeling healthy and alive.

Kat Damiano, CMT, RYT200

Classes: Exam Preparation, Prenatal Massage, Postnatal Massage

With over a decade of therapeutic bodywork, yoga, meditation, nutrition and holistic health experience, Kat has dedicated her private health & wellness practice to assisting women through the challenges of pregnancy and beyond. Kat is passionate about helping others tune inward, accessing the body's natural desire to heal. Originally from New Zealand, Kat has lived in California since 1998. She is a registered Yoga Instructor and is studying to become a Somatic Experiencing Practitioner.

Elizabeth Jacobowitz, MA, CMT, HHP

Classes: Sensory Repatterning I, II & III

Elizabeth brings a well-rounded approach to learning and growth by incorporating kinesthetic, artful, engaging activities to the classroom. She facilitates change and transformation by guiding students and clients in remembering, reconnecting, and rediscovering their body, mind, and soul. Elizabeth holds a Master's in Expressive Arts Therapy from the European Graduate School, as well as a Bachelor's in Health and Exercise Science from Syracuse University. She has also studied massage and bodywork at the International Professional School of Bodywork in San Diego. Elizabeth now teaches introductory bodywork, integrative somatic work, and self-care for helping professionals in Los Angeles, San Diego and Decorah, Iowa.

Sabrina Ortolano, CMT

Classes: Aromatherapy - Essential Oil Basics, Hydro & Spa Therapies

A California native and graduate of the 550 program. Sabrina found her passion when she joined the school in 2003. She has been working with essential oils for two decades both in her massage practice and in everyday life.

Tony Poland, CMT

Classes: Deep Tissue I, II & III, Integration Class, Sports Massage & Stretching, Orthopedic Massage, Trigger Point - *Upper Body*, Trigger Point - *Lower Body*

Originally from Tennessee, Tony is a graduate of IPSB's massage program. His primary focus is on athletes in an injury prevention and recovery practice. He has worked with various physical therapy and chiropractic clinics in the Los Angeles area, treating the general population in an injury recovery and pain management capacity. He also works under USOC Athletic Trainers, treating the U.S. Olympic Volleyball Teams. Tony accompanied the two indoor volleyball teams to the 2012 London games, and in 2016 worked with the U.S. Olympic Medical Support Team in Rio de Janeiro.

Kevin de Comines, L.Ac., PAS, CMT

Classes: Myofascial Massage I & II

Kevin graduated from IPSB in 1989 and has been in the health care field for over 20 years. He studied Neuromuscular Reeducation with Dr. Craig Nelson focused on the healing of athletic and personal injuries. He has used NMR to treat athletes in the NBA, NFL and MLB, along with members of the Joffrey Ballet, and track and field athletes. Kevin has a Masters of Science in Oriental Medicine from SAMRA University and is currently enrolled as a Doctoral fellow at Emperor's College.

Johnnette Du Rand, NCBTMB

Classes: Oncology Massage Intro - Massage for Cancer Survivors

Johnnette works in close collaboration with several cancer centers and has been the Coordinator and trainer for their oncology massage programs since 2003. Her approach to oncology massage education emphasizes the importance of evidence-based bodywork, the value of working as a team with clinical staff, and recognizing that healing can happen without a cure. Johnnette was recognized for her contribution to the field of oncology massage with the 2008 Humanitarian Award from the Women's Cancer Research Foundation.

Kristina Eberle

Classes: Thai Yoga Massage I, II & III

Kristina began her studies in bodywork 1991 at The International Professional School of Bodywork in San Diego. She became passionate about learning Traditional Thai Bodywork and made it the focal point of her studies and private practice over the years. Kristina has studied with many teachers in Thailand and the U.S. over the years and visits Thailand regularly to stay connected to her teachers and to the divine energy of this Sacred healing art. She began teaching Traditional Thai Healing Arts at IPSB San Diego and The Pacific College of Oriental Medicine (PCOM) in 1998 after years of practice and assisting her teachers in the classroom. Kristina is a certified instructor through the Thai Healing Alliance as well as a continuing education provider with NCBTMB.

Snohomish Brown, LAc, CMT

Classes: Acupressure & Introduction to Meridians, Reflexology - Ear, Hand & Foot

Snohomish Brown LAc, CMT is a Physician of Chinese Medicine and Acupuncture and a Certified Massage Therapist with CAMTC and NCBTMB. He is an expert in soft tissue massage, lymphatic drainage, myofascia release, trigger point release and Chinese medical massage. He teaches Qi Gong and Tai Chi energy cultivation practices and has a private practice near Beverly Hills. He earned his Master's degree in Acupuncture and Traditional Chinese Medicine from Yo San University where he continues to serve as an Assistant Supervisor in the Student Clinic.

Lisa Thompson, CMT, Usui Reiki Master, Urban Zen Integrative Therapist / Teacher

Classes: Reiki I, Reiki II

Lisa is an Intergrative Therapist trained in a myriad of somatic and energy-based modalities. She is a Certified Urban Zen Integrative Therapist (UZIT), Usui Reiki Master, NCBTMB Board Certified Massage Therapist and Ordained Minister for spiritual healing. She aspires to teach, heal and dynamically empower her clients and students to realize and live their potential, while maintaining the perspective to stay light and not take life 'too' seriously! She teaches Reiki for the Urban Zen Integrative Therapy Program at UCLA and Yogaworks, group classes at Motion Picture Television Fund and maintains a private practice in Newport Beach, CA.

Russ Pfeiffer, CMT, Advanced Rolfer

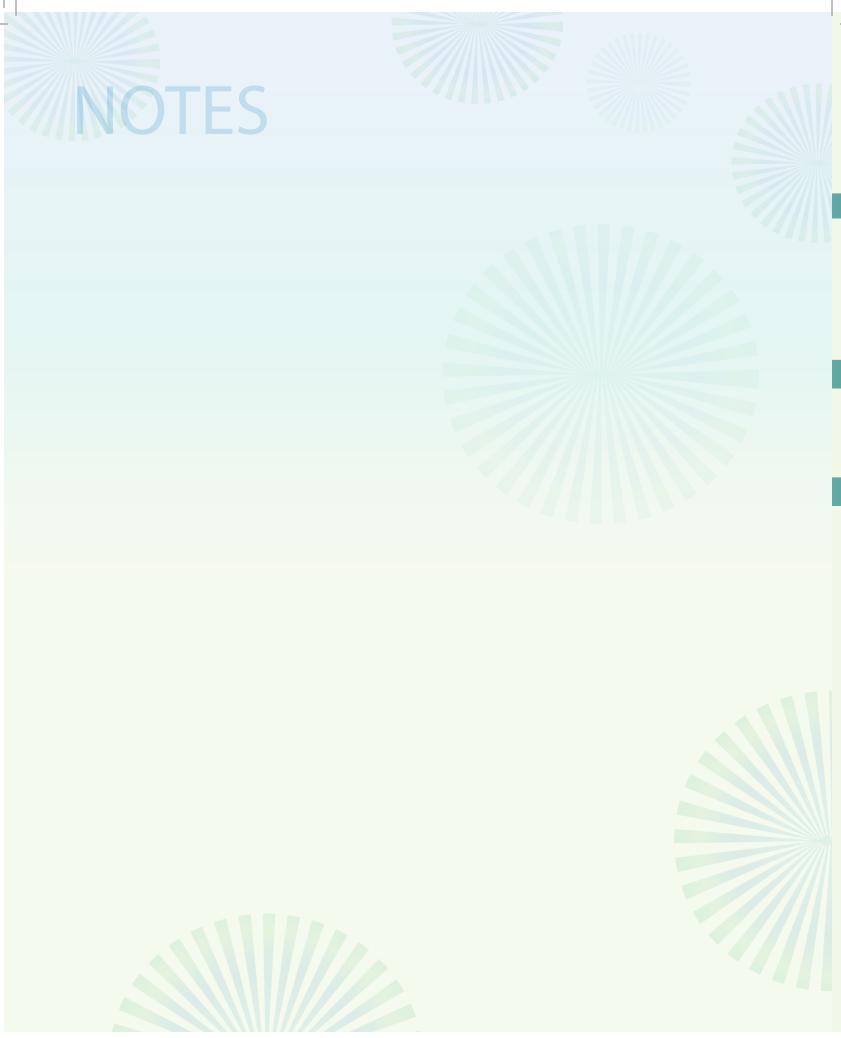
Classes: Anatomy & Kinesiology, Structrual Integration

Russ Pfeiffer is a lecturer, somatic movement educator, anatomist, Advanced Rolfer, and twice certified in Rolf Movement. His holistic and practical explanation of anatomy touches on all aspects of being human, ranging from philosophical to highly technical. He has lectured widely to students of bodywork and somatic movement modalities within professional trainings, workshops, universities, conferences, and retreats on the intersection of human movement and personal insight. He maintains a private practice in Venice Beach, CA.

Jill Davenport

Classes: Lymphatic Drainage

Jill graduated from the Shiatsu Massage School in Santa Monica, in 2011 and got her interest piqued for Lymphatic Drainage Massage after wanting to help a friend with lymphedema. She took a weekend Lymphatic workshop at the Shiatsu School and quickly decided that was going to be her bodywork focus. Jill continued to advance her studies at IPSB in 2012. Since then she has helped many clients with a wide variety of issues through the gentle yet powerful work of lymphatic massage and aromatherapy. She is also a Reiki Master and Holistic Life Coach with a busy private practice in Mar Vista since 2011.



LOCATIONS & FACILITIES

Class Locations

Main Branch

5817 Uplander Way Culver City, CA 90230

Free parking is available at this location in the lot adjacent to the school.

Paid street parking is available, Monday - Saturday. Street parking is free on Sundays.

Classes are held at the following satellite locations:

Temescal Canyon Gateway Park, Conference and Retreat Center

15601 Sunset Blvd. Pacific Palisades, CA 90272

Limited free street parking or paid lot parking at this location.

Topanga Canyon

19600 Cave Way Topanga, CA 90290

Class Facilities

While occupancy levels allow up to 50 students at one time, to maintain school philosophy of personalized instruction, enrollment for technique classes is limited to 24 students. Demonstration and practice of massage and bodywork techniques is performed on massage tables (provided by the school). The atmosphere is comfortable and informal, with an emphasis on creating a safe and supportive environment for personal growth and development. IPSB at Life Energy Institute facilities and equipment fully comply with any and all federal, state, and local ordinances and regulations including the requirements for fire safety, building safety and health codes.

Materials

IPSB at Life Energy Institute provides quality massage tables, bolsters, and massage oil for all massage classes. Students are required to provide twin-size massage sheets for all massage technique classes.

IPSB Foundations students are required to purchase books and colored pens. Advanced classes may require purchase of books and additional materials not included in tuition. Some textbooks may be available from IPSB at Life Energy Institute, and may also be purchased from any seller of the student's choice. Manuals specific to the course are purchased from the instructors.

The cost of materials and books for the Integrative Massage & Bodywork Program is \$413, including materials for the IPSB Foundations course. A complete list of required and recommended materials for all courses is available upon request.



ADMISSION POLICIES

APPLICATION _____

An application is required for all new students. All questions must be answered in detail. The form is available from the IPSB at Life Energy Institute main branch or on the IPSB at Life Energy Institute website: www.myLEl.org

ADMISSION REQUIREMENTS

Students may enroll any time prior to the start of a class. Applicants are encouraged to enroll at least two weeks before the starting date in order to guarantee a place in class. Enrollment is limited to 30 students per class.

Acceptance into a program or the IPSB Foundations course is based upon a student's character and intentions for being a healing arts practitioner, and the ability to satisfy financial commitments. In addition, the applicant must:

- Be a high school graduate or equivalent.
- Be at least 18 years of age.
- Be physically fit enough to perform bodywork.
- Have a serious intention to help others.
- Have reasonable command of the English language.

IPSB at Life Energy Institute accepts applicants without regard to age, sex, race, or personal beliefs. The school may refuse applicants who it deems are not suited or qualified for this field or for the style of education of our institution.

As required by CAMTC, Enrollment agreements from public colleges or universities of the California state higher education system, as defined in section 100850 of the Education Code, and public schools accredited by an agency recognized by the United States Department of Education shall meet or exceed standards as determined by governing laws and regulations.

INTERVIEW

After the completed enrollment application is received, the program and the IPSB Foundations course applicant will be contacted to schedule an appointment for an in-person interview with an IPSB at Life Energy Institute staff member. This interview is to evaluate the application and to complete the IPSB at Life Energy Institute orientation.

ACCEPTANCE into a PROGRAM

After the applicant is determined eligible for admission, a contract is prepared and signed. 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.

TRANSFERRING CREDITS / ACCEPTANCE of CREDITS

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at IPSB at Life Energy Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in IFP, IMBP, ITBP, ABP ICSU, APP and RPP programs 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 IPSB at Life Energy Institute to determine if your certificate will transfer.

Pursuant to Business and Professions Code section 4604, CAMTC can only consider transfer hours from CAMTC approved schools. Transcripts shall clearly identify transfer hours, including but not limited to name, CAMTC School Approval Code, address, telephone and website of other school(s); number of hours transferred; class requirements met by transfer hours; reason(s) for transfer and attached copy of transcript(s) from other school(s). Transfer hours may not make up more than 50% of the 500 hours required for certification by CAMTC.

CAMTC will consider up to 125 hours of equivalent anatomy and physiology, health and hygiene, and /or business completed at a college or university of the state higher education system, as defined in Section 100850 of the Education Code, as meeting the definition of a CAMTC approved school.

IPSB at Life Energy Institute has entered into a transfer agreement with the Institute of Psycho-Structural Balancing (IPSB). Previous IPSB students can complete their programs through IPSB at Life Energy Institute.

CAMTC reserves the right, in its sole discretion, to not accept any or all transfer hours.

ATTENDANCE

Students are expected to attend all scheduled classes. The instructor of each class will record absences and tardiness. If a scheduled class is missed, the student must complete classroom hours and instructional material at a later time (on-site). Make-up hours are not permitted off-site school grounds and must be supervised by an instructor. Make-up sessions may be personally arranged with individual instructors. No classes are scheduled on legal holidays. Failure to complete the hours of classroom attendance required for a course will result in an "incomplete" assessment by IPSB at Life Energy Institute, and any Certificate of Completion will be withheld until all required hours are completed. Students who are absent more than twenty percent of a course will be required to repeat the course.

Applicants for CAMTC certification shall have attended 500 supervised hours total with 100 of those hours satisfying CAMTC specified subjects.

CURRICULUM as REQUIRED by CAMTC

All 500 hours of education must be provided under direct supervision of qualified instructors.

- a. Provide a minimum of at least 100 supervised clock hours (or credit unit equivalent) addressing
- b. the following subjects:.
- (1) A minimum of 64 hours of Anatomy & Physiology, including but not limited to orientation to the human body; integumentary, skeletal, fascial, muscular, nervous, cardiovascular, and other body systems; and kinesiology.
- (2) A minimum of 13 hours of Contraindications, including but not limited to endangerment areas, contraindications, and medications and massage..
- (3) A minimum of 5 hours of Health & Hygiene, including but not limited to understanding disease, therapist hygiene, infection control, and standard precautions..
- (4) A minimum of 18 hours of Business & Ethics, including but not limited to obtaining and maintaining credentials, adhering to laws and regulations, ethical principles, standards of ethical practice, and compliance with the Law applicable to CAMTC certified massage professionals.
- c. Provide a minimum of 400 additional and appropriately weighted supervised clock hours in subjects substantially related to the massage profession, including but not limited to additional hours for topics required above, massage theory and principles, professional practices, therapeutic relationship, assessment and documentation, massage and bodywork application, palpation and movement, and career development. CAMTC reserves the right, in its sole discretion, to determine whether curriculum is substantially related to massage or not.

CI ASS SIZE

Class sizes are limited. For classes that reach their limit, students will be placed on wait-list, and will be advised prior to class if they have secured a place in the class.

LEAVE of ABSENCE POLICY

A leave of absence may be provided for 6-12 months for the IMBP, ITBP, ABP, ICSU, APP and RPP programs only, on approval from the school administration. A student will need to return before 12 months to resume classes or be dropped from the program. Students are required to complete a Leave of Absence form which can be obtained from the school office.

The School will process a leave of absence within 10 business days from the date of notification. The school will notify the student if the leave of absence is approved in writing by email, or by mail when on email is available.

CLOCK HOUR DEFINITION

One clock hour is defined as 56.5 minutes of lecture or practical and 3.5 minutes of rest time. All classes are calculated based upon a 60-minute clock hour. One hundred and fifty clock hours are equivalent to 139.60-minute hours.

LANGUAGE COMPREHENSION

Students must display adequate English language comprehension skills, demonstrated through the completion of a High School Diploma or equivalent.

FOREIGN STUDENTS

IPSB at Life Energy Institute does not admit foriegn or ESL students. All courses are provided in the English language only. No provisions are made for foreign language translation, or for translators to be present in the class.

PREVIOUS TRAINING

Prospective students are required to meet all program and class prerequisites in order to have admission approved. No training prerequisites are required for entrance into the IPSB Foundations class. Individual class prerequisites are listed under each of the Program Course descriptions throughout this catalog (pages 29-52).



Tuition & Financial Policies

REGISTRATION FEE

A one time \$75 registration fee is required for enrolling in the IMBP, ITBP and ABP programs. It is not part of the tuition, nor is it refundable. Students signing up separately for the 550-Hour and/or 750-Hour Programs, will only incur the fee once.

PROGRAM TUITION

PROGRAM CHARGES

Integrative Massage & Bodywork Practitioner Program (IMBP) 550 Hours: \$8,775

- IPSB Foundations 120 Hours: \$1680
- **IMBP** 430 Hours: \$7,095

Integrative Therapeutic Bodywork Practitioner Program (ITBP) 550 Hours: \$8,775

- IPSB Foundations 120 Hours: \$1680
- ITBP 430 Hours: \$7,095

Advanced Bodywork Practitioner Program (ABP) 750 Hours: \$12,075

- **IMBP or ITBP** 550 Hours: \$8,775
- ABP 200 Hours: \$3,300

Integrative Craniosacral Unwinding™ (ICSU) 241 Hours: \$3,399

Associate Polarity Practitioner Program (APP) 163 Hours: \$2,112

Registered Polarity Practitioner Program (RPP) 685 Hours: \$9,644

- APP 163 Hours: \$2,112
- RPP 522 Hours: \$7,532

PERIOD OF ATTENDANCE CHARGES

The payment rate for the entire program is the same for a period of attendance. Charges are based on class hours priced at \$16.50 / hour for IMBP, ITBP, ABP, ICSU & APP Programs. Charges are based on class hours priced at \$20.00 / hour for RPP Program.

TRANSCRIPT FEES

Transcripts fees are charged for the processing of official documents.

Transcript / Certificate Fees for IPSB at Life Energy Institute students

Fees are charged for the processing of official documents such as transcripts and certificates:

- \$25 Transcripts for classes completed after 7.1.16
- \$75 Transcripts for classes completed prior to 7.1.16
- \$10 For each additional copy of a Transcript or Certificate

Transcript / Certificate Fees for Institute of Psycho-Structural Balancing students

(Custodian of Records)

Fees are charged for the processing of official documents such as transcripts and certificates: \$75 Transcripts - for classes completed prior to 7.1.16

373 Hanscripts - for classes completed prior to 7.1.10

\$10 For each additional copy of a Transcript or Certicate

PAYMENT OPTIONS

Students have the choice to sign up for classes as either 1) a program student; or 2) a workshop (a la carte) student.

PROGRAM STUDENTS Program students may apply for a payment plan at the time of enrollment. Regular payments will be scheduled over the anticipated period of study. A minimum deposit of \$100 is required. The student will not be permitted to attend class until this initial payment has been made. Students must be enrolled in a program to apply for licensure with the CAMTC.

WORKSHOP STUDENTS With the exception of the IPSB Foundations, workshop students are required to pay the full class price prior to attending the first day of class. Payment plans are not available for workshop students, however a workshop student may arrange to make a series of payments prior to the start of the class. If all scheduled tuition payments are not received by the first day of class (including any checks returned by your bank) you will forfeit your right to participate in this class.

PAYMENT PLANS

Students enrolled in a program and IPSB Foundations have access to a payment plan. Installment arrangements can be made through the administrative office for any of the programs offered. If you have signed up for a tuition payment plan with IPSB at Life Energy Institute, please understand the importance of timely payments.

The revenues of IPSB at Life Energy Institute are based entirely on student tuition. Your financial contribution supports the works and exceptional education benefits you are about to receive. Thank you in advance for your compliance with these policies.

Visa and MasterCard are accepted. Call our Administrative office to inquire about a payment plan to fit your financial needs. For registration in an entire program, we offer payment plans from 2-24 months with no interest, only to students in good standing with the school, and depending on the length of your program. If special requirements are needed to extend payment plan beyond the end of your program duration, please discuss with school administration. We are willing to work with you.

DISCOUNTS

• Re-Take Discount – 50% off any class that is a repeat course previously completed.

LATE PAYMENTS

If your scheduled payments become delinquent, the following measures will be taken:

- 1) If a payment plan payment is defaulted on, the student will not be permitted to attend any further classes until payment is made.
- 2) **3 DAYS GRACE** If payment is not received within three days of your scheduled payment date, a \$25.00 late fee will be assessed and you will not be permitted to attend class until all scheduled payments are brought current. If you are restricted from attending class due to a delinquent payment, please note that missing more than 20% of class time results in a failing grade. For payments 10 days late, a contract amendment must be made before student may attend classes. For payments 30 days late, student will be suspended from all classes.
- 3) **RETURNED CHECKS** If a check is returned unpaid by your bank, you be assessed a \$35.00 fee. If the check is returned a second time, you will be assessed an additional \$15.00 fee and you must replace the unpaid check with cash or money order. If applicable, a late payment fee may be assessed and you will be subject to #1 above.
- 4) **FAILED PAYMENTS** Any student failing to make contractual payments within a fourteen (14) day period, without having made arrangements with IPSB at Life Energy Institute, is subject to expulsion. Student will graduate only if all monies are paid. Failed credit card \$15 fee / per incidence.

WITHDRAWALS & REFUNDS

Program students have 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. Any cancellation must be given in writing either in person or by mail or email to an administrative email address. (Students shall be given until midnight following the first day of instruction to withdraw from a course and to receive a refund of tuition.) Registration and STRF fees are not refundable. Refunds for cancellation after that period are based on a pro rata calculation. Students will be charged for the hours of instruction received up to the date the student formally cancels his/her enrollment. Any refunds due will be made within forty five (45) days of the formal cancellation date. Refunds are based on the following formulas and on advanced payment in full.



10% Hours of Instruction 90% Refund 25% Hours of Instruction 75% Refund 50% Hours of Instruction 50% Refund 60% Hours of Instruction 40% Refund 75% Hours of Instruction 25% Refund 100% Hours of Instruction No Refund

Each: Less the \$75 IMBP, ITBP and ABP registration fee

Workshop and program students who cancel a class are subject to the following policy: There is a \$5 administrative fee for a cancellation occurring at least seven (7) days before the class start date. A cancellation occurring less than seven (7) days before the class start date carries a fee of \$50 per class. A student absent at the first class meeting who has not contacted the office by the start of class will be considered a no-show and the space may be offered to any wait listed students. The \$50 late drop fee will be assessed.

FINANCIAL STATEMENT

None of the following applies to IPSB at Life Energy Institute: Pending petition in bankruptcy, operating as a debtor in possession, filing a petition within the preceding five years, or has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C Sec. 1101 et seq.)

FINANCIAL AID

IPSB at Life Energy Institute does not participate in federal or state financial aid programs. For reference only: 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. 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 fund.

Assessment & Graduation Policy

Accreditation

IPSB at Life Energy Institute is not accredited by an accreditation agency recognized by the United States Department of Education.

The following criteria is used to evaluate a student's mastery of the theory and techniques presented within the program, and to confirm eligibility for graduation:

Grades (Pass or Fail) based on:

100% attendance of all required program clock-hours. Students can miss up to 20% of total classroom hours but these hours but these hours must be made up with similar content. If more than 20% of the total classroom hours are missed, students are required to retake the course from the beginning. Students may re-take classes at 50% of class price.

70% pass on written exams or hands-on assessments (completion is mandatory to receive class credit)

Missed Class Hours:

Missed time must be completed within three months of the class finish date. Make-up will not be accepted after this date and the course is considered failed.

Tardiness is recorded as follows: 1-15 minutes late = 15 minutes docked, 16-30 minutes late = 30 minutes docked, etc. Excessive tardiness is grounds for dismissal from the class.

Make-Up Choices

Student is responsible for securing the appropriate type and date for make-up through student services or their class instructor:

1. Private on-site tutorial (1-3 students maximum)

- a. Fee: 1 student: the fee is \$40 per tutorial hour; 2-3 students: the fee is \$20 per person per tutorial hour
- b Supervised on-site class-work equivalent to materials missed in class (i.e. additional research, report, detail on final assignment assigned by instructor.
- c. Students may arrange private or group sessions. Students are responsible to make up topics missed in class. Tutorials are available to all students, even if makeup time is not required. See instructors for appointments. Each student receives 1 hour of classroom credit for each tutorial hour.

2. Group Review (minimum 4 students):

- a. Fee: \$48 per 4-hour session, regardless of how many hours are attended. 1 hour of credit will be given for each hour attended.
- b. Review sessions will be scheduled throughout the course. Reviews can be changed or cancelled at the instructor's discretion if m
- c. Advanced confirmation of participation and payment is required: speak with the front desk to sign up.
- 3. Attend the same class the next time the same class comes around or within 6 months.



Records are retained on-site for a period of no less than five years. Transcripts are available permanently, and may be requested with the payment of a \$25 fee. Additional copies of transcripts or certificates is \$10 each. Release of records including transcripts requires student's written authorization.

Grading Policy

Grades are based on an evaluation of pass or fail, measured by a combination of attendance, performance of technique, and examinations.

IPSB Custodian of Records / Acceptance of Education

IPSB at Life Energy Institute is the official custodian of records for Institute of Psycho-Structural Balancing (IPSB) students who attended the school prior to 7/1/16. Please contact the school administrative office to request a transcript, or download a transcript request form at www.myLEl.org. As noted in the CAMTC Schools Policies and Procedures for Approval of Schools guidebook, 'CAMTC approved schools that are closed or merged with a CAMTC approved school on or after July 1, 2016 and are in good standing with CAMTC at the time of closure or merger: Education will be accepted from the lawful custodian of records as long as the closed school is or was not subject to any disciplinary actions or pending investigations by any approval or accrediting agencies, law enforcement agencies (LEA), government agencies, CAMTC or other massage or school related entities. CAMTC reserves the right to review and accept or deny all or part of any education submitted for individual CAMTC certification purposes from a closed, sold or merged school described herein. The IPSB transcript fee is \$75.

Continuing Education Units

IPSB at Life Energy Institute offers Continuing Education Units for the following organizations:

CAMTC School Code SCH0077 NCBTMB School code: 290146-00

CA Acupuncture Board 607 CA Nursing CEP15379

The School approval code issued by CAMTC is for a single campus and approved satellite locations.



GENERAL POLICIES

Foreign Students / Language

IPSB at Life Energy Institute offers no visa or language services. All classes and class materials are taught in English. IPSB at Life Energy Institute does not provide language translation services, nor admit ESL students.

Student Conduct

At the discretion of the instructor, a student may be dismissed from class for serious or repeated incidents of intoxication or drug use. Possession of drugs, alcohol, or a weapon, exhibiting behavior that creates a safety hazard to others, or disobedient or disrespectful behavior toward a student, teacher, or administrator are also grounds for dismissal. There is no probationary option for dismissed students. Consideration of possible readmittance will be handled on a case-by-case basis.

Disciplinary Action

Disciplinary action is enforced when IPSB at Life Energy Institute standards have not been upheld.

Activities Warranting Disciplinary Action

IPSB at Life Energy Institute may take disciplinary action for any staff member, instructor or student who is found guilty of one or more of the following:

- Complaints from staff, instructors, students or others which may concern conduct
 that is harmful to the public or inappropriate to the ethical practice of massage therapy,
 polarity therapy and craniosacral therapy
- Incompetence
- Fraud
- · Unethical behavior
- Gross negligence
- Physical/mental impairment affecting performance.
- Willful misconduct in the performance of the profession.
- Violation of one or more of the provisions in the Polarity Healing Arts Code of Professional Conduct for Staff & Instructors
- Criminal charges or conviction of a felony or other crime of moral turpitude
- · Failure to cooperate with disciplinary investigations
- Failure to pay required fees
- Failure to provide approved CEUs as requested

Sanctions

If IPSB at Life Energy Institute determines that grounds exist to take disciplinary action, it may take one or more of the following actions or such other action(s) as it may deem appropriate:

- Deny a student's application for examination or certification, or a certificate holder's application for re-certification;
- Require a student to take or retake any relevant Assessments or Exams.

(cont...)

- Invalidate the examination score(s) of a candidate; require a candidate to wait a
 specified period of time before re-applying to take the examination; and/or revoke
 a candidate's eligibility to sit for future examinations;
- Require the individual to engage in remedial education and/or training;
- Notify other affected parties of the findings and disciplinary action.
- Recommend a period of probation or permanent dismissal.

Dress Code

While we maintain a casual campus atmosphere, students are asked to respect that the classroom is a professional environment and dress accordingly. Suggested apparel for technique classes is something appropriate for a gym or yoga class that allows bending, stretching, lunging and kneeling. Women's dress should include appropriate coverage and support for breast area. No bare midriffs are permitted for women or men. Long sleeves are not advised, as students will be working with oil on hands and fore-arms. Students are recommended to layer clothing for temperature changes. Students are asked to not wear jewelry to class. IPSB at Life Energy Institute is not responsible for lost or stolen articles.

Hygiene Policy

Students are requested to exercise good personal hygiene in class and to bring personal hygiene items as may be needed. Anyone who perspires heavily when active, is recommended to wear a head-band, bring a towel to wipe down, reapply deodorant during class breaks, and bring a change of clothing if necessary. Massage tables and face-rests will be cleaned with anti-bacterial spray at the end of each class.

Draping Policy

Students are taught professional, modest draping techniques including the following guidelines:

Only uncover the area you are working on unless it is required in context with the treatment, the pathology and within your scope of practice. The therapist must leave the room before the client undresses and before the client gets up from the table at completion of the massage. If assistance is requested by the client, only remain in clinic room to assist the client on and off the table. Use a clean, dry set of linen for every client. Draping techniques should be proficient to minimize the amount of adjusting.

Class Evaluation Policy

Students are required to complete a Class & Instructor Evaluation form at the end of each class. These forms are reviewed by administration within 1 week of the end of the class. Feedback from the forms is compiled and key findings are provided to management at the end of each month for review.

Animals on Premises

Animals are not permitted on premises at any of IPSB at Life Energy Institute locations. Guide-dogs and service animals will be permitted with written confirmation.

Licensing Requirements

CAMTC approved schools have met minimum standard for training and curriculum, and training hours may be accepted toward education requirements for Certified Massage Therapist applicants. Applicants for CAMTC certification shall have completed at least 500 supervised hours with a minimum of 100 of those hours satisfying CAMTC specified subjects.

Attendance and/or graduation from a CAMTC approved school does not guarantee certification by the CAMTC. Applicants for certification shall met all requirements as listed in California Business and Professions Code section 4600 et.seq. Pursuant to California Business and Profession Code section 4611, it is an unfair business practice for a person to do any of the following:

Using titles of CMP or CMT

California Business and Professions Code section 4611:

- (a) It is an unfair business practice for a person to do any of the following:
- (1) to hold himself or herself out or to use the title of "certified massage therapist" or "certified massage practitioner," or any other term, such as "licensed," "certified," "CMT," or "CMP," in any manner whatsoever that implies or suggests that the person is certified as a massage therapist or massage practitioner, unless that person currently holds an active and valid certificate issued by the council pursuant to this chapter.
- (2) To falsely state or advertise or put out any sign or card or other device, or to falsely represent to the public through any print or electronic media, that he or she or any other individual is licensed, certified, or registered by a governmental agency as a massage therapist or massage practitioner.
- (b) In addition to any other available remedies, engaging in any of the prohibited behaviors described in subdivision (a) constitutes unfair competition under Section 17200

Polarity Therapy & Craniosacral Therapy Licensing

There is no specific license required to practice Polarity Therapy or Integrative Craniosacral Unwinding in California. For practitioners intending to practice Polarity Therapy and Craniosacral Unwinding in California, it is recommended that you obtain a massage license for the city or county though the California Massage Therapy Council in Sacramento.

Certification - CAMTC

To apply for state certification with CAMTC, each student is required to:

TRANSCRIPT (500 Hours or more)

o Submit an IPSB at LEI transcript request form to info@myLEI.org or in person at the Students Services desk. Once completed, the school will forward a copy directly to CAMTC and FSMTB (MBLEx provider).

CAMTC APPLICATION

- o Complete an application at www.camtc.org
- o Application Fee is \$150 (valid for 1 year)
- o Provide evidence that you are 18 years of age or older
- Provide evidence that you successfully completed the curricula in massage and related subjects totaling a minimum of 500 hours from a CAMTC approved school (by approved program or approved subject categories).
 Of the 500 hours, a minimum of 100 hours of instruction shall address anatomy & physiology, contraindications, health and hygiene, business and ethics.

LIVE-SCAN FINGERPRINTS

o All applicants for CAMTC Certification are required to submit fingerprint information to the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI) via the Live Scan process. Previously processed fingerprint cards or photocopies of fingerprint impressions are not acceptable.

- o A typical total for fingerprint processing fees related to CAMTC certification will range between \$70 to \$90 and may be broken down as follows:
 - DOJ Fingerprint processing fee: \$32.00
 FBI Fingerprint processing fee: \$19.00
 - LiveScan Vendor Fee: \$39.00
 - Estimated Total: \$90.00
- o The local Live Scan Vendor will inform you of accepted methods of payment.
- o All applicants for CAMTC Certification must complete and submit the pre-populated Massage Therapist "Request for Live Scan Service Form" (available at www.camtc.org/massage-professionals/applicants-for-certification/)
- 1. Make two (2) photocopies of the Massage Therapist form.
- 2. Choose a local Live Scan Vendor from the DOJ list.
 - Live Scan fingerprints can be obtained at most local Police and Sheriff stations, and other approved live scan locations.
 NOTE: Police and Sheriff stations may be more experienced in securing legible fingerprints from massage professionals with thin or worn ridges in the pattern area.
- 3. Take your completed, original Live Scan Request form and your two copies to the Live Scan Vendor of your choice
- 4. Bring your Driver's License and/or other form of photo identification with you (passport, military ID, etc.).
- 5. Provide the Live Scan Fee to the Live Scan Operator (expect to pay between \$70 to \$90).
- 6. Once your fingerprints have been scanned, the Live Scan operator will complete the last section of your Live Scan Request form and will keep the original form.
- 7. One copy of the completed form is for your records. Submit the other completed copy of the Live Scan Request form to CAMTC. You can fax to 916-669-5337 or mail to CAMTC, 1 Capitol Mall Suite 800, Sacramento, CA 95814
 - o Live Scan fingerprints must be taken in the state of California.

How do I complete the Live Scan Request Form?

Your CAMTC Live Scan Request form has been pre-populated with the CAMTC identifying information required by the DOJ. The only section you need to complete is the "Applicant Information" section of the form.

Please take care to note the following as you complete the "Applicant Information" section of your Live Scan Request form:

Your name on the Live Scan Request form must be identical to the name you provided on your application to the CAMTC. To facilitate prompt and accurate processing, please PRINT LEGIBLY as you fill in the "Applicant Information" section of the Live Scan Request Form.

When will CAMTC receive my Live Scan Results from DOJ/FBI?

The DOJ is able to process up to 95% of Live Scan Applicant fingerprint submissions in seventy-two (72) hours or less. Information from the FBI can take considerably longer to process. Fingerprints are rejected on occasion due to the applicant's fingerprints having characteristics that are difficult to capture in the live scan process. If your fingerprints are rejected by DOJ/FBI, CAMTC will notify you via mail with instructions on how to be re-printed.

Please note that the CAMTC expressly cannot guarantee that you will receive your CAMTC Certification on a specific date or within a specific time period, due to elements of the certification process that are beyond the control of the CAMTC. Such elements include, but are not limited to receipt of official school transcripts, receipt of supplementary information (if applicable), and receipt of fingerprint results from the DOJ and FBI application and certification process for massage professionals in California, and your feedback and support is greatly appreciated.

MBLEx EXAM

Pass the MBLEx approved exam

- o National Certification Exam for Therapeutic Massage (NCETM)
 - Taken on or before February 2015
- o New York State Massage Therapy Examination
- * pass a Live Scan fingerprint background investigation specific to CAMTC and has not violated any of the provisions of the California Massage Therapy Act or any policy, procedures, or regulations of CAMTC. (Approximately \$80 \$100)

Certification - NCBTMB

Board Certification is the highest voluntarty credential attainable in massage therapy and blodywork professional with a distinct level of chievement beyond entry-level licensure.

To apply for NCBTM Board Certification, each student is required to:

- Pass the BCETMB exam
- 750 hours of education
- 250 hours of professional hands-on experience
- Pass a criminal background check
- Agree to uphold NCBTMB's Standards of Practice & Code of Ethics
- Agree to oppose Human Trafficking

Cost for Certification:

\$250 application & exam fee

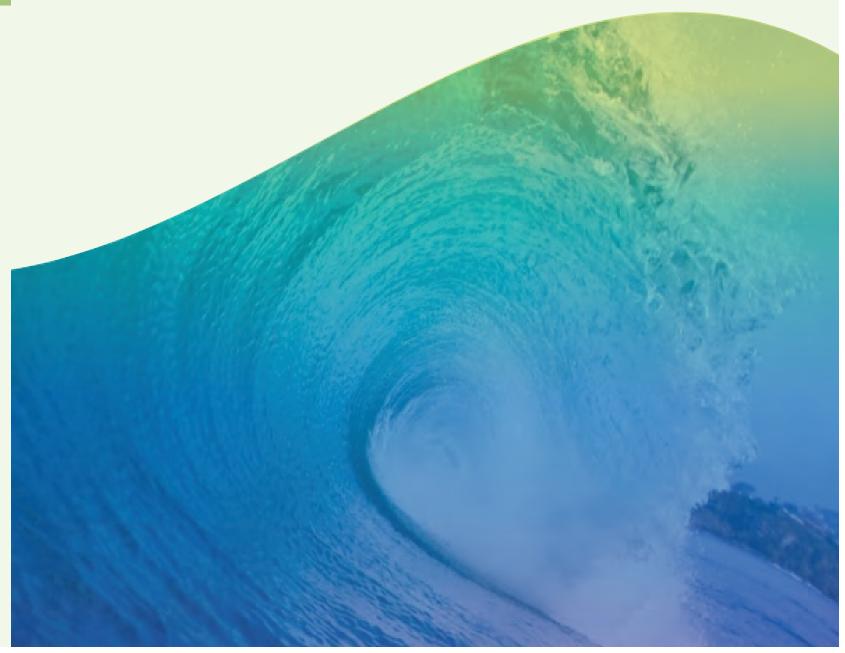
\$25 background check fee

All applicants for CAMTC Certification are required to submit fingerprint information to the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI) via the Live Scan process. Previously processed fingerprint cards or photocopies of fingerprint impressions are not acceptable. A typical total for fingerprint processing fees related to CAMTC Certification will range between \$70 to \$90, and may be broken down as follows:

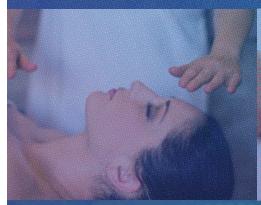
- DOJ FINGERPRINT PROCESSING FEE \$32.00
- FBI FINGERPRINT PROCESSING FEE \$19.00
- LIVE SCAN VENDOR FEE \$19 \$39

All applicants for CAMTC Certification must complete and submit the pre-populated Massage Therapist "Request for Live Scan Service form" (available at www.camtc.org/massage-professionals/applicants-for-certification/

NOTES



PROGRAMS





MASSAGE THERAPY PROGRAMS

Integrative Massage and Bodywork Practitioner Program (IMBP)

550 Hours PAGE 30

The 550 Hour Integrative Massage & Bodywork Practitioner program provides in-depth experience in varied bodywork techniques, body mechanics and self care practices. This program provides the required content to become certified as a Certified Massage Therapist with the CAMTC.

Integrative Therapeutic Bodywork Practitioner Program (ITBP)

The 550 Hour Integrative Therapeutic Bodywork Program provides an in-depth experience of a variety of energetic bodywork techniques, body mechanics, anatomy, pathology and special interest areas. This program provides the required content to become certified as a Certified Massage Therapist with the CAMTC.

550 Hours PAGE 34

Advanced Bodywork Practitioner Program (ABP)

750 Hours

This course is a comprehensive training including the core 550 hour training from either IMBP or ITBP programs and an additional 200 hours of elective training in a selection of advanced modalities. Completion of this course provides the student with the required 500 minimum hours of training to become certified as a Certified Massage Therapist with the California Massage Therapy Council (CAMTC) and also with the minimum 750 hours to become certified with the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB).

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CRANIOSACRAL & POLARITY THERAPY PROGRAMS

Integrative Craniosacral Unwinding™ Program (ICSU)

This program teaches the practitioner how to use their palpation skills to become present in their hands and to get into harmony, resonance and rapport with the fluidic nature of the body. It also teaches a thorough treatment of the connective tissue system throughout the body, from the tip of the toes to the top of the head.

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Associate Polarity Practitioner Program (APP) 163 Hours

The Associate Polarity Practitioner program is the first step on the journey of exploring IPSB at Life Energy. The five core classes are designed to help the student explore, discover, and uncover their own skills and talents while learning the fundamental techniques of Polarity Therapy.

Registered Polarity Practitioner Program (RPP)

685 Hours

The Registered Polarity Practitioner program is an advanced training in Polarity Therapy that provides students with an in-depth exploration of the Life Energy healing protocols developed by Dr. Randolph Stone.



The 120-Hour IPSB Foundations Class is an introduction to the field of massage and bodywork. It is the beginning of the self-exploration process and is the building block for further studies. The program focuses on the traditional style of circulatory massage and includes Tai Chi Chuan, anatomy/physiology, joint mobilization, energy balancing, business, health & hygiene practices, and an introduction to deep massage techniques.

The following course work is included and lays the foundation for advanced studies:

- Anatomy & Physiology / 20 hrs
- Body Psychology & Communication / 15 hrs
- Circulatory Massage / 59 hrs
- Health & Hygiene / 1 hr
- Joint Mobilizations / 8 hrs
- Self-Massage / 2 hrs
- Tai Chi Body Mechanics/ 15 hrs

Total Hours: 120

A final test is included. This program does not offer any internships or externships.

Program Courses:

- IPSB Foundations 120 hrs
- Advanced Modalities / 60 hrs
- Anatomy & Kinesiology / 40 hrs
- Anatomy & Physiology / 40 hrs
- Aromatherapy Essential Oil Basics / 8 hrs
- Business & Marketing / 9 hrs
- Contraindications & Pathology / 30 hrs
- Deep Tissue I / 32 hrs
- Deep Tissue II / 40 hrs
- Deep Tissue III / 40 hrs
- Ethics & Boundaries / 13 hrs
- Exam Preparation / 8 hrs
- Human Energy Systems / 8 hrs
- Hydro & Spa Therapies / 12 hrs
- Integration Class / 26 hrs
- Myofascial Massage I / 16 hrs
- Polarity Immersion / 8 hrs
- Sports Massage & Stretching / 24 hrs
- Structural Integration / 16 hrs

Total Hours: 550

A Certificate of Completion will be presented upon completion of the program. All classes contain either a hands-on evaluation of technique or an examination. Some classes may contain both.



The 550 Hour Integrative Massage & Bodywork Practitioner Program provides in-depth experience in varied bodywork techniques, body mechanics and self care practices. By pursuing this course of study, the student gains increased sensitivity and understanding of the psycho-structural process that shapes the body and mind. It includes detailed studies of anatomy, physiology and soft tissue therapy. Courses in this program are also approved as elective credits and in many cases can be applied for continuing education.

IMBP Program Course Descriptions

(Required Classes)

IPSB Foundations

120 hours

The 120-hour IPSB Foundations is the introduction to the field of massage and bodywork. It is the beginning of the self-exploration process and is the building block for further studies. This training is required for the 550 Hour IMBP Program. To gain licensure for CAMTC certification, completion of a minimum of 500 Hours is required.

Advanced Modalities

60 hours

Mastery and expansion of foundational circulatory massage skills as well as introduction of advanced bodywork techniques including Lymphatic, Acupressure, Prenatal, and 4-Handed Massage. Each class will incorporate and expand these new techniques into the circulatory full body circulatory massage. Advanced anatomy and palpation focus on layers and depth of muscle tissue and fluid. Rhythm and tempo are utilized to affect the nervous system and fluid systems. **Prerequisite: IPSB Foundations or equivalent.**

Anatomy & Kinesiology

40 hours

This course focuses on muscular kinesiology, muscle contractions, proprioceptors, locations, attachments (origins and insertions), actions and fiber directions of muscles, as well as joint structure/function and range of motion concepts. **Prerequisite: IPSB Foundations or Equivalent**

Anatomy & Physiology

40 hour

This course includes detailed instruction about circulatory, digestive, integumentary, nervous, digestive, respiratory, urinary, reproductive, special senses and endocrine systems.

Prerequisite: IPSB Foundations or Equivalent

Aromatherapy - Essential Oil Basics

8 hours

Learn why essential oils are effective, their history from ancient times, how they are produced and applied, and how essential oils are being used in today's medicine. Course covers chemistry, distillation processes, clinical studies and how to safely apply, diffuse and ingest oils. Students are introduced to 20 essential oils and learn about their uses in massage and bodywork, disinfecting, first aid, quality of life and peak performance enhancement, and pain and stress management. **Prerequisite: None**

Business & Marketing

9 hours

This course provides the student with a solid foundation from which to build a professional massage practice. Students develop their business expertise as they clarify their intentions as bodyworkers and discover and encourage their authentic voice. Business topics include developing a vision, effective interviewing skills, and marketing strategies. You will create a plan of action that reflects your authentic self.

Prerequisite: IPSB Foundations or Equivalent

Contraindications & Pathology

30 hours

Class content includes a survey of such pathological issues including as musculo-skeletal conditions, traumatic injuries and neurological disorders most commonly encountered in a massage practice. Course also covers dermatological conditions and infectious disorders with emphasis on hygienic measures for client/therapist safety.

Prerequisite: Anatomy & Physiology, Anatomy & Kinesiology or Approval

Deep Tissue I

32 hours

This Deep Tissue class addresses tissue layer by layer, non-invasively, with the goal of producing maximum release with minimal effort and without adding trauma to tissue already traumatized. This three course series also deepens understanding of anatomy and how it functions in relation to posture and Body-mind considerations. Educating clients to feel for the experience of tissue release and not just pressure on the tissue is also an important component of IPSB at Life Energy Institute Deep Tissue, as is self-care practices for the client and therapist. Deep Tissue I will advance the student's anatomical understanding of individual muscles and their actions and heightens palpation recognition of the different qualities of tension in the tissue.

Prerequisite: Sports Massage & Stretching

Deep Tissue II

40 hours

Focus is on lower body from the diaphragm down. Anatomy becomes more in-depth including muscle origins, insertions and actions. Body-mind concepts as they relate to the lower body are explored and experienced. Understanding of common pathologies such as shin splints, plantar fasciitis, piriformis syndrome and psoas issues are covered with specific tools and technique to treat them. Practice of Tai Chi Chuan and body mechanics principles continue and new tools for self-care are introduced. **Prerequisite: Deep Tissue I**

Deep Tissue III

40 hours

Focus is on upper body from the diaphragm up. Anatomy becomes more in-depth including muscle origins, insertions and actions. Body-mind concepts as they relate to the upper body are explored and experienced. Understanding of common pathologies such as carpal tunnel syndrome, thoracic outlet syndrome, upper cross syndrome and tennis elbow are covered with specific tools and technique to treat them. Practice of Tai Chi Chuan and body mechanics principles continue and new tools for self-care are introduced. **Prerequisite: Deep Tissue II**

Ethics & Boundaries

This course discusses the definition of Ethics as a set of specific standards of professional conduct. Course content includes boundaries, communication, and safety in the professional therapeutic relationship. Issues such as transference, counter-transference, projection, and sexuality in a session are addressed. Students will learn how to know when to treat a client, and when to obtain a physician's release. Students engage in practice exercises to understand the possible repercussions of clients presenting with these issues.

Prerequisite: IPSB Foundations or Equivalent

Exam Preparation

8 hours

Know what to study for the MBLEx examination – the required examination to achieve CAMTC certification. This class covers the entire process from submitting an application to taking the exam, in compliance with the Massage & Bodywork Licensing Examination Candidate Handbook. Course content including study guides, quizzes, and word definitions for 10 subjects, including Anatomy & Physiology, Kinesiology, Client Assessment, and Pathology. Prerequisite: IPSB Foundations or Equivalent Recommended: Towards end of program

Human Energy Systems

8 hours

A cross-cultural view of energetic systems connected to the physical body. Meridian theory, chakras, aura balancing, visualization, space cleaning and feng shui for personal and professional environments are presented and explored through lecture and hands-on experience. Students learn how bodywork affects the balance and movement of energy. **Prerequisite: None**

Hydro & Spa Therapies

12 hours

Introduction to the physiological effects of hot, cold and water treatments as used in a spa or therapeutic environment. The practical hours will integrate the application of hydrotherapy and aromatherapy with the introduction of several spa techniques and tools. These tools will equip the therapist to confidently approach modalities utilized in the spa environment in a safe and responsible manner. Practical application of selected treatments will be demonstrated for private practice. **Prerequisite: IPSB Foundations or Equivalent**

Integration Class

26 hours

This course provides IMBP Program students with the opportunity to practice and apply all of the massage techniques they are learning throughout the duration of their IMBP Program training. The course concludes with an evaluation by the instructor, a student self and program evaluation.

Prerequisite: IPSB Foundations or Equivalent

Myofascial Massage I

16 hour

This course introduces the student to this effective hands-on (no oil) technique that involves applying gentle sustained pressure into the Myofascial connective tissue restrictions to eliminate pain and myofascial restriction causes by trauma, surgery or inflammatory responses. This essential "time element has to do with the viscous flow and the piezoelectric phenomenon: a low load (gentle pressure) applied slowly will allow the fascia to elongate. The class will focus on proper body mechanics and movement, self treatment instruction, enhancement of strength, improved flexibility, and postural and movement awareness. **Prerequisite: Advanced Modalities**

Polarity Immersion

8 hours

Learn the fundamentals of Polarity Therapy. Come away with knowledge of how to perform a full hour session using twenty seven different energy techniques that help integrate body, mind and spirit.

Prerequisite: None

Sports Massage & Stretching

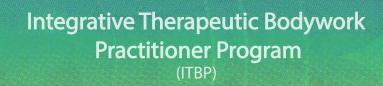
24 hours

This hands-on class focuses on stretching (passive, active, PNF, and MET), range of motion, passive joint mobilization, pre-and post-event massage concepts, cramp relief techniques, dehydration, and hyper/hypothermia. Intended to introduce students to the concept and definition of Sports Massage, offering various examples of real life scenarios. Concepts of active and passive range of motion and measurement are covered. This class is intended to reinforce body mechanics for career longevity, teach the principle concepts of stretching, and a variety of effective self-stretches for practitioners and athletes. Also teaching some detailed examples of passive stretches and passive joint mobilizations. **Prerequisite: Advanced Modalities**

Structural Integration

16 hour

This class includes an introduction to the principles and organization of the Structural Integration model as developed and taught by Ida Rolf. Students will learn the functions of fascia applied to the 10-session Rolfing protocol, along with the theory of pelvic and shoulder organization, pneumatic and fluid pressure as well as implications of gait and posture. **Prerequisite: IPSB Foundations or Equivalent**







The 550 Hour Integrative Therapeutic Bodywork Practitioner Program provides an in-depth experience of a variety of energetic bodywork techniques, body mechanics, anatomy, pathology and special interest areas. This program provides the required content to become certified as a Certified Massage Therapist with the CAMTC.

The following course work is required to complete the ITBP Program:

- IPSB Foundations 120 hrs
- Acupressure & Intro to Meridians / 16 hrs
- Anatomy & Kinesiology / 40 hrs
- Anatomy & Physiology / 40 hrs
- Aromatherapy Essential Oil Basics / 8 hrs
- Business & Marketing / 9 hrs
- Communication Resonance & Relations 1 / 32 hrs
- Contraindications & Pathology / 30 hrs
- Cranial & Spinal Anatomy / 10 hrs
- Craniosacral Unwinding I / 24 hrs
- Craniosacral Unwinding II / 24 hrs

- Ethics & Boundaries / 13 hrs
- Evaluation & Preparation for Practice / 17 hrs
- Exam Preparation / 8 hrs
- Myofascial Massage I / 16 hrs
- Polarity I General Session / 16 hrs
- Polarity II The Elements / 42 hrs
- Reiki I / 8 hrs
- Sensory Repatterning I / 24 hrs
- Spinal Balancing I / 16 hrs
- Clinical Development / 21 hrs
- Thai Yoga Massage I / 16 hrs

Total Hours: 550

ITBP Program Course Descriptions

(Required Classes)

IPSB Foundations / 120 hours

The 120-hour IPSB Foundations is the introduction to the field of massage and bodywork. It is the beginning of the self-exploration process and is the building block for further studies. This training is required for the 550 Hour ITBP Program. To gain licensure for CAMTC certification, completion of a minimum of 500 Hours is required. Prerequisite: None

Acupressure & Intro to Meridians / 16 hours

This course addresses some of the most common client complaint areas found in a massage practice, including headache, neck, shoulder, low back and knees. Students learn to trace all 12 Major Meridians plus two of the Extraordinary Meridians. **Prerequisite: None**

Anatomy & Kinesiology / 40 hours

This course focuses on muscular kinesiology, muscle contractions, proprioceptors, locations, attachments (origins and insertions), actions and fiber directions of muscles, as well as joint structure/function and range of motion concepts.

Prerequisite: IPSB Foundations or Equivalent

Anatomy & Physiology / 40 hours

This course includes detailed instruction about circulatory, digestive, integumentary, nervous, digestive, respiratory, urinary, reproductive, special senses and endocrine systems. **Prerequisite: IPSB Foundations or Equivalent**

Aromatherapy - Essential Oil Basics / 8 hours

Learn why essential oils are effective, their history from ancient times, how they are produced and applied, and how essential oils are being used in today's medicine. Course covers chemistry, distillation processes, clinical studies and how to safely apply, diffuse and ingest oils. Students are introduced to 20 essential oils and learn about their uses in massage and bodywork, disinfecting, first aid, quality of life and peak performance enhancement, and pain and stress management. **Prerequisite: None**

Business & Marketing / 9 hours

This course provides the student with a solid foundation from which to build a professional massage practice. Students develop their business expertise as they clarify their intentions as bodyworkers and discover and encourage their authentic voice. Business topics include developing a vision, effective interviewing skills, and marketing strategies. You will create a plan of action that reflects your authentic self. **Prerequisite: IPSB Foundations or Equivalent**

Communication - Resonance & Relations I / 32 hours

Learn verbal skills that allow you to guide a client to resolution. This class combines energetic principles with techniques drawn from NLP, Gestalt, Bioenergetics and Ericksonian Trancework. Emphasis is placed on integrating verbal work with bodywork and exploring the energetic meaning of physical postures, movements and responses. **Prerequisite: None**

Contraindications & Pathology / 30 hours

Class content includes a survey of such pathological issues including as musculo-skeletal conditions, traumatic injuries and neurological disorders most commonly encountered in a massage practice. Course also covers dermatological conditions and infectious disorders with emphasis on hygienic measures for client/therapist safety.

Prerequisite: Anatomy & Physiology, Anatomy & Kinesiology or Approval

Craniosacral Unwinding I / 24 hours

This class sets the foundation for the Integrative Craniosacral Unwinding Program. It explores the concepts of the Craniosacral rhythm, fluid tides and the connective tissue system of the body. The focus of the class is on developing palpation skills or cranial touch. The way we touch the body in cranial work is unique and and it allows students to listen to the client's system in a deeper way. Students are also introduced to the concept of holding space for the client so that the internal intelligence of the system can be contacted. In addition, this class also explores finding and having boundaries between practitioner and client and unwinding tissue by tracking the inherent movements in the body. **Prerequisite: None**

Craniosacral Unwinding II / 24 hours

This class focuses on physical and energetic techniques for working with the bones of the cranium and their relationship to the body through the connective tissue system. Students learn to unwind facial bones and explore techniques for working in the mouth and unwinding teeth. This class also looks at classic and energetic still-point induction techniques that can be done at both the occiput and the sacrum.

Prerequisite: None Recommended: Craniosacral Unwinding I

Cranial & Spinal Anatomy / 10 hours

An introduction to Cranial and Spinal Anatomy, including the bones of the skull, face and mouth which make up the cranium, and its extension by a system of hydraulics and membranes to the lower end of the spine and sacrum. Other anatomical components of the craniosacral system meningeal membranes, dural membrane, cerebrospinal fluid, structures related to production, reabsorption and containment of cerebrospinal fluid.

Prerequisite: None Recommended: Craniosacral Unwinding I

Ethics & Boundaries / 13 hours

This course discusses the definition of Ethics as a set of specific standards of professional conduct. Course content includes boundaries, communication, and safety in the professional therapeutic relationship. Issues such as transference, counter-transference, projection, and sexuality in a session are addressed. Students will learn how to know when to treat a client, and when to obtain a physician's release. Students engage in practice exercises to understand the possible repercussions of clients presenting with these issues.

Prerequisite: IPSB Foundations or Equivalent

Exam Preparation / 8 hours

Know what to study for the MBLEx examination – the required examination to achieve CAMTC certification. This class covers the entire process from submitting an application to taking the exam, in compliance with the Massage & Bodywork Licensing Examination Candidate Handbook. Course content including study guides, quizzes, and word definitions for 10 subjects, including Anatomy & Physiology, Kinesiology, Client Assessment, and Pathology. Prerequisite: None. Recommended at end of Program

Evaluation & Preparation for Practice / 17 hours

This class helps students integrate their polarity/cranial skills to create balanced sessions, time management skills, and appropriate boundaries. The class also helps prepare students to begin their practice. It focuses on integrating verbal and non-verbal techniques and helps the student learn to focus on the issue and to get to the point with each client they work with. The student also learns how to write up case studies using evaluative and management skills. **Prerequisite: None**

Myofascial Massage I / 16 hours

This course introduces the student to this effective hands-on (no oil) technique that involves applying gentle sustained pressure into the Myofascial connective tissue restrictions to eliminate pain and myofascial restriction causes by trauma, surgery or inflammatory responses. This essential "time" element has to do with the viscous flow and the piezoelectric phenomenon: a low load (gentle pressure) applied slowly will allow the fascia to elongate. The class will focus on proper body mechanics and movement, self treatment instruction, enhancement of strength, improved flexibility, and postural and movement awareness.

Prerequisite: IPSB Foundations or Equivalent

Polarity Therapy I - General Session / 16 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the basic principles of how energy flows in the body. Students learn the Polarity General Session, a complete bodywork protocol for aligning and balancing Life Energy. Emphasis is placed on developing the art of touch and understanding the relationship between body, mind, and spirit in the healing process. Using hands-on contacts, toning, breathing, and gentle counseling techniques, Polarity Therapy embodies a complete holistic health care approach that can be used with many other bodywork modalities. **Prerequisite: None**

Polarity II - Elements / 42 hours

An in-depth exploration of Polarity energetics and the expression of life energy through the Five Elements: Ether, Air, Fire, Water and Earth. Students learn bodywork sessions for balancing each element and basic Polarity exercises. Emphasis is on understanding the activity of elemental energies in our own lives so we can work with these energies in others. Weather permitting, students will be led on excursions to experience and embody the elements in nature. **Prerequisite: None Recommeded: Polarity I**

Reiki | / 8 hours

Experience the Universal Life Force Energy known as Reiki. This training is based on the Usui Reiki System. Learn how Reiki promotes relaxation, balance and healing and impacts the aura, chakras and meridians. Level I emphasizes self-treatment to support mind/body balance. Topics include the history of Reiki, The Five Principles, Three Pillars, how Reiki works, a Reiki attunement/initiation and their applications as a self-treatment protocol and treatments for working with others. Upon completion of this course students are certified as Reiki Level I Practitioners. **Prerequisite: None**

Sensory Repatterning I / 24 hours

In this advanced form of passive joint mobilization, the client's body is moved, rocked, cradled and invited to let go, creating sensations of openness and freedom, fluidity and joy. Sensory Repatterning I explores the key principles of Timing, Gravity, The Skeleton and the Wave. Students not only learn an amazingly effective 50-minute "treatment", but also deeply enhance the quality of touch and movement they bring to the table when giving any type of bodywork. Sensory Homework: Three full 50-minute sessions must be completed and logged to receive credit for this course. **Prerequisite: None**

Spinal Balancing I / 16 hours

This class explores Dr. Stone's techniques of balancing the sacrum and aligning the spine. The spine is the tree of life, which rests on the sacrum or "sacred bone". When the sacrum and spine are aligned, the cranium opens like a flower Students learn muscle and vertebrae releases, stretch releases, spinal harmonics, and evaluation skills, and practice energetic clearing of the spinal cord, vertebrae, nerve pathways, and the ultrasonic core. Prerequisite: None

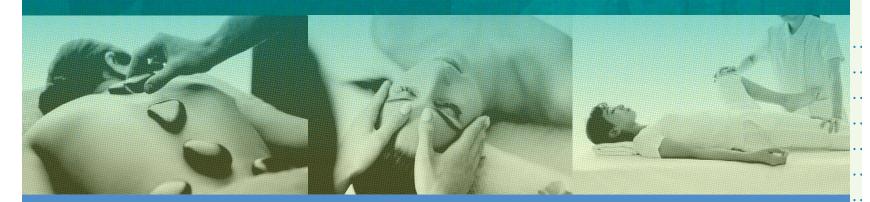
Clinical Development / 21 hours

Study Group provides students with an opportunity to do an entire session on a client they do not know and to receive reflection and feedback from their instructors and peers. Each practitioner is encouraged to embrace personal strengths and to meet challenges that unfold during an actual session that is witnessed by others. Prerequisite: Craniosacral Unwinding I or Polarity I Recommended at end of Program

Thai Yoga Massage | / 16 Hours

This class integrates the art of traditional Thai massage with other techniques and practices of Yoga Therapy. This deeply therapeutic modality is a combination of rhythmic massage, acupressure, assisted stretching, breath work, and energy balancing. Thai Yoga Therapy has been described as assisted Hatha Yoga and becomes a beautiful and graceful dance between giver and receiver. **Prerequisite: None**

Advanced Bodywork Practitioner Program (ABP)



This course is a comprehensive training including the core 550 hour training from either the IMBP or ITBP Programs and an additional 200 hours of elective training in a selection of advanced modalities.

Completion of this course provides the student with the required 500 minimum hours of training to become certified as a Certified Massage Therapist with the California Massage Therapy Council (CAMTC) and also with the minimum 750 hours to become certified with the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB).

IMBP or ITBP Program (550 Hours)

Plus a choice of an ADDITIONAL 200 Hours from this list:

CHOOSE 4 OF THE FOLLOWING:

(16 Hour Courses)

- Acupressure & Introduction to Meridians
- Lymphatic Drainage I
- Lymphatic Drainage II
- Myofascial Massage II
- Oncology Massage Intro
- Polarity I
- Postnatal Yoga
- Thai Yoga Massage I
- Thai Yoga Massage II
- Thai Yoga Massage III
- Reflexology Basic Ear, Hand & Foot
- Reiki I
- Reiki II
- Spinal Balancing I

CHOOSE 3 OF THE FOLLOWING:

(24 Hour Courses)

- Autonomic Nervous System
- Craniosacral Unwinding I
- Craniosacral Unwinding II
- Craniosacral Unwinding III
- Sensory Repatterning I
- Sensory Repatterning II
- Sensory Repatterning III

CHOOSE TWO OF THE FOLLOWING:

(32 Hour Courses)

- Trigger Point Upper Body
- Trigger Point Lower Body
- Orthopedic Massage
- Prenatal Massage

TOTAL HOURS: 750

ELECTIVES.

Acupressure & Introduction to Merdians / 16 hrs
Aromatherapy – Chakra Clearing for Emotional Freedom / 8 hrs
Aromatherapy - Raindrop Technique / 8 hrs
Communication - Resonance & Relations I / 32 hrs
Core Skills / 8 hrs
Craniosacral Unwinding I / 24 hrs
Craniosacral Unwinding II / 24 hrs
Craniosacral Unwinding III / 24 hrs
Lymphatic Massage I / 16 hrs
Lymphatic Drainage / 16 hrs
Lymphatic Clearing - Advanced / 16 hrs
Neuromuscular Re-Education I / 16 hrs
Oncology Massage Intro - Massage for Cancer Survivors / 16 hrs
Orthopedic Massage / 32 hrs
Polarity II - The Elements / 42 hrs
Postnatal Massage / 16 hrs
Prenatal Massage / 32 hrs
Reflexology - Basic Ear, Hand & Foot / 16 hrs
Reiki I / 8 hrs
Reiki II / 8 hrs
Sensory Repatterning II / 24 hrs
Sensory Repatterning III / 24 hrs
Seven Levels of a Still-Point / 16 hrs
Sound Healing with Tuning Forks / 16 hrs
Sports Massage & Stretching / 24 hr
Thai Yoga Massage I / 16 hrs
Thai Yoga Massage II / 16 hrs
Thai Yoga Massage III / 16 hrs
Therapeutic Hot Stone / 16 Hrs
Trigger Point – Lower Body / 32 hrs
Trigger Point – <i>Upper Body /</i> 32 hrs

ELECTIVES

Course Descriptions

Acupressure & Introduction to Meridians / 16 Hours

This course addresses some of the most common client complaint areas found in a massage practice, including headache, neck, shoulder, low back and knees. Students learn to trace all 12 Major Meridians plus two of the Extraordinary Meridians. Prerequisite: IPSB Foundations or Equivalent

Aromatherapy – Chakra Clearing for Emotional Freedom / 8 Hours

Students learn how to create and perform a healing ceremony that was translated and adapted from hieroglyphics on the temple walls of the Egyptian high priestess Isis. Students will learn about specific essential oil blend recipes to be applied mindfully and meditatively, while holding a therapeutic presence for their clients. This a deeply relaxing and restorative protocol that may help release negative emotions and memories while opening new pathways for fresh life energy and future choices. **Prerequisite: None**

Aromatherapy - Raindrop Technique / 8 Hours

Balance the central nervous system, release dormant viruses that hibernate along the spine and highly oxygenate the cells of all the systems. This treatment can be integrated with all types of emotional and physical therapies. This class requires that you bring towels and a set of sheets to class. **Prerequisite: None**

Communication - Resonance & Relations I / 32 Hours

Learn verbal skills that allow you to guide a client to resolution. This class combines energetic principles with techniques drawn from NLP, Gestalt, Bioenergetics and Ericksonian Trancework. Emphasis is placed on integrating verbal work with bodywork and exploring the energetic meaning of physical postures, movements and responses. **Prerequisite: None**

Core Skills / 8 Hours

This course for new and seasoned massage professionals overviews the principles of IPSB Massage through movement explorations, hands-on bodywork and exercises in personal sensory awareness. Students learn tai chi-based movements to integrate into their massage repertoire as well as a kinder, gentler approach to deeper circulatory work. Proper body mechanics, an introduction to tai chi, communications skills, professional boundaries, injury prevention and integration of body, mind and heart are emphasized. Required for transfer students enrolling in Advanced classes.

Prerequisite: IPSB Foundations or Equivalent

Craniosacral Unwinding I / 24 hours

This class sets the foundation for the Integrative Craniosacral Unwinding Program. It explores the concepts of the Craniosacral rhythm, fluid tides and the connective tissue system of the body. The focus of the class is on developing palpation skills or cranial touch. The way we touch the body in cranial work is unique and it allows students to listen to the client's system in a deeper way. Students are also introduced to the concept of holding space for the client so that the internal intelligence of the system can be contacted. In addition, this class also explores finding and having boundaries between practitioner and client and unwinding tissue by tracking the inherent movements in the body. **Prerequisite: None**

Craniosacral Unwinding II / 24 Hours

Expanding on the previous course, the student gains a deeper appreciation of the workings of the cranial vault and the cranial bones as well as the palpation art of unwinding. Facilitation of the facial bones is also addressed. This class focuses on the body via the connective tissue system. **Prerequisite: None Recommended: Craniosacral Unwinding I**

Craniosacral Unwinding III / 24 Hours

This third class in the cranial series provides students with an experience of integrating techniques earned in Cranial I & II to gain a unified approach to doing cranial work. The focus is on using communication, presencing, visualization and energy-based skills to perform process-oriented cranial work. **Prerequisite: None Recommended: Craniosacral Unwinding I & II**

Lymphatic Massage I / 16 Hours

This class will focus on the anatomy and physiology of the lymphatic system as well as indications, contraindications and massage protocols. Students will learn to assess and palpate the lymph node and channels as well as demonstrate appropriate technique. **Prerequisite: IPSB Foundations or Equivalent**

Lymphatic Drainage / 16 Hours

This course is the follow up class to Lymphatic Massage I and will focus on the anatomy of deeper vessels and organs of the lymphatic and the immune systems. Presenting more conditions and pathologies with the system and manual drainage techniques. **Prerequisite: Lymphatic Massage I**

Lymphatic Clearing - Advanced / 16 Hours

This advanced course focuses on using hydrotherapy and essential oils within a lymphatics massage session. Anatomy and physiology of cranial lymph vessels and the effects on immune systems will be reviewed and expanded.

Prerequisite: Lymphatic Massage I

Neuromuscular Re-Education | / 16Hours

This course offers techniques in micro-movement and hands-on body-work which can be applied to one's own body and to others. The objective is to release compulsive muscular patterns and armoring by using the skeleton's relationship to gravity for centering, realignment and expansion. Each course focuses on a particular area of the body. Neuromuscular Re-Education I concentrates on the extremities and pelvis. **Prerequisite: IPSB Foundtations (IFP)**

Oncology Intro - Massage for Cancer Survivors / 16 Hours

One in four Californians receives a cancer diagnosis and millions more are living with a cancer treatment history. This course addresses the clinical and practical information massage therapist need to be aware of in order to knowledgeably provide clinically safe therpeutic massage for people with a history of cancer treatment who are at risk of devloping lymphodema. Common with breast cancer treatment, lymphedoema also occurs as a result of the medical treatment of other cancers such as colorectal, head/neck, prostate and ovarian. **Prerequisite: IPSB Foundtations (IFP)**

Orthopedic Massage I / 32 Hours

The second course in this series discusses how and why common athletic injuries occur and looks at rehabilitative and preventative techniques. Cross-fiber friction, trigger point work, myofascial release and PNF techniques are covered. **Prerequisite: Sports Massage & Stretching**

Polarity II - Elements / 42 Hours

An in-depth exploration of Polarity energetics and the expression of life energy through the Five Elements: Ether, Air, Fire, Water and Earth. Students learn bodywork sessions for balancing each element and basic Polarity exercises. Emphasis is on understanding the activity of elemental energies in our own lives so we can work with these energies in others. Weather permitting, students will be led on excursions to experience and embody the elements in nature. **Prerequisite: None**

Postnatal Massage / 16 Hours

This course focuses on how to use massage to support mom and baby in the postnatal period from birth for the first year. Implications considered include vaginal birth, caesarean birth/working with scar tissue, supporting pelvic floor recovery, breastfeeding support and bonding with baby. Techniques include working with Mom and baby on the massage table, with an emphasis on appropriate work for both Mom and baby.

Prerequisite: IPSB Foundations or Equivalent Recommended: Prenatal Massage

Prenatal Massage / 32 Hours

This course is geared for the practitioner who would like to offer safe and knowledgeable bodywork techniques for pregnant clients. The focus is on developing the therapist's confidence with a thorough understanding of anatomy/physiology during pregnancy, contraindications and basic complaints and pathologies. Students learn client positioning, specialized pregnancy massage techniques including deep tissue concepts, communication skills and responsible record-keeping. This course concludes with a supervised study group experience working on expectant mother volunteers.

Prerequisite: IPSB Foundations or Equivalent

Reflexology - Basic Ear, Hand & Foot / 16 Hours

Learn basic ear, hand and foot reflexology techniques as a medical map of the body. Ear reflexology uses specific touch techniques and holds on the outer ear. It is considered the best reflex method for efficiently relieving most muscular-skeletal pain, and has a relaxing effect beyond that of hand and foot reflexology. Working with the ears is part of PTSD and addiction treatments and flows well with craniosacral work. The basic foot routine can stand alone or be integrated into any bodywork session. Class includes theory, principles and the origin of foot reflexology along with the interpretation of reflex charts. Learn hand reflexology protocols and receive an introduction to the Korean Hand Map, Taiwanese Finger Map and Jin Shin Jyiusu. Hand reflexology is easily incorporated into a bodywork session or may stand on its own. Benefits include facilitating self-care and prevention of repetitive stress disorders. **Prerequisite: None**

Reiki - Level I / 8 Hours

Experience the Universal Life Force Energy known as Reiki. This training is based on the Usui Reiki System. Learn how Reiki promotes relaxation, balance and healing and impacts the aura, chakras and meridians. Level I emphasizes self-treatment to support mind/body balance. Topics include the history of Reiki, The Five Principles, Three Pillars, how Reiki works, a Reiki attunement/initiation and their applications as a self-treatment protocol and treatments for working with others. Upon completion of this course students are certified as Reiki Level I Practitioners. **Prerequisite: None**

Reiki - Level Il / 8 Hours

Reiki Level II deepens the Reiki connection with a second attunement/initiation and learn three of the four Reiki symbols that strengthen and focus Reiki for physical, mental/emotional and distant healing for both individuals and groups. Traditional Japanese Techniques & Meditations that support the students Reiki journey will be introduced. Upon completion of this course students are certified as Reiki Level II Pratitioners. **Prerequisite: Reiki I**

Sensory Repatterning II / 24 Hours

Learn more Sensory Repatterning techniques. Focus on vision, sensitivity and rhythm, and improving your artistic skills as an integrative body-worker. **Prerequisite: Sensory Repatterning I**

Sensory Repatterning III / 24 Hours

Review and refinement of a Sensory Repatterning routine. Exploration and deepening the concepts of healing through creative artwork. **Prerequisite: Sensory Repatterning II**

Seven Levels of a Still Point / 16 Hours

This class follows different cranial rhythms through seven energetic levels into the heart of stillness. Images, sensations, emotions, thoughts, undulations, and oceanic perceptions are discussed in the context of "veils of stillness". Anatomical and physiological changes are connected with a larger continuum of energetic transformation. Discussions are supported by special pictures drawn by patients as part of their still point process. **Prerequisite: None**

Sound Healing with Tuning Forks / 16 Hours

Sound Healing with Tuning Forks uses a BioSonic energy medicine approach, developed by Dr. John Beauleiu, which integrates spiritual wisdom, energy healing, systems science, and molecular research. Students learn practical methods of using tuning forks to tune the nervous system, stimulate trigger points, and align posture. Special emphasis is given to developing systematic evaluation methods based on energy field evaluation. **Prerequisite: None**

Sports Massage & Stretching / 24 Hours

This hands-on class focuses on pre-and post-event massage techniques for various competitive athletes. Stretching techniques, cramp relief techniques, cryotherapy and hypo/hyperthermia are also discussed. Highly recommended: Previous advanced Anatomy studies or Palpation Skills or Deep Tissue I. **Prerequisite: IBSP Foundations or Equivalent**

Thai Yoga Massage / / 16 Hours

This class integrates the art of traditional Thai massage with other techniques and practices of Yoga Therapy. This deeply therapeutic modality is a combination of rhythmic massage, acupressure, assisted stretching, breath work, and energy balancing. Thai Yoga Therapy has been described as assisted Hatha Yoga and becomes a beautiful and graceful dance between giver and receiver. **Prerequisite: None**

Thai Yoga Massage II / 16 Hours

This course will provide students with a clear history of Thai Yoga Massage as well as an introduction to Thai Medical Theory. Students will learn when the application for Thai Yoga Massage is most appropriate and how to customize and indvidualized session. Students will also be introduced self massage and joint mobilization. **Prerequisite: None**

Thai Yoga Massage III / 16 Hours

This course introduces the student to an ancient form of therapeutic bodywork which incorporates rhythmic compressions, gentle stretching, and acupressure to bring balance to the body, mind, and spirit. it will focus on the abdomen, chest, hands, arms as well as side-lying postures and stretches Students will deepen their understanding of Reussi Da Ton, the Thai self care system of yoga, self massage and joint mobiliztion. **Prerequisite: None**

Therapeutic Hot Stone Massage / 16 Hours

This course will present the basics of hot and cold stone massage including benefits, precautions, contraindications, set up, and how to use stones during massage therapy. There will be a focus on providing a comprehensive understanding of the safe, practical application of how to obtain proper stone temperatures, and how to manage the stones for optimal flow during the massage. **Prerequisite: None**

Trigger Point – Lower Body / 32 Hours

Geared to the massage and bodywork professional, Trigger Point Integration uses texts, graphics and hands-on techniques to help students identify and target Trigger Points that correspond to common client muscular complaints. Focus is on specific anatomy, formation theories ,treatment protocols and recovery recommendations. Upper and Lower Body classes may be taken in either sequence. (Lower – Diaphragm to Feet) **Prerequisite: Deep Tissue I. Recommended: Deep Tissue II**

Trigger Point – Upper Body / 32 Hours

Geared to the massage and bodywork professional, Trigger Point Integration uses texts, graphics and hands-on techniques to help students identify and target Trigger Points that correspond to common client muscular complaints. Focus is on specific anatomy, formation theories, treatment protocols and recovery recommendations. Upper and Lower Body classes may be taken in either sequence. (Upper – Head to 12th Rib) **Prerequisite: Deep Tissue I. Recommended: Deep Tissue II & III**

The following course work is required to complete the Integrative Craniosacral Unwinding™ Program:

- Craniosacral Unwinding I / 24 hrs
- Craniosacral Unwinding II / 24 hrs
- Craniosacral Unwinding III / 24 hrs
- Craniosacral Unwinding IV / 16 hrs
- Craniosacral Unwinding V / 16 hrs
- Craniosacral Anatomy & Listening Skills I / 16 hrs
- Craniosacral Anatomy & Listening Skills II / 16 hrs
- Communication Resonance & Relations I / 32 hrs
- Evaluation & Preparation for Practice / 17 hrs
- Clinical Development / 21 hrs
- Receive 5 Cranioscacral sessions from an approved Registered Polarity Practitioner [RPP]*
- Complete 30 written Craniosacral case studies that are reviewed by an approved RPP

Total Hours: 241

* Session fees in addition to total program fee. Fee varies by instructor. Fee range: \$85 - \$125/session.

**The 30 case studies are applicable toward the 100 case studies required for RPP eligibility.

Fee for Case Study review in addition to total program fee. Fee varies by instructor.

Fee range: \$85 - \$125/session.

AT THE COMPLETION OF THIS PROGRAM, A CERTIFICATE IS GRANTED.



ICSU Program Course Descriptions

Craniosacral Unwinding I

24 hours

This class sets the foundation for the Integrative Craniosacral Unwinding Program. It explores the concepts of the Craniosacral rhythm, fluid tides and the connective tissue system of the body. The focus of the class is on developing palpation skills or cranial touch. The way we touch the body in cranial work is unique and it allows students to listen to the client's system in a deeper way. Students are also introduced to the concept of holding space for the client so that the internal intelligence of the system can be contacted. In addition, this class also explores finding and having boundaries between practitioner and client and unwinding tissue by tracking the inherent movements in the body. **Prerequisite: None**

Craniosacral Unwinding II

24 hours

This class focuses on physical and energetic techniques for working with the bones of the cranium and their relationship to the body through the connective tissue system. Students learn to unwind facial bones and explore techniques for working in the mouth and unwinding teeth. This class also looks at classic and energetic still-point induction techniques that can be done at both the occiput and the sacrum. **Prerequisite: None Recommended: Craniosacral Unwinding I**

Craniosacral Unwinding III

24 hours

This class integrates all previous work and provides a deeper understanding of full body unwinding. It supports students in finding their "way" with this work by learning to relate to and move with their client's process. Students also learn basic verbal counseling skills to help support the client's process by talking to the system. **Prerequisite: None Recommended: Craniosacral Unwinding I**

Craniosacral Unwinding IV

16 hour

This class is an in-depth exploration of the concept of vector axis alignment within the Craniosacral system. Students learn about the anatomy of vectors, how to recognize and palpate them, and techniques for aligning the vectors at all levels of the system. **Prerequisite: None Recommended: Craniosacral Unwinding I**

Craniosacral Unwinding V

16 hours

This class is an in-depth exploration of the concept of the point of balance tension within the Craniosacral system. Students learn to identify and release places of tension within the client's system. This class explores ways of holding one point within the Craniosacral system that allows a client's entire system to come into balance. **Prerequisite: None Recommended: Craniosacral Unwinding I**

Craniosacral Anatomy & Listening Skills I

16 hours

This class is about deepening your palpation skills as a practitioner. It explores the physical and energetic anatomy of the cranial system and helps students learn to listen to the client's system through their hands and through space they are holding for the client. Students learn to palpate the energetic, fluid and physical levels of the client's system.

Prerequisite: None Recommended: Craniosacral Unwinding I

Craniosacral Anatomy & Listening Skills II

16 hours ------

Expanding on the topics of Anatomy Listening 1, this class is intended to empower the student/practitioner in their ability to palpate and work with potent aspects of the craniosacral system. **Prerequisite: None Recommended: Craniosacral Unwinding I**

Communication - Resonance & Relations I

32 hours

This class focuses on verbal and non-verbal communication skills to help establish healthy boundaries between practitioner and client. The class facilitates finding rapport and understanding during a session. This class, while not a substitute for psychological training, explores the relationship between mind and body with an emphasis on integrating verbal work with bodywork. Students learn to talk to the energy of the system, to help guide their clients to resolution without getting too caught up in the content of someone's story. **Prerequisite: None**

Evaluation & Preparation for Practice

17 hours ------

This class helps students integrate their polarity/cranial skills to create balanced sessions, time management skills, and appropriate boundaries. The class also helps prepare students to begin their practice. It focuses on integrating verbal and non-verbal techniques and helps the student learn to focus on the issue and to get to the point with each client they work with. The student also learns how to write up case studies using evaluative and management skills. **Prerequisite: None Recommended at end of Program**

Clinical Development

21 hours

Study Group provides students with an opportunity to do an entire session on a client they do not know and to receive reflection and feedback from their instructors and peers. Each practitioner is encouraged to embrace personal strengths and to meet challenges that unfold during an actual session that is witnessed by others. **Prerequisite: None Recommended at end of Program**

What is Integrative Craniosacral Unwinding?

Integrative Craniosacral Unwinding is a therapeutic modality that offers a specialty training for the bodyworker, massage therapist, chiropractor, physical therapist, and anyone working with the body in the healing arts. It teaches the practitioner how to use their palpation skills (to become present in their hands) to get into harmony, resonance and rapport with the fluidic nature of the body. It also teaches a thorough treatment of the connective tissue system throughout the body, from the tip of the toes to the top of the head.

When all of the fulcrums are synchronized there will be peace and harmony. 33
-W.G. Sutherland DO



William Garner Sutherland, D.O. (1873–1954)

...was an American osteopathic physician and important figure in American osteopathic medicine. Several of his manual therapy techniques are still practiced today by a small minority of practitioners of osteopathic medicine. Sutherland was the first osteopathic physician to conceptualize the cranial approach and teach it systematically. However, Sutherland acknowledged Andrew Taylor Still as the developer of all osteopathy, including the cranial approach. Sutherland was the first person to claim to feel a rhythmic shape change in the bones of the cranium. He later applied this movement to all body tissues and this movement is the agent of change in dysfunctional tissues. He later named this motion the body's "Primary Respiration."

What is Polarity Therapy?

THERA

POLARITYworks with life energy in all of its forms, using a comprehensive system of bodywork, exercise, nutritional guidance, and verbal counseling to bring body, mind, emotions, and spirit into a state of balance, harmony, and vibrant health.

Developed by Dr. Randolph Stone (1890-1981), an osteopath, chiropractor, and naturopath who sought to integrate Eastern and Western approaches to healing (such as reflexology, acupressure, craniosacral balancing, yoga, and Ayurveda), Polarity Therapy is more than just a collection of techniques.

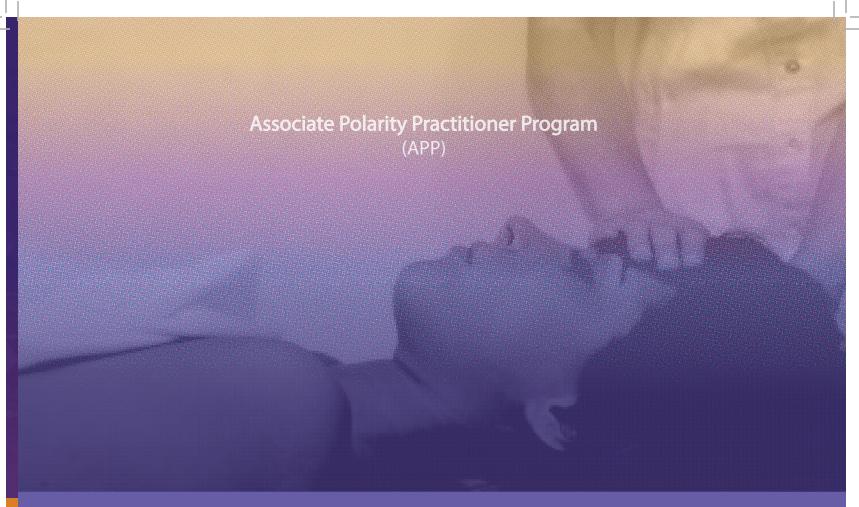
At its heart, it is a set of principles about the balance and flow of life energy,

which Dr. Stone believed to be the underlying essence of all healing arts.

This is attested to by the growing number of healthcare professionals (such as nurses, chiropractors, physical therapists, creative arts therapists, and massage practitioners) who are successfully incorporating Polarity Therapy into their work.

When we are truly well, our bodies vibrate vitality, and our thoughts and emotions are in alignment with our soul's truth. The polarity model of healing sees the body's imbalances as the final "printout" of information entered long ago. Polarity Therapy serves as the key that can unlock the door to the source, thereby allowing for genuinely new choices.

Utilizing hands-on contacts, toning, breathing, and gentle counseling techniques, this work embodies a full holistic healthcare system and can be used to empower other modalities as well.



The Associate Polarity Practitioner Program is the first step on the journey of exploring IPSB at Life Energy Institute. The five core classes (described below) are designed to help the student explore, discover, and uncover their own skills and talents while learning the fundamental techniques of Polarity Therapy. In addition, the APP program can stimulate and support a student's self-healing process and help them begin or deepen their own spiritual journey.

AT THE COMPLETION OF THIS PROGRAM, A CERTIFICATE IS GRANTED.

The following course work is required to complete the APP Program:

- Polarity Therapy I General Session / 16 hrs
- Polarity Therapy II The Elements / 42 hrs
- Communication Resonance & Relations I / 32 hrs
- Evaluation & Preparation for Practice / 17 hrs
- Clinical Development / 21 hrs
- Receive 5 polarity sessions from an approved Registered Polarity Practitioner [RPP]*
- Complete 30 written case studies reviewed by an approved RPP Mentor**

TOTAL HOURS: 163

^{*}Session fees varies by instructor. Fee range: \$85 - \$125/session.

^{**}The 30 case studies are applicable toward the 100 case studies required for RPP eligibility. Fee for Case Study review in addition to total program fee. Fee varies by instructor. Fee range: \$85 - \$125/session.

APP Program Course Descriptions

Polarity Therapy I - General Session

16 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the basic principles of how energy flows in the body. Students learn the Polarity General Session, a complete bodywork protocol for aligning and balancing Life Energy. Emphasis is placed on developing the art of touch and understanding the relationship between body, mind, and spirit in the healing process. Using hands-on contacts, toning, breathing, and gentle counseling techniques, Polarity Therapy embodies a complete holistic health care approach that can be used with many other bodywork modalities. Prerequisite: None

Polarity Therapy II - The Elements

42 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the Polarity Therapy is based on five elements [Ether, Air, Fire, Water, and Earth] and understanding how those elements are expressed energetically in the body. This class offers an in-depth exploration of the elemental qualities of energy. Students learn bodywork protocols and basic Polarity exercises for balancing each element. Emphasis is placed on understanding how the elements are moving in our own lives and bodies, so that we can work with these energies in others. This class often includes excursions to experience the elements in nature. Prerequisite: None Recommended: Polarity I

Communication - Resonance & Relations I

32 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the This class focuses on verbal and non-verbal communication skills to help establish healthy boundaries between practitioner and client. The class facilitates finding rapport and understanding during a session. This class, while not a substitute for psychological training, explores the relationship between mind and body with an emphasis on integrating verbal work with bodywork. Students learn to talk to the energy of the system, to help guide their clients to resolution without getting too caught up in the content of someone's story. Prerequisite: None

Evaluation & Preparation for Practice

17 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the This class helps students integrate their polarity skills to create balanced sessions time management skills, and appropriate boundaries. The class also helps prepare students to begin their practice. It focuses on integrating verbal and non-verbal techniques and helps the student learn to focus on the issue and to get to the point with each client they work with. The student also learns how to write up case studies using evaluative and management skills. Prerequisite: None Recommended at end of Program

Clinical Development

21 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the Study Group provides students with an opportunity to do an entire session on a client they do not know and to receive reflection and feedback from their instructors and peers. Each practitioner is encouraged to embrace personal strengths and to meet challenges that unfold during an actual session that is witnessed by others. Prerequisite: None Recommended at end of Program

The following course work is required to complete the RPP Program:

- Complete APP Requirements
- Advanced Elements / 24 hrs
- Advanced Clinical Development / 24 hrs
- Advanced Supervision / 24 hrs
- Autonomic Nervous System / 24 hrs
- Communication Resonance & Relations II / 32 hrs
- Craniosacral Unwinding I / 24 hrs
- Craniosacral Unwinding II / 24 hrs
- Craniosacral Unwinding III / 24 hrs
- Energetic Nutrition / 16 hrs
- Five-Pointed Star & Lymphatic Drainage / 16 hrs
- Integration of RPP Skills / 8 hrs
- Practicum/Internship / 45 hrs
- Polarity Exercise / 14 hrs
- Radiant Business & Ethics / 32 hrs

- Radiant Cleanse / 21 hrs
- Six-Pointed Star & Colon / 16 hrs
- Spinal Balancing I / 16 hrs
- Spinal Balancing II / 8 hrs
- Electives / 50 hrs
- Receive 10 Polarity sessions from an approved Registered Polarity Practitioner (RPP)*
- Complete 70 additional written case studies for a total of 100 case studies reviewed by an approved RPP Practitioner**

Total Hours: 685

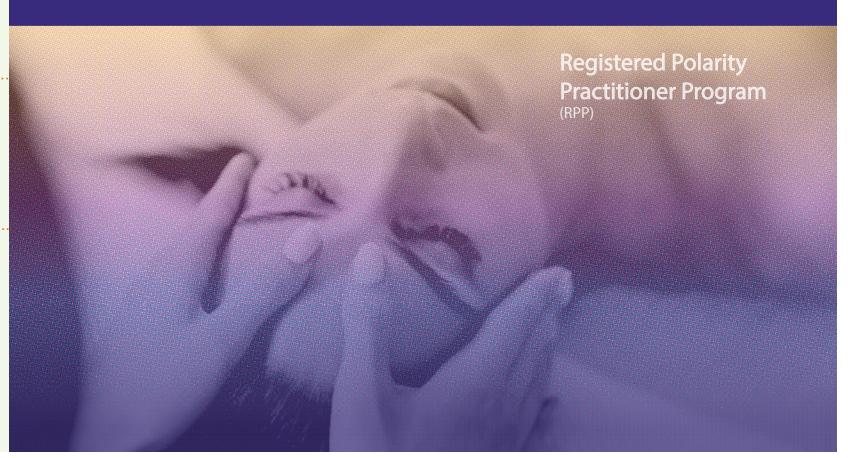
APP Program 163 hours + RPP Program 522 hours

*Session fees in addition to total program fee. Fee varies by instructor. Fee range: \$85 - \$125/session.

** Case Study review in addition to total program fee. Fee varies by instructor. Fee range: \$85 - \$125/session.

AT THE COMPLETION OF THIS PROGRAM, A CERTIFICATE IS GRANTED.

The Registered Polarity Practitioner Program is an advanced training in Polarity Therapy that provides students with an in-depth exploration of the Life Energy healing protocols developed by Dr. Randolph Stone.



RPP Program Course Descriptions

Advanced Elements / 24 hours ·····

This class helps students gain a deeper relationship with the five elements. It explores the physical anatomy of Dr. Stone's oval fields and looks at how the chakras shape and are shaped by our experiences. How behavior and culture impact those experiences and the psychological and spiritual implications of trauma and abuse are also discussed. Students learn to develop clinical applications of Polarity Therapy to assist clients facing specific physical conditions. **Prerequisite: Polarity II**

Advanced Clinical Development / 24 hours

This class provides an opportunity to work with clients under direct clinical supervision. The practitioner becomes empowered through self-reflection and peer/instructor feedback in the clinical setting.

Prerequisite: Clinical Development, Craniosacral Unwinding I, II, III

Advanced Supervision / 24 hours

Students bring examples of specific case studies they have done that have been personally challenging. These examples are examined and reflected in such a way that helps students explore their personal process and practice, especially concerning transference and counter-transference issues. Supervision work is essential to keep the client/practitioner relationship clean, clear, and healthy.

Prerequisite: Associate Polarity Practitioner (APP)

Autonomic Nervous System / 24 hours

The autonomic nervous system is the interface between mind and body. Students learn advanced techniques to release holding patterns in the spine, brachial plexus, perineum, and coccyx that bring balance to the parasympathetic/sympathetic nervous system and help to integrate mind, body, and spirit. Prerequisite: Associate Polarity Practitioner (APP)

Communication, Resonance & Relations II / 32 hours

This class offers an opportunity to review and master the skills learned in Communication for Bodyworkers I. It explores new ways of speaking directly to the cause of a client's distress and crisis. It helps students strengthen their boundaries and develop skills in pattern interruption, metaphors, and future pacing. Student will receive direct coaching in evaluating their own patterns of communication and will be supported in finding ways to break those patterns.

Prerequisite: Communication, Resonance & Relations I

Craniosacral Unwinding I / 24 hours

This class sets the foundation for the Integrative Craniosacral Unwinding Program. It explores the concepts of the Craniosacral rhythm, fluid tides and the connective tissue system of the body. The focus of the class is on developing palpation skills or cranial touch. The way we touch the body in cranial work is unique and it allows students to listen to the client's system in a deeper way. Students are also introduced to the concept of holding space for the client so that the internal intelligence of the system can be contacted. In addition, this class also explores finding and having boundaries between practitioner and client and unwinding tissue by tracking the inherent movements in the body. Prerequisite: None

Craniosacral Unwinding II / 24 hours

This class focuses on physical and energetic techniques for working with the bones of the cranium and their relationship to the body through the connective tissue system. Students learn to unwind facial bones and explore techniques for working in the mouth and unwinding teeth. This class also looks at classic and energetic still-point induction techniques that can be done at both the occiput and the sacrum. Prerequisite: None Recommended: Craniosacral Unwinding I

Craniosacral Unwinding III / 24 hours

This class integrates all previous work and provides a deeper understanding of full body unwinding. It supports students in finding their "way" with this work by learning to relate to and move with their client's process. Students also learn basic verbal counseling skills to help support the client's process by talking to the system.

Prerequisite: None Recommended: Craniosacral Unwinding I

Energetic Nutrition / 16 hours ·····

Students learn to recognize the elemental qualities of food. Students explore tools like food diaries to help them honor their clients' relationships and patterns with food. This class integrates esoteric, energetic, traditional, and scientific understanding of nutrition. It provides experience and awareness that help students guide their clients toward a balanced and holistic relationship with food. Prerequisite: Associate Polarity Practitioner (APP) Open as an elective class to all Workshop Students

Five-Pointed Star & Lymphatic System / 16 hours

The five-pointed star in the body can reveal how we experience life. This class involves recognizing this image in our clients and learning techniques for bringing the system into balance. It also focuses on cleansing and fortifying the body's energetic lymphatic system by understanding its anatomy and physiology and using energetic lymphatic massage. Students learn which herbs, essential oils, and food facilitate keeping the system clean and healthy. Prerequisite: Associate Polarity Practitioner (APP) *Open as an elective class to all Workshop Students*

Integration of RPP Skills / 8 hours

This class explores ways for students to incorporate all of the skills and tools they've learned and to use them in a polarity session.

Prerequisite: Associate Polarity Practitioner (APP)

Practicum/ Internship / 45 hours

This is the final classroom experience for students who have completed all the other RPP classes. Each student gives a session to a client in front of the entire class and then receives feedback from teachers and classmates. It is an empowering experience and a rite of passage into private practice. **Prerequisite: Registered Practitioner Program in progress**

Polarity Exercise / 14 hours

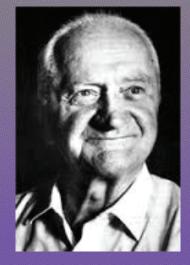
In this class students explore stretching postures, breathing, and sound as a way of increasing vitality and flexibility and to balance each of the five elements within the body. Students learn ways of using Dr. Stone's exercises with their clients to help continue on their own the work that begins during a polarity session. Polarity exercise is easy and fun and can be done by almost anyone regardless of age or physical condition. **Prerequisite:** None *Open as an elective class to all Workshop Students*

Radiant Business & Ethics / 32 hours

This class gives students a foundation in professional ethics and helps strengthen their business and boundary skills. The intention is to empower, prepare, and motivate students to become successful financially, emotionally, consciously, and spiritually while honoring their work in life. **Prerequisite: None** *Open as an elective class to all Workshop Students*

Radiant Cleanse / 21 hours

As one makes the commitment to cleanse and the old debris falls away, our life energy becomes lighter and clearer. Cleansing can be an extremely insightful and inspirational process as it helps us create the space in our lives to become more vibrant and stronger. Using Dr. Stone's Health Building techniques as our guideline, this class includes concepts of cleansing through a self-exploratory process. Students work at their own pace and learn to and principles for spiritual, mental, emotional, and physical rejuvenation. **Prerequisite:** None *Open as an elective class to all Workshop Students*



Dr. Randolph Stone

(February 26, 1890 – December 9, 1981)

...was the founder of polarity therapy, a complementary technique of holistic, spiritually based energy healing.]
He held doctorates in osteopathy, chiropractic, and naturopathy. He had an interest in philosophy and religions, a nd encountered Ayurvedic philosophy on a trip to India.[3] His background in chiropractic was shaped by his studies of various Eastern concepts of energy medicine, including Ayurveda, traditional Chinese medicine, yoga, and reflexology.

Be an artist and an architect of your own house, your temple, your body and your mind.

- Dr. Randolph Stone Health Building, Pg. 18 Six-Pointed Star & Colon / 16 hours

The six-pointed star has two triangles, one facing up and the other down. Dr. Stone said, "As above, so below. What goes on in the earth also goes on in heaven." Studentslearn to integrate these fields by balancing the highest frequencies of the spine with the lowest frequencies of the colon.

Prerequisite: Associate Polarity Practitioner (APP) Open as an elective class to all Workshop Students

Spinal Balancing I / 16 hours

This class explores Dr. Stone's techniques of balancing the sacrum and aligning the spine. The spine is the tree of life, which rests on the sacrum or "sacred bone". When the sacrum and spine are aligned, the cranium opens like a flower. Students learn muscle and vertebrae releases, stretch releases, spinal harmonics, and evaluation skills, and practice energetic clearing of the spinal cord, vertebrae, nerve pathways, and the ultrasonic core. Prerequisite: Associate Polarity Practitioner (APP) Open as an elective class to all Workshop Students

Spinal Balancing II / 8 hours ·····

The spine is the tree of life which rests on the sacrum of "sacred bone". When the sacrum and spine are aligned, the cranium opens life a flower. Learn alignment methods: muscles and vertebrae releases, spinal harmonics, and evaluation skills. Practice energetic clearing of the spinal cord, vertebrae, nerve pathways, and the ultrasonic core. This course is a culmination of Dr. Stone's techniques and furthering the study of the sacred sacrum.

Prerequisite: Spinal Balancing I

Approval & Disclosure Statements..

(to Comply with the State of California Education Code)

IPSB at Life Energy institute is approved by the Department of Consumer Affairs, Bureau of Private Postsecondary Education pursuant to California Code Section 94311. The Council's approval means that the institution and its operation comply with the standards established under the law for occupational instruction by private postsecondary educational institutions. Institutional approval must be reviewed annually and is subject to continuing review.

BPPE Approved Programs:

Integrative Massage & Bodywork Practitioner (IMBP) - 550 Hours Integrative Therapeutic Bodywork Practitioner (ITBP) - 550 Hours Integrative Craniosacral Unwinding™ (ICSU) - 241 hours Associate Polarity Practitioner (APP) - 163 hours Registered Polarity Practitioner (RPP) - 685 hours

Instruction is in residence with both facilities occupancy level accommodating 30 students at one time. California statute requires that a student, who successfully completes a course of study, be awarded a diploma or certificate verifying the fact. A Certificate of Completion is awarded upon satisfactory completion of the offered programs.

IPSB at Life Energy Institute does not currently have available sponsored programs, government or otherwise, to provide grants or to pay for portions of tuition fees. Person seeking to resolve problems or complaints should first contact the instructor in charge. Requests for further action may be made to the Executive Director, Gary Strauss.

Any questions a student may have regarding this catalog that have not been satisfactorily answered the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capital Oaks Dr. 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 888-370-7589 toll free or by completing a complaint form which can be obtained on the Bureau's internet website at www.bppe.ca.gov.

Any unanswered questions relating to our IMBP Program or for filing a complaint: A student or any member of the public with questions that have not been satisfactorily answered by the school or who would like to file a complaint about this school, may contact the California Massage Therapy Council at:

One Capitol Mall, Suite 800 Sacramento, CA 95814, www.camtc.org, Phone (916) 669-5336 or fax (916) 669-5337

This catalog is revised annually. The last revision was January 2018.

IPSB at Life Energy Institute 5817 Uplander Way Culver City, CA 90230 (310) 310-342-7131 fax: (310) 342-7135 info@myLEI.org www.mylei.org

State of California Student Tuition Recovery Fund

It is a state requirement that a student who pays his or her tuition is required to pay a state imposed assessment for the Student Tuition Recovery Fund (STRF). The purpose and operation of the STRF is to protect students in the event that a school closes before students complete their programs.

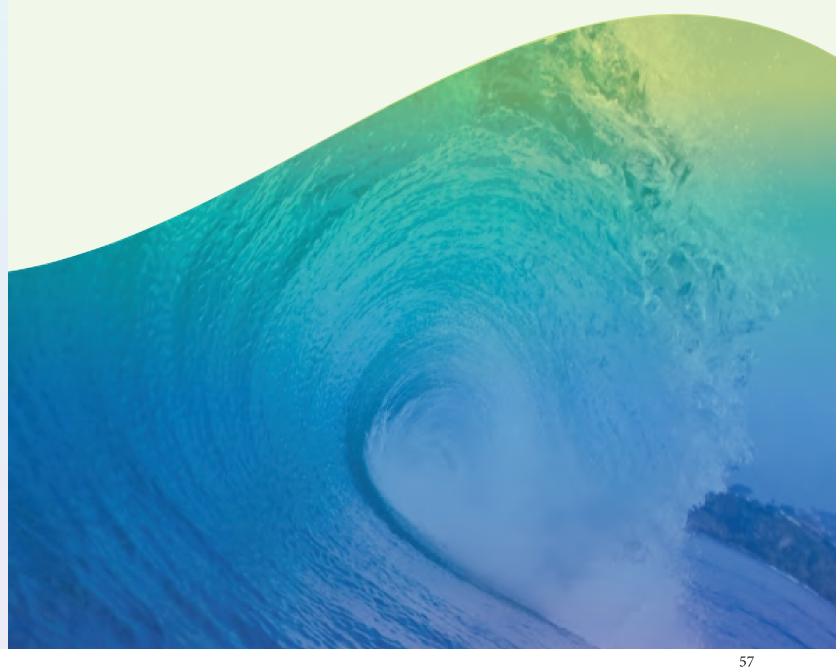
The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled 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.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. 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 any 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 the action or event that made the student eligible for 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 than 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.



2018

Join us for a tour of our school and meet our warm and welcoming team.

Open House events feature dynamic presentations from our instructors demonstrating the renowned IPSB-style of massage. Come feel the difference of our heart-centered approach to learning the healing arts. Individual class registration and full program enrollment is available on-site.



OPEN HOUSES

7:00рм - 8:30рм Open House

Massage Therapy

- JANUARY 23
- FEBRUARY 20
- MARCH 27
- MAY 22
- JUNE 19
- AUGUST 21
- SEPTEMBER 25
- NOVEMBER 6
- DECEMBER 4

Integrative Craniosacral Unwinding

~ AND ~

Polarity Therapy

- JANUARY 17
- MARCH 14
- JUNE 13
- SEPTMEBER 5

Advanced Open House

(for experienced pratitioners)

- APRIL 17
- JULY 24
- OCTOBER 16







5817 Uplander Way, Culver City, CA 90230 T: 310.342.7130 info@myLEl.org www.myLEl.org