

Massaged Life & Wellness Academy



School Catalog

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3518 Loop Rd Suite 1

Tuscaloosa, Alabama

Phone: (205)248-7416

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MISSION AND GOALS

- Massaged Life & Wellness Academy's primary goal is to provide its students with a comprehensive course of study in all aspects of massage therapy. The program was designed based upon the increased demand in the area of Massage, Holistic Health & Spa Therapies. At Massaged Life & Wellness Academy, our faculty and staff are dedicated to provide a thorough, hands-on education, enabling the student to meet the growing need for massage therapy.
 - To prepare Massaged Life & Wellness Academy graduates to look at the whole body as one synergistic work of art.
 - To prepare Massaged Life & Wellness Academy graduates to work with other health care professionals.
 - To provide Massaged Life & Wellness Academy students with a broad base of massage experience so, upon graduation, they can expand into a wider range of employment.
 - To provide Massaged Life & Wellness Academy students with proper communication and personal relation skills between a therapist and his/her client(s).
 - To promote the highest standards of professionalism in the field.

School Purpose Statement

Our purpose/mission is to assist our students in going above and beyond a professional level of competency in the theory and practice of massage therapy with a strong emphasis on personal and professional ethics.

Location

Massaged Life & Wellness Academy is located at: 3518 Loop Rd # 1, Tuscaloosa, AL 35404

Phone: (205) 248-7416

Facility and Equipment

The facility contains sufficient room for classroom and clinical instruction. Instructional charts and models and AV equipment are available for the use of students. Massage tables and massage chairs are provided for use in class for hands on demonstration and instruction. Massage chairs will also be available for clinical events in which the school participates. The school maintains a small library consisting of massage videos, reference materials and professional journals

Licensing Statement

The Massaged Life Academy is licensed by the Alabama Board of Massage Therapy. Our school license # is S-132.

Statement of Non-Discrimination

Applicants are evaluated based on motivation, attitude, character, individual goals, personal hygiene, financial and academic abilities. We are proud to be a non-judgmental, family-owned business. We take great pride in being an equal opportunity establishment and are open to all applicants regardless of sexual orientation, gender, race, and ethnicity, place of origin, religion, or age.

Objectives of Massaged Life & Wellness Academy

1. To create an exceptional educational program in the field of massage therapy that enables our students to acquire the knowledge and develop the skills necessary for a successful career.

2. To provide, by instruction and example, an environment that promotes the highest possible standard of professionalism, an attitude of honor and respect toward clients and fellow practitioners, and a commitment to ethical behaviors.
3. To provide a learning environment that incorporates several teaching methods (visual, auditory, hands on, and note taking), to cover the needs of a variety of students.
4. To ensure that students have necessary knowledge in anatomy and physiology, pathology, medical terminology, and business as these areas relate to the practice of massage.
5. To ensure that graduates are well prepared to pass the National Certification examination as required for licensure in the State of Alabama.

Course of Study

<u>Course Title</u>	<u>Hours</u>
Anatomy, Physiology & Pathology I & II	120
Basic Life Support	5
Business, Law & Practice Management	40
Clinical Rotation	150
Introduction to Medical Terminology	5
Kinesiology with Applied Anatomy	90
Massage Ethics & Professionalism	30
Massage Modalities	40
Massage Theory and Practice I & II	138
Massage Therapy Research	5
MBLEx Exam Review	35
Orientation	2
Psychology for Massage Therapist	15
Rehabilitative Massage	55
Self-care for the Massage Therapist	15

Spa & Hydrotherapy Treatments	15
Special Populations	40
Total	800



Curriculum & Course Descriptions

All courses are required. Attendance is necessary to receive the total number of hours. If you miss any class, you will be required to make up that class time in addition to the extra course work assigned by the instructor. Missed days equal a longer amount of time until graduation. Please keep this in mind and only miss if it is necessary. Some courses may be pre-recorded and available via distance learning contracts. These classes will have all “LABS” and “EXAMS” on campus. These courses must be pre-approved for distance learning module.

Anatomy, Physiology & Pathology

APP 101-102

(65 & 55hrs)

The first in a two-part sequence of courses introduces students to the organization of the body on a chemical, cellular, tissue and system level. Integrating structures (anatomy), their functions (physiology) and their diseases/disorders (pathology) is a focus of each course in this sequence with this course focusing the skeletal/articular, muscular, and nervous systems in detail. This course gives the student an intense education of the muscular system and palpation of the muscles. This class will spend lab time on the palpation of the muscles. The second part of this course builds on the material from APP I and explores the endocrine, cardiovascular, lymphatic/immune, integumentary, respiratory, digestive, urinary, and reproductive systems. All systems are integrated using cross-sectional analysis of the human body.

The lecture portion of this course may be pre-recorded and considered distance learning.

All Labs and EXAMS will be on campus. Labs will be held weekly.

Basic Life Support

MAS 101

(5hrs)

This course will train students to respond to, assess and manage cardiac and respiratory emergencies using basic life support skills and automatic external defibrillation. Students are required to successfully complete a certification class in CPR/ First Aid/AED/BBP. This course will be offered in a 1 day class alongside Orientation. Certification is through American Heart Association affiliate: **protrainings.com**. **Hybrid class**

Business, Law & Practice Management**MAS 410****(40hrs)**

This course offers a broad base of practical information related to the fundamentals of business and practice management. Among the topics presented will be basic taxes, licensure, record keeping, insurance claims, business startup costs and business ethics. In addition, the students are required to design a business plan. The class will provide information valuable to the student in whatever clinical setting they choose to practice. This course will require 12 additional clinic hours working hands on at the clinic front desk to gain valuable firsthand experience with the day-to-day management of a massage practice. **A portion of this course may be pre-recorded and considered distance learning. All exams will be on campus**

Clinical Rotation**MAS 400****(150hrs)**

This is a multi-part course including clinic orientation, supervised massages, and client case review. Student clinic is an on-site, supervised setting. The student applies massage and assessment techniques learned in their courses to a variety of clients. In this setting, students are individually supervised and evaluated by the clinic supervisor. Students are encouraged to ask questions and seek feedback from their supervisor. During this time, each student must complete a minimum of 100 supervised massages. If they do not have 2 or more clients scheduled for their shift and there is another student available, they must practice their techniques on each other; these are practice massages only and will not count toward the supervised massages. Remember, practice makes perfect. Client Case Review occurs at the end of each clinic shift. This offers the students an arena to discuss clinic questions, concerns and have an open forum for discussion. In addition, the clinic supervisor gives feedback from the evaluations to the students.

Intro to Medical Terminology**MAS 102****(5hrs)**

Since massage therapy is included in the allied health professions field, it is important for the massage therapist to be an effective communicator with other health care professionals. This intensive course helps the massage therapist to “crack the code” regarding the extensive terminology used in the health care field. The student will learn how use Greek & Latin roots, suffixes, and prefixes to create words as well as how to define them. The language learned in this course will be further built upon in the upcoming classes. **This course is offered as distance learning.**

Kinesiology with Applied Anatomy**APP 103****(90hrs)**

This class gives the student an intense education of the muscular system and palpation of the muscles. Students will learn the attachment points, direction of fiber and actions for each muscle to understand movement. It will cover types of muscle, attachment sites, origin and insertion, fiber direction and more. Emphasis is placed on the relationships among muscle attachments, bony landmarks, and prominent joint structures. Students learn about human movement with relation to levers and their association to planes of movement. Students undertake a detailed exploration of muscles, bones, and joints of the human body.

Ethics & Professionalism**MAS 110****(30hrs)**

This introductory class focuses on many of the issues massage therapists face in their professional careers. The material includes, but is not limited to defining, understanding, and applying the principles of professionalism, scope of practice, code of ethics, ethical decision making, setting professional boundaries, hygiene and sanitation, history, basic assessment and charting, effective communication, confidentiality and basic indications and contraindications for massage therapy. **This course may be pre-recorded and considered distance learning. All exams will be on campus.**

Massage Modalities**MAS 310****(40hrs)**

In this class, Students will learn about various forms of allied modalities. This course will be a mixture of Instructor and Student lead lectures. Each student will be assigned a massage modality. Then they will perform a student lead lecture/report on their findings. This class prepares the student for public presentations while teaching about different modalities. This course provides an overview of the basic concepts of Acupressure, Alexander Technique, Ayurvedic Massage, Cranio-Sacral Therapy, Esalen Massage, Feldenkrais, Neuromuscular Therapy, Rolfing/Structural Integration, & Trager. **This course may be pre-recorded and considered distance learning. All exams will be on campus.**

Massage Theory and Practice I & II**MAS 201-202****(70hrs & 68hrs)**

In MAS 120 students learn the history of massage, health history collection and documentation, indications, contraindications, and hygiene are taught, as well as good body mechanics and proper draping techniques are emphasized with hands on practice.

In MAS 220 the student takes the methods learned in MAS 120 and applies them to clients. This portion of Massage Theory and Practice will focus more on the hands-on portion. Here students will learn and practice fundamentals of relaxation massage, including the strokes of effleurage, petrissage and tapotement, vibration, and friction. Students focus on major muscle groups while learning Swedish massage techniques. Additionally, by course end, students will be able to give a complete full body relaxation massage.

Massage Therapy Research**MAS 300****(5hrs)**

This course will use a blended approach of classroom and online modules to introduce students to research as it applies to massage therapy. This includes the basic principles massage research, as well as research design, ethics and methods. **This course may be pre-recorded and considered distance learning. All exams will be on campus.**

MBLEx Exam Review**MAS 420****(35hrs)**

(30) thirty hours will be devoted to reviewing course work in preparation for taking the licensure exam for Massage Therapy.

Orientation**MAS 100****(2hrs)**

Students and faculty will meet one another, and school guidelines will be presented. Current academic requirements, policies and curriculum will be discussed.

Psychology for Massage Therapist**MAS 230****(15hrs)**

In this class, students will study: the psychological life of the body, mind/body connections, psychological effects on body, anchoring patterns, and working with other professionals.

Rehabilitative Massage Therapy**MAS 320****(55hrs)**

In Clinical Massage Therapy, students learn more in depth techniques to analyze, assess and develop treatment plans for clients with complaints such as sciatic, low back pain, tennis elbow, carpal tunnel, thoracic outlet, whiplash, and many others. Body dynamics and posture are analyzed in association with functional testing to develop therapeutic treatment for clients.

Self-Care Techniques for Massage Therapist**MAS 210****(15hrs)**

The fundamental principles of human nutrition, natural health, and wellness, in addition, this course offers valuable information on yoga and its use for therapist self-care. Students will examine the functions in the body and food sources of various micro- and macronutrients as well as energy balance and the role of nutrition in disease states. Students will be learning the basics of natural health and acquire a very general understanding of complementary & alternative medicine, identify their own nutritional requirements, as well as have the ability to discuss the nutritional significance of food and the drastic effects that deficient foods have on health and vitality. **This course may be pre-recorded and considered distance learning. All exams will be on campus.**

Spa & Hydrotherapy Treatments**MAS 130****(15hrs)**

This course includes concepts of the spa & hydrotherapy histories, theories, and techniques. The course will cover facial massage, aromatherapy massage, body scrubs, cocoon wraps, and heated stone massage safety and techniques as well as, to use of water therapy for specific situations. **This course may be pre-recorded and considered distance learning. All exams will be on campus**

Special Populations explores the specific groups of clients that require a more customized approach to treatment and assessment. Course includes facilitating therapy involving amputees, pre-natal, geriatric, oncology, sports massage, and immune-compromised patients.

This course may be pre-recorded and considered distance learning. All exams will be on campus



Admission Requirements

To be considered for admission into Massaged Life & Wellness Academy all applicants must:

- Be at least eighteen (18) years of age (proof of age is required)
- High school graduate or GED equivalent
- Submit a completed application for admission, along with \$50 non-refundable application fee
- Have a personal interview & 1 hour professional massage with Ronda Young, or one of our instructors \$70 fee
- Be in good physical health and of good character
- Be capable of passing a criminal background check
- Be capable of passing a drug test prior to enrollment and at any point during the program

- Be emotionally, physically, and financially able to complete the program
- We reserve the right to refuse admission/services based on character and/or drug use
- Submit two letters of reference

Admission and Enrollment Procedure

A prospective student applying for school must complete the following:

Application Instructions

1. Complete application form
2. Obtain two, (2) letters of reference
3. Include copy of high school diploma or GED
4. Enclose a \$50.00 non-refundable application fee
5. Schedule an interview with an administrative staff member
6. Provide proof of age
7. Receive and review School Catalog
8. Undergo a minimum of 1 interview with Ronda Young
9. Undergo a minimum of 1 massage session with Ronda Young

Enrollment Instructions

(IF selected as a student in the upcoming class)

1. Complete Enrollment Agreement form
2. Complete Financial/Payment Agreement
3. Pay initial \$1500.00 of tuition

Financial Information

Schedule of Fees

(Fees are as of January 2023. Subject to change)

Massage Therapy Class (800 hours of instruction)	\$8900.00
Application Fee (non-refundable)	\$ 50.00
Prerequisite massage from Instructor	\$ 70.00
Make-up Class, Time with Instructor per Hour	\$ 30.00
Monthly Processing Fee for Tuition Installments	\$ 15.00
Late Monthly Installment Fee (if payment is after the 5 th of the month)	\$ 25.00
Extra Diploma	\$ 10.00
Extra Transcript	\$ 10.00
Missed Clinic Fee/ per day	\$ 165.00

Tuition Information

Tuition cost for the 800-hour massage therapy program is \$8900.00

The following will be provided to each student:

- Required textbooks and teaching material
- One bottle of massage oil, bottle, and bottle holster
- Instruction of class material
- Student malpractice insurance
- 1 sets of sheets
- Use of facility for practice and clinical hours
- Massage table package including standard massage table, carrying case, face cradle, and bolster
- Student Malpractice Insurance

Additional cost to the student is:

- \$50 Non-Refundable application fee

- 1 professional massage from Ronda Young \$70
- Additional set(s) of twin sheets for completing homework hours, approximate cost \$15-\$60 set
- Basic school supplies: Binders, note cards, pens, pencils, highlighters, etc.
- Minimum of 1 set of black scrubs approximate cost \$40 & up
- MBLEX Exam fee \$265 paid to FSTMB
- Application packet fee to Alabama Board of Massage Therapy \$25
- Professional Malpractice Insurance \$79-299/year (varies depending on the company you choose)
- License Fee \$250 Payable to Alabama Board of Massage Therapy
- Establishment License Payable to Alabama Board of Massage Therapy, if you choose to work for yourself
- Various Business Licenses based on the City/State you choose to work. If you choose to rent a room or open your own establishment these may be required.

2022/2023 Academic Calendar (Tentative)

Group:	Classes begin:	Class time:	Final class date:
22	January 18 th , 2022	Tuesdays & Thursdays 8:30am-6:30pm	September 30 th , 2022
23	August 9 th , 2022	Tuesdays & Thursdays 8:30am-6:30pm	May 2 nd , 2023
24	January 31 st , 2023	Tuesdays & Thursdays 8:30am-6:30pm	October 10 th , 2023
25	August 15 th , 2023	Tuesdays & Thursdays 8:30am-6:30pm	May 14 th , 2024

Academic and Clinical Probation

Students failing to maintain a passing score of “C” average in each course will be placed on academic or clinical probation. An average of 70 or better must be achieved within thirty (30) days of the beginning of probation or the student may be dismissed from the program and voids all refunds.

Attendance and Tardiness Policy

Regular attendance and punctuality are expected of all students. Because of our requirement of 800 hours of training for certification, all absences must be made up before graduation. (See make up policy) Attendance is

recorded in each class. It is understandable that absences will occur at no fault of the student, but time missed will be made up. If a circumstance arises, it is in the best interest of the student to seek advice as quickly as possible from the administrative staff.

Students will be in class on Tuesdays and Thursdays consecutively for 36 weeks. Class times will be from 8:00am until 6:30 pm every Tuesday and Thursday. Students will be required to attend a one-day field trip to Atlanta which will be scheduled at a later time. Also, each student will be required to attend at least one day of community service events, usually on a weekend. These are not optional. Appropriate time will be given for students to be able to adjust their schedules accordingly.

Tardiness and leaving class early are disruptive to instructors and students and detract from the learning experience. A pattern of such occurrences is not acceptable. Excessive absence during class time, whether from tardiness or early departure, will require consultation with the administrative staff and possible probation. Please remember that tardiness and early departure will result in penalties not limited to a drop in letter grade and prolonged graduation date. We are an 800-hour program meaning you must achieve 800 hours prior to graduation.

Students are responsible for all class material covered, including assignments, handouts, and announcements regardless of the reason for the absence, tardiness, or leaving early. Missing classes for five consecutive weeks can result in automatic suspension or dismissal from the program at the discretion of the administrative staff.

Break Area

A small refrigerator and microwave will be provided for student/faculty use. Items placed in the refrigerator must be removed at the end of each day. For sanitary reasons, there will be no storage of food or utensils inside the classroom or break area. Items left in the refrigerator after a week will be disposed of including the container. It is expected that students who use the break area are responsible for assisting in keeping the area clean.

Clinic Information

The student clinic is to serve and educate the public and to provide learning opportunities for the students. Students are required to complete a minimum of 100 supervised massages. Students may begin their supervised hours after successful completion of Theory and Practice 1 class and after being cleared by the instructor. We encourage the students as part of their business class experience to bring in clients for student massages; however, the School will assist the students in bringing in clients for clinical hours. Student massages are charged at ½ the posted price for a licensed therapist. At times students may be invited by the school to participate in health and fitness events. Credit towards supervised clinical hours will be allowed for massages performed under supervision at those events. Students are required to document all supervised clinical time, which must be initialed by the supervising therapist. Fees charged by Massaged Life & Wellness Academy for student massages are used to defray the cost of providing the facility.

If a student fails to come in and misses a clinical appointment that was scheduled, the student will be fined \$165/day AND will be required to make up all clinic hours missed. This fee is to cover the cost occurred for a Licensed Massage Therapist to cover your shift.

Also, see Clinic Handout for further rules and explanations.

Class Cancellation

If there are not enough qualified applicants to begin the next class, the school will cancel the upcoming class. All money paid by the prospective student will be refunded including the application fee. When the next class begins the previous applicants will have priority in starting the class.

Confidentiality of Student Records

Application information and all student records are confidential. Students are guaranteed the right of access to their file. Information will not be released without written consent of the student. Students may view their records at any time with an administrative or instructional staff member.

Dismissal Policy

Students may be dismissed from the massage program for, but not limited to the following:

- Falsification of school application
- Poor attendance and/or frequent tardiness
- Failure to pay tuition and supply costs on time
- Being under the influence of or in possession of drugs or alcohol
- Disorderly, dangerous behavior or destruction of school property
- Unprofessional behavior, foul language, poor grooming habits, not following dress code
- Sexual misconduct or harassment, (results in a void of tuition reimbursement)
- Failure to maintain a passing score in course work, (results in a void of tuition reimbursement)
- Any action deemed to be in violation of school policy and ethics
- Cheating on assignments, exams, or clinical time record
- Theft

- Failure to make up class hours
- Failure to achieve the requirements of academic or clinical probation
- Practicing any form of chiropractic, osteopathic, skeletal manipulation or unauthorized modalities on the school premises or events, **even with proper licensure**

Students have a maximum of twenty-four (24) months from entry date to finish all requirements of graduation or will be dismissed from the program.

If dismissed from the program a refund of the tuition will be given per tuition reimbursement policy. The official date of dismissal will be date of last classroom attendance. **If dismissal is due to sexual misconduct or harassment, tuition reimbursement is VOID**

Dress Code and Grooming

It is expected that students take personal responsibility for their dress and grooming habits. Students must maintain appropriate dress for class and clinical experiences and maintain professional appearance. School T-shirt or black scrub top and black scrub pants are required every day.

During Supervised Clinicals:

- **Wear black, professional scrubs**
- **Refrain from use of heavy fragrances**
- **Nails must be kept trimmed below each fingertip**
- **Shoes must be worn**
- **Hair must be neatly groomed; long hair must be pulled back**

Draping

Proper draping is essential to meet the ethical and legal standards of massage therapy. The dignity, physical and emotional comfort of the client and the development of an appropriate therapeutic relationship demand that proper draping techniques always be adhered. This protects the client's trust and modesty and keeps the client warm. Good draping must be maintained in class and in clinic or events. Failure to practice proper draping techniques will be cause for dismissal from the school. **Client preferences are not grounds for exceptions to this policy.**

Drug/Alcohol Free School

Massaged Life & Wellness Academy is a drug free and alcohol-free school and workplace. Students and staff are prohibited from the unlawful manufacturing, distribution, dispensing, possession of or use of a controlled substance or alcohol anywhere on the school property, including grounds, parking areas, or while participating in school related events or activities. Staff or students violating this policy will be terminated from Massaged Life & Wellness Academy without the possibility of reinstatement.



Faculty and Course Evaluations

On the final class day of each class, students are requested to complete an evaluation form for both the instructor and the class. The evaluation form contains questions concerning class content and the way in which the materials were presented. The evaluations provide the administrative staff with information needed to assist the school to grow in a positive direction. Information obtained from the evaluations will be kept confidential and will in no way impact the student's grade.

Grading System

Grades are meant to assess overall achievement. Letter grades will be given in all classes based on assignments, tests, and classroom participation. The grading scale is as follows:

A= 90-100	P = Pass
B= 80-89	F = Fail
C=70-79	W = Withdrew
F=0-69	
I= incomplete	

To pass a course, students must achieve a C average. All incompletes must be made up to continue in the program.

Students may re-take any failed exam or assignment once. The grade of the initial exam and the repeated exam will be averaged for the final grade. If the student fails any course, they will not be allowed to continue in the program. At this time, they will be asked to withdraw from the program and a refund will be given per refund policy if applicable. Consideration will be given regarding enrollment in a future class, at which time credit for previous classes will be applied if warranted.

Grievance Procedure

Students who have a grievance pertaining to The Massaged Life & Wellness Academy should submit the grievance in writing to any administrative staff member of the school. At least two (2) administrative staff members will review the grievance and a written response will be given back to the student(s) within two weeks.

GI Benefits Grievance Procedure (pending)

You may submit a complaint through the GI Bill Feedback Tool if your school or employer is failing to follow the Principles of Excellence. The GI Bill Feedback Tool can be found at:
<http://www.benefits.va.gov/GIBILL/Feedback.asp>.

Inclement Weather

During inclement weather the school will be closed. All missed class time will be required to be made up at a scheduled time at the discretion of the school and instructors. **Typically**, if the Tuscaloosa City Schools are closed due to the weather, then Massaged Life & Wellness Academy will be closed, **however**, it will be up to The President to decide. Students may contact any of the administrative staff members or instructors if any questions arise. Students should keep in mind their own personal safety before attempting to drive to school.

Make Up Policy

Incomplete grades and all missed classes must be made up. The student must arrange with the instructor or the administrative staff to work out a mutually acceptable time. A fee of \$30.00 per hour will be charged to the student if an instructor is required to be present for makeup work after normal instructional time.

At the discretion of the instructors or administrative staff, make up hours can be assigned to additional clinical hours.

Observed Holidays

New Year's Day

Memorial Day

4th of July break

Labor Day

Thanksgiving break

Christmas break

New Year's Eve

Consult the school calendar for specific dates.

Note: During some of the school breaks, Supervised Clinic may remain open on certain days. This allows anyone behind on clinical hours to catch up and ensure our clients can continue with their treatments uninterrupted.

Placement after Graduation

The school does not guarantee placement of its graduates. A current list of job opportunities received by the school will be kept on file to assist the students who have satisfactorily completed training required to obtain employment. However, the school makes no representations or warranties, express or implied, to the availability or ability of the student to gain employment after certification. The availability of employment is subject to a variety of factors and the student is responsible for finding suitable employment. However, the school will assist if requested.



Performance Requirements for Graduation

Upon graduation, students will receive a Diploma in Therapeutic Massage. To receive their diploma, students must:

- Successfully complete the 800-hour program consisting of classroom instruction and all required coursework (including clinical hours)

- Passing score of “C” on all classes, clinical hours, and projects
- A final practicum demonstrating the ability to give a full body massage based on the needs of the client
- Satisfactory attendance (no more than **3** days is allowed to be missed)
- Pay the total amount of tuition and all school related fees
- Submit student evaluations of courses, instructors, and staff
- Return all library and reference materials
- Take and pass MBLEX exam prior to last day of class

Upon fulfilling the requirements for graduation, the student will receive one official Diploma and two transcripts. Additional diplomas and transcripts are available at a cost of \$25.00 per item. Requests for additional Diplomas and transcripts must be made in writing.

School Hours and Calendar

The massage therapy program is 800 hours in length. The length of time to complete is approximately 9 months.

	School Hours	CLASS Hours
Monday	10:00 am-3:00pm	N/A
Tuesday	9:00am-6:30pm	8:30am – 6:30pm
Wednesday	10:00 am-3:00pm	N/A
Thursday	9:00am-6:30pm	8:30am – 6:30pm
Friday	by appointment only	N/A

Supervised Clinical Massage Hours are as follows:

Tuesday and Thursday 2:00pm -6:30pm with last appointment scheduled at 5:15pm

Class/Clinic hours may vary due to schedules and student volume. Days and times are subject to change.



Sexual Harassment and Dual Relationships

Massaged Life & Wellness Academy prohibits sexual harassment in any form and by any party. Such conduct will result in disciplinary action being taken against anyone who is found to have sexually harassed another person. Disciplinary action could result in dismissal from the program.

Such conduct includes repeated offensive sexual flirtations, advances or propositions; continual or repeated verbal abuse of a sexual nature; graphic verbal commentaries regarding an individual's body; sexually degrading words used to describe an individual; gestures of a sexual nature; or the display in the school of sexually suggestive objects or pictures.

Students or instructors subjected to acts of sexual harassment should inform school administration promptly. Persons subject to such acts may be asked to sign a statement detailing the conduct which they believe constitutes harassment. All complaints will be investigated in confidence. Whenever a complaint is found to be valid, prompt remedial action will be taken. This policy statement is intended to ensure all students and instructors that under no circumstances will the school tolerate any form of sexual harassment.

The teacher-student relationship lies at the foundation of the educational process. As a matter of sound judgment and professional ethics, faculty members have a responsibility to avoid any apparent or actual conflict between their professional responsibilities and personal relationships with students.

Due to possible negative consequences, dating and sexual relationships between students, students and instructors and/ or students and administrative staff are specifically prohibited.

Smoking, Tobacco and Vaporizer Use

Massaged Life & Wellness Academy is a smoke and tobacco free facility. Smoking, tobacco, and vaporizer use are not permitted inside or in front of the building. Smoking, tobacco, and vaporizer use are permitted only in your private vehicle. Please remember you are attending a Wellness school. Therefore, it is HIGHLY recommended that you treat your body and our environment with respect. Vaporizers will be treated the same as smoking and tobacco.

Standards of Progress

1. You must maintain a 2.0 cumulative Grade Point Average (GPA). This includes all course work you have taken at MLWA or any college or university (this includes college level classes taken during high school), regardless of whether you received financial aid for those classes.
2. You must successfully complete at least 70% of all the classes in which you have enrolled. This includes all the course work you have taken at MLWA or any college or university (this includes dual enrollment classes), regardless of whether you received financial aid for those classes.
3. You must not attempt more than 150% of credits needed for the level of degree in which you are seeking. All coursework attempted is included in these totals.

Student Conduct

Massaged Life & Wellness Academy maintains high standards for the personal conduct of students in the classroom and clinical areas. Students will demonstrate respect for and professionalism towards the school staff, instructors, classmates, clients, and school property at all times. Anytime student conduct is in breach of policies it will be grounds for dismissal from the program. Only administrative staff may dismiss students from the program. If dismissed from the program the tuition reimbursement will be per tuition reimbursement policy.

Student Malpractice Insurance

Students are prohibited from doing bodywork on individuals without having malpractice insurance, therefore malpractice insurance is provided by the school. However, when students are continuing clinical hours after graduation, it is the students' responsibility to renew their student malpractice insurance and proof must be provided to the school. In Alabama and most states, Professional Malpractice Insurance is a REQUIREMENT for licensure.

Transfer Students

Massaged Life & Wellness Academy will accept transfer students from other schools and states under the following conditions:

1. The prospective student must provide MLWA with a transcript that certifies the number of training hours the student has completed. After evaluation by the administrative staff, a proposal will be presented to the individual. The same admission and enrollment procedures will apply to everyone who is seeking transfer in MLWA. We do require that at least 80% (640 hours) be completed at our facility, which includes but is not limited to ALL clinic hours.
2. All TRANSFER courses must have been taken within a two-year mark. For each transfer class to be eligible, the student will be required to take the final exam as proof of knowledge of the course content before approval of hours.
3. Licensed massage therapist from other states who are seeking hours for licensure in the state of Alabama, will be evaluated on a case-by-case bases. A transcript must be provided to evaluate the hours needed. After evaluation by the administrative staff, a proposal will be presented to the individual. The same admission and enrollment procedures will apply to everyone who is seeking transfer in MLWA. Again, all clinic hours will be required to be completed at our facility, as well as our review class.

Tuition Policy

A deposit/registration fee of \$1500.00 towards tuition and the \$50 application fee must be paid two (2) weeks prior to the first class. The balance of tuition is due on the first-class day unless other arrangements have been made. If a



student chooses to make monthly *installment payments a processing fee will be added to the total amount of tuition, only after the graduation date. After the \$1500.00 deposit/registration fee has been paid the balance will be divided into nine (9) monthly payments. There are no finance charge/processing fees for payments made during the nine months of the program. Monthly payments will be due **on or before the first of each month**. If payments are made after the tenth (10th) of the month, **a late fee of \$25** will be added to the amount of the payment. **All tuition and fees must be paid in full before graduation**. If this requirement is not met, we simply hold the transcripts until it is paid. This will prevent you from getting a license and being capable of going to work anywhere as a massage therapist. We do require a minimum of \$350 per month to be paid to remain in the program.

EXAMPLE: Application fee: \$50 (due with application) + Tuition \$8900 : Totals \$8950 minus \$1550 down (due 2 weeks prior to start date) = \$7400 \$7400 divided by 8 months equals \$925, 1st payment due first day of class or the first of the month, whichever is sooner.

Please be aware that MLWA will NOT release any transcripts until tuition and late fees are paid in full. However, if you need longer to pay off your tuition, you can make now make payments for:

12+ months (with interest at the rate of **18.00 percent per annum**)

Tuition Reimbursement Policy

If the school administration cancels the upcoming class, the applicant's application fee and any tuition paid will be refunded.

If the applicant cancels or officially withdraws for any reason within three days of signing the enrollment agreement, all tuition will be refunded.

Canceling after 72 hours, but before classes begin, the school will retain the 5% of the full tuition, \$445 plus \$555 for books. Termination after the beginning of the program, but prior to the official 10% point of the program, the school will refund fees paid, less \$1550 plus \$555 for books. After the 10% point of the program, no refund will be issued. Students who are making monthly payments and decide to terminate after passing the 10% point are not entitled to any refund and are still required to pay the full tuition.

The school will refund the money to the student within 30 days of date of withdrawal or dismissal. The date of withdrawal will be the last class attended.

If the student is dismissed from the program the above policy will be applied.

Valuables

Massaged Life Academy is not responsible for lost or stolen valuables. It is recommended that students not bring valuables to school, clinic, or to events the school may attend or sponsor.

Withdrawal Procedure

Students withdrawing from the program are asked to schedule an interview with one of the school's administrative staff. A written statement of withdrawal must be given to administration in person. The official date of withdrawal from the program is the last date of class attendance. Refund will be per tuition reimbursement policy.

Administrative and Instructor Information

Ronda Young, PhD, LMT, LMTI, BCTMB, CHHP, CAO, Lead Instructor

Ronda graduated from Virginia College in Birmingham, Al. After completion of Massage Therapy School in 2004, she was licensed in Alabama and certified by the National Certification Board for Therapeutic Massage and Bodywork. Ronda successfully completed the Teacher Training Program Level 1 for Yoga Fit® and FiTOUR Pilates Advanced Instructor program. She also holds a certification in nutrition, personal training, and group trainer. She is a member of Associated Bodywork and Massage Professionals & Society for Integrative Oncology. She has multiple certifications in medical massage, orthopedic massage and she is in the

process of obtaining her certification as a Master Myoskeletal Therapist as well. With over 15 years of experience, and hundreds of hours of continuing education, Ronda is a qualified and inspiring leader. She always achieves well over the minimum number of CE hours. She received an Associate Degree in Therapeutic Massage, Bachelor's Degree in Holistic Health, and a PhD in Natural Medicine. Ronda takes great pride in continuing education and strongly believes that you are never too old or too young to learn.

Nicki Brown, LMT, LMTI, VP of Student Affairs

Nicki Brown is a graduate of MLWA's first class. She has been invited back to work with us here at the school. Nicki is a Licensed Massage Instructor, and Clinic Supervisor. She is also a professional massage therapist here at the school. Nicki has achieved the Certificate of Higher Education Professional status. She enjoys working with those with mental disorders such as Bipolar and PTSD and has focused her continuing education on such subjects. Nicki is also our VP of Student Affairs. She is also responsible for running clinic and setting up all our wonderful community events.





Miquela Rolf, LMT, LMTI

Miquela Rolf is also a graduate of MLWA. She is a graduate from our second group. Miquela has experience in working in the spa industry as well as the medical spa environment. She is the proud owner of her own massage clinic, NovaVita Massage Clinic. She is a Licensed Massage Instructor with the Alabama Board of Massage Therapy and has received the status of Certified Higher Education Professional. Miquela is planning on continuing her education in the field of acupuncture.

Hannah Hulsey, LMT, LMTI, VP of Marketing

Hannah Hulsey is another graduate of MLWA. She is a graduate of our seventh group. In addition to being an amazing massage therapist, Hannah is also our VP of marketing and our newest instructor. Hannah especially enjoys working with prenatal clients, athletes, and those with medical conditions. She has continued her education with specialized massage for these populations and plans to continue to earn her Doula Certification. Hannah is a Certified Medical Massage Therapist who is currently working on her Myoskeletal Therapist Certification.



This catalog is hereby certified to be “true and correct in content and policy”.

Signed: *Ronda Young*

Dated: 9/13/2021

PhD, LMT, BCTMB, HHP, CWC
Massaged Life & Wellness Academy
President/CEO/Lead Instructor

Application for Admission to

Massaged Life & Wellness Academy

Complete this application and send it, along with the required items, to:

Massaged Life & Wellness Academy, 3518 Loop Road Suite 1, Tuscaloosa, AL 35404

<p>Registration Checklist: (please Check)</p> <ul style="list-style-type: none"> <input type="checkbox"/> I have Completed and signed the Application <input type="checkbox"/> I have enclosed \$50 Non-Refundable Registration Fee <input type="checkbox"/> I have enclosed a of Copy of High School or College Diploma/Transcripts, or GED <input type="checkbox"/> I have enclosed 2 Letters of Recommendation that is current and addressed to MLWA. <input type="checkbox"/> I have answered all Personal Essay Questions <input type="checkbox"/> I have attached a copy of a state/government issued photo ID <input type="checkbox"/> I have received a full-body professional massage from one or more of Massaged Life's instructors (\$70) (<i>prerequisite</i>) <p><u>All checklist items must be in your file, prior to calling Massaged Life @ (205)248-7416 for interview.</u></p>	
<p>I have received a full body professional massage from Ronda Young Date: _____</p>	
<p>Please type or print all information. Application Date: _____/_____/_____</p>	
<p><u>1. Applicant Data</u> Birth date: _____/_____/_____ Age: _____ Gender: M F SSN: _____-_____-_____</p>	
<p>Name: _____ Marital Status: Single Married Divorced</p> <div style="display: flex; justify-content: space-between; width: 100%;"> Last First M.I. </div>	
<p>Address: _____</p> <div style="display: flex; justify-content: space-between; width: 100%;"> Street City State ZIP </div>	
<p>Telephone: _____</p> <div style="display: flex; justify-content: space-between; width: 100%;"> Area Code/ Home # Area Code/Work # Area Code/Cell # </div>	
<p>Current Employment: _____</p> <div style="display: flex; justify-content: space-between; width: 100%;"> Company Job Title </div>	
<p>Employment Address: _____</p> <div style="display: flex; justify-content: space-between; width: 100%;"> Street City State Zip Code </div>	
<p>EMAIL ADDRESS: _____</p>	

2. Education

High School: _____ Year of Graduation : _____
Name City State
GED: _____ Year received GED: _____
Name City State
College/University: _____ Degree: _____ Year: _____ Field: _____
College/University: _____ Degree: _____ Year: _____ Field: _____
Other: _____

3. Emergency Contact

Name: _____ Relationship: _____
Last First
Area Code/Telephone: _____

4. Medical History *(If you answer yes to any of the medical history questions, a physician's release may be required.)*

History of any serious Medical Problems? Yes No If yes, describe the nature of the illness: _____

Do you have any muscle/skeletal injuries or communicable diseases? Yes No If yes, please explain: _____

Is medical supervision required? Yes No If yes, please explain: _____

Are you currently under a doctors care? Yes No If yes, please explain: _____

Are you currently taking any medication? Yes No If yes, please list: _____

Any physical limitations that might inhibit your ability to learn in a classroom environment that includes giving and/or receiving massage therapy, observing demonstrations, seeing the blackboard/whiteboards and television, and listening to lectures?

Yes No If yes, please explain: _____

Any sight or hearing problems? Yes No If yes, please explain: _____

5. Legal History

*(If you answer yes to any of the questions under **ITEM 5, Legal History**, please schedule an appointment with the School Director to discuss your eligibility for licensure before applying for the Program.)*

1. Have you ever been convicted of, or entered a plea of guilty of nolo contendere, regardless of adjudication, to a felony?

☐ Yes ☐ No If yes, please explain: _____
(if "no" do not answer 2)

2. Has it been more than 15 years prior to the date of this application since the sentence and completion of any subsequent period of probation for such conviction? ☐ Yes ☐ No

6. Personal References

Please list information for two references other than family. One reference can be the same as your letter of recommendation.

Name: _____ Relationship: _____
Last First

Address: _____
Street City Zip Code

Area Code/ Telephone: _____ Day Evening

Name: _____ Relationship: _____
Last First

Address: _____
Street City Zip Code

Area Code/ Telephone: _____ Day Evening

7. How were you originally referred to Massaged Life & Wellness Academy?

☐ Graduate ☐ Therapist ☐ Faculty ☐ Publication Ad ☐ Website ☐ Email ☐ Health/Wellness Fair
☐ Yellow Pages Other:

8. Admission Short Answer Essays

The purpose of this phase of the application process is for us to get to know each other, using a short essay format. Massage re needs to be taken in the application process. The input that you put into this process will give us an idea of what we can expect of you as a student. Please provide your short answers to the following questions. The topics are Professionalism, Respect, Attire, Hygiene, Participation, Ability to give/receive massage, Study Habits, and Goals.

Please use the space provided for each topic, or type your responses on a separate piece of paper:

1. Professionalism: Professionalism is the essence of therapeutic massage. We believe that massage professionals are, in effect, *ambassadors* of the massage profession. The way we relate, speak, and behave influences the profession as a whole. What do you think about professionalism as it relates to massage therapy? In other words, how do you plan to demonstrate professionalism as a massage therapist?

2. Respect: At MLWA we believe in equality. We believe that clients, students, staff, and faculty should be treated with respect - regardless of race, gender, religious beliefs, sexual orientation, physical disabilities, or personal views. We expect students to respect the instructors as the leaders of the classroom and we expect students to respect each other throughout the course. What would make you feel comfortable and/or uncomfortable in the classroom? What does “respect for teachers and classmates” mean to you?

3. Hygiene, professional appearance, attire, and wellness: Hygiene professional appearance/attire and wellness are extremely important in the practice of massage therapy. We believe that a massage therapist needs to be free from addictions and mind-altering substances (including some prescription medications). Students need to take special care in terms of personal hygiene, including the trimming of fingernails. Each student is responsible for her/his own level of wellness, including physical fitness, stress management, mental health, and spiritual wellness. Highly visible body art (tattoos) and excessive/obvious body piercing is discouraged. What are your views regarding hygiene, professional appearance/attire, and wellness—as they relate to massage therapy?

4. Participation: We at the MLWA, believe that participation is an extremely important part of the classroom experience. We expect everyone to participate fully in every class. Lack of participation (absence, sickness, injury, fatigue) may have an adverse effect on a student’s grade. Every student is expected to participate in classroom activities (e.g., stretching, observation of demonstrations, hand-on practice, etc.). What are your thoughts about classroom participation? Include your views on punctuality /timeliness.

5. Ability to give/receive massage: Our students need to be able to hear the instructor and needs to be able to see the materials that we use for education. Each student needs to be able to stand, push, lift, and pull as part of practicing massage. Each student needs to be able to give and receive massage - meaning that a student cannot have contraindications to receiving massage treatment. In addition, a student needs to be able to apply sound body mechanics/techniques while administering massage. Do you have any physical limitations that might inhibit your ability to learn in a classroom environment that emphasizes hand-on practice and use demonstrations,

overhead projections, blackboard/whiteboards, television, and/or audio?

6. Study Habits: We know that the curriculum at Massaged Life IS (at times) very challenging. Students and faculty need to be disciplined enough to arrive at school before class begins. We believe that students need to practice good study habits. We've found that most students need about 1 hour of study time for each hour of classroom time especially for the science classes. What are your plans for time management, as it relates to studying? How many hours per week do you have scheduled for study time?

7. Goals: Goal setting is an important step in any successful venture. What goals would you like to accomplish during massage therapy school? Where do you see yourself 6-months, 1-year, and 3-5 years after graduation? (Be specific)

9. I hereby acknowledge all information stated in this Application (including Item 5: Legal History) is true and correct to the best of my knowledge.

Signature: _____ Date _____ :

