

INTRODUCTION

The Blanchard Valley Academy of Massage Therapy is an institution of higher education in the art of Massotherapy and serves men and women by providing continuing opportunities for intellectual discovery and hands on training.

It is our hope to stimulate the intellectual growth of our students; to engage them in an honest and dynamic search for knowledge and healing; to incorporate sound proven methods in their learning; to challenge them to develop and deepen personal and social skills; to inspire in them a commitment to community service; and to provide an atmosphere that nurtures a holistic approach to learning within a caring and supportive atmosphere.

VISION / GOALS / MISSION

At the heart of the Academy is a vision to be a source of healing and growth for students, therapists and the community, facilitated by our goals to graduate quality oriented therapists and to provide them with the knowledge and skills to accomplish this. It is the mission of Blanchard Valley Academy of Massage Therapy to accomplish our goals and vision with integrity and respect.

The basic curriculum provides students with opportunities to integrate their deepest moral convictions with their intellectual goals and professional careers. It challenges them to develop a personal philosophy, preparing them for continuing and effective service to family and community. The Academy recognizes that development of a person's total potential requires lifelong learning. Blanchard Valley Academy encourages students to make the search for truth a continuing quest in the administration of the healing art of massage and related fields. Therefore, Blanchard Valley Academy of Massage Therapy seeks to provide educational opportunities by which students are challenged:

- To work to develop a spirit of inquiry;
- To learn to think logically, to communicate persuasively, to analyze rigorously, and to solve problems systematically;
- To formulate worthy goals;
- To clarify career expectations and explore career options;
- To continue their quest for excellence.

In order to assure the realization of its vision and the achievement of its goals, key elements of these statements have been distilled into observable and measurable learning outcomes.

BVAMT FACILITIES

We are located in a 5000 square foot building that includes a large lecture / lab area, five treatment rooms, a second classroom that can also be used for workshops, reception area, break room, retail area selling student books, supplies and nutritional products, a student clinic and administrative offices. We provide electric tables and portable tables for students to work on in our student clinic. We also provide hydrocolators, sheets, towels, pillows, and blankets for student use during labs and clinic.

12-MONTH LICENSING COURSE

FALL:

September 2011 - September, 2012
Tuesday/Thursday Evenings
5:30PM - 9:30 PM

SPRING:

April 2012 - April 2013
Monday/Wednesday Evenings
5:30PM - 9:30PM

Please ask, one day per week classes may be available
(Normal class days are subject to change)

BVAMT PROGRAM OFFERED

Instructional Hours 775 Hrs.
Blanchard Valley Academy of Massage Therapy: one year course, 1 day a week or 2 evenings a week. The courses of instruction at BVAMT are offered semi-annually based on enrollment availability.

Instruction includes:
Anatomy and Physiology, which covers medical terminology, pathology, structures of the bones, joints and muscles and all the systems of the body that therapeutic massage will be affecting.

Instruction also includes hands on training in various applications of massage such as Swedish massage
Neuromuscular Therapy
Myofascial Release
Sports Massage
Pregnancy, Pre-Perinatal Massage
Health and Nutrition
Reflexology
Carpal Tunnel
Facial Massage / Sinus Therapy
Craniosacral Therapy
Abdominal Massage
CPR
Headache & Stress Management
Ethics and the Ohio Law

CURRICULUM OUTLINE

Anatomy	<u>325 Hrs.</u>
/Physiology/Pathology	
Massage Theory/Practicals	<u>325 Hrs.</u>
Hygiene	
Massage Clinic	<u>75 Hrs.</u>
Business and Law	<u>25 Hrs.</u>
Ethics	<u>25 Hrs.</u>

Classes in Workshop format,

Included in tuition

- *Reflexology**
- *Pregnancy**
- *Business**

Total **775 Hrs.**

Workshops may be held on days other than normal class days

Certain requirements change from year to year and students are subject to the requirements in effect at the time they enroll. While every effort is made to ensure the accuracy of the information available at the time copy is prepared for this catalog, the Academy reserves the right to make changes at any time without prior notice.

Approved for the training of Veterans.

The Licensing Program is approved by the State Medical Board of Ohio and the State Board of Career Colleges & Schools. (Registration No. 02-01-1621T)

COURSE DESCRIPTIONS

ANATOMY is the study of the structure of the human body and is taught through the use of textbooks, lectures, demonstrations, charts, slides, a skeleton, and a muscular skeleton.

PHYSIOLOGY is the study of the function of the human body and is taught through textbook references, lectures, and illustrations.

MASSAGE THEORY is the written massage lessons taught through the use of textbooks, handouts and lectures.

MASSAGE PRACTICUM (and contraindications) is the time when each individual receives training in the practical application of massage. Each student is required to give at least 75 supervised general massage treatments, 15 chair/-onsite massages and 5 therapeutic massage treatments.

REFLEXOLOGY is the discipline of working with pressure points on the feet to stimulate circulation to help the body balance itself.

HYDROTHERAPY is the use of water in any of its three forms of solid, liquid, or vapor, externally applied for therapeutic purposes.

ADDITIONAL WORKSHOPS

In order to gain more extensive knowledge and experience in the many varied disciplines involving care of the body, BVAMT may host additional workshops. Cost of these workshops may vary, and are not subject to BVAMT curriculum or tuition. Scheduling depends upon a minimum number of participants. A nonrefundable pre-registration fee may be required and will be applied toward respective workshop.

POSSIBLE WORKSHOPS BASED ON STUDENT/GRADUATE INTEREST

- Myopractic (Deep Tissue/Deep Muscle Therapy)
- Chiropractic & Massage Therapy
- Aromatherapy
- Repetitive Use Injury Therapy
- Craniosacral Therapy

CLASS SIZE

Even though there is adequate room to accommodate more students, we will attempt to keep our class size to 15-20 students, thereby facilitating an environment conducive to personalized instruction.

CALENDAR AND CLASS SCHEDULE

Students must attend class 8 hours a day 1 day a week for 52 weeks. Class hours on these days are from 8:00 a.m. to 5:00 p.m. Students are given a 15-minute break in the morning and afternoon with 1 hour for lunch. Classes are offered on Monday, Tuesday, Wednesday, Thursday and Saturday, and also on Tuesday / Thursday evenings from 5:30 p.m. to 9:30 p.m. unless this conflicts with major holidays of Easter, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas, and New Years Day. In addition, instructional massage hours may be earned in up to 8-hour blocks approximately four times a month on clinic days pending scheduling. Each student will be given a schedule of regular classes as well as workshop dates.

HOURS

The minimum number of hours required in Ohio by the State Medical Board is currently 750 hours. The State of Ohio Medical Board charges \$250.00 to take the Massage Therapy Exam (Required for Licensure).

APPLICATION PROCEDURE

Persons 18 years and older may apply for admission by completing the following steps:

1. Submit a completed application form.
2. Submit an official (stamped/signed) transcript of grades from high school from which you received a diploma.
3. Submit a completed medical examination form signed by a medical doctor verifying that you are free from all contagious diseases and have no disabilities that would prevent you from applying massage techniques. (Form supplied by BVAMT).
4. Interview with members of the BVAMT administrative staff or Director.

ADMISSION POLICY

Full acceptance into the BVAMT program is granted once the applicant has completed the required forms and has been interviewed. Immediately upon notification of acceptance, the applicant must submit a registration fee of \$125.00 and sign the student contract form to complete the admission requirements. This will reserve a seat in the upcoming class and will be considered the enrollment date. However, your seat in class will not be reserved until your registration fee has been received. Deposits must be received within 10 days of date of acceptance.

CLASS REGISTRATION

Due to the unknown number of applications for each class, we ask for your understanding and cooperation in our class scheduling procedures. Enrollment will be filled to best accommodate all students. Additional classes may be added if demand dictates the need or classes may be cancelled if enrollment is not sufficient. You will be notified of your class assignment upon acceptance into the program.

TUITION

Tuition is currently \$10,500.00 and is payable as follows:

PAYMENT PLANS:

1. Registration Fee (\$125.00) upon enrollment
2. Monthly payment (\$875.00)*interest free
Due first class day of Month
3. Academic Term (\$3,500.00)*interest free
Due first class day of Academic Term (3 terms total)
4. TFC Credit Corporation
5. Other Pre-determined Payment

Tuition payments under the plan selected will not change for the duration of the scheduled course period. Tuition must be paid according to student contract. For monthly payment plan tuition is due on the first class day of each month. For Academic Term plan tuition is due on the first class day of each quarter.

***FINANCING**

The Blanchard Valley Academy of Massage Therapy is a private professional school and as such relies primarily on tuition and student fees for its resources. Students must have a realistic plan for payment of all tuition, fees, books, materials, workshops and other optional expenses related to the educational program.

Students who make a deposit toward the annual tuition will have their interest free installment payment plans adjusted to support smaller monthly payments. Ask about our early enrollment incentives.

Financial Assistance with flexible payment plans available pending credit approval.

*** Federally guaranteed student loans are not available to students of Massage Therapy in the State of Ohio. It is the student's responsibility to obtain all financial funding.**

LATE FEES

A LATE CHARGE OF \$30.00 will be added to each overdue payment. Returned check fees are \$30.00 per check. If at any time payment is in arrears more than 15 days, a student may be suspended from classes until his or her account (including late fees) is current. Classes missed during a period of suspension must be made up by the student prior to graduation. **All tuition payments and late charges must be paid in full or up to date before a diploma will be granted. Students not holding a valid diploma will not be eligible to sit for the state licensing examination.**

REFUNDS

The \$125.00 registration fee is nonrefundable after 5 days of signing according to terms.

Tuition refund policy:

An enrollment agreement or application may be canceled within five calendar days after the date of signing provided the school is notified of the cancellation in writing. The school shall promptly refund in full all tuition and fees paid pursuant to the enrollment agreement. Such refund shall be made no later than thirty days after cancellation.

*A student who starts class and withdraws before the academic term is fifteen percent completed will be obligated for twenty-five percent of the tuition and refundable fees plus the registration fee.

*A student who starts class and withdraws after the academic term is fifteen percent complete but before the academic term is twenty-five percent completed will be obligated for fifty percent of the tuition and refundable fees plus the registration fee.

*A student who starts class and withdraws after the academic term is twenty-five percent complete but before the academic term is forty percent completed will be obligated for seventy-five percent of the tuition and refundable fees plus the registration fee.

*A student who starts class and withdraws after the academic term is forty percent completed will not be entitled to a refund of the tuition and fees.

ATTENDANCE AND TARDINESS

Attendance records will be kept for each student and are evaluated quarterly. All late arrivals will be recorded at the start of each class and after lunch break. Leaving class without instructor dismissal of class will also count as a tardy. Three tardies will count as ½ day absent. Students must meet the minimum requirement of 750 hours determined by the Ohio Medical Board,

*Absences should not exceed one class day per quarter. If you do not have the minimum hours required for passing from one quarter to the next, you must make up the hours prior to graduation.

*Students are responsible for all of the information and skills covered in any class or portion of a class missed, whether excused or unexcused.

*If a student receiving VA educational benefits misses over 15% of their scheduled hours he/she would be dismissed for VA educational benefits.

PROBATION

Students will be placed on probation who fail to abide by school policies, who are excessively tardy or absent, or whose grades are incomplete or below 75 percent. The student must meet with the School Director to negotiate a plan of action that when successfully completed will get the student off of probation. If the student is still on probation at the end of the quarter that the problem began in, the Director will decide whether the student may proceed into the next quarter, be dismissed, or must repeat the quarter. If a quarter must be repeated, the student is responsible for the entire fee for that quarter

MAKE-UP WORK

All academic work/exams must be made up if absent or failed within 7 days. The exam will be different from the one missed or failed. Makeup exam fee is \$15.00. (Only three make up exams allowed per quarter). Students with incomplete course work or grades below 75% must repeat the quarter.

Make up of class time that did not include instruction (e.g. testing time) may be made up during lunch break. Make up of instructional hours must be arranged with the instructor and will take place during non-school hours. The charge for instructional make-up hours is \$30 per hour payable at the time the make-up instruction is given.

STUDENT CONDUCT

Working in a professional, positive and responsible manner is expected of all students. Students must follow all school policies, which include:

- Students are expected to maintain appropriate appearance, personal hygiene and a neat, orderly, and clean environment. Students are required to wear school-approved apparel in lab/clinic.
- Preventing exposure of the nude body is part of our professional standard. Students are required to keep the body covered, except for the area being worked on.
- Professionalism in all of its many forms:
 - Appearance (no visible facial piercings)
 - Respectful
 - Business cards
 - No inappropriate touching
 - Positive communications with fellow students, staff, and clients
 - Academic honesty

DISMISSAL POLICY

Student dismissal is viewed as the last recourse at Blanchard Valley Academy of Massage Therapy. A student may be dismissed for, but not limited to, the following reasons:

1. Violation of the school rules and policies
2. Consistent failure to make scheduled tuition payments
3. Recurring attendance problems
4. Failure to fulfill the terms and conditions of the enrollment agreement.
5. Poor academic progress
6. Being under the influence or in possession of any illegal drugs or alcohol while on school property or at school sponsored activities.
7. Any student who is absent for 4 consecutive weeks without prior written notice will be dismissed from the program, as this constitutes excessive absence. Termination of enrollment will become effective four weeks from the student's last day of attendance

A student who receives a notice of dismissal will have 10 working days from the date of the dismissal to file a request in writing for a review of the dismissal by a review panel and to show cause as to why the dismissal should not stand and become part of the student's file. This request must be in writing and sent to the school by registered mail. The decision of the review panel shall be final in all cases where a review is requested.

The administrative staff reserves the right to examine all student records and to discuss them with the student when necessary.

WITHDRAWAL POLICY

Any applicant or student wishing to temporarily or permanently terminate enrollment may submit notification verbally or in writing to an Administrator.

A student who has had to withdraw for reasons felt to be excusable may reapply for admittance at a regular enrollment date.

CREDIT FOR PREVIOUS TRAINING

Transfer students from another State Medical Board of Ohio approved school of massage therapy may be accepted into the program. In addition to following the same admissions process as all students, you must also submit a certified transcript from the previously attended school showing hours and dates of attendance and grades received. The transfer student is responsible for obtaining the certified transcript prior to beginning classes. Placement tests will be determined where the student will be placed in the program.

GRADUATION REQUIREMENTS

1. Complete all course work with a minimum average of 75 percent on all class, lab and student clinic work.
2. Meet or exceed attendance requirements, Clinics, workshops, onsites.
3. Maintain high standards of conduct and follow the student conduct policy.
4. CPR and Basic Emergency Care Certification.
5. Payment in full with no other outstanding incurred fees.

GRADING POLICY

Grades provide guidelines that clearly inform the student of their progress. However, they do not necessarily reflect the quality of massage technique that the student is able to demonstrate, therefore, we ask that you focus on your entire learning experience, not just grades. This will enable you to apply classroom knowledge to your practice of the art/science of massage therapy.

Grading criteria is determined by oral and written tests, practicums, written and practical assignments, class participation, and hands-on technique.

Student academic progress will be measured as follows:

93% to 100%	Excellent
83% to 92%	Good
75% to 82%	Average
0% to 74%	Failure

Grade reports will be issued every quarter. The student will be provided with a report on his/her progress at the end of that quarter.

A minimum grade of 75% is required to pass each quarter. Those who successfully complete the four quarterly requirements will be issued a diploma and be eligible to make application to sit for the state licensing examination.

Students who graduate the program with an average of 93 percent or higher will graduate with honors.

TRANSCRIPTS

Upon request, a student will be given an unofficial transcript of grades without charge.

The Blanchard Valley Academy of Massage Therapy will forward an official transcript of grades to another school or to an employer only upon written request by the student. The charge for each official transcript is \$10.00.

GRIEVANCE PROCEDURES

Any grievance / complaint should be in writing and submitted to the Director for discussion with the Board of Directors. Complaints should be mailed to: Blanchard Valley Academy of Massage Therapy,
Attn: Director, 1710 Crystal Avenue,
Findlay, Ohio 45840 (419) 423-2628.
Any grievance not rectified may also be filed with the State Board of Career Colleges and Schools, 35 Gay St. Suite 403, Columbus, Ohio 43215-3138 Telephone: 877-275-4219.

PLACEMENT ASSISTANCE

While the Blanchard Valley Academy of Massage Therapy will notify students of job opportunities submitted to the school, no guarantee for employment can be made.

FEES & OTHER COSTS

The following is a list of other costs (subject to change):

ABMP Liability Insurance	\$65.00
Due as needed	
Lab Fee	\$75.00
Books*	\$600.00
Due as needed	

Massage Table*	\$300.00-\$600.00
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Students may purchase a table with a student discount through BVAMT.

*Approximate Cost

FACULTY

Edward L. Strahm, LMT, Director

Licensed by Ohio State Medical Board, Associates of Medical Laboratory Technology, Licensed by Myopractic Institute in Deep Tissue, Structural Integration/Advanced Pattern Release Instructs - Anatomy, Physiology, Massage Theory, Massage Practicum, Advanced Therapeutic Massage Techniques, Cervical Massotherapy, Business/Ethics

Maria Weber, LMT

Graduate of BVAMT, Licensed by Ohio State Medical Board, Certified in Cancer Massage, Sports Massage And Repetitive Use Injury Therapy, Instructs - Massage Theory, Massage Practicum, Massage for Cancer, Geriatric Massage, Sports Massage

Ruth Thomas, LMT

Graduate of BVAMT, Licensed by Ohio State Medical Board, Certified Reflexologist

Ann M. Turner R.N., LMT, NCTMB

Licensed by Ohio State Medical Board, Associate of Applied Science in Nursing - Lima Technical College
BS HealthCare Administration - University of Northwestern Ohio
Instructs - Anatomy, Physiology, Pregnancy Massage

FINAL THOUGHT

We are looking forward to the opportunity to serve you. We trust that you will find this a very positive and rewarding experience for your professional career as a massage therapist.

Yours in Great Health,

Edward L. Strahm, LMT
Director

