



HANDS ON

THERAPEUTICS

massage school

1501 Midwestern Pkwy, Ste 101

Wichita Falls, TX 76302

Phone: (940) 689-9833 Fax: 940-689-9633

MS 1000 ME 1306

Dear Prospective Student,

Let me welcome you to the wonderful world of massage therapy. **“Massage has become the fastest growing health care fields in the country today,”** (Natural Health Magazine). There is really no other industry you can enter where within a few short months you can be making the kind of money you can as a recognized professional.

Massage therapy is a unique career choice. The range of possible placement offers the individual a great deal of freedom. It is common to see massage therapist working with athletes, in health clubs, spas, salons; working on cruise ships or at resorts; employed with MD's, chiropractors, physical therapy clinics; closely associated with nutritionists, psychotherapists, and personal trainers. Many therapists enjoy the independence of self-employment.

At Hands On Therapeutics Massage School, we are dedicated to training that maximize massage therapy's positive effects as well as promotes continued growth and development of the profession. Our school offers a comprehensive, academically challenging vocational training program. The school strives to provide resources, support service and activities conducive to a well-rounded educational and vocational environment.

We know you have a choice in training programs. When considering your choices compare:

1. **EXPERIENCE:** Hands On Therapeutics' Instructors have more than 40 combined years experience in the field of massage and more than 20 combined years experience teaching massage.
2. **CREDENTIALS:** Hands On Therapeutics is recognized by the Texas State Department of Health Services.
3. **QUALITY:** Hands On Therapeutics is striving to have a very high pass rate at State Board.
4. **CONVENIENCE:** Hands On Therapeutics offers a variety of schedules and training programs that will fit your needs.
5. **COST:** Hands On Therapeutics Massage School is comparably priced and offers a number of discounts as well as a flexible payment program.
6. **VETERANS:** Approved program for Veterans and Dependents seeking GI Bill Benefits.

We have a standing “Open House” policy, so please feel free to call and make an appointment to visit the school and meet our staff. We hope to hear from you soon.

Sincerely,
Sally Livermore
School Owner

This catalog is published in accordance with the rules and regulation of:

The Texas State Department of Health Services

All contents are believed to be true and accurate.

*Written and published by: Hands on Therapeutics Massage School, 1501 Midwestern Pkwy. Ste. 101
Wichita Falls, TX 76302*

Address any questions or concerns to: Sally Livermore at the above address.

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SCHOOL FACILITIES

Hands On Therapeutics Massage School is located at 1501 Midwestern Pkwy, Ste 101, Wichita Falls, TX 76302. The school is located in the highly visible Country Club shopping center. We have two classrooms, six private treatment rooms, a retail room a business office, break room and lobby.

THE STAFF

CLARA “SALLY” LIVERMORE, Owner, LMT, LMI: Sally is a 2002 graduate of Hands on Therapy School of Massage in Wichita Falls, Texas. Being a resident of Oklahoma, Sally has studied and practiced massage for more than 10 years. Sally has had hours of advanced training. Sally is qualified to teach classes in basic and advanced massage therapy (Face Massage, Aromatherapy, Hot Rock, Rain Drop, Chair Massage, Stretching, Foot Therapy). Sally is Day-Class instructor.

R. L. LIVERMORE, LMT, LMI, School Coordinator: R. L. is a 1998 graduate of Hands On Therapy School of Massage in Wichita Falls, Texas. He has been a Massage Therapist since 1998. R. L. is qualified to teach in all areas of basic instruction as well as our advanced therapies (Chair Massage, Deep Tissue, Carpal Tunnel, Soft Tissue Release).

David Washburn, LMT, LMI: David is a massage therapist with over 19 years of experience and over 1000 hours of basic and advanced training. He has studied Shiatsu with Randall Cummins of Chicago, Thai Massage with Lotus Palm School of Toronto, Ayurvedic Massage with Mark Nasralla of the Crossings Spa in Austin, and Zero Balancing with David Lauterstein. David also specializes in myofascial massage, sports massage, lymphatic massage, and chair massage. Before moving to Wichita Falls he owned a private practice and worked at world-class spas in Austin, Texas, and is currently a candidate for certification in Zero Balancing.

Rodney Livermore, LMT, LMI: Has been a massage therapist for 14 years. He has studied Sports massage, Traditional Oriental bodywork including Shiatsu, Acupressure, Tui-Na and Thai Massage (Nuad-Bo-Rarn) with Scott Losoya, advanced Trigger point therapy, Pregnancy massage, Infant massage, Hot and Cold stone massage and Reflexology. He is especially proficient in chair massage and has produced a chair massage training video. He has owned a massage establishment in a regional mall and has many experiences in dealing with mall management. Having been a sole proprietor for twelve years he is well trained in all aspects of business ownership. Rodney is the Night Class instructor and teaches all CPR & First Aid Classes.

ENROLLMENT

Enrollment into our program is limited twelve students per class. However if a class is not full a student may still enroll within the first 20 hours of a class. All classes must have a minimum of four students.

Enrollment paperwork with a school tour takes approximately 30 minutes, you will need to make an appointment before classes start to do this paperwork.

January 9, 2012

Weekday Class: Monday—Thursday

8:00 a.m. – 2:30 p.m.

January 9, 2012 through July 26, 2012

Taught By: David Washburn

January 9, 2012

Night Class: Monday—Thursday

3:30 p.m. – 10:00 p.m.

January 9, 2012 through July 26, 2012

Taught By: Rodney Livermore

Class dates subject to change according to enrollment and the weather.

Days Closed

Saturday's and Sunday's with exceptions

New Year's Eve and New Year's Day — All Day

Easter Sunday

Memorial Day Week-end & Following Monday

Independence Day

Labor Day Week-end and Following Monday

Thanksgiving Eve, Thanksgiving Day and Friday after—All Day

Christmas Eve & Christmas Day and day after—All Day

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Cancellation and Refund Policy

If payment(s) are made in advance of the commencement of the program:

A student will receive a full refund if he/she cancels the enrollment agreement within 72 hours (until midnight of the third day excluding Saturdays, Sundays and legal holidays) after the enrollment contract is signed by the prospective student; or If, after the expiration of the 72 hour cancellation privilege, the student does not enter the program, not more than \$200 of the tuition shall be retained by the school.

Hours attended are hours which were offered prior to official termination or withdrawal.

During the first week or one-tenth of the selected program, whichever is less, 90% of the remaining tuition;

After the first week or one-tenth of the selected program, whichever is less, but within the first three weeks of the selected program, 80% of the remaining tuition;

After the first three weeks of the selected program, but within the first quarter of the selected program, 75% of the remaining tuition;

During the second quarter of the selected program, 50% of the remaining tuition;

During the third quarter of the selected program, 10% of the remaining tuition; and

During the last quarter of the selected program, the student may be considered obligated for the full tuition.

Refunds will be made within 30 days of the earliest of:

The effective date of termination if the student is terminated, or

The date of receipt of written notice of withdrawal, or

Ten instructional days following the first day of the program if the student fails to enter

A student will receive a full refund if enrollment of the student was procured as the result of any misrepresentation in advertising, in promotional materials of the school, or by the owner of the school.

I agree to satisfy all of the terms indicated in this enrollment agreement prior to receiving my transcripts and certificate of completion. If I do not complete the program that I have selected, I understand that I must pay the remaining balance according to the cancellation and refund policy within 30 (thirty) days of my withdrawal or dismissal, however caused. Failure to satisfy the terms of this agreement constitutes a default. I hereby authorize Hands on Therapeutics Massage School to use my social security number in order to collect this debt in the case of a default by me.

Student Name

School Rep Initial

WORKSHOPS FOR Continuing Education

ALL WORKSHOPS ARE INDIVIDUALLY PRICED

CONTINUING EDUCATION

The Texas Department of State Health Services requires 12 hours continuing education to renew your license every two (2) years. Hands On Therapeutics will be offering a 6 hour class on a Saturday or Sunday of most months and possibly one or two week days each month. Subject topics will change monthly with a schedule of those available upon request. Cost for these continuing education classes will be announced. Some classes have additional fees to cover cost of textbooks or kits associated with that particular class.




Internship Requirements

Student will begin internship after satisfactorily completing 250 hours of massage theory (190 hours) anatomy/physiology (20 hours) health and hygiene (10 hours) Pathology 10 hours) hydrotherapy(20 hours). Student payment fees must be current and grade average must be at 80 or better before entering internship. Intern massages will be scheduled Monday thru Friday from 10:00 am to 5:00 pm.




All appointments must come through the office. If you have someone who wishes to come to you, they must call the office. Students may not change or cancel any massage without approval.

Students must supply own sheets and other supplies during internship.

Absences during internship will be as follows:

-  *The first no show will be a warning*
-  *The second no show will be probation*
-  *The third no show will result in termination.*

Calls by students asking to have another student cover their massages will be as follows:





-  *The first call-in will be a warning*
-  *The second call-in will be probation*
-  *The third call-in will result in termination*

We look at internship the same as a job. You need to be available when you are scheduled.









Students are not to accept/solicit monies during class hours or internship. Doing so will result in immediate termination.

1. Students are to dress appropriately.

Appropriate Dress

-  *Clean, pressed, well-fitting slacks or shorts*
-  *T-shirt, polo shirt, nice blouse or shirt*
-  *Clean shoes*
-  *Scrubs—clean and pressed*

2. ***Not Appropriate Dress***

-  *Clothing with advertising other than massage*
-  *Pants legs dragging the floor*
-  *Sandals of any kind*
-  *Sleeveless shirts/blouses*
-  *Short shorts*
-  *Shirts/blouses not covering the mid-section of the body at all times*
-  *Sweat pants or wind pants*
-  *Low cut or provocative clothing*

3. Students must furnish their own sheets and lotion during internship.

(approximate cost: sheets \$19.00 a set, lotion/oil \$35.00 a gallon, cradle covers \$5.00 ea, dress pants \$20.00 ea, t-shirts \$15.00 ea)

4. A clean set of sheets must be used for each client—no exception.
5. A fee of three dollars will be charged for using the school washing machine and dryer.
6. Music is provided via an iPod or you may bring your own.
7. Students will be given a calendar to list their appointments.
8. Students must arrive 15 to 30 minutes before a scheduled massage.
9. All massages must be paid for unless agreed to by office personnel.
10. Students must complete all forms required before leaving each day.

STUDENT SERVICES

We consider our school to be one of the most user friendly, student oriented, schools in the state. We keep our class sizes small enough to provide the one-on-one attention that each student deserves and to also maintain a family atmosphere.

Hands On Therapeutics Massage School offers help with employment. Although we cannot guarantee job placement, we take an active role in the employment process by helping to review and create resumes, and by providing the graduate with a prospective employer list. This list is updated so that we can stay current in the market. Also, the graduate packet that students receive upon graduation contains many of the necessary documents that may be required for getting started in their own business. This includes forms for client health history and documentation. Our assistance can be called upon at anytime during the therapist's career.

CLASS SCHEDULES

Daytime 6.5 Hour Day

8:00 a.m. to 11:00 a.m. — Lecture

11:00 a.m. to 11:30 a.m.—Break

11:30 a.m. to 12:00 p.m.—Break

12:00 p.m. to 2:30 p.m.— Lecture

(Break taken as needed)

Nighttime 4 Hours each evening

3:30 p.m. to 6:30 p.m. — Lecture

6:30 p.m. to 7:00 p.m.—Break

7:00 p.m. to 7:30 p.m.—Break

7:30 p.m. to 10:00 p.m.— Lecture

(Break taken as needed)

*Break times may vary depending on the consensus of the class.

One hour of class time is 50 minutes

THE BASIC PROGRAM

The Course of instruction for the basic program is to prepare student in basic massage technique for the purpose of fulfilling licensure requirement for the State of Texas.

OBJECTIVES

- ✎ ·To develop proficiency and confidence in Swedish Massage and related modalities.
- ✎ ·To teach the comprehensive understanding of structure and function of the human body and the effects of massage therapy through practical working knowledge of anatomy & physiology.
- ✎ ·To develop confidence and skills necessary to successfully practice massage through clinical, practical and internship requirements.
- ✎ ·To teach understanding of the benefits and limitations of massage therapy, and the knowledge to refer clients to other professional health care practitioners when appropriate.
- ✎ ·To teach the necessary skills for planning, beginning and successfully operating a business in massage therapy.
- ✎ ·To have students understand and appreciate their own bodies and practice self care, including proper movement during massage for safety and injury prevention.
- ✎ ·To teach the understanding of the process of change in people in order to facilitate client change through massage therapy.

GRADUATION REQUIREMENTS

- Successful completion of 450 classroom hours of training and completion of 50 hours internship.
- 80% or better on all tests.
- All financial obligations must be paid in full before transcripts and certificates are released.

To obtain a copy of the Massage Therapy Act and Rules go to:
www.dshs.state.tx.us/massage/

Teacher to Student Ratio

We limit class size to 12 students per instructor.

CURRICULUM OUTLINE

The Basic Program Course Description

Swedish Massage.....	200 hrs.
Anatomy.	50 hrs.
Physiology.....	25 hrs.
Kinesiology.....	50 hrs.
Pathology.....	40 hrs.
Health and Hygiene.....	20 hrs.
Business Practices.....	45 hrs.
Hydrotherapy.....	20hrs.
Internship.....	<u>50 hrs</u>
(120 internship hours for the 570 Hour Program) Total	500 hours

- ◆ **Massage Therapy Technique** (200 hrs.) - This is the study of massage therapy techniques and theory and the practice of manipulation of soft tissue. Areas included are: history, products, client preparation and draping, effects and benefits, contraindications. (125 hours will be Swedish Massage – effleurage, petrissage, tapotement, vibration, friction, compression, and 75 hours additional techniques/modalities)
- ◆ **Anatomy** (50 hrs.) - **Physiology** (25 hrs.) This unit will consists of terms and organization of the body including: cells, tissues, skeletal system, muscular system, nervous system, cardiovascular system, lymphatic system, endocrine system, respiratory system, digestive system, urinary system reproductive system, and special senses.
- ◆ **Kinesiology** (50) The study of Anatomy, Physiology and Body Mechanics of movement of the human body.
- ◆ **Pathology** (40) The scientific study of the nature of disease and its causes, processes, development and consequences.
- ◆ **Health & Hygiene** (20 hrs.) - These hours are dedicated to the study of health, hygiene, first aid, universal precautions, and cardiopulmonary resuscitation. Included: stress management, human relationships, universal precautions, sanitary conditions, personal hygiene, therapeutic exercise, first aid and CPR.
- ◆ **Hydrotherapy** (20 hrs.) - The study of hydrotherapy will include history and terms, practical understanding of the applications, mechanisms, indications and contraindications, temperatures, incomplete and unfavorable reactions, physical modalities, equipment used in the applications, cryotherapy
- ◆ **Business Practices and Professional Ethics** (45 hrs.) - The study of massage therapy laws and rules, business practices, and professional ethics standards and includes industry and business controls, ethics, career path and business plan.
- ◆ **Internship** – Students will enter the internship program after completing the first 250 classroom hours of instruction During the internship program, students will complete not less than 50 hours of hands on therapies. If the student is enrolled in the 570 hour program, the student will complete 120 hours of hands on therapies during the internship program. The student clinic is open Monday through Friday 10am-6pm. Students will be scheduled for internship based on clinic availability during these hours.

GRADING POLICY

Grading – Our students must successfully complete each section of the program and pass both written and practical examinations with an 80% or better. In the event a test is failed, retake of that test must be completed before the next scheduled class.

A=90-100 B=80-89 C=70-79 D=60-69 F=any thing below 60
I=incomplete

Progress Evaluation – All students will be evaluated every 25% of hours throughout the program. These evaluations cover both lecture material as well as hands-on practical lessons. The grading period will allow the students to see how they are progressing based on the completion within the time frame stated above. The evaluation shall contain: grades for all tests, number of days absent—if any, number of hours made up—if any, number of hours needed to make up—if any, number of hours completed, and any special notes by the instructor. The student will receive a copy of this evaluation.

Probation – A student making unsatisfactory progress at the end of the first grading period 25% hours shall be placed on probation for the next grading period. Before beginning the probation period a student will be counseled prior to returning to class; the date this action has taken, and the terms of probation will be clearly indicated on the students record. If at the end of the next grading period(50%)hours) the student is still not making satisfactory progress in both written and practical exams they may be terminated.

Termination – TAC 140.345 The enrollment of a student who fails to achieve progress at the end of the 50% of hours may be terminated. A student whose enrollment was terminated for unsatisfactory progress must wait a minimum of one grading period before re-entering the program. Credit shall be received for the previous class time accrued that was successfully completed.. The student shall be advised of this action and the student's file documented accordingly. If during the probationary period the student does not maintain satisfactory progress, the student will be terminated. The cancellation and refund policy will apply for students terminated under this paragraph. The effective date of termination for purposes of refund will be the last day of the probationary period. Any student terminated under these conditions who chooses to return to a new class will be held to the same standards of grading, probation, and termination as any other new student.

Absence and Make-up

The state requires completion of all 500 hours of the curriculum to be eligible to take the state exam and apply for a state license.

ATTENDANCE

Attendance will be taken by the instructor during the first 10 minutes of class. All absences will be reported to the main office each day. Absences will be recorded in one hour increments. (Any part of an hour missed will be recorded as a whole hour and make-up will be accepted in one hour increments only.) A student will be terminated if they accumulate absences of more than 10 consecutive days or more than 15% of the total clock hours (75 hours). If a student is terminated because of absences, the refund policy will apply and the end date will be the last date of absence. A student who is terminated because of absences may not re-enter a class before the start of the next new class.

Absences will be counted in internship the same as in the classroom.

PUNCTUALITY

It is imperative that all students are on time for each class. Arriving late creates a disturbance in the class and is not fair to students who were on time. Late arrival to class—the student may not be allowed into the classroom while a session is in progress. They may only be allowed back in class during a break.

PHONE CALLS DURING CLASS HOURS

A student who leaves the class to make or receive a phone call will be counted absence for one hour or longer – depending upon the time out. A student who leaves the class for two calls will be put on probation.

MAKE-UP*

Each student is responsible for contacting the office – not the instructor – to arrange for make-up time. A personal attendance/absence file will be maintained by the ‘office personnel of the day’, they will record the absence and make up hours of each student.

All make-up work must be made-up within two weeks of the date(s) missed. A student may not do make-up work during regular class time. If the student missed a test, the student must take the make-up test outside of regular class time and within two weeks. All make-up work must be made up before taking the final exams.

When doing make-up work, the student is asked to turn off cell phones and any other electronic equipment. Exceptions will be made for learning impaired students.

Make-up work will not be authorized to remove an absence.

LEAVE OF ABSENCE

Our program has no leave of absence policy. If a student withdraws or is terminated, a transcript of hours completed up to the point of withdrawal or termination will be issued. A student may re-enter any successive new class at the point they were terminated with all prior credits accrued accepted. The refund policy will apply to a student choosing to terminate in this manner and will be based on the last date of class attended.

WEATHER CONDITIONS/SCHOOL CLOSINGS

We realize that weather conditions may create driving problems. School closures are kept to a minimum. Our policy will be as follows: Winter Weather: Classes will only be canceled if the TDOT issues a warning of slick or hazardous roads. Students may call the instructor or one of the school owners for confirmation of a closure. Summer Weather: If the weather station has issued a tornado warning. Again check to confirm a closure. All missed hours must be made up and the class day(s) will be extended.

*There is a \$15.00 per hour fee for Make-up hours that exceed the first 10 hours missed.

STUDENT CONDUCT

**Hands On Therapeutics Massage School is a school for mature adult students.
To that end, students are expected to act as such.**

Behavior – Any disruptive, provocative, or inappropriate behavior during scheduled class hours or at any time while on the school premises will not be tolerated. Nor will any conduct that might endanger another's health or safety.

Attire – Every student should dress comfortably but **not provocatively** for the classroom. Attire for internship should be professional. Students will be given an intern shirt (included in cost of supplies) upon entrance of internship. Remember this is not only a school but a public place of business and your appearance reflects on our school as well as yourself. Body jewelry is not to be worn during class or internship.

Food – We understand that the class day is long and we have scheduled breaks to allow students to eat snacks and have a drink. Drinks are allowed at the table during class but please keep the snacks to a minimum and clean your area before leaving for the day. Students may use the facilities in the break area

Housekeeping – We take great pride in our facility and hope that you will too. Please do your part to make sure that the classroom is presentable at all times. We appreciate your cooperation in this matter.

Smoking – Smoking is prohibited on the school premises. An area is provided outside. Please help keep that area clean.

Telephone Policy — **Students must turn off cell phones during class times. You are given a break and you may make or return your calls at this time.**

Emergence calls will be taken at the office and the appropriate student notified immediately! Our Number is 940-689-9833

GENERAL PROBATION POLICY

Students shall be placed on probation for any of the following reasons:

- Ø Failure to keep satisfactory progress as outlined in the grading policy.
- Ø A breach of the student conduct policy.
- Ø Failure to make payments according to the enrollment contract.
- Ø Being late for an internship appointment or missing an appointment.

When a student is placed on probation, that student is counseled prior to returning to class. The date of probation and recap of counseling discussion will be clearly noted on the student's permanent record. Students will be taken off probation when:

- Ø Satisfactory progress is restored as outlined in the grading policy.
- Ø No further breaches of the student conduct policy.
- Ø Tuition payments are brought current.
- Ø Being on time for 10 consecutive intern appointments.

TERMINATION POLICY

Termination will result due to any of the following violations:

- Ø Absent more than 10 consecutive class days or 15% of clock hours
 - Ø Failure to achieve progress at the end of two (2) successive grading probation periods.
 - Ø Tuition account is delinquent 30 calendar days.
 - Ø Admittance forms have false or misleading information.
 - Ø Abusive or destructive behavior.
 - Ø Attendance under the influence of drugs or alcohol.
 - Ø Removal of school or other person's property.
 - Ø Solicitation or acceptance of gratuities any time during the Basic Program or Internship.
 - Ø Third missed appointment in internship clinic.
 - Ø Sexual comments or misconduct toward any student, staff member or clientele.
- ◆ **Illegal Drugs & Alcohol** – No student shall use, possess, or distribute any illegal drug or alcohol while on the school premises or while in attendance of any school sanctioned activity. Such behavior may result in immediate termination.

Re-enrollment will be considered after review by staff and faculty.

GENERAL READMISSION POLICY

Any student having been terminated for a breach of policy will be allowed to re-enroll in a later class after the staff and faculty have reviewed the reasons for termination. Factors that would prevent a student from being accepted are as follows:

- Ø Excessive absentees and late to class.
- Ø Use of drugs or alcohol during class activities.
- Ø Attendance under the influence of drugs or alcohol.
- Ø Sexual comments or misconduct toward any student or staff member.

All other reasons a student may have been terminated are open to the possibility of re-enrollment. Negotiations concerning re-enrollment must assure the staff of the student's serious intent to study and complete the program with no further infractions of school policies.

GRIEVANCE POLICY

All student grievances shall be taken seriously and every effort made to resolve the grievance. All grievances must be filed with the Director in the form of a written statement. All discussions shall be held in private and kept confidential. The Director's decision in regards to all grievances and complaints is final. However if the student is not satisfied they may contact the Texas Department of State Health Services at:

Message Therapy Licensing Program
Texas Department of State Health Services
Mail Code 1982
P O Box 149347
Austin, Texas 78714-9347
Telephone (512)834-6616

*****Amendment to §140.341**— A person is ineligible for licensure as a massage therapist in the state of Texas if that person has A) ever been convicted of, pled guilty or nolo contendere to, or received deferred adjudication for crimes or offenses involving prostitution or another sexual offense; B) until the fifth anniversary of the date of a conviction of a misdemeanor involving moral turpitude or a felony; or C) until the fifth anniversary of the date of a conviction of a violation of the [Massage Therapy} Act, in accordance with TAC140.341 (a)(16)(A-C).

PAYMENT POLICY

Terms:

- \$500 deposit (includes a \$50.00 application fee)
- First payment is due on or before the first day of class.
- Remainder of payments are divided over number of weeks in the program.
- Transcripts will be held until account is paid in full.
- Payments may be made by check, cash, money order.

Payment Due Date—The first tuition payment is due on the first day of class. Thereafter payments are due on Friday.

Late Charges—A \$20.00 late fee will be assessed for any tuition payments received after the fifth calendar day it is due. If an account is delinquent for 10 calendar days, student will be placed on probation. An account delinquent 30 days will result in enrollment termination. Any account delinquent for over 3 months will be sent to collections and a 20% collection charge will be assessed.

Returned Checks—Checks returned for non-sufficient funds will be charged an additional \$35.00 plus the amount of the check. Payments may be made by cash, money order, or cashier's check.

All payments and any other charges must be made before a transcript will be issued—no exceptions!

Cost Beyond Program—Students will need 4 to 6 sets of twin size sheets at a cost of approximately \$10 to \$20 per set for internship. Students will, also, need 4 to 6 hands towels and cradle covers (cradles must be covered at all times). Graduates need to consider a few extra costs such as a massage table and linens which are not required for the class but will be needed when you are beginning your practice. To become licensed by the State of Texas, graduates must take a Jurisprudence exam online at a cost of \$40.00 and sit for one of the two approved exams at a designated location and personal expense. You may then apply for your license and the application fee is \$117.00 If you plan to go into business after you complete the required class you will need to buy a massage table. Cost start at about \$399.00 and up.

Payment Fee/Schedules

Payment Made on or before the first day of class:

Basic Price:	\$4,500.00
Supplies	450.00
Application Fee	<u>50.00</u>
TOTAL	5,000.00

Payment Fee Program

Day Class—6 to 9 Months

Master Class Fee	\$4,000.00	
Application Fee	50.00	
Supply Package	450.00	
Discount	(-\$2050.00)	***
Minus Deposit	<u>(-500.00)</u>	Due before first day of class
TOTAL	\$1,950.00	Paid in 50 weekly payments of \$39
Week Day Class		

*** (must complete program and purchase all supplies from Hands-On Therapeutics Massage School)

Supply Package: Text Books—Milady's 5th Ed, Trail Guide to the Body 4th Ed, Trail Guide to the Body Workbook 4th Ed. Pathology for Massage Therapist by Ruth Werner. One Set of sheets with face cradle, cover, one mechanical pencil, one yellow highlighter, one ball point pen, one three ring binder, one ream note paper, one tote bag, one holster with belt and jar and one half gallon of lotion. (Book(s) and supplies may be substituted if needed as determined by the school administrator(s))

ADMISSIONS REQUIREMENTS

Hands-On Therapeutics evaluates each applicant without discrimination regarding age, sex, race, nationality, religion, creed or marital status. In order to be considered a student at our school the following criteria must be met:

- ✎ Prospective students must present a valid drivers license and social security card.
- ✎ Student must be a legal citizen of the United States or present a valid work/school permit card.
- ✎ Submit a completed application along with a \$500.00 down Payment.
- ✎ Must be physically, mentally, emotionally and financially capable of completing the course.
- ✎ Must be at least 17 years of age at the beginning of desired class. May not apply for a license until 18 years of age.
- ✎ Must be free of criminal convictions. (A student is not eligible for licensure if he/she has been convicted of, pled guilty or nolo contendere to, or received deferred adjudication for crimes or offenses involving prostitution or another sexual offenses; B) until the fifth anniversary of the date of a conviction of a misdemeanor involving moral turpitude or a felony; or C) until the fifth anniversary of the date of a conviction of a violation of the {Massage Therapy} Act, in accordance with TAC 140.341 (a) (16)(A-C).
- ✎ You may have a personal tour of our school during regular business hours before your class starts, however all students will have an opportunity to tour the building on the first day of class.

HANDS-ON THERAPEUTICS OFFICE HOURS

Monday through Friday 10 a.m. to 6: p.m.
Saturday & Sunday—BY APPOINTMENT ONLY

Application for
**Hands On Therapeutics
Massage School**

1501 Midwestern Pkwy, Ste 101, Wichita Falls, TX 76302
(940)689-9833
MS1000

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Work Phone: _____

Cell Ph: _____ E-Mail: _____

Date of Birth: _____ Male _____ Female _____

Social Security# _____ Drivers License #: _____

Current Employment: _____

Emergency Contact: _____

Phone: _____ Relationship: _____

Have you ever been enrolled in another massage therapy program? _____

If so, where? _____

Have you been convicted of a felony or misdemeanor? If so state date, court
and offense: _____

How did you hear about Hands-On Therapeutics? _____

I am applying for the following course:

 Week Nights

 Week Days

Start Date of Program: _____

You must enclose a \$500.00 deposit with your application. This covers books and supplies

I certify that the above information is true and correct.

Student

Date

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