HANDS ON HEALING INSTITUTE

2021 Course Catalogue

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Licensed to Operate by the BPPE

"The body cannot be cured without regard for the soul."

-Socrates

Hands on Healing Institute (HHI)

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This course catalog is available to prospective students and interested persons via our website

The institution reserves the right to limit registration, add or remove programs, postpone, cancel or change dates, hours, instructors or raise tuition fees from any published material or electronic advertisement. This course catalog is updated annually. Policy or program changes implemented before the issuing of a new catalog will be reflected in additional supplements.

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Hands on Healing does not have a petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, or has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

"He who works with his hands is a laborer.
He who works with his hands and his head is a craftsman.
He who works with his hands and his head and his heart is an artist."

—Saint Francis of Assisi

MISSION STATEMENT

The mission of Hands on Healing Institute is to graduate excellent, well-rounded professional body-workers. We use the connection of Mind, Body and Spirit as a guiding principle, knowing that becoming a massage therapist enhances a student's life as they learn to help others. It is a practice of 'peace work' on a very practical level.

WHY HHI?

EDUCATIONAL OBJECTIVES

HHI students are exposed to different styles of therapeutic touch, enabling students to create bodywork sessions that are both an authentic response to a client's needs and an expression of the therapist's unique healing instincts. With a deep groundwater of foundational training, the therapist can then "get out of the way" and release control of the Thinking Mind. It is possible to drop into a meta-awareness of the present moment, resting in your You-ness and joining with the other person's Them-ness. In this mode, you don't do a session--instead you let go and participate in its unfolding. A bodywork session can then become a unique jazz collaboration between therapist and client.

Students are exposed to the best of the new information that brings together 'science' and 'spirit', because there is a commonality and synergy between these seemingly very different ways to understand the body. Combining intellect and instinct creates a partnership of perception that is stronger than either is separately.

Aside from being able to understand basic physiology, our students have a familiarity with the workings of the body in ways that help with day-to-day living. Students will be able to make better choices to thrive in their own lives, and they can teach their clients these same tools.

We develop active listening skills, which help in creating treatment plans and also encourages compassion for humanity, in general. Students learn about boundaries and the power differentials that can arise during any human interaction, but especially in a massage practice.

During the basic program, students are introduced to senior practitioners who specialize in a modality. These different modalities are supported at HHI in ongoing relationships. HHI is interested in providing space and support for life-long learning.

Students are prepared to pass the National Exam, which is a requirement to become certified to do massage in the State of California. We prepare our students for the job market with both business management classes and exposure 'to the public' in our student clinic. Our goal is to offer a crucible of learning and growth, out of which comes confident therapists, able to start a financially and emotionally rewarding career.

"The body cannot be cured without regard for the soul."
— Socrates

CURRICULUM *Hands on Healing Institute offers*

CERTIFIED PROFESSIONAL MASSAGE THERAPY PROGRAM – MT550

Our Professional Program addresses all aspects necessary to a successful massage career. This comprehensive course is ideal for students who would like to excel in the field of professional massage therapy. The program prepares students for working as Massage Therapists—Department of Labor's Standard Occupational Classification code 31-9011. The 550-clock hour curriculum emphasizes both the understanding of conventional anatomy and the meta organization of both fascial and energetic systems. Our therapists are trained in active listening skills and an appreciation of psychological and energetic boundaries. The core 450 hours cover Swedish massage, Therapeutic Deep Touch, Polarity Energy work, Thai massage, a myofascial release protocol, pregnancy massage and chair massage. The last 50 hours are comprised of electives from our extensive list of continuing education offerings. This is where students fine tune their education towards their own interests and professional goals. We will guide students in visioning their future as successful massage therapists with practical business classes and personal introspection. Throughout the program, we prepare students for the required National MbLEX exam. Once 500 course hours are completed, 50 hours of hands on experience with clients at the Student Clinic are logged, and students pass the MbLEX, students are eligible to apply for State Certification as a Massage Therapist through the California Massage Therapy Council.

ELECTIVES

HHI believes that becoming a massage therapist is a life long unfolding and deepening of the practice. We have many electives to help individuals find their own path. The electives are listed on the website current offerings are on the calendar. People who are interested in a particular class are encouraged to contact us to be put on a waiting list, as popular classes tend to fill up. In the event of a class cancellation, students will be notified at least 48 hours prior to scheduled start date.

TUITION

CERTIFIED PROFESSIONAL MASSAGE THERAPY PROGRAM (MT550): $9,075
(textbooks not included)
$250.00 Registration Fee
$100.00 of which is Non-Refundable
$150.00 PARTIALLY REFUNDABLE

$8,075 REFUNDABLE TUITION FEE (See Prorated Withdrawal/Refund Policy)

The total charges for the period of attendance are $9,325.

Additionally, please budget approximately $350 for textbook costs in addition to the educational expenses listed above.

"Too often we underestimate the power of a touch, a smile, a kind word, a listening ear, an honest compliment, or the smallest act of caring, all of which have the potential to turn a life around."

—Leo Buscaglia

SCHEDULE & MATERIALS

CERTIFIED PROFESSIONAL MASSAGE PROGRAM (MT550)

Our 550 program is comprised of three segments; Core, Clinic and Electives. The Core Program is 23 weeks long with 450 hours of class. Daytime classes are held between the hours of 9:30am and 1:30pm and evening classes are between 6:30-10:30pm. Clinic is Saturdays from 9am to 2pm, and Sundays 12-5pm, this 50 hour component follows the Core. The 50 required hours of electives may be completed at the individual student's pace.

REQUIRED TEXTS

Textbooks should be purchased before the first class. See insert for detailed list of books.

Supplies will be provided in the student bundle. However, it is the students responsibility to remember to bring the items to class daily. There is a $5 rental fee for forgotten supplies. See web site for Course requirements: http://gotohhi.org/electives/

LEARNING RESOURCES

HHI houses an extensive lending library for student use. The library is located near the office on the first floor of our facility. These resources are free and available to all students while on campus. To borrow a book for home use, please see school administrator.

CLOCK HOUR DEFINITION

A clock hour is defined as a 60-minute span of time, with no less than 50 minutes of actual class instruction. Students must be given breaks which represent sound educational practices. No more than 1.0 clock hour can be assigned to any discrete 60-minute period.

CORE 450 COURSE DESCRIPTIONS

ANATOMY:

Anatomy is the geography of your body. Instead of learning about cities and countries, anatomy teaches the locations, forms, and names of muscle, bone, and joints. Massage therapists need to know how to identify the shapes that they feel so they can understand what is going on with their clients bodies.

BUSINESS:

We discuss the different settings in which massage therapists practice; how to interview for jobs; resumes, business cards and websites; and practice management for the self-employed.

CLINICAL SKILLS:

We use role playing and case studies to present scenarios of 'real life' clinical experience. We practice interviewing a new client, how to assess interview information for contraindications and treatment planning, and pose some unusual situations for students to problem solve, based on our instructors' real experiences.

CONTRAINDICATIONS:

Some conditions should not be touched. The primary understanding of contraindications provides safety for you and your clients. A deeper layer of contraindications begins with the study of Pathology, which is necessary in "medical massage" disciplines.

ETHICS:

Ethics for business and ethics specific to massage professionals are explored. We also examine the published 'Code of Ethics' of the AMTA & AMBP.

HEALTH AND HYGIENE:

This class is about protecting yourself and your clients by cultivating the habits that a professional therapist needs for safety and cleanliness.

KINESIOLOGY:

Kinesiology is the study of movement. There are crucial clues in how people move—or how they can't move—that tell a therapist where to focus their work, to create the greatest benefit for the client.

MEDICAL TERMINOLOGY:

Understanding the language of medicine is the basis of learning anatomy, physiology, and kinesiology. It is also how massage therapists communicate with other health professionals.

PHYSIOLOGY:

Physiology is the study of how all the structural components and the organ systems function, both individually and in relationship to each other.

STUDENT CLINIC:

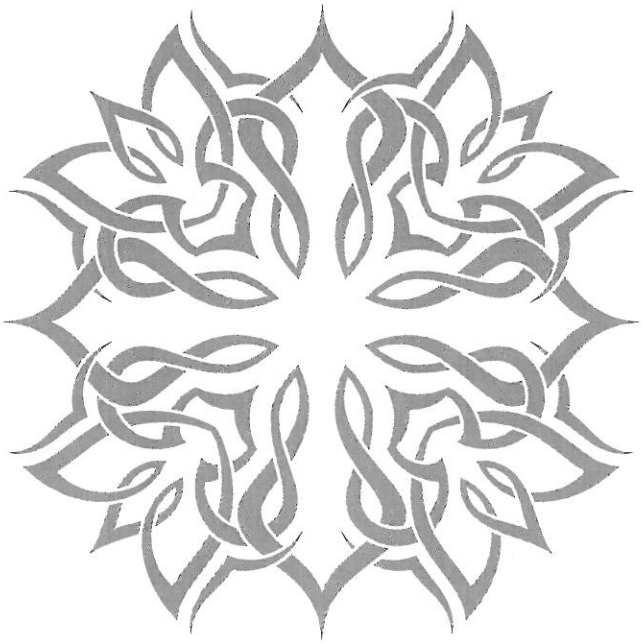
There is nothing like meeting a person for the first time and, within ten minutes, having them lying on your table, waiting for your help. Student clinic provides a transition between the safety of the classroom and the realities of professional life.

SWEDISH MASSAGE:

When someone needs to de-stress, they often seek the comfort and soothing effect of Swedish massage. Swedish class is the first touch modality we teach, and it is almost infinitely adaptable—from "simple" relaxation work, to more specialized therapeutic goals. During the Swedish section of our program, we also put into practice the skills of centering and grounding, and using the breath of both therapist and client to create deep relaxation.

THERAPEUTIC DEEP TOUCH [TDT]:

Deep work should not be painful, and can be a catalyst for the client to evolve into better function. TDT teaches students how to feel more deeply and specifically, and how to then analyze what they feel. We toggle between the micro-focused perception of Origins and Insertions, Joints and Actions, Tissue and Tightness, and a realization that all those details are interrelated as a Body—which is inextricably linked to a Consciousness. TDT utilizes connective tissue work, trigger points, fascial planes, an understanding of the nervous system, and the ability to pause and allow change to unfold.



INTRODUCTORY CORE CLASSES

The "Introductory" modality classes are supported with additional elective courses, such that HHI students can customize their studies with deeper practice in what most interests them, after completion of the Core program.

CHAIR MASSAGE:

Chair massage is a great way to meet potential clients, and can it be a whole business model in itself. Clients are seated, in their normal street clothes, and sometimes only have 5 minutes—and you can make a difference in their day!

MYOFASCIAL RELEASE:

This work deals mostly with the big fascial planes of the body, instead of specific musculature. Students learn physical techniques specific to this fascinating work, plus the skills of "body reading."

POLARITY:

Polarity Therapy is a holistic health care system that works with the Human Energy Field. In Polarity class, students learn a variety of therapeutic techniques to work with the currents of energy in the human body. There are three polarity therapeutic techniques taught as a part of the holistic health system polarity movements, hands-on bodywork and diet/nutrition. Energy exists everywhere in nature, and health can be defined as an ongoing and dynamic balance of the energies that flow through our minds, bodies, emotions and spirits. **(Not always offered depending on teacher availability)**

PREGNANCY MASSAGE:

This class covers the physiology of the trimesters of pregnancy and the contraindications for massage during each stage. Students learn a prenatal full body massage routine, with modifications for each stage of pregnancy, including the use of bolsters, creams and the side lying protocol.

THAI MASSAGE:

Thai massage is done on a mat with the client fully clothed, and uses bodyweight, leverage, breath, and "metta,"or unconditional loving kindness to unblock stagnation. It is a meditative dance for sharing compassionate touch, a gentle yoga practice for giver and receiver, with gentle stretches and rhythmic compression. Class begins on mats, and the last day is spent translating techniques onto a massage table. **(Not always offered in each semester depending on teacher availability)**

ELECTIVES

All electives at Hand on Healing are $19.50 per hour. Additional fees (approximately $20-$50) may apply for materials. Prices for essential oils will be slightly higher.

Note: The time it will take to complete 50 hours may vary depending on the schedule of classes.

Fees may apply for hours earned beyond the 50 clock hours of Professional Massage Program eligible electives and for additional supplies (such as oils.)

ADVANCED CLINICAL MASSAGE | 18 HRS

This class teaches MT's on the best practices when working with other healthcare professionals, including proper use of SOAP notes and some specific medical terminology. This class also introduces the concept of myofascial meridians and how to work with them.

ADVANCED SKILLS CLINIC | 12 HRS

This is a great opportunity for students to acquire hands on experience and develop a professional attitude concerning such things as punctuality, appearance, confidentiality, completing a massage within a given time frame, draping, maintaining client files, and record keeping and communication skills through client contact. Students learn professional SOAP note charting and explore in-depth the role of ethics in business using the amazing text, The Educated Heart. NOTE: The HHI Massage and Deep Swedish Spa Massage are the only two modalities to be used in this program. Students should not use any other modalities they may have learned.

ADVANCED SWEDISH MASSAGE | 35 HRS

For students who want to specialize in Swedish Massage, especially for high-end spas, this class will give them advanced training to accommodate any professional setting. Topics will include Alternate Approaches to the Skin, Body Mechanics, Deep Massage Foundations, Deep Swedish Spa Massage, Draping Techniques and Side-Lying Swedish Massage. Students will need to bring a set of sheets to class.

AN AFTERNOON AT MASSAGE SCHOOL | 3 HOURS

Come experience what is like to be in Massage School. You will learn a little anatomy. We will talk about safe space and boundaries, and you will learn how to do a nice massage for hands and arms.

AROMATHERAPY I | 18 HRS

This is an excellent detailed introduction to essential oils. Students will learn about Aromatherapy and explore the many healing properties of essential oils, discover how to connect with the oils, and how to use them for your own healing and that of your clients.

An additional fee for materials will apply.

AROMATHERAPY II | 20 HRS

Aromatherapy II is a class that introduces you in more detail to the potency and effects of therapeutic essential oils, as well as how they work physically. This class is ideal for all healing practitioners to enhance their own well-being as well as their clients, and to become a skillful, professional Aromatherapist.

An additional fee for materials will apply.

ELECTIVES continued...

AROMATHERAPY III | 20 HRS

The essential oils studied in Aromatherapy III are designed to help you with your own growth and healing. This will enhance your life and, in turn, you will help your clients as an Aromatherapist. The oils have a healing effect on physical, emotional, mental and spiritual imbalances.
An additional fee for materials will apply.

AROMATHERAPY IV | 32 HRS

Aromatherapy IV and the essential oils included in this class are designed to help you experience the healing effects of essential oils for physical, emotional, mental and spiritual imbalances. In this class you get an introduction to a formal aromatherapy session, including a foot-bath treatment. This class will also help your own growth and healing, which is a necessity and a life enhancement for you the Aromatherapist, and your clients. This class also introduces you to Aromatherapy Pressure Points using Muscle Ease.

An additional fee for materials will apply.

AROMATHERAPY V | 32 HRS

In Aromatherapy V we concentrate on aromatherapy treatments, Aromatherapy Pressure Points, and Aromatherapy Pressure Massage full body treatment.

An additional fee for materials will apply.

AROMATHERAY VI | 32 HRS

This course is a continuation of Aromatherapy V and will yet again dive deeper into the structure and application of this modality. Once the listed oils are studied, the remaining class time will focus on integrating those oils in aromatherapy practice, and as a complimentary to other healing modalities, and on more detailed treatments.

An additional fee for materials will apply.

AROMATHERAPY BLENDING | 7 HRS

This class will teach students how to create their own blends with essential oils. Students will learn the difference of blending for therapeutic reasons vs. perfumes. Blends for different types of therapeutic conditions will be taught, plus an opportunity to create blends for their own needs.

An additional fee for materials will apply.

AROMATHERAPY LAB: MEDITATION/STRETCHING | 2 HRS

This 2 hour class will help teach you how to combine Meditation and Stretching with essential oils to help you get the most beneficial results. All the oils and materials will be provided.

An additional fee for materials will apply.

ELECTIVES continued...

AROMATHERAPY SPA FACIAL MASSAGE | 14 HRS

This class is designed to introduce aromatherapy massage for treatments on the face, neck and chest. There will be a brief introduction to the function and structure of the skin. The benefits, healing properties and massage with aromatherapy cleanser, aromatherapy mask, aromatherapy toner, and aromatherapy facial oil will be taught. Products for use in class will be provided. Learn extensive chair massage techniques for the lower back, spine, shoulders, arms, hands and neck.

All materials for this class will be provided.

ARTISTS WAY FOR BODYWORKERS | 26 HRS

This class will help you increase productivity and improve confidence so you can move forward with your massage career. Using the workbook as a guide, you will be lead through a comprehensive program to recover your creativity from a variety of blocks, including limited beliefs, fear, self-sabotage, resistance, perfectionism, self-criticism, jealousy, guilt, addictions and other inhibiting forces, replacing them with artistic confidence and productivity. You will learn practical tools to help you connect to your your intuition and the creative energies of the Universe. In-class activities and sharing will help you to incorporate more enthusiasm and innovation into your everyday life, encourage new ideas, risk-taking and a belief in yourself. Authentic expression and originality flourish. This is truly a spiritual path to your higher creativity.

BIODYNAMIC CRANIOSACRAL TRAINING LEVEL I | 6 HRS

This foundational class provides a basic overview of the prerequisite practitioner skills and theoretical basis for Biodynamic Craniosacral Therapy Methods advocated by Franklin Sills of Devon England.

BIODYNAMIC CRANIOSACRAL TRAINING LEVEL II | 6 HRS

This Level II course will continue deepening the foundational knowledge from Biodynamic Craniosacral Training level I. students will be taught an introduction to embryology and the tiered nature of the Social Nervous System and its importance in BCST. Skills of being with the nervous system such as "Body-Low-Slow-Loop" will be taught and practiced.

BREATH AWARENESS IN SPACE AND TIME | 6 HRS

In this class you will learn the anatomy of breathing, as well as techniques to expand and enhance breath. Breath work has many practical applications for daily living, in both your personal and professional life.

BUSINESS ETHICS | 16 HRS

Through example, discussion and sharing stories, this class is designed to enable the practicing therapist to evaluate or reevaluate certain clients and ethical situations, to work through issues, and air concerns in a safe, confidential environment.

ELECTIVES continued...

CHAIR MASSAGE I | 21 HRS

In Chair Massage I you will learn to fine-tune the basic structural chair routine and emphasize proper body mechanics. Students will be introduced to trigger point therapy for most common trigger points accessible in the massage chair. You will experience blindfolded chair massage to increase tactile skills, and learn extensive chair massage techniques for the lower back, spine, shoulders, arms, hands and neck. Additionally you will be instructed on how to effectively and successfully extend your chair massage business to retail location, private parties, special events, health fairs, etc. Students will also gain a better understanding on how to use MFR concepts safely in the chair.

CHAIR MASSAGE II | 21 HRS

This class will cover extensive techniques for the legs and feet, in three different body positions, which are great great healing techniques for headaches. You will learn advanced techniques to work on the body backwards for pregnancy, eye surgery, etc., and amazing upright techniques for the neck, pecs and torso. Students will learn excellent routine to use at social events and parties in a regular chair. We will cover marketing techniques using chair massage at corporations and businesses, and more emphasis on the connective tissue (fascia). You will hone your 5-minute chair massage to impress. Students will have an opportunity to provide a 1-hour routine on a real client!

Prerequisite: Chair Massage I: Enhanced Skills

CHAIR MASSAGE III: FOCUS ON FASCIA | 21 HRS

This class brings full myofascial release concepts into all the techniques learned in Chair I through Chair IIA. Students will learn how to do a quick body reading for structural imbalances before the client even gets on the chair. This class will enhance strokes to release the fascia, as well as teach basic dialoging to educate clients and help them with their own myofascial stretching. Students will also learn how to use myofascial release to create a structural balance, greatly improving their client's healing from the source, not just the symptoms.

Prerequisite: Chair Massage II and Intro to Fascial Anatomy

CHAKRA BALANCING | 5 HRS

This is an overview of the seven (7) major chakras and chakra balancing techniques using pendulum, tuning forks, cosmic chakra set, crystal wands, and dowsing rods.

CREATING YOUR SIGNATURE TREATMENT | 12 HRS

This class builds on what you learned in "The Traveling Spa', and helps you to develop a style of treatment that you can be known for and that you love to do. This class is part technique, part creation, and part marketing – to make you stand out from the crowd! The class "The Traveling Spa" is highly recommended before taking this class.

ELECTIVES continued...

CRYSTAL THERAPY | 14 HRS

Crystals and stones can be useful aids for facilitating the flow of Reiki. Since crystals and stones can hold, amplify, or disperse energy, including ki, Reiki can guide a practitioner to use objects like crystals to enhance a session. In this one-day workshop, students will learn how to incorporate crystals, stones, and similar objects into a Reiki session as well as daily self-care. Students are welcome to bring in their own crystals and stones, or borrow or purchase some from the instructors.

CRANIOSACRAL I | 24 HRS

This foundational class provides a basic overview of the prerequisite practitioner skills and theoretical basis for Biodynamic Craniosacral Therapy Methods advocated by Franklin Sills of Devon, England.

CRANIOSACRAL II | 24 HRS

This Level II course will continue deepening the foundational Practitioner Skills (See Level 1 course description for details.)

DEEP HEALING WITH CHAIR MASSAGE | 7 HRS

Prerequisite: Any basic Chair Massage course

Developed for therapists who want to significantly impact their clients, this class will improve body mechanics for chair massage, and provide an introduction to connective tissue (fascia) approach in the massage chair. Students will learn how to enhance known chair routines to connect with the fascia, and will learn to introduce myofascial trigger point release into chair massage. You will learn how to add deep healing techniques for low back, spine, shoulders, and neck, and also chair techniques for special needs clients. Students will experience advanced techniques in alternate chair positions. This class uses sampling of techniques from Chair Massage I and III courses (63 hours)

DEEP TISSUE: ARMS & HANDS | 26 HRS

In Deep Tissue Arms & Hands we will apply the knowledge of the kinesiology to practical, hands-on work in the afternoon. Students will learn specific techniques for treating the soft-tissue causes of tension patterns and pathologies discussed in the morning. Several types of techniques will be given for addressing specific muscles, tension patterns, and types of adhesions, with the goal that students will have a variety of tools that they can choose from to address a client's specific needs. On the last day, students will be given the opportunity to give an extended "session" to an experienced receiver, so that students can practice problem-solving skills using learned techniques on a fresh body.

DEEP TISSUE: BACK & NECK | 26 HRS

In Deep Tissue: Back and Neck we will explore the skeletal and muscular structures and functions of the back and neck. Students will learn the bony landmarks, joints, and muscle attachments and actions. In particular we will study the relationship of muscles—agonists, antagonists, synergists, and "neighbors" (muscles that are located next to each other and can affect each other by proximity). We will also learn the common soft-tissue causes of pain-producing tension patterns, dysfunctions, and pathologies of the back and neck.

ELECTIVES continued...

DEEP TISSUE FUNDAMENTALS | 12 HRS

In this two-day class we explore what it means to do "deep" work, in the literal, physical sense as well as the emotional and spiritual. In an industry dominated by therapists who approach Deep Tissue simply by adding more muscle to their work, we will introduce the concept of "sinking" vs. "pushing", using your bodyweight and leverage instead of muscle strength, as a way of doing work that is deeper, safer, and better-feeling for both the therapist and the client.

We will cover basic concepts from anatomy, kinesiology, and biomechanics to enhance understanding of the structures that we touch and manipulate in deep work, and begin to conceptualize the relationships between muscles, joints, bones, and range of motion.

We will discuss boundaries, space-holding, and present-centered-awareness in relationship to practicing deep tissue, as well as the possibilities of emotional release and how to handle it when it arises.

Prerequisites: MT300 or massage therapist

DEEP TISSUE: LEGS & FEET | 26 HRS

In Deep Tissue: Legs & Feet we will learn the anatomy of the pelvic girdle, the upper and lower leg, and the foot. Students will learn the bony landmarks, joints, and muscle attachments and actions. In particular we will study the relationship of muscles—agonists, antagonists, synergists, and "neighbors" (muscles that are located next to each other and can affect each other by proximity). We will also learn the common soft-tissue causes of pain-producing tension patterns, dysfunctions, and pathologies of the lower limb.

DEEP TISSUE: SYNTHESIS/CLINIC | 19 HRS

This class will cover deep stomach work, accessing the Psoas Positional Release and more stretches. Student will learn how to think when a client comes in with a complaint and taking your Kinatomy knowledge and apply it to the "What to work on first" list. We will also cover diaphragm and intercostal muscles.

Prerequisite: Kinesiology/Advanced Anatomy – Chest & Abdomen Kinesiology and Deep Tissue - Legs & Feet, Back & Neck, and Arms & Hands

EAR REFLEXOLOGY II | 12 HOURS

Description: During this hands-on seminar, students will receive an in-depth understanding of the Microsystem of the outer ear. Students will learn the 10 especially powerful "Master Points" that have a broad impact on the body, such as: Master Relaxation Points, Pain Control Points, and Master Endocrine Point. Also, 15 of the most used "Functional Points," which can have an impact on special functions of the body, such as points for: Allergies, Hypertension, Asthma, Constipation, Skin Disorders, Sleep Disorders, will be presented. Students will also learn protocols - combining Ear Reflexology Map Reflexes, Master Points, & Functional Points - for such health challenges as: Depression, Stress Related Disorders, Chronic Pain, and more.

ELECTIVES continued...

EAST ASIAN BODYWORK | 20 HRS

Although there are many styles of East Asian bodywork, they share some common properties. The concept of Qi, and how it moves in the body in specific physical patterns that affect the soft tissue as well as the internal organs, with additional 'points' which have specific natures, is crucial to the Modalities of Shiatzu, Thai, Acupressure, and Tuina to name a few. This series of classes first gives a general overview of how the energy field of a human body manifests in the flesh in patterns known as 'meridians', 'channels', or 'sen lines', and then focuses on one of the specific modalities' techniques.

ENERGY WORK | 16 HRS

The history of energy healing, practices and energy medicine will give us more insight into this aspect as well as the many ways energy is used to help people. The student will be also introduced to chakras, aura, electricity, sound, vibrations, and frequency.

The main focus of the beginning class is to bring theory into experience. The student will be learning to become aware of, observe (seeing or feeling) and palpate energy fields. We will begin learning the neutral energetic touch and how to stay neutral and grounded before, during and after the session.

ENERGY WORK: PRINCIPLES | 6 HRS

This class is for therapists to add to their existing practice the ability to tune into the subtler messages in the treatment room, and to 'do no harm', but do more than you are doing already.

ENERGY WORK: MENTORING | 6 HRS

This small class is for energy workers of any type to clarify your individual style and bring out your strengths. The mentorship is to tune your awareness to best use your innate abilities, no matter what modality you were trained in.

ETHICS: BOUNDARY SETTING | 3 HRS

Boundary issues between therapist and client are especially sensitive, and often require clients to make unusual boundary adjustments. This class will address five types of boundaries: physical, emotional, intellectual, sexual and energetic; and teach the students when to decide which boundary model to use: permeable, semi-permeable and rigid. Students will get to present case histories and receive input from their classmates and instructor for discussion.

ETHICS: UNDERSTANDING EMOTIONAL RELEASE | 6 HRS

Why does emotional release happen during a massage? What are different ways that emotions can manifest in a session? What happens if a "negative" emotion like fear or anger comes up? This course explores the complexities for both client and therapist to safely and appropriately handle the emotional material that can come to the surface with the power of touch.

ELECTIVES continued...

FOCUS ON FASCIA I | 21 HRS

This course will introduce students to the concepts and definitions of Myofascial Release (MFR). Students will receive training in body mechanics and truly learn how to hold MFR techniques without stressing their body, reaching into the deeper layers of fascia. Students will learn three "staples" of MFR: arm pulls, leg pulls, and cross-handed techniques; as well as basic sets of techniques for the pelvic, shoulder and cervical areas, including both a gentle and direct psoas release. They will learn how to apply these basic MFR techniques to relieve both the client's complaints and the underlying structural imbalance, and be able to start full body MFR sessions immediately upon completion of this class. Topics will also include boundary setting with clients, marketing and how to transition and/or develop your practice. This class is the prerequisite for all other Focus on Fascia classes.

FOCUS ON FASCIA II | 21 HRS

This class expands the knowledge and techniques learned so far, while gaining insight on how to deepen the connection with clients and the students themselves. Students will increase their proprioceptive touch for this modality, while expanding the energy flow needed for great healing change. Students will be introduced to some powerful inner-oral Craniosacral techniques (gloves provided) in the MFR style. Group postural analysis will be included, as well as all four transverse plane releases, and a deeper awareness of using oscillations as a diagnostic tool. This class will help students develop a more sensitive touch and improve their ability "read" the client with their hands, strengthening their confidence and pulling it all together for a successful practice! Prerequisite: Focus on Fascia I and one of the following:

FOF: Neck Pain/Headaches/Sinus

FOF: Pelvic Girdle/Low Back or

FOF: Shoulder Girdle/Rotator Cuff

FOCUS ON FASCIA III | 21 HRS

By this time, students will have a vast working knowledge of the fascia system and how to release it on both the superficial and deeper levels. This class will expand on the concept and touch of myofasical release, including using alternate starting positions (such as sitting, standing and side-lying) for fascia release. Students will learn how to use energetic touch to determine fascial restrictions. Dialoging from the Unwinding class will be reviewed and practiced, so students will be asked to go further in their emotional growth to give them the comfort to take their clients where they need to go. Part of this class will be held in a local outdoor park. There will be a "final" practical which will allow the students to work on the public.

Prerequisites: FOF1, FOF2, Pelvic Girdle, Shoulder Girdle, Neck/Headaches, Oscillations and either Unwinding or a Retreat

ELECTIVES continued...

FOCUS ON FASCIA IV: ADVANCED TECHNIQUES | 14 HRS

This advanced class takes the students even further and deeper into the MFR concept. Students will learn to think outside the box of techniques they have been taught, and use the concept of MFR to develop their own "twist" to the techniques they have learned, as well as learn very advanced concepts and complex techniques for those clients who just need a little more. This also includes adding in props and tools to enhance the concept of MFR, often adding gravity and a "third" hand to increase the effectiveness of the release. Props and tools used may include but are not limited to fascia balls, still point inducers, CranioCradles, massage balls, sacral wedges, sacral blocks, sink plungers, and DaVinci tools. A list of the required items and how to purchase them if you don't already have them, will be provided prior to class.

Prerequisite: Focus on Fascia III

FOCUS ON FASCIA: ARTHRITIS/JOINT PAIN | 7 HRS

This class in the Focus on Fascia series will explore the role of Osteopathy used for relief from arthritis. Students will learn to use myofascial release treatments aimed at improving mobility and reducing inflammatory processes by using gentle, manual osteopathic techniques on joints, muscles and ligaments. Home treatments will also be explored, such as exercises to improve the way the joints work and reduce muscle spasm, as well as performing exercises in warm water or salt baths and using Ginger essential oil.

Prerequisites: Focus on Fascia 1

FOCUS ON FASCIA: BREAST CARE | 7 HRS

Utilizing gentle, non-intrusive, natural movements, oscillations can help release deep-seated physical and mental patterns and facilitates deep relaxation, increased physical mobility, and mental clarity. These patterns may have developed in response to accidents, illnesses, or any kind of physical or emotional trauma, including the stress of everyday life. This class teaches the student to move clients in ways they naturally move, and with a quality of touch and movement such that the recipient experiences the feeling of moving that effortlessly and freely on his/her own. The movements are never forced so that there is no induced pain or discomfort to the client.

Prerequisite: Focus on Fascia I or JFB MFR1

FOCUS ON FASCIA: CARPAL TUNNEL SYNDROME | 7 HRS

This class in the Focus on Fascia series will discuss the various causes all the new device released injuries, often called Carpel Tunnel Syndrome, including the meridian, nerve and fascial anatomy of the entire path from wrist to neck. Special myofascial release techniques to release the restrictions on this path will be taught, including specific neck releases, myofascial trigger points on the arm and transverse joint releases.

Prerequisites: Focus on Fascia I & FOF Shoulder Girdle/Rotator Cuff or JFB Cervical Thoracic

ELECTIVES continued...

FOCUS ON FASCIA: DIALOGING | 9 HRS

Dialoging with clients is a tricky business. We must not lead, but listen. This class will fine tune the introduction you received in the Unwinding class, but teaching you how to listen and hear beyond the words, as well as hearing beyond the silence. Dialoging is not directing, but gently guiding with curiosity, leaving your own agenda and will out of the mix. Students will get the opportunity to practice their new dialoging skills with simple hands-on techniques learned in FOF1.

Prerequisites: Focus on Fascia I & Focus on Fascia: Unwinding or Advanced Skills Fascia Retreat

FOCUS ON FASCIA: MUSCLE ENERGY | 7 HRS

Course Description: This class goes deep into the benefits of using muscle energy techniques as a true fascial healing practice. Muscle energy is a direct manipulative procedure that uses voluntary contraction of client's muscles against a distinctly controlled counterforce from a precise position and in a specific direction. It is considered an active technique with the client participating, as opposed to a passive technique with just the therapist working. Muscle energy works both with "stretching" and "strengthening" the muscle groups, which allows for powerful healing of the entire body from chronic conditions.

Prerequisite: Intro to Fascial Anatomy or Intro to Myofascial Modalities

FOCUS ON FASCIA: FIBROMYALGIA | 7 HRS

This class in the Focus on Fascia series will discuss the various studies on Fibromyalgia, also called Myofascial Pain Syndrome, etc. Fibromyalgia is a disorder of central processing with neuroendocrine/neurotransmitter dysregulation, which often includes low levels of blood flow to the thalamus region of the brain, low levels of serotonin and tryptophan, and abnormalities in cytokine function, all creating a chronic, pain-sensitive, systemic condition. Students will learn how to release fascial restrictions with a lighter touch required by the low pain tolerance in Fibromyalgia patients.

Prerequisite: Focus on Fascia I

FOCUS ON FASCIA: PELVIC GIRDLE/LOW BACK | 14 HRS

This class spotlights the lower body, primarily the pelvic girdle – our center of gravity/our "basin". As the majority of fascial restrictions originate in the pelvic girdle, this class will focus on releasing fascia centered on the core, relieving low back pain, sciatic pain, etc. You will learn how to look for and relieve upslips and downslips, anterior and posterior rotations, hip and SI joint releases, sacral releases, and IT bands. This class is imperative for therapists, as relieving the pelvic girdle will often relieve pain symptoms in the remainder of the body.

Prerequisites: Focus on Fascia I or John Barnes MFR1

Prerequisite for: Focus on Fascia Plantar Fasciitis & Focus on Fascia Scoliosis

ELECTIVES continued...

FOCUS ON FASCIA: DEEP MOBILIZATION | 21 HRS

This class will delve into soft tissue mobilization techniques, similar to structural integration. Deep mobilization can also be described as a cross between deep tissue and myofascial release, where you sink deep into the superficial fascia, down to the fascial barrier, and move slowly through the restrictions, releasing the interwoven web of fascia, and allowing the imbalances in the body to free themselves through systemic restructuring. Students with learn this delicate, but deep technique to address the structural imbalances that we all struggle with.

Prerequisite: Intro to Fascial Anatomy

FOCUS ON FASCIA: OSCILLATIONS | 14 HRS

Utilizing gentle, non-intrusive, natural movements, oscillations can help release deep-seated physical and mental patterns and facilitates deep relaxation, increased physical mobility, and mental clarity. These patterns may have developed in response to accidents, illnesses, or any kind of physical or emotional trauma, including the stress of everyday life. This class teaches the student to move clients in ways they naturally move, and with a quality of touch and movement such that the recipient experiences the feeling of moving that effortlessly and freely on his/her own. The movements are never forced so that there is no induced pain or discomfort to the client.

Prerequisite: Focus on Fascia I or JFB MFR1

FOCUS ON FASCIA: SHOULDER GIRDLE/ROTATOR CUFF | 14 HRS

This class in the Focus on Fascia series will spotlight the shoulder girdle and how to determine fascial restrictions that tend to cause pain and discomfort in the shoulder. Students will learn to use range of motion diagnosis for rotator cuff injuries and frozen shoulder, and then learn myofascial release techniques to free the client from these restrictions. Students will also learn to release restricted fascia to reduce the common forward shoulder rotation.

Prerequisites: Focus on Fascia I

Prerequisite for: FOF Carpal Tunnel & FOF Breast Care

FOCUS ON FASCIA: PLANTAR FASCIITIS | 7 HRS

This class in the Focus on Fascia series will be geared toward understanding the causes and imbalances in the body which lead toward Plantar Fasciitis. Students have already learned how to check and treat the pelvic girdle for the source of this imbalance; and this class will teach them how to address the specific pains associated with Plantar Fasciitis, which often are found in the calves and ankles.

Prerequisites: Focus on Fascia I & FOF Pelvic Girdle/Low Back

ELECTIVES continued...

FOCUS ON FASCIA: HEADACHES/SINUS/NECK PAIN | 14 HRS

This class focuses on releasing the many fascial restrictions and trigger points that contribute to chronic neck pain. We will also learn about the organic nature of headaches, how to determine and locate their origin, and simple ways to prevent them, including use of the Still Point Inducer. We will also work with sinus conditions and inflammation, often exacerbated by fascial restrictions in the neck and head. A brief lecture on herbs and use of Eucalyptus Essential Oil for allergy relief will be taught.

Prerequisite: Focus on Fascia I

Prerequisite for: FOF: TMJ Conditions

FOCUS ON FASCIA: MFR & PREGNANCY | 7HRS

Course Description: The class will include the most common Myofascial Release techniques that are most beneficial during pregnancy, especially once the client is most comfortable in side-lying positions (with bolsters). During the first trimester (and early in the second trimester), other than a few contraindications, most Myofascial Release techniques are very beneficial for the client. After that, modifying many Myofascial Release techniques to side-lying will help client tremendously. Introduction to unwinding the womb will be included.

Prerequisites: any previous pregnancy class and FOF1

FOCUS ON FASCIA: MFR & AROMATHERAPY | 7HRS

Course Description: Essential Oils and Myofascial Release both work with the body as a whole, so when utilized together, can create an amazing healing opportunity for your clients. We will be using simple Myofascial Release techniques learned in your intro classes and FOF1 combined with your favorite essential oils! Suggested oils: Lavender, Lemon, Rosemary, Ylang Ylang, Frankincense, Bergamot, Ginger, Clary Sage, Tea Tree, Eucalyptus, but if you have a particular oil that resonates with you, feel free to bring that oil. Particular blends for certain conditions may be introduced.

Prerequisites: Aromatherapy 1 class and FOF1

FOCUS ON FASCIA: MUSCLE ENERGY | 7HRS

Course Description: This class goes deep into the benefits of using muscle energy techniques as a true fascial healing practice. Muscle energy is a direct manipulative procedure that uses voluntary contraction of client's muscles against a distinctly controlled counterforce from a precise position and in a specific direction. It is considered an active technique with the client participating, as opposed to a passive technique with just the therapist working. Muscle energy works both with "stretching" and "strengthening" the muscle groups, which allows for powerful healing of the entire body from chronic conditions.

Prerequisite: Intro to Fascial Anatomy or Intro to Myofascial Modalities

ELECTIVES continued...

FOCUS ON FASCIA: MYOFASCIAL STRETCHING | 7 HRS

This class will provide students with the fundamentals of fascial stretching for both themselves and to share with any clients. Students will learn how to feel the fascial barrier and waiting for the body to release on it's own, restoring it to it's proper length and function. Students will learn how to use fascia balls, chairs, walls and props to enhance their releases and unwinding experience. Students will learn which stretches are appropriate for various conditions, so they can also share this information with friends & clients to increase their healing, as well. Simple dialoging will be introduced, practiced and experienced.

FOCUS ON FASCIA: SCAR TISSUE | 7 HRS

Since untreated scar tissue can eventually be the cause of full systemic imbalances, this class in the Focus on Fascia series is another one imperative to therapists who want to understand the full body connection of fascia. Students will be taught specific myofascial release techniques that can release scar tissue on the cellular level, as well as skin rolling which is often the first step to releasing the deeper fascia in the scarred area. Students will also learn to release the navel, our original scar, and practice adding Essential oil for further release.

Prerequisite: Focus on Fascia I

FOCUS ON FASCIA: SCOLIOSIS | 9 HRS

This class in the Focus on Fascia series will be geared toward understanding the causes and imbalances in the body which lead toward Scoliosis. Students have already learned how to check and treat the pelvic girdle for the source of this imbalance; and this class will teach them how to work directly with the spine to relieve the pain and restrictions caused by scoliosis.

Prerequisites: Focus on Fascia I and FOF Pelvic Girdle/Low Back

FOCUS ON FASCIA: SKIN ROLLING | 9 HRS

This class is a good introduction to working with the superficial fascia throughout the entire body in a very simple manner. Skin rolling is a form of osteopathy that can be easily learned and used as a stand-alone modality, or incorporated with any other structural massage style, whether deep tissue, MFR, etc. Students will learn when to roll, when to hold, when to pull, when to twist, and when to bend. Students will go through the axial body during the first half of the class, then the Appendicular body during the last half of class.

Prerequisites: Introduction to Fascial Anatomy

FOCUS ON FASCIA: TMJ CONDITIONS | 7 HRS

This class in the Focus on Fascia series will be geared toward understanding the causes and symptoms of TMJ (Temporomandibular joint diseases and disorders). Students will learn how to search for any underlying imbalances in the corresponding pelvic area; then address the pain and dysfunction associated with TMJ Syndrome. Techniques included will be myofascial trigger point release for the jaw and neck areas, and intra-oral releases including the pterygoids. Sterile latex gloves will be provided.

Prerequisites: Focus on Fascia I & Focus on Fascia Headaches/Sinus/Neck Pain

ELECTIVES continued...

FOCS ON FASCIA: POSTURAL ASSESSMENT | 7HRS

This class is for the therapist who wants to learn more about in-depth postural assessment. The term "posture" describes the relationships among various parts of the body, their anatomical arrangement and how well they do or do not fit together. This class will go through each body part, step-by-step, to guide therapists towards an understanding which tissues to address to help release the imbalanced area and allow the body to shift into optimum health. Included will be workshops on how to determine locked long and locked short muscle groups, the relationship of posture, body and mind, and how to treat holistically with simple pressure techniques.

Prerequisite: Focus on Fascia I

FOCUS ON FASCIA: UNWINDING | 14 HRS

This class in the Focus on Fascia series will spotlight and enhance the unwinding process of our bodies - one of the most integral parts of authentic healing.

Prerequisite: Focus on Fascia I

This class is the Prerequisite for FOF: Dialoging.

FOCUS ON FASCIA: VICERAL RELEASE FOR DIGESTION | 9 HRS

This class will introduce the students to the concept of visceral manipulation for the digestive organs accessed through the abdomen. Since fascia interpenetrates organs as well as muscle tissue, restrictions in the organs often trigger dysfunctions not only in the organs, but elsewhere in the body. Students will learn how to feel for fascial restrictions in the stomach, liver, gall bladder and intestines, and how to gently release these restrictions so these organs can naturally heal themselves and return to their proper working order.

Prerequisite: Focus on Fascia I

FOUNDATIONAL NUTRITION | 12 HRS

This class introduces sensible guidelines for proper nutrition, including the concepts of Macronutrients & ratios. The issues of Quality & sources will also be addressed.

GEMSTONE THERAPY | 14 HRS

Gemstone Therapy is part of the energy medicine and vibration healing modalities. The use of therapeutic gemstones has its roots in such diverse cultures and systems as Ayurvedic, Chinese medicine, and Native American shamanism, and is reflected in the more recent practices of crystal healing. Andrea's Gemstone Therapy teaches us to use gemstones as tools used to facilitate and stimulate the healing process in our body, to clear the mind, and to balance/neutralize emotions.

ELECTIVES continued...

HEATED STONE THERAPY | 14 HRS

Heated Stone Massage is a popular therapeutic treatment in which heated river rocks are applied directly on the body and used during the massage. We will be combining the beneficial effects of the hot rocks with traditional full body Swedish massage for a deeply relaxing, unique experience. This class is a hands-on creative experience combined with practical advice and demonstrations.

Heated Stone Massage Therapy does a lot of the work for you and makes it easier for the therapist to go deeper in the body without working harder or causing injury. The heated rocks warm the body's tissue so that you are able to go deeper because the tissue has already relaxed and released. Your massage will have greater impact and you will be able to facilitate healing and relaxation quicker and more easily.

HOLISTIC HERBALISM | 30 HRS

This class is for anyone with an interest in herbolgy and an ecological approach to wellness. We cover a basic introduction to pathology & physiology; botany and plant identification The use of the Material Medica is introduced and there is a Practicum at the end of classs.

HOW TO GET A SPA JOB | 4 HRS

This class is designed to prepare the therapist for the professional working world of spas, massage clinics, chiropractic/medical offices, and any situation where the therapist will be working for another company or individual. Included in this class will be resume preparation, business card design, and what is expected from therapists in a professional business setting. Students will learn how to succeed in the business of massage, including marketing and building a return clientele to secure a steady income and enjoy a rewarding, long-lasting career. Students will also learn how to give an impressive 30-minute audition massage and what to expect in an interview. Class will feature a guest speaker from the spa industry.

INTRODUCTION TO ACUPRESSURE | 20 HRS

This class provides a practical introduction to the concepts of: Yin & Yang, Qi, the Five Phases [5 Elements] as they manifest in humans, and meridians and points. The students are then taught how to palpate, assess and treat the Yang Sinew channels, utilizing some points as

INTRODUCTION TO CHAIR MASSAGE | 8 HRS

This basic chair massage class is part of our core program and includes the history of chair massage, styles of chair massage, types of massage chairs and how to care for, set up and tear down. Student will learn a basic structural, therapeutic chair massage routine from 10 to 30 minutes. This structural routine is used as the basis for all the chair massage classes at HHI.

ELECTIVES continued...

INTRODUCTION TO FACIAL ANATOMY | 6 HRS

Students will develop a greater understanding of the structure and function of Myofascial connective tissue through Introduction to Fascial Anatomy, a multi-leveled, fun and interesting class. Introduction to Fascial Anatomy will prepare students for the Focus on Fascia (Myofascial Release) track.

The class will watch Lesson #1 on Sean Reihl's Beginning Myofascial Release video and practice self-fascial movement techniques. This is a dynamic video and describes our beginnings as pure fascial entities.

Students will receive an introduction to the anatomy trains and practice body readings to evaluate fascial restrictions. These fascial readings are fascinating tools to determine where someone's true problems originate. Students will practice simple arm pulls to feel the fascial barrier, and get to experience group unwindings. And if time allows, students will be able to end this class learning some self-releasing techniques for their own fascia.

INTRODUCTION TO LYMPHATIC DRAINAGE | 3 HRS

This class will introduce the anatomy and physiology of the lymph system, and the advantages of Lymphatic Drainage. The simple Touch of Jade Lymphatic Therapy™ method for neck and face drainage will be taught. This is an effective method to reduce swelling and bruising, as well as speed recovery from colds, flu, and sinusitis. Lymphatic drainage is also used as support for people who have lymph nodes surgically removed.

INTRODUCTION TO MEDITATION | 10 HRS

This two part course is designed for beginners as well those with prior meditation experience. Establishing a meditation practice is vital for health and well-being, especially for those individuals in the healing arts of massage and bodywork. Finding a practice that resonates can be a daunting task, however, in this comprehensive and accessible survey of meditation traditions we will find the method(s) that suit you as an individual. First and foremost we will explore techniques experientially in addition to their historical, philosophical and scientific context.

Day one will focus on traditions from Yoga and Buddhism. Among the popular catchphrases for these traditions are mindfulness, vipassana and anapanasati. The class will focus on experiencing and understanding the difference between "passive" and "active" approaches. We will also go over the process of relaxtion, intention setting, contemplation and well wishing (metta). The effects of these practices are tranquility, equanimity and a deepening of present-moment-awareness. As a result of this class you will have a firm understanding of the most universal approaches available and how to maximize the quality of each practice.

Day two we will shift focus to energy-based traditions best exemplified in Tantra and Taoism. These can be broadly classified as "dynamic meditations". These practices focus on the core and peripheral energy systems in the body. We will explore the chakras, dantians and the microcosmic orbit as well as simple movement routines which are complementary if not necessary additions when dealing with your electromagnetic (etheric) body. The effects of these practices are improved grounding abilities, enhanced hormonal function and energetic awareness.

ELECTIVES continued...

INTRODUCTION TO MYOFASCIAL MODALITIES | 20 HRS

This class explores the fascinating world of fascia by helping students understand the structure and function of myofascial connective tissue, review of anatomy trains, purpose and function of postural analysis and assessment, how to feel for the fascial barrier, how trauma effects fascia, explanation and sampling of the emotional component of the fascia. Course includes hands-on introductions to transverse plane releases, skin rolling, deep mobilization, trigger points, unwinding, oscillations, cross-hand techniques, self-care techniques, arm & leg pulls and a sampling of group unwinding.

This course (or Intro to Fascial Anatomy for outside students) is the prerequisite for Focus on Fascia 1, Deep Mobilization, Skin Rolling, Myofascial Trigger Points, Sports/Fitness Fusion.

KINESIOLOGY/ADVANCED ANATOMY FUNDAMENTALS | 7 HRS

The Fundamentals class introduces the student to the theory of how muscles work and defines concepts used in the study of movement, planes of movement and the basic idea of "simple machines." These ideas are the basis of understanding of the subject as a whole.

KINESIOLOGY/ADVANCED ANATOMY: LEGS & FEET | 18 HRS

In this class we will cover: Connective tissue strokes – on the basic continuum with all 'structural bodywork and side-lying work. You will learn that the toes start at the knee, and how to address hammertoe, plantar Fasciitis and the like. Additionally, you will learn how to work adductors and gluts deeply and safely This class will also cover Kinesiology/Advanced Anatomy fundamentals.

Prerequisite: Deep Tissue Fundamentals

KINESIOLOGY/ADVANCED ANATOMY: BACK & NECK | 18 HRS

This class study the following muscles: latissimus dorsi, erector spinae group, quadratus lumborum, trapezius, rhomboids, levator scapula, splenius capitus, sub-occipitals, occipitofrontalis, sternocleidomastoid, scalenes, masseter, platysma, and the hyoid muscles.

Prerequisite: Kinesiology/Advanced Anatomy Fundamentals

KINESIOLOGY/ADVANCED ANATOMY: ARMS & HANDS | 18 HRS

Kinesiology is the science of human movement, focusing on how the body moves by the actions of muscular contraction, working against the stable platform of bone, acting across joints. In this introductory Kinesiology class, we will study the structure and movement of joints as well as the shape of individual muscles and where and how they attach to the bones. Incorporating the knowledge of the type of joint plus the location of the muscle on the bones, illustrates what movement is possible.

Objectives include:

- Helping students memorize the basics of the science of Kinesiology - joints, bones, and planes of motion.
- Providing detailed information about the anatomy of the main musculature of motion.
- Providing a foundational understanding of the principles of human movement.

Upon completion, students should be able to listen to a client's story of muscular pain/lack of range of motion, and compose a mental checklist of what muscles are most likely involved in their problem.

Prerequisite: Kinesiology/Advanced Anatomy Fundamentals

ELECTIVES continued...

KINESIOLOGY/ADVANCED ANATOMY: CHEST/ABDOMEN & SYNTHESIS | 18 HRS

Kinesiology is the science of human movement, focusing on how the body moves by the actions of muscular contraction, working against the stable platform of bone, acting across joints. In this introductory Kinesiology class, we will study the structure and movement of joints as well as the shape of individual muscles and where and how they attach to the bones. Incorporating the knowledge of the type of joint plus the location of the muscle on the bones, illustrates what movement is possible.

Objectives include:

- Helping students memorize the basics of the science of Kinesiology - joints, bones, and planes of motion.
- Providing detailed information about the anatomy of the main musculature of motion.
- Providing a foundational understanding of the principles of human movement.

Upon completion, students should be able to listen to a client's story of muscular pain/lack of range of motion, and compose a mental checklist of what muscles are most likely involved in their problem.

Prerequisite: Kinesiology/Advanced Anatomy Fundamentals

LOMI LOMI: FUNDAMENTALS | 7 HRS

This introductory class presents the fundamentals of Hawaiian Lomi Lomi concepts, spiritual principles, physical and energetic anatomy, as well as basic Lomi lomi techniques. The emphasis of this class is to bring to the student the true meaning of Aloha and the spirit of Lomi Lomi. The student can then apply these principles and techniques immediately to enhance their own practice as a massage therapist.

Prerequisite: Massage therapist

LOMI LOMI: THE BODYWORK OF ALOHA | 21 HRS

Lomi Lomi is the traditional Hawaiian art of healing massage and bodywork. It is the ultimate in therapeutic "TLC." True Lomi Lomi "comes from God to the heart and through the hands" of the practitioner, as taught by Laura's master teacher in Hawaii, Nerita Machado; Auntie Margarets's daughter. The spirit and practice of Lomi Lomi is a combination of deep tissue, the long fluid strokes of Swedish massage, and energy work, but very different as it is a "praying work".

This modality soothes the spirit and mind and is excellent for those suffering emotional trauma or even day to day stress. Lomi Lomi leaves you feeling refreshed and balanced, relieves sore muscles, easing tension therefore allowing structural realignment restoring energy flow and general feeling of well-being and peace. In this class you will learn Aunty Margaret's style of Lomi Lomi as it was taught to Laura by Aunty's daughter, Nerita.

ELECTIVES continued...

LYMPHATIC MASSAGE I | 28 HRS

Integrate Lymphatic Massage into your practice. Learn to give a full hour and/or to give a full hour on the table and a half hour seated. Make it part of your massage routine. The Lymphatic System is often over looked but can give dramatic relief to your clients. Drain sinus congestion, Assist the immune system, Reduce inflammation, Speed healing from injury or surgery and there is so much more you can do with Lymphatic massage.

In class we will explore the lymphatic anatomy in relation to body functionality. You will learn the soft touch of Lymphatic Massage and experience it. We will practice working this gentle modality into a massage routine. The second day will be all hands on using manual stokes and learning how to use Chinese Jade Rollers (the ancient cold stone technique) for a full body lymphatic massage treatment. Rollers will be available for purchase in class or through the office.

The second part of class will further your knowledge of Lymphatic Massage and the Lymphatic Anatomy and how you can affect functionality. Learn how to integrate lymphatic massage into specific massage modalities. Body zone applications are discussed. Learn to work an area when other modalities are contraindicated. Find out why the Lymphatic System is vital in prevention and working with Cancer recovery, especially gender related Cancers. This class will be mostly hands on.

Prerequisite: Lymphatic Massage is open to all health care professionals who work with the body.

LYMPHATIC MASSAGE LAB | 12 HRS

This course is a hands-on practical review of techniques learned in Intro to Lymphatic Massage.

MASSAGE FOR FRIENDS AND FAMILY: SERIES

Are you the person that everyone turns to when their shoulders hurt? Do you want to know a little more about massage so you can feel more confident when a family member asks you to rub on the part of them that is in pain? These classes will give you a little more knowledge about what your instincts have already led you to. Designed for people who don't want to do this professionally, we help you feel more comfortable by letting you know what are actual danger signs of pain, where you shouldn't dig in, as well as educating your touch and giving you 'pointers' and 'tricks of the trade'.

4 classes that can be taken individually | 6 HRS each | $99 each

1. Introduction: the most basic do's and don'ts of getting around a body
2. Backs and a little about necks
3. Arms and hands
4. Legs and feet

ELECTIVES continued...

MASSAGE PRIMER | 120 HRS

For students who are interested in gathering a solid foundation of massage therapy either for private personal use, or in order to compliment hours earned elsewhere, the massage primer course provides hands-on training in fundamentals through 120 hours sampled from the core curriculum including: basic anatomy, what not to do, an introduction to Swedish strokes and body mechanics.

This class serves to educate the professional massage therapist on the recognition of pathologies of the Nervous system, what massage can do to help, and the protocol in referral and co-treatment coordinated with other medical professionals.

MBLEX PREP COURSE | 24 HRS

This class is designed for those preparing to take the Massage and Bodywork Licensing Examination (MBLEx), now a requirement to receive certification as a Massage Therapist from the CAMTC. Learn how the test is formatted, what to expect on test day, and what content the exam covers and where to focus your study efforts. We will go over key terms and concepts in class for each section of the test, and take practice exams. Students will also learn test-taking strategies based on how the test questions are written to improve "educated-guessing" skills. Learn to study smarter, not harder–not just what to study, but how to study more effectively and efficiently.

MONEY ATTITUDES AND ABUNDANCE | 4 HRS

This class reveals your unconscious attitudes about money and how they may be holding you back. You are encouraged to envision your best future and then given steps to manifest it, including ideas about business plans and marketing.

PAIN CONTROL & STRESS REDUCTION WITH FOOT HAND EAR REFLEXOLOGY | 6 HOURS

Description: Students will learn, hands-on, ways of combining Foot, Hand Ear Reflexology for reducing pain and stress for 16 of the most commonly affected places in the body, such as: jaw (TMJ), neck, shoulders, lower back, hips, sciatica, brain (headaches), sinuses, lungs, stomach, small intestines, large intestines (colon), uterus (PMS, cramps), prostate, urinary bladders, and more.

PATHOLOGY OF MUSCULOSKELETAL AND INTEGUMENTARY SYSTEM | 10 HRS

This class serves to educate the professional massage therapist on the recognition of pathologies of the Nervous system, what massage can do to help, and the protocol in referral and co-treatment coordinated with other medical professionals.

PATHOLOGY OF SPECIAL POPULATIONS AND MORBIDITIES | 10 HRS

This class serves to educate the professional massage therapist on the recognition of pathologies of special-case demographics, chronic, or end-of-life clients, what massage can do to help, and the protocol in referral and co-treatment coordinated with other medical professionals.

ELECTIVES continued...

PATHOLOGY OF GIGU/IMMUNE/LYMPHATIC SYSTEMS | 10 HRS

This class serves to educate the professional massage therapist on the recognition of pathologies of the Digestive, Immune and Lymphatic systems, what massage can do to help, and the protocol in referral and co-treatment coordinated with other medical professionals.

POLARITY PRACTITIONER MODULE #1-20 | 120 HRS

The Polarity Practitioner module track focuses on the basics of Polarity Therapy as founded by Dr. Randolph Stone and approved by the American Polarity Therapy Association. Polarity Therapy is a holistic health care system that works with the Human Energy Field. In Polarity class, students learn a variety of therapeutic techniques to work with the currents of energy in the human body. There are three polarity therapeutic techniques taught as part of the holistic health system – polarity movements, hands-on bodywork and diet/nutrition.

PREGNANCY MASSAGE | 16 HRS

This class covers the physiology of the trimesters of pregnancy and the contraindications for massage during each stage. Students learn a prenatal full body massage routine, with modifications for each stage of pregnancy, including the use of bolsters, creams and the side-lying position.

In order to receive certification, students must pass a written exam.

REBOOK EVERY TIME | 6 HRS

This 6 hour class will help you discover what is preventing you from having the most successful massage career you deserve. The #1 reason people gave for why they didn't book their next appointment was that their therapist never asked them (Source: ABMP). And of course, there are many ways to ask, and you will learn what works for you in this class, by way of self-discovery and role-play. We will also explore the role of money in our field and how our pre-conceived notions on money and our self-worth could be contributing to our blocks. This class is a must for anyone who wants to have their own practice or already has their own practice, but is not getting the repeat business as you would like.

REFLEXOLOGY: EAR/HAND/FOOT | 28 HRS

The Reflexology – Ear/Hand/Foot course includes 14 hours of Foot Reflexology and seven hours each of Hand and Ear Reflexology. History and theories, Reflexology maps, contraindications, benefits and introduction to pulses will be taught. Students will learn a one-hour Reflexology routine for feet, hands and ears.

ELECTIVES continued...

REFLEXOLOGY: FACE | 12 HRS

Facial Reflexology class includes 12 hours of theory and practice of working on the face. It teaches three major methods of working on the face from Ayurveda and Reflexology perspective. Students will learn how to read facial maps and develop daily facial self-care and clients-care routine to enhance their practice. Instruction on how to use special facial tools will be provided. The class includes lecture, Q&A, Demo and Practicum.

- Learn principles of face reading
- Embrace various types of facial massage to stay young, healthy and beautiful
- Develop daily self-care/client care protocol using special tools such as: Facial Rollers, Kansa Face Wand, Gemstones and more

REIKI CRYSTALS & STONES | 6 HRS

Crystals and stones can be useful aids for facilitating the flow of Reiki. Since crystals and stones can hold, amplify, or disperse energy, including ki, Reiki can guide a practitioner to use objects like crystals to enhance a session. In this one-day workshop, students will learn how to incorporate crystals, stones, and similar objects into a Reiki session as well as daily self-care. Students are welcome to bring in their own crystals and stones, or borrow or purchase some from the instructors.

SHIATSU BASIC COURSE | 48 HRS

Yin / Yang, In / Yo Theory – Examination of the philosophical concepts of Yin / Yang and In / Yo, discovering their importance in modern and traditional philosophy and learning their basic application to healing and energetic balance. Includes the Yin / Yang cycles; application to daily and yearly behavior patterns, and recognition of the Five Energetic Transformations.

Five Transformations Theory : Application of Five Transformation theory to include recognition of Sheng and Ko cycle theory, division of the energetic body into transformations, and the application of Yin / Yang Theory to Five Phase concepts.

Triple Burner Metabolism: Understanding the means by which the body produces the fundamental substance: Qi, Blood, Jing, Fluids, and Shen.

Basic Meridian Theory: Intro to the basic theory of meridians, the energetic channels which protect, nourish and regulate human physiological function. Levels and types of meridian function will be covered.

The First Cycle of Energy: Analysis and study of the 6 channels which make up the first Cycle of Energy: the Lung, Large Intestine, Stomach, Spleen, Ren Mai, and Chong Mai. Intro to Master and coupled points.

The Second Cycle of Energy: Analysis and study of the Second Cycle of Energy: 7 Channels involved- the Heart, Small Intestine, Bladder, Kidney, Dumai, Yang Qiao Mai.

The Third Cycle of Energy: Analysis and study of the paths and uses of the 3rd cycle of Energy: 7 channels – Pericardium, Triple Warmer, Gallbladder, Liver, Yin Wei Mai, Yang Wei Mai, and the Dai Mai.

ELECTIVES continued...

SPORTS/FITNESS FUSION MASSAGE | 21 HRS

Sports Fitness Fusion Massage is an eclectic combination of bodywork styles based on structural integration techniques (Myofascial Release/Trigger Points/Muscle Energy) and Asian traditions (Shiatsu/Thai). Similar to physical therapy concepts, Sports Fitness Fusion Massage is a simple "whole-body approach" that helps to increase freedom of movement, reduce postural imbalances and relieve chronic areas of tension and injury developed through everyday life or basic non-sports related workouts. Learn how to safely use your own thumbs, forearms, elbows, legs and feet to enhance the client's experience, while educating them on the benefits of client participation, such as deep breathing, softening, and contract/relax. Perfect for athletic (gyms and Yoga/Pilates studios) and medical environments, where clients can wear workout clothes or other loose clothing, although Sports Fitness Fusion Massage can be performed through the towel or sheet and on dry skin.

STUDENT CLINIC I, II, & III | 25 HRS

In student clinic, students are given the tools to practice protocol and experience the reality of working with different bodies and needs. From intake to creating and implementing individualized treatments, to SOAP notes and feedback, Student clinic provides essential preparation for a career in Massage Therapy.

Offered classes of 25 hours. Students may take up to the CAMTC limit of 75 hours. Classes are offered for 25 hours each

TEACHERS TRAINING SKILLS | 50 HRS

Students who take this course will receive training from all five Teachers Training classes, including Communications, Lesson Planning, Teaching Styles, Classroom Management, and Student Energies, and be able to begin teaching with a full understanding of this task.

TEACHERS TRAINING: COMMUNICATIONS | 14 HRS

This course in the Teachers Training track will focus on the communication to be developed between student and teacher, including visual language, mechanical language, esoteric language, right/wrong, phrasing, humor, tone, pacing, and behavior.

TEACHERS TRAINING: CLASSROOM MANAGEMENT | 8 HRS

This Teachers Training class will be geared primarily towards classroom management with both small and large student groups, including the energetic management – coming in/out of the space. Practical applications of audio-visual equipment, tables/chairs/pillows, etc., lighting, temperature, and security will be discussed. The importance of staying on schedule and proper time management will also be included.

TEACHERS TRAINING: LESSON PLANNING | 7 HRS

This class in the Teachers Training track will include lecture on how to present content effectively, how much at any one time, how often to repeat/review, and the common effective "lecture-demo-do" technique. Students will get to create a simple lesson plan and present it to the class for discussion.

ELECTIVES continued...

TEACHERS TRAINING: STUDENT ENERGIES | 7 HRS

Teachers in training will learn how to assess, utilize and shift group energy and resolve conflicts. This class will include role play with challenging students: "know it all", victim, distracted, class clown, obstinate, constant questions, and "side talker".

TEACHERS TRAINING: TEACHING STYLES | 14 HRS

This class will take the information from the student's observer form as interns, and elaborate on the findings. Participants will learn the many teaching styles and which is best for various situations. Styles to be discussed: participation encouragement, experiential, story-teller, dictator, conversational, friend, confidante, playmate, jokester, authority, experienced, professional, facilitator, and administrator.

THAI MASSAGE | 20 HRS

Thai massage is done on a mat with the client fully clothed, and uses bodyweight, leverage, breath, and "metta," or unconditional loving kindness to unlock stagnation. It is a meditative dance for sharing compassionate touch, a gentle yoga practice for giver and receiver, with gentle stretches and rhythmic compression. Class begins on mats, and the last day is spent translating techniques onto a massage table.

THE SELF-EMPLOYED MASSAGE THERAPIST | 20 HRS

The students will learn about business basics, including determining your target clientele, professional insurance, fee structures, business tools and forms, tax forms, billing, fictitious business statements, business supplies, & marketing. The students will create a business card and business plan.

THE TRAVELING SPA | 8 HRS

You can bring spa treatments to your house call clients. Come to this fun day and learn new ways to make your signature services stand out from the crowd.

TRIGGER POINT THERAPY | 21 HRS

This course will explore the myofascial trigger point phenomena and give the therapist an in-depth history and understanding of the restrictions caused by trigger points, the myofascial system and how they work together. With a hands-on approach, each therapist will be given the opportunity to establish a feel for trigger points and the fascia system, and how they completely connect our physical bodies from our head to our toes, all the way down to the cellular level. Students will learn the many ways to find trigger points, how to use Ischemic Muscle Pressure (ISP) techniques, the different categories of trigger points, Pin & Stretch techniques, sub-groups of trigger points, ISP on compressed or stretched muscles, directionality, and double ISP.

ELECTIVES continued...

USUI REIKI I | 12 HRS

Reiki is a gentle but powerful energy healing modality originating from Japan. It is conceptually very simple, making it an ideal introduction to energy work, but even advanced energy practitioners can find it challenging to master. In this class we will introduce the basic principles of Reiki, learn about its history and evolution, and the difference between Usui Reiki and other styles. The Reiki taught in this class is Usui Reiki Ryouho (Reiki as taught through the Japanese lineage of founder Mikao Usui) with the addition of optional elements from other energy styles. Students will receive the level I Reiki attunements, and then be guided through self-healing practices, how to practice on others (including plants and animals), and how to run a client session. Students will also be given resources and suggestions for how to continue to practice Reiki beyond the classroom.

USUI REIKI II | 14 HRS

In the intermediate level students receive the level II attunements, and are introduced to the first three Reiki symbols as a way of deepening their understanding of and connection to the flow of Reiki. We will introduce the concept of "distance healing," as well as how to incorporate distance sessions into a practice. Students will learn how to use the symbols for self-care in their own lives and in session on others.

Prerequisites: Usui Reiki I.

USUI REIKI III | 21 HRS

Course Description: In this final level, students will receive the Master and Teacher level attunements, as well as the final Reiki symbol, which facilitates the complete embodiment of Reiki energy. Students will also learn how to give attunements for both healing and teaching purposes, and we will practice advanced techniques of energy manipulation to enhance the Reiki toolkit. The third day will be spent learning teaching techniques specific to Reiki, so that students can design and teach their own Reiki classes as Reiki Master Teachers.

Prerequisites: Usui Reiki I & II

VIBRATION AND SOUND THERAPY | 7 HRS

Vibration and Sound Therapy uses crystal bowls, tuning forks, drums, rain sticks, didgeridoos, gongs and chimes to teach students how to use sounds and vibrations as a healing modality. The frequencies produced by the various items resonate with frequencies in our bodies on a cellular level. Students will be able to truly enjoy and learn this ancient healing art in its many forms: using the items individually on and off the body, and them combining the vibrations and sounds with movement and oscillations.

INSTRUCTORS & FACULTY

LISA KRONER CAMTC 41322

Lisa completed certification training at HHI in 2012. While placing her hands on her clients' heads, she often experienced a feeling of "intimate connection and profound stillness," which led her to specialize in craniosacral therapy. Soon after, she started her private practice in the remote town of Sitka, Alaska. She now lives in Ventura, California, where she uses yoga, qi gong, and connection with nature as tools for health, fitness, and self-healing. She does customized bodywork on private clients - both humans and horses! "I do this work to connect people to the wisdom of their bodies. Everyone must participate in their own health and healing."

ALEXANDRA STOCKS CAMTC 68666

Alex graduated from the Chicago School of Massage Therapy in 2006. That 720 hour program focused extensively on Kinesiology, which has strongly influenced Alex's therapeutic approach to massage. She also has proficiency in Prenatal massage and Trigger Point Therapy. She believes the beauty of trigger point work is that it can be easily integrated into any massage, it is very effective, and it is also very kind to the therapist's body.

VANESSA CHEATWOOD CAMTC 38803

Vanessa Cheatwood is a licensed massage therapist (NY and CA) since 2003. She currently lives and works in the San Gabriel Valley. She started her career in bodywork with a 1000 hour program at the Finger Lakes School of Massage in 2002 and fell immediately in love with the healing power of touch. She went on to study shiatsu and western herbalism and uses an integrative blend of eastern and western techniques to help clients manage stress and chronic pain.

COCO OLINGER CAMTC 2544

Coco Olinger has been a massage therapist in the greater Los Angeles area since 2006. She first worked in the spa world creating unique experiences for guests and training therapists on body treatments, boundaries, and client retention. She has transitioned those skills into a successful private practice working both with athletes, and clients with long term health issues, disabilities or autoimmune disorders.

ELOISE ALBRECHT CAMTC 11435

Eloise was first Nationally Certified in massage after 1,100 hours of massage training in 1994, but her first memory of doing massage is from when she was 15 years old at summer camp. Currently, Eloise is an acupuncturist who often treats chronic pain, so she combines bodywork and acupuncture in the same session. She also was involved with the creation of Hands on Healing almost 20 years ago, and is thrilled to be able to continue the great legacy of Camille Sandroni, the original director of HHI. www.authenticbody.net

SARAH YOVOVICH CAMTC 67428

Sarah Yovovich has been teaching formally since she was 12 years old. She became a massage therapist in 2004, as part of a healing journey that was spurred by reconstructive knee surgery and affirmed by the emotional and spiritual rewards of practicing the healing arts. In 2009, she fell in love with the playful, meditative dance of Thai massage, which is therapeutic for the giver as well as the receiver. In 2011, she began an apprenticeship/partnership with a Licensed Acupuncturist,

INSTRUCTORS & FACULTY continued...

studying 5 Element Theory, which Sarah embraces as a holistic method for illuminating the connections between "mysterious symptoms," emotions, exercise, environment, food, relationships, and the seasons. She loves working with clients one-on-one, but is most inspired by sharing her practices with other students of the healing arts. www.sarahpeutics.org

ALISON PLESSET CAMTC 44093

Alison was drawn to massage therapy for many years prior to pursuing a formal education in the healing arts in 2003. She first came to Hands on Healing to study chair massage and was hooked! She has been practicing chair massage for many years and likes the variety of working in many different locations. Alison is now the Cooperate Liaison for The Kneaded Experience- LA. She also has a thriving private practice that focuses on Deep Tissue, Sports and Pregnancy Massage. Alison greatly enjoys teaching the chair massage portion of the MT500 Program.

CAMRYN ZAPPATERRA CAMTC 17541

Cami started her journey at the New Mexico Academy of Healing Arts where she studied Polarity, Craniosacral, Ortho-Bionomy and Somatic Experiencing. Later in her practice she became a certified Reiki Master. Cami then deepened her study of Craniosacral Therapy by completing a 2-year certification in Biodynamic Craniosacral Therapy at the Colorado School of Energy Studies. As a teacher, Cami harmoniously weaves the teachings from various fields of the healing arts, as well as indigenous practices, into her trainings. Cami is an American Polarity Therapy Association certified training manager for Associate Polarity Practitioner Training.

FRANCES NICOLAIS CAMTC 14157

Frances is one of our original instructors. She has such loyalty to our school; word has it that she has been known to dye her hair purple to match our school color. Frances is also the owner of the KELA-Kneaded Experience LA, a professional chair massage company in operation since 1995. Her passion is myofascial release, which she provides to any willing participant at her office in Montrose. She has developed the Focus on Fascia classes at Hands on Healing and teaches them with as much passion and enthusiasm as any one person can! Frances also teaches the Myofascial Trigger Point classes and has developed and teaches the only 100- hour chair massage program in Los Angeles.

ROSA ROSALES CAMTC 24693

Rosa earned a BS degree in Kinesiology/ Exercise Science in 1998 and began her career as a Personal Trainer who specialized in using exercise to help clients relieve chronic pain. She decided to add massage therapy to help clients get faster results and graduated from Hands on Healing Institute in 2006 where she continued her studies in Deep Tissue Massage. The combination of personal training and deep tissue massage kept Rosa very busy. In 2008, she traveled to Belize to study Maya Abdominal Massage with Dr. Arvigo. This massage benefits digestion, menstruation, fertility, pregnancy, labor, postpartum and menopause. It has become her passion to empower women with this knowledge in order to avoid unnecessary pain and suffering.

Hands on Healing has two primary classrooms and is equipped with numerous anatomical models and bones, in addition to a library of books and audio-visual materials. Instructors may also use overhead or LCD projection of training materials to support students' integration of presented topics. We also have massage tables, table accessories and exercise equipment that is often used during class.

"True healing is found in the memory of wholeness" —Deepak Chopra

INSTRUCTORS & FACULTY continued...

ANDREA SCHALLY CAMTC 4325

Andrea is our Associate Director and in charge of our MT500 and Aromatherapy programs. She is a certified Aromatherapist born in Austria and practicing in the United States since 1994. Andrea concentrates on healing with essential oils by revealing and unblocking physical, emotional, spiritual and mental imbalances in order to achieve homeostasis and restore the body's health. She has been studying essential oils for over 20 years and her knowledge of essential oils and their uses is extensive.

CYNTHIA AMESON CAMTC 35955

Cynthia first came to HHI in 2011, having been touched by the healing power of massage therapy, and seeking to share this touch with others. Already certified in Reiki and a long-time metaphysical practitioner, she sprinted through her 500 hours to MT certification within a year, exploring a number of modalities including Deep Tissue, Myofascial Release, Craniosacral Therapy, and Aromatherapy. Over her years of study she has found that although every modality she has encountered is unique in its approach to healing, the core is always the same-the fostering of healing through safe, loving, connective touch, whether that touch physical, mental, emotional, or spiritual. Now, in addition to her own bodywork practice and running metaphysical workshops, she teaches the Kinesiology & Deep Tissue Track at HHI with Director Eloise Albrecht-a modality which, in her opinion, is the ideal marriage of the instinct and the intellect for crafting deeply moving touch. As a teacher, her aim is to help you find the shape that fits you best-to tailor the learning and the technique into a form that is optimal to you.

PATTY FLANAGAN became a co-owner of Hands on Healing in January of 2018. Patty had been an aromatherapy student at HHI years prior. She is now the owner of two massage schools in Southern California. She also runs a successful pet food company, is a certified life coach, and a meditation teacher. Patty's goal is to send one thousand healers out into the world.

STEPHANIE AMESON experienced a spontaneous and deeply moving whole-person healing experience while hiking near Mount Kurama in Kyoto, Japan. A year later at her first Reiki class she discovered that Reiki had started on Mount Kurama, and her calling became clear. She trained in Animal Reiki with world-renowned expert Kathleen Prasad in 2010, and then became an Ordained Minister and a Certified Reiki Master Teacher in 2012. She believes that Life flows always in the direction of wellbeing when accepted and allowed, and that the body/mind/spirit has powerful self-healing capabilities. Her basic philosophy is that all life is inherently and equally connected, valuable and sacred—and that healing happens when we hold safe, loving, non-judgmental space, which allows us to return to our natural state of wellbeing.

EMILY COOPER, CAMTC 13088

Emily has been has been providing quality & effective holistic health services since 2005. As an undergrad, she studied Bio-Chemistry, was an NCAA athlete, and treated fellow athletes as a student athletic trainer. Continuing her studies, Emily earned a degree in Occupational Sciences and a Master's of Science in Oriental Medicine, cum laude.

STUDENT TESTIMONIALS

"This has been a profound experience for me on so many levels: a rich body of knowledge combining practical information with philosophy, relationships with wonderful new people, and much love and fun."

—Laila C., Pasadena

"I feel confident and ready to start my business and know if I ever have any questions that I can call any instructors to get answers."

—Gary C., Pasadena

"The feeling I got when I walked in the first day was of excitement and compassion. I knew this is where I wanted to study. I was truly blessed to be a part of this school and walk out of here with an open heart and the knowledge to find success in this world."

—Shannon P., Burbank

"I found myself immersed in and completely embraced by the school. I was taught extremely well to touch with care, responsibility and skill. The teachers are highly effective at creating an enjoyable and inspiring environment as well as providing a comprehensive and well designed program."

—Rebecca C., Tujunga

"After 20 years of being away from school, I couldn't believe it could be this fun! Now I can walk with my head high knowing I have accomplished something that no one can take away from me. I am now a "certified massage therapist". Thanks to Hands On Healing for all their help and support."

—Cris N., Alhambra

"Far beyond my wildest expectations, this class was an amazing exercise in personal growth, expanded awareness, and self-healing, not to mention one of the most empowering and humbling experiences I've ever had. I'm so grateful to all my teachers!"

—Jennifer H., Glendale

"This school teaches more than massage techniques. I leave here with a new perspective on life and people and a greater respect for the soul."

—Tamara M., Castaic

"My learning experience at Hands on Healing Institute, taught me the language of touch, and has allowed me, through the teachers' example, to reach into my heart and find compassion, to be sensitive to another person's pain (physical/ emotional/spiritual) and ways to help relieve it. I have learned to communicate nonverbally with greater sensitivity, to develop more inner awareness, and increase my intuitive capacities through touch. I am grateful."

—Pat C., Arcadia

"I have been searching for a new journey to take in my life. HHI has helped direct me on my new path. It has opened several doors that I never knew existed. I'm really enjoying this new path."

—Teryl M., La Canada

'This school was everything I expected it to be and way more! The teachers are very compassionate and passionate about the school and body work. They truly want you to succeed and knew what they taught. While maintaining a great sense of professionalism, I still felt like they were all my friends to where I could give them a big hug. I learned so much and I don't want to stop! I think I want to take every class they have to offer!!"

—Kelly E., Los Angeles

"I came in thinking I was only going to learn how to be a massage therapist. I never dreamed that I would learn so much about myself. To me, HHI is more than just a 'massage school,' it's a place to learn about the person that was buried deep inside of me, and the person I can become! This school helped me get connected to me, which I have not experienced for a long time."

—Rosalynn R., Los Angeles

REGISTRATION & ADMISSION

REGISTRATION

To enroll, please register in person, call 818.951.5811or visit our website at www.gotohhi.org Prepayment of your deposit is required for enrollment. CEU's will automatically be added to your HHI transcripts. If you need a transcript for some other institution, please let us know before the class.

Schedule and fees are subject to change: please call to confirm.

Completed application is required for enrollment and receiving credit hours.

ADMISSION REQUIREMENTS

Admission is based upon student character, ability to satisfy financial commitments, and ability to complete the coursework. In addition, the applicant must:

1. Provide a Copy of High School Diploma, GED or ATB (Ability to Benefit) test

   How do I obtain a copy of my High School transcript?
   In order to obtain a copy of your high school transcript, you should contact the high school from which you graduated or its school district office. School districts are required by law to maintain copies of your high school academic record (transcript). School contact information can be located through the CDE School Directory.

   How do I obtain a copy of my General Education Development (GED) results?
   Results of GED exams can be obtained from the State GED Office or call (866)370-4740.

   How do I obtain a copy of my California High School Proficiency Exam (CHSPE) results?
   For more information on how to obtain copies of CHSPE, see the CHSPE Results and Transcripts (Outside Source). If you have questions about the CHSPE or your results, email chspe@cde.ca.gov or call (916)445-8420.
2. Be at least eighteen years of age
3. Be physically fit enough to receive and perform massage
4. Have a serious intention to help others
5. Review & submit filled out Enrollment & Admissions forms
6. Have a reasonable command of the English language

HHI does not offer English as a second language training.

** Hands on Healing Institute accepts applicants without regard to age, sex, race, or personal beliefs. The school may refuse applicants whom it deems are not well suited or qualified for this field.

** 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.

ADMISSION PROCEDURES

As a prospective student, you are encouraged to review this catalogue and the School Performance Disclosure which must be provided to you prior to signing an enrollment agreement. Students should enroll at least 2 weeks prior to the start of class. Enrollment will guarantee a place in class. We encourage potential students to attend one of our Open Houses to view our facilities and meet our staff. Open House is considered an interview; however, a student is not accepted until we receive & review their Enrollment & Admissions forms. If the applicant has not attended Open House, after completing the Enrollment & Admissions Application forms, the applicant must schedule an interview appointment with a Director or appointee.

GRADING, CLASS & LOCATION INFORMATION

GRADING SYSTEM

The school's grading system is as follows:

A 90-100%

B 80-89%

C 70-79%

D 60-69%

F 59% or less

Students are required to score a 70% or higher on their overall grade to graduate successfully from the program. Assessment includes both practical and written Midterm and Final exams; and must be passed with a 70% or higher. All Midterms and Finals must be retaken within one week, until passed.

Grades are calculated as follows:

Midterm Written (15%)

Midterm Practical (15%)

Final Written (20%)

Final Practical (20%)

Homework (15%)

Participation (15%)

If a student does not complete the program as scheduled, the letter grade "I" will be placed on the student's transcript to designate "incomplete". An "I" grade becomes a grade of "F" if the student does not complete required course material within 30 days of Graduation. If a grade of "F" is submitted, then student forfeits right of certification.

MAKE-UP WORK

Make-Up work must be equivalent to the subject material covered and the time missed. Make-up work must occur under instructor supervision or tutoring. Make-Up class costs are **$25 per student, per class and** can be shared by multiple students. All make-up hours must be completed onsite at Hands on Healing Institute (HHI) 6708 Foothill Blvd. Tower #2 Tujunga, CA 91042.

CLASS SIZE

Class sizes are limited to 20 students in order to guarantee optimal teacher to student ratio. **Additionally, the minimum class size is 6 students, and will be canceled if the minimum size is not met.** Students wishing to register for a course when enrollment has been filled are placed on a waiting list. We recommend registering early to secure your place in the current class.

PHYSICAL FACILITY

Hands on Healing Institute is a private institution located at 6708 Foothill Boulevard in Tujunga, just north of Glendale and west of Pasadena. The building is on the south side of Foothill Boulevard between Tujunga Canyon and Haines Canyon. Located conveniently near the 210, 2, and I-18 Freeways.

For directions visit:

www.gotohhi.org/contact. html

This school, the facility it occupies, and the equipment it utilizes fully comply with any and all federal, state, and local ordinances and regulations, including fire safety, building safety and health requirements.

Hands on Healing has two primary classrooms and is equipped with numerous anatomical models and bones, in addition to a library of books and audio-visual materials.

Instructors may also use overhead or LCD projection of training materials to support students' integration of presented topics. We also have massage tables, table accessories and exercise equipment that is often used during class.

"I have always held firmly to the thought that each one of us can do a little to bring some portion of misery to an end."

— Albert Schweitzer

CERTIFICATION, LICENSING & INSURANCE

CERTIFICATION

Our Professional Massage Therapy Program Certification (550 hours) qualifies you to apply for State Certification as a Massage Therapist through the California Massage Therapy Council (CAMTC), which allows you to practice anywhere in California. The website for the CAMTC is http://www.camtc.org/

When you have completed the 550 hours, which includes passing all applicable tests, clinic and electives, we will issue a Certificate of Completion and send your transcript (breakdown of all classes completed) to CAMTC. Transcripts will not be issued until student accounts are paid in full. At this point you may visit the CAMTC website (http://www.camtc.org/) for the steps to take to apply for State Certification.

NOTE: You may start accumulating hours for you transcript before you start the MT500 Professional Program through electives offered to the community. You don't have to be a massage therapist to take these classes, however some electives may have prerequisites, please insure before registration.

STATE CERTIFICATION

Certification through the California Massage Therapy Council (CAMTC) entitles you to work as a Certified Massage Therapist (CMT) throughout the state. The CMT category requires a minimum of 500 hours of massage education, and passing the MbLEX exam. You can find out more about the test by going to (http://www.fsmtb.org/). Students must apply for state certification on their own through the CAMTC (www.camtc.org). 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.

CALIFORNIA LICENSING REQUIRMENTS

With an HHI certificate of completion, you can still choose to obtain/maintain a local permit, but you may not use the professional title of "MP"," MT", "CMP" or "CMT": without CAMTC state certification. Also, certification is not to be confused with licensing. Some licensing still occurs at the individual city and county level, and varies from city to city and county to county. Business Licensing is separate from Massage licensing, although many cities are now requiring 500 hours of training and CAMTC State Certification in order to get a business license. Students are responsible for researching, determining and meeting their particular area requirements.

INSURANCE

Your student insurance is through the ABMP. ABMP offers the "Exam Coach", which costs $75 per student and includes MBLEx Exam Coaching, online resource access, Exam coach tracker capabilities, a free website builder for your personal practice, enrollment in a $1,000 scholarship drawing, practice exams, and a discounted first year of Professional insurance after you graduate. Go here to find out more https://www.abmp.com/students

CREDITS, CREDENTIALS, RECORDS & ATTENDANCE

TRANSCRIPT FEE

Additional transcripts are prepared at the student's request. The student must allow 30 days to receive the transcript either by mail, e-mail or fax. There is a $15 charge payable at the time the request is made. **The cost of the first transcript is covered as a part of the tuition for current MT550 students. Additional transcripts will be $15.**

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Hands on Healing is at the complete discretion of an institution to which you may seek to transfer. If the (credits or certificate) that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some 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 Hands on Healing Institute to determine if your certificates will transfer.

Students may apply to transfer up to 150 hours of credits from a Massage Therapy Program from another California BPPE and CAMTC approved school, or an out of state equivalent, if those credits comply with BBPE, CAMTC and NCBTMB standards and by permission of the Directors. Students that do not successfully complete a minimum of 550 hours to achieve CAMTC eligibility at a single CAMTC approved school are required to independently prove their own eligibility to CAMTC and/or NCBTMB.

We do not have a transfer or articulation agreement with any other institutions."

ATTENDANCE REQUIREMENTS

Students are expected to attend all scheduled classes. No classes are scheduled on legal holidays. The instructor of each class will record absences and tardiness. If a scheduled class is missed, classroom hours and instructional material must be completed by the student as soon as possible. In order to complete the core 450 hour section of school, missed hours must be made up no later than 30 days after the core curriculum. Missed hours must be completed on site in order to receive credit completion. Private Tutoring is available to make up missed hours. To arrange these sessions, see individual instructors. Failure to complete the hours of classroom attendance required for the course will result in an "incomplete" assessment by the Institute, and any Certificate of Completion or transcript will be withheld until all required hours are completed. Missing more than 15% of class hours will result in an automatic drop, forfeiting all hours and payments.

RECORDS RETENTION

Hands on Healing maintains all student records in a safe and confidential manner in compliance with section 71920 of Title 5 –CA Code of Regulations Division 7.5 and Hands on Healing. All student records will be retained for five years after graduation and transcripts will be maintained permanently.

ACADEMIC CREDIT POLICY

Upon enrollment, the student will be asked to list any previous education, training, or experience

related to the proposed field of training. If relevant training is recent enough, sufficiently thorough and relevant, and performed with proficiency, appropriate credit will be allowed pending proper documentation and proof of study. California does not recognize or permit courses of massage involving correspondence (through-the-mail) or on line instruction. Additionally, no more than 10% of previous education may be granted toward completion status. For practicing massage therapists who have no accredited documentation of studies and who wish to take HHI's advanced classes, credit will be allowed after passing HHI's written and practical examination and subject to a Director's approval. We do not have a transfer or articulation agreement with any other institutions.

SATISFACTORY PROGRESS

When the score of a student falls below 70% after the midterm exam, the student will be placed on probation and must retake exams. If by the final exam the student's grade point average is still below 70%, the student will be required to repeat course material through the arrangement of make up sessions. Students must complete course material in a timely manner not to exceed 30 days past the completion date. The school Directors will affect dismissal from the program if the student is unable to achieve a grade point average greater than 70% after advising and repetition of course material. Re-enrollment or re-entrance will be approved only after evidence is shown to the director's satisfaction that conditions related to the student's low grade point average have been remedied.

PROBATION FOR UNSATISFACTORY ATTENDANCE

Whenever excessive absences, or late arrivals, are deemed to be detrimental to the learning process, a student will, upon written notification, be required to meet with a Director, or a designated representative. At which time, at the recommendation of the Instructor, or at the discretion of the Administration, probation or dismissal may result.

LEAVE OF ABSENCE

Written requests for leaves of absence will be considered and such leaves may be granted to students at the discretion of the school Director.

HOLIDAYS

There are no classes in observance of the following holidays:

New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day.

STUDENT ASSISTANCE, & GRIEVANCE POLICIES

PLACEMENT ASSISTANCE

Job opportunities that arise in nearby metropolitan areas are dated and posted on the school's bulletin board. The school does not offer placement services, nor does it guarantee employment.

HOUSING ASSISTANCE

HHI does not have any responsibility to provide housing on site, and does not have any affiliation with housing services. Housing is expensive in the area and should be estimated at $1000/month minimum. Craigslist.org is one widely used source to find temporary, and permanent housing.

STUDENT RIGHTS / GRIEVANCE POLICY

We value and respect every student and will work hard to make their learning experience rich and rewarding. We understand that from time to time a student may wish to file a complaint and we have developed a grievance procedure to formally address student' concerns. Any student has the right to file an informal grievance or a formal grievance towards any faculty or instructor.

INFORMAL GRIEVANCE PROCEDURE

1. The student initiates the procedure by requesting a discussion either verbally or in writing with an instructor or member of HHI Staff.
2. The staff member will listen to the grievance and attempt to resolve the situation in an agreeable fashion. Goals and a timeline will be clearly discussed and the student will have clear guidance on how the situation will be resolved.
3. If the student is not satisfied, he or she may then request a Formal Grievance to be filed.

FORMAL GRIEVANCE PROCEDURE

All formal grievances will be in writing. The student will prepare a written statement which will explain the situation and the individuals involved. It will include dates and any remedies taken to rectify the situation. This is submitted to the Executive Director who will be involved with the grievance until it is remedied. The Executive Director will gather any additional information from the instructors and anyone else directly involved. Executive Director's discretion, the student may be called in for an interview. After the investigation is complete, the Executive Director will notify the student in writing regarding the final outcome of the grievance. This decision will be written to the student within 10 days of receiving the formal grievance. If the student is still not satisfied, he/she may file a complaint with the Bureau for Private Postsecondary Education whose phone number and web-address is found in the section titled "Complaints". All Grievances are logged and recorded. Any staff recommendations for improvement are communicated in writing to staff and/or administrators.

STUDENT POLICIES

HYGIENE, DRESS CODE AND DRAPING POLICY

Comfortable loose clothing should be worn. No short skirts, short-shorts, low cut tops, underwear showing, low-riding pants or bare midriffs. Please do not wear perfumes or cologne to class. Nails should be trimmed short and long hair should be tied back. HHI's draping policy is that students drape each other and clinic clients with a flat sheet over entire body prior to massage. Student only undrapes the area of the body that they are massaging at that time (with the exception of arms/hands and feet if person is warm).

CONDUCT POLICY

At the discretion of the Directors, a student may be dismissed for any serious incident or repeated incidents including but not limited to: an intoxicated or drugged state of behavior, possession of drugs or alcohol upon school premises, possession of weapons upon school premises, behavior creating a safety hazard to other persons at the school, disobedient or disrespectful behavior toward another student, an administrator, or faculty member, untimely tuition payments, inappropriate attire, or any other unstated or determined infraction of conduct. Professional behavior towards instructors and fellow students is important in a massage therapy setting.

WITHDRAWAL, CANCELLATION, AND REFUND POLICIES

A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. A written notice of cancellation must be delivered to Eloise Albrecht and Patty Flanagan, Directors, Hands on Healing Institute, 6708 Foothill Boulevard. Tujunga, CA 91042. Cancellations cannot be made over the phone or via email. Tuition is refundable on a pro-rated basis. The Refunds/ charges are calculated as follows: The amount owed equals the hourly charge for the program (total institutional charge at the contracted rate per the enrollment agreement, divided by the number of hours in the program), multiplied by the number of hours student attended, or was scheduled to attend, prior to withdrawal. There is an administrative withdrawal fee of $100. Any refund due the student will be sent or given to the student within 30 days of notifying the Executive Director of withdrawal. Any balance owed to the school by the student will become due and payable immediately. Upon receiving written notice of withdrawal or cancellation, a Withdrawal Calculation Form will filled out and filed both in hard copy and electronically in the student's file.

TERMINATION POLICY

A serious infraction will result in immediate dismissal. Small infractions will incur warnings. Three warnings result in dismissal. A student may apply in writing for re-admission, and, solely at the discretion of the school Directors, be re-admitted to the program.

SEXUAL HARASSMENT POLICY

As a student at HHI if you feel you have been sexually harassed by means of inappropriate language, touch or behavior on the part of another student or member of the HHI staff, you are encouraged to submit a written dated complaint to the administration as detailed in the Complaint Procedure above. Complaints may be submitted in a sealed envelope to anyone in the administrative office and it will be forwarded to the Directors. An interview will be scheduled at the earliest date possible to investigate the complaint. The alleged offender will be contacted

and an interview scheduled. In many cases that sexual inappropriateness may be a matter of ignorance about social behavior and as such HHI strongly suggests counseling as a first course means of action in hopes that an understanding of boundaries in therapeutic contact can be established. Repeated offenses will result in requesting that the student voluntarily withdraw from the program with appropriate tuition refunds as described in the catalog or involuntary expulsion from the program. The context of this policy is one of compassion. We believe a person who is not able to respect sexual boundaries will not be able to successfully practice massage, as they may bring psychological or emotional harm to another human, or may themselves be held legally accountable for their actions. We aim to prevent any of these outcomes by the implementation of this policy.

SUBSTANCE ABUSE POLICY

Illegal drugs or alcohol are not permitted on HHI premises during operational hours of the school. It is not the intention of HHI to dictate anyone's lifestyle or interfere with anyone's freedom of choice but it is our belief that entering into a therapeutic relationship with someone under the influence of mind altering substances is a breach of trust and compromises the learning experience for students in the role of both therapist and client. Anyone under the influence of illegal drugs or alcohol during school will be asked to leave the premises. Repeated offenses may result in the students' voluntary withdrawal or expulsion which can be obtained on the Bureau's internet website www.bppe.ca.gov

California Massage Therapy Council:
1 Capitol Mall #800, Sacramento, CA 95814,
www.camtc.org, phone (916) 669-5336, or fax (916) 669-5337

APPROVAL DISCLOSURE STATEMENT

Hands on Healing Institute is a private institute licensed to operate by the Bureau of Private Postsecondary Education for MT550 Massage Therapy Program and all continuing education courses. Approval to operate means compliance with state standards as set forth in the CEC and 5, CCR. Hands on Healing is not accredited by an accrediting agency recognized by the US Department of Education.

MASSAGE THERAPY: BUSINESS, OCCUPATIONAL EMPLOYMENT & WAGE INFORMATION

UNFAIR BUSINESS PRACTICES AS RELATED TO MASSAGE

(1) Pursuant to California Business and Professional code section 4611, It is an unfair business practice for a person to do any of the following:

(a) 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 California Massage Therapy Council.

(b) 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.

MASSAGE THERAPIST OCCUPATIONAL EMPLOYMENT & WAGE INFORMATION

For updated information on massage therapist occupational employment & wages visit the U.S. Department of Labor website at: http://www.bls,gov/oes/currentloes31901Lhtm

STUDENT TUITION RECOVERY FUND DISCLOSURES

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 are 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 non-collection 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."

COMPLAINT PROCEDURE/GRIEVANCES

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling Toll Free: (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site: www.bppeca.gov.

Bureau For Private Postsecondary Education:
2535 Capitol Oaks Drive, Suite 400 Sacramento, CA 95833
Toll Free: (888) 370-7589, Fax Number: (916) 263-1897

"If you want others to be happy, practice compassion; if you want to be happy, practice compassion."

— Dalai Lama

OPTIONAL PAYMENT PLANS

Optional interest-fee payment schedules, should a student prefer to pay tuition in installments.

CERTIFIED PROFESSIONAL PROGRAM (MT-550) PAYMENT PLAN SCHEDULE		
PAYMENT	DUE DATE	Amount
REGISTRATION	UPON ENROLLMENT	$ 250.00*
1st PAYMENT	FIRST DAY OF CLASS	$ 1,475.00
2nd PAYMENT	THREE WEEKS FROM LAST PAYMENT	$ 1,135.00
3rd PAYMENT	THREE WEEKS FROM LAST PAYMENT	$ 1,135.00
4th PAYMENT	THREE WEEKS FROM LAST PAYMENT	$ 1,135.00
5th PAYMENT	THREE WEEKS FROM LAST PAYMENT	$ 1,135.00
6th PAYMENT	THREE WEEKS FROM LAST PAYMENT	$ 1,135.00
7th PAYMENT	THREE WEEKS FROM LAST PAYMENT	$ 1,135.00
8th PAYMENT	THREE WEEKS FROM LAST PAYMENT	$ 1,130.00
	TOTAL	$ 9,665.00

*Includes Registration Fee and Student Bundle

FEDERAL LOANS

A student being eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

1. The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
2. The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.
3. If a student has received federal student financial aid funds, the student is entitled to a refund on moneys not paid from student financial aid program funds.

Hands on Healing does not participate in any state or federal financial aid programs.

PERSONAL LOANS

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.

PAYMENTS and Fees

Credit Cards are accepted over the phone.

To authorize automatic payments to be processed each due date please see office administrator for forms.

Late Fees: A $25.00 late fee will be charged for non-payment of tuition over 3 days past due.

If an account is delinquent beyond 3 days, a Director's approval is required in order to continue attending.

Cancellation Fee: A $25.00 cancellation fee will be charged for program cancellation.

Returned Check Fee: A $15.00 fee will be charged for all returned checks.

Refunds: Elective cancellation requires **seven** days notice in order to be refunded. **Students will be charged a $25 administrative drop-fee when canceling.**

QUESTIONS

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau of Private Postsecondary Education at P.O. Box 980818, Sacramento, CA 95798-0818, Website- www.bppe.ca.gov, Toll free number - (888) 370-7589, Fax number – (916)263-1896 and /or the California Massage Therapy Council at at: One Capitol Mall, Suite 800, Sacramento, CA 95814, www.camtc.org, phone (916)669-5336, or fax (916)669-5337."



HANDS ON HEALING INSTITUTE

6708 Foothill Blvd. Tower #2. Tujunga, CA 91042
Use for all correspondence:
Phone: (818) 951-5811 / Email: administration@gotohhi.org

www.gotohhi.org

This course catalog is available to prospective students and interested persons on our website.