

PEOPLE WITH
HEALING
HANDS
REJUVENATE SCHOOL
OF MASSAGE THERAPY

Contact Us 915-222-1121

www.rejuvenateschoolofmassage.com TXMS1105 Catalog & Student Handbook



Our classes are small for virtually one-on-one instruction. You'll be learning with supportive instructors and classmates.



Becoming a massage therapist requires a personal transformation. Our school is designed to help you get there. We're the real deal.



We make massage education accessible by offering interest free flexible payment plans and continuing education scholarships after graduation.

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## WELCOME

### **MESSAGE**

Welcome to the Rejuvenate School of Massage Therapy, a school for people with healing hands. Here students can develop their passion for the art and science of massage therapy and wellness by starting their education toward a long-lasting career as a licensed massage therapist.

Upon successful graduation, we'll continue to support you with coaching, guidance, and continuing education workshops with one goal in mind, your success.

Most importantly, we're **not** owned by some **random investor or non-massage therapist**. Why is that important? Because we're a massage school by massage therapists for massage therapists. **We're the real deal.** 

We look forward to having you as a student and future graduate!

Victor Terrazas, L.M.T., L.M.T.I., C.E.P.

Founder and Director

## OUR PHILOSHOPY

We stand by our philosophy on massage therapy and wellness. We understand that we serve a purpose bigger than ourselves. As instructors, we are invested in your massage school journey. We're in this together, right by your side.

Some of our instructors have been teaching massage therapy for over 20 years, and have owned and operated successful massage clinics. Our school is set within a functioning massage therapy clinic We have the instructors, learning environment, and therapeutic equipment needed for you to get knowledge the training and required to help you prepare for a Massage Therapist!

# YOUR

Demand for Licensed Massage Therapists is at an all-time high! According to the U.S. Bureau of Labor Statistics, the job outlook is expected to increase by 20% (much faster than average) between 2021 and 2031 with an average income of \$46,910 yearly. Doing what you love is never a job, it's a passion!



For updated labor data, visit: https://www.bls.gov/ooh/healthcare/massagetherapists.htm#tab-1

#### Rejuvenate

School of Massage Therapy

## **OUR CORE VALUES**

These are the values that sustain our school and clinic. We employ these values to ensure we serve you with purpose and results.



### Professionalism

We hold ourselves to the highest professional standards in the areas of attendance, preparation, participation, and inclusivity, and expect the same of you as a student.



### Purpose Driven

We provide a purpose-driven approach to our teaching. We hold space for students that are discovering their purpose and choose to grow with us. It's a journey, and we're in this together. We expect the same of you as a student.



### Integrity and Ethics

We ensure our entire team has the training and experience to serve you with integrity and ethics. We hold each other accountable and look for ways to continuously improve. We expect the same from you as a student.



### **VISION**

We recognize that we serve a purpose greater than ourselves. We embrace all dimensions of wellness: physical, intellectual, emotional, social, environmental, and occupational. We teach what we love and love what we do while remaining aware that we must take care of ourselves today, so that we may serve our students tomorrow.

## **MISSION**

We're dedicated to re-defining massage therapy education by providing mindful, honest, and high-quality education, all expertly done by highly educated and skilled instructors. We don't only teach, we are active massage therapists. We're the real deal.

## **FACILITIES**

### & CLASS SIZE

Rejuvenate School of Massage Therapy is part of and housed within Rejuvenate Wellness Center, a massage therapy clinic that serves over 300 clinic hours monthly to the general public and long-standing massage clients. This means that your massage therapy education is actually a **real-world experience**. During your training, we'll help you develop fundamental and advanced massage therapy and bodywork skills.

Although we're experienced teaching large classes, we've purposely chosen to limit our enrollment to no more than 4 students per cohort. Why? Because we want to provide near one-on-one instruction. Our focus and dedication is on your training and an unparalleled learning experience. This also means that admission into the program is competitive and expectations are high.

Our hands-on clinical classroom is designed to provide close contact training with minimal distractions commonly found in large group education. Quality over numbers.



## **FACULTY**

### & STAFF

#### **Program Director**

Victor M. Terrazas LMTI, LMT, CEP

- Program Director
- Certificate of Completion Massage Therapy - El Paso Community College
- TDLR Licensed Massage Therapy Instructor(MTI)
- Texas LicensedMassage Therapist (LMT)
- Texas State Approved Continuing Education Provider (CEP)
- California Massage Council Massage Therapist Credential
- 22 Years of Teaching Experience (LMTI)
- 25 Years of Field Experience (LMT)
- 20 Years Teaching Advanced Seminars (CEP)
- 25 Years of Teaching Experience-Adult Learners
- Teaches all courses of the program.

#### **CPR & First Aid Instructor**

Vianey Ortiz

- Training Specialist / Pro-Action Emergency Services Institute
- American Heart Association

### Anatomy / Physiology / Health & Hygiene / Instructor

Savanah Olsen, BSN-RN

- Bachelor of Science in Nursing, NMSU 2017
- 5 Years Experience Teaching Health Sciences

#### **Business & Ethics Instructor**

Jackie Aguirre

- Bachelor of Science in Business Administration / Marketing
- University of Texas, El Paso 2014

#### Clinical Internship Coordinator

Ms. Andrea Flores

#### **Financial Services**

Ms. Jackie Aguirre

#### Andrea Flores LMT MTI

• All to teach all of the hands on courses in the program.



### **OUR MASSAGE**

## **PROGRAMS**

Our programs offer a one-of-a-kind learning experience designed to help students learn the most effective forms of massage and bodywork. We're changing lives through the power of touch!



### FUNDAMENTALS PROGRAM

The 500-hour Massage
Fundamentals Program covers
the basics needed for entrylevel massage careers and
meets TDLR minimum
requirements. The
Fundamentals Program
doesn't provide advanced
techniques or advanced
hands-on clinical internship

## MASTERY PROGRAM

The 650-hour Mastery Program covers all areas of the Fundamentals Program. Mastery students continue with an advanced clinical internship experience, taking their skills to above entry level. Upon graduation, you can qualify for a scholarship toward select continuing education workshops.

# **CLASS**SCHEDULE

Lectures courses are taught online. Hands on classes are in person. Schedules are subject to change.

Weekday Track meets on Monday-Thursday 9:30am-1:30pm

#### **Evening Weekend Combo Track** meets on:

Tuesdays: 6 pm-9 pm (includes up to two 15-minute breaks) Thursday: 6 pm-9 pm (includes up to two 15-minute breaks) Saturday: 9:30 am-3:30 pm (includes two 30-minute breaks) Sunday: 9:30 am-3:30 pm (includes two 30-minute breaks)

## HOLIDAY SCHEDULES

Life-friendly schedules are important to a successful stress-free school experience, especially for working adults and parents. We do our best to keep holidays aligned with school districts and important weekend breaks including, but not limited to the following:

Spring Break - Good Friday & Easter Weekend -Mother's Day - Father's Day - Memorial Day - Summer Break - Labor Day - Veterans Day - Week of Thanksgiving - Christmas Break- New Year Holiday - October Break - Faculty Training Breaks.

Holiday schedules are subject to change. \*Additional holidays and breaks may vary due to internship schedule.

<sup>\*</sup>Class scheduled are subject to change. \*Internship schedules may different from class schedule. Program may include distance learning/hybrid.

# PROGRAM COMPLETION TIME

The **Massage Fundamentals Program** is 450 hours of class time and 50 hours of clinical internship contact time for 500 hrs total.

*Not* including scheduled holidays and breaks, the *projected* completion time frames are 8-9 months for evenings & weekend track and 7-8 months for weekday classes.

The **Massage Mastery Program** is 450 hours of class time and 200 hours of clinical internship contact time for 650 hours total.

*Not* including scheduled holidays and breaks. the *projected* completion time frames are 9-10 months for evenings with weekend classes and 8-9 months for weekday classes.

\*Internship completion for both programs is contingent upon normal massage clinic business operation appointments and appointment cancellation factors for both programs. Internship hours consist of actual massage therapy contact hours of services to clients, not clock hours. The internship may extend past projected completion dates.

Once enrolled, your enrollment agreement will outline *projected* start and completion dates with the above internship contingency in mind. The selected program at the time of your enrollment will reflect the financial responsibility to that respective program.

# INSTRUCTOR TO STUDENT RATIO

We've chosen to limit our enrollment to a limited number of students for hands-on classes. Why? Because we want to provide near one-on-one instruction. Our focus and dedication are on your training and an unparalleled learning experience.

The student/instructor ratio is limited to 4-6 students to 1 instructor for hands-on instruction.

The student/instructor ratio will vary for lecture/online and/or in-person lecture courses.



# REQUIRED

COURSE	HOURS	PROGRAM
Anatomy & Physiology	75	Fundamentals & Mastery
Health & Hygiene	20	Fundamentals & Mastery
Massage 1	125	Fundamentals & Mastery
Massage 2	75	Fundamentals & Mastery
Kinesiology	50	Fundamentals & Mastery
Pathology	40	Fundamentals & Mastery
Hydrotherapy	20	Fundamentals & mastery
Business and Ethics	45	Fundamentals & Mastery
Internship 1	50	Fundamentals & Mastery
Internship 2	+150 (200 hrs total)	Mastery Program Only

<sup>\*</sup>Course delivery order may vary.

## ANATOMY & PHYSIOLOGY

# DESCRIPSE PIDIONS

#### **ANATOMY 50-hrs AND PHYSIOLOGY 25-hrs 75 HRS TOTAL**

This course will introduce the students to the structure and function of the human body and all body systems including the following areas: bones, joints and muscles, the skin, blood and blood vessels, cells, tissues and membranes, the heart, the brain, spinal cord and nerves, the lymphatic system, the digestive system, the respiratory system, the urinary system, the reproductive system, glands and hormones in addition to the normal vital processes of the human body including the processes of cells, tissues, and organs including the contractibility of muscle tissue; coordination through the nervous system; digestion; circulatory; reproduction; and secretions. This course is taught online.

Upon completion of this course, the student will be able to:

- 1. Identify body organization.
- 2. Identify and explain body systems and their functions.
- 3. Locate the basic landmarks on bony prominences.
- 4. Locate superficial muscles.

# HEALTH & HYGIENE

#### **HEALTH AND HYGIENE 20-HRS**

In Health and Hygiene, the student will learn safety and sanitary practices as applied in massage therapy healthcare settings by using universal precautions. Topics include hand-washing techniques, infections, sterilization, virus, and bacteria. The student will be introduced to health and wellness strategies beneficial to Massage Therapists including exercise/physical fitness and wellness models that will be implemented and developed throughout the entire program. CPR and First Aide for Adults, Children, and Infants are also part of this course. In addition, the student will explore the dynamics of human relationships critical to massage therapy. This course is taught in person.

Upon completion of this course, the student will be able to:

- 1. Identify and implement universal precautions.
- 2. Explain the basics of contamination and cross-contamination.
- 3. Have completed a course in CPR and First Aid
- 4. List the different agents used to disinfect massage equipment.
- 5. Implement wellness and exercise models.
- 6. Utilize skills important to positive human interactions.

## **THERAPEUTIC**

### **MASSAGE I**

#### THERAPEUTIC MASSAGE I 125-HRS

In this course, the student will be introduced to the fundamental theory and practice of therapeutic massage. Students will also learn to identify the indications, contraindications, benefits, and effects of massage along with identifying and applying therapeutic massage techniques. Students will gain perspectives on health care and explore the diverse population of clients that can be encountered including geriatric, prenatal, pediatric, and clients with special needs. Competence will be measured by hands-on skills, professional conduct, and communication along with knowledge in the theory and practice of massage therapy. Proper draping technique, body mechanics, range of motion, and therapeutic exercise will be carried throughout the program to develop good sound practices habits. This course requires the student's full participation in serving as a model and receiving therapeutic massage, as well as serving as a student therapist by applying and providing massage therapy techniques without exception or limitations. Learning and working with the human anatomy requires all students to completely disrobe (with proper draping) while serving as models to allow for a "real world" learning experience. Safe and proper draping is utilized at all times during hands-on practical application. This Course is taught in person.

Upon completion of this course, the student will be able to:

- 1. Apply proper draping techniques.
- 2.List and define the 6 fundamental strokes (techniques) used in Swedish massage.
- 3. Apply fundamental therapeutic massage techniques.
- 4. Perform range of motion on every movable joint.
- 5. List indications and contraindications for massage.
- 6. Identify diverse populations of clients in healthcare settings.

# PATHOLOGY DISEASE PROCESS

#### **PATHOLOGY 40-HRS**

During this course, students will explore the causes and nature of disease and its effects on the structure and functioning of the human body.

By gaining solid fundamental knowledge in this area, the student will be able to identify situations where massage therapy may be indicated and contraindicated. This is a critical skill all massage therapists must develop to ensure proper and safe applications of massage therapy protocols amongst diverse populations of clients. This course is taught online with possible hybrid dates for student presentations.

Upon completion of this course, the student will be able to:

- 1. Identify and explain how pathological processes affect the practice of massage therapy.
- 2. Identify and explain the pathologies of the different systems of the anatomy.
- 3. Make informed decisions on massage therapy protocols.
- 4. Communicate with the other health care providers.

## HYDRO THERAPY

#### **HYDROTHERAPY 20-HRS**

Hydrotherapy is the use of water in three forms; liquid, solid, and vapor. The student will gain a theoretical understanding as well as hands-on skills by applying a variety of modalities such as ice massage, hot packs, and other thermo-based treatments and protocols. Students will also learn the contraindications of hydrotherapy and the different areas of its use. This course requires the student's full participation in serving as a model and receiving therapeutic massage, as well as serving as a student therapist by applying and providing hydrotherapy modalities in conjunction with massage therapy techniques without exception or limitations. Learning and working with the human anatomy requires all students to completely disrobe (with proper draping) while serving as a model to allow for a "real world" learning experience. Safe and proper draping is utilized at all times during hands-on practical application. This course is taught

Upon completion of this course, the student will be able to:

- 1. Define cryotherapy and thermotherapy.
- 2. Understand the indication and contraindication of hot and cold applications.
- 3. Demonstrate the safe use of steam and all related temperatures.
- 4. Demonstrate the safe use of other heat-based therapies.

## **THERAPEUTIC**

### MASSAGE II

#### THERAPUTIC MASSAGE II 75-HRS

By continuing to build on Swedish massage skills, during this course, the student will begin using a superior level of massage therapy. By applying techniques, body mechanics, and table mechanics used in therapeutic deep pressure/deep tissue applications, the student will gain a higher level of skill and knowledge. Students will also explore the fundamentals of pain patterns, deep tissue muscle constrictions, and myofascial dysfunction. Hydrotherapy modalities previously learned will continue to be utilized. Students will also be introduced to chair massage and chair massage applications. This course requires the student's full participation in serving as a model and receiving therapeutic massage, as well as serving as a student therapist by applying and providing massage therapy techniques without exception or limitations. Learning and working with the human anatomy requires all students to completely disrobe (with proper draping) while serving as a model to allow for a "real world" learning experience. Safe and proper draping is utilized at all times during hands-on practical application. This course is taught on campus.

Upon completion of this course, the student will be able to:

- 1. Identify and use proper body mechanics for deep-pressure massage.
- 2. Use elevated massage skills for a more therapeutic approach.
- 3. Explain the fundamentals of pain patterns and myofascial dysfunction.
- 4. Perform basic chair massage techniques and explain settings where chair massage is utilized.

# KINESIOLOGY MECHANICS & MOTION

#### **KINESIOLOGY - 50 HRS**

Kinesiology is the study of the mechanics of motion with respect to human anatomy. During this course, the student will take a closer look at joints and muscles, along with examining how muscles contract and levers function. The student will also be introduced to musculoskeletal assessment, the role of the nervous system, posture, and the gait cycle. Muscle contraction, movement, and correct terminology are at the core of this course. This course is presented in a hybrid format with both online and in person dates.

Upon completing this course the student will be able to:

- 1. Describe the physiology and category of joints.
- 2. List the joints of the axial body.
- 3. Describe the structure and function of skeletal muscle tissue.
- 4. Explain the different contractions of muscles.
- 5. List and define the major roles of muscles.
- 6. Describe movement using anatomical terms

# BUSINESS AND ETHICS

#### **BUSINESS AND ETHICS - 45 HRS**

This course introduces the student to basic business, management, marketing and start-up strategies. Employment, contract and self employed principles are also discussed. In addition, this course covers ethical standards of the massage therapy industry as well as the rules and regulations as set by the Texas Department of Licensing and Regulation.

Upon completing this course the student will be able to:

- 1. Identify basic business designations with marketing and startup strategies.
- 2. Identify professional and ethical standards as they apply to the massage therapy industry.
- 3. Identify and explain the rules and regulations that govern the massage therapy industry as set by the Texas Department of Licensing and Regulation.

# CLINICAL INTERNSHIP I & II

## CLINICAL INTERNSHIP 50 HRS FUNDAMENTALS PROGRAM / 200 HRS MASTERY PROGRAM

The Clinical Internship is the point where students will be placed in a real-world setting providing massage therapy services for the general public. Each student will be required to complete a total of fifty (50) hands-on hours for the Massage Fundamentals program and two hundred (200) hands-on hours for the Massage Mastery program respectively. The benefit of the Massage Mastery program is the training continues in the area that matters the most: hands-on practice and skills. Students are required to maintain their working areas in a clean, organized, and sanitized manner including classrooms, treatment rooms, equipment, supply areas, and linens/towels closet. Because this course requires the student to provide massage services to the general public, exceptional levels of attendance, safety, professionalism, and technical skills are required to successfully complete this course. An instructor(s) is available on-site at all times during the clinical internship and all classroom instruction.

Upon completion of this course, the student will be able to:

- 1. Confidently provide a variety of therapeutic massage services.
- 2. Work with a diverse population of clients.
- 3. Better develop hands-on and office/business skills needed to successfully practice massage therapy competitively and effectively.

## INTERNSHIP

### **DETAILS**

The internship provides the students the opportunity to apply their acquired knowledge and skills in a supervised and guided "real world" clinical learning environment before graduation. The internship is scheduled during the internship's respective class time. In addition, internship schedules are made available outside of regularly scheduled class times but will not interfere with other scheduled courses on a different topic. Students will be attending classes and completing internship hours concurrently. Taking advantage of all internship hours may help ensure projected program completion dates.

Students must make personal arrangements to attend assigned internship schedules. This ensures that students have ample time to complete their internship training requirements as needed. It is the student's responsibility to complete their internship training using all options available, including hours outside of regularly scheduled class time.

Due to the nature of the internship portion of the program, clients depend on student professionalism and attendance. Students who accumulate more than one late arrival or absence to a scheduled internship date or appointment start time will face disciplinary action resulting in a suspension, up to termination, and will be handled on a case-by-case basis. This is applicable whether or not the student had an actual client scheduled on the date(s) or time(s) of the incident. Walk-in clients may become available requiring the timely presence of the student. Students will receive credit for **hands-on time completed**, not clock hours.

## INTERNSHIP

### CONT'D

Students will go through a mandatory internship orientation prior to starting the internship. The Massage Therapy Internship is a requirement for completion of the program for all students enrolled in the Massage Therapy Program, unless exempt by the Texas Department of Licensing and Regulation due to previous internship completion at another approved school or institution. All credit assessed for courses is only approved by the Texas Department of Licensing and Regulation. All transcripts are reviewed by the school director for tuition purposes only. Please see Transfer Credit Section.

A student must successfully complete the first 250 hours of the supervised course of instruction, including the successful completion of at least 100 hours of massage therapy techniques and theory, before the studentis eligible to enter the internship program.

## **TECHNICAL**

# STANDARDS & ESSENTIAL FUNCTIONS

Rejuvenate School of Massage Therapy's program of Massage Therapy has established technical standards and essential functions for the program. The following technical standards and essential functions listed below include but are not limited to, required competencies for completion of the program. The ability to meet these standards and essential functions, with or without reasonable accommodation, is required in order to complete the program satisfactorily. Please review the following technical standards and essential functions carefully.

- 1. The ability to understand course materials and maintain a certain grade/performance level that meets the set academic requirements.
- 2. The ability to maintain a professional demeanor at all times and interact professionally with fellow students, internship clients, administration, and faculty.
- 3. The ability to adhere to a professional dress code acceptable to the profession and as set by Rejuvenate School of Massage Therapy.
- 4. The ability to carry, move and adjust a massage table and massage chair without assistance.
- 5. The ability to assist clients and patients in clinical settings in getting on and off tables and other therapeutic areas without limitation.
- 6. The ability to use both upper limbs to perform bodywork for extended periods of time.
- 7. Sufficient manual dexterity to perform various clinical and classroom requirements for the different types of massage techniques taught in the program.
- 8. Sufficient flexibility to bend, stretch, twist, or reach with your body, arms, and/or legs.

# TECHNICAL STANDARDS CONT'D.

- 9. The ability to stand as required to perform manual massage techniques for a sustained duration of time, up to 4-7 hours per day. Students should be able to apply sustained industry-standard levels of pressure using thumbs, wrists, fingers, forearms, and hands for up to 2 hours at a time with no breaks.
- 10. The ability to provide and receive light therapeutic and deep tissue massage sports massage and all modalities included in the training, including working or laying on a therapeutic table in both prone and supine position, for a period no less than 1 hour, and up to 2 hours without limitation.
- 11. The ability to provide, receive and participate in thermo/cryo (heat/ice) and hydro (water) based therapy treatments (i.e. hot packs, ice packs, infrared sauna, thermo-wraps, steam, contrasts, therapeutic body wraps.
- 12. The ability to perform light to medium-low impact cardiac and strength-building exercise
- 13. Because massage therapy is a health care service and learning is done using the human body, the student must be able to participate in all areas of training, including but not limited to receiving massage therapy services in clinical settings. Please be advised, this involves disrobing and receiving massage services from fellow students while covered with professional massage therapy draping. Students will be required to work on clients of all genders without discrimination or limitations.

# TECHNICAL STANDARDS CONT'D.

- 14. The ability to record client histories, provide routine safety instructions, and conduct a safe and professional massage session with little or no supervision.
- 15. The ability to implement sanitation standards along with Universal Precautions in health care.
- 16. The ability to type and use computers and technology at more than a basic level.

Rejuvenate School of Massage Therapy does not discriminate in admission or access to programs on the basis of any characteristic protected by law, including disability. Persons with disabilities are eligible for admission, as long as, they can carry out the classroom, laboratory, and clinical assignments including client intake, assessment, and delivery of massage therapy techniques as taught and assigned, or the equivalent; pass written, oral, and practical examinations; and meet all of the requirements of the program and generally accepted requirements of the profession, with or without reasonable accommodation.

# COSTS & TUITION

<sup>\*</sup>Tuition rates may have changed from the time of this publication. Updated rates will be provided at the time of enrollment.

ITEM	COST	PROGRAM
School Application Enrollment Fee (Non-Refundable)	\$200	All programs.
Tuition & Lab Fees ( <b>Fundamentals Program</b> )	\$5,875.00	Fundamentals Program
Tuition & Lab Fees ( <b>Mastery Program</b> )	\$4,875.00	Mastery Program
Associated Bodywork and Massage Professionals Student Insurance (Not included in tuition)	\$120.00	Fundamentals & Mastery
TDLR Student Massage Permit (non-refundable) (Not included in tuition)	\$25.00	Fundamentals & Mastery
Textbooks Not Included in Tuition	By Vendor	Fundamentals & Mastery
Uniforms Not Included in Tuition	By Vendor	Fundamentals & Mastery
Tools, Supplies, Linens & Towels Not included tuition	By Vendor	Fundamentals & Mastery

### **TEXTBOOKS**

# REQUIRED

ITEM	COST	VENDOR
Massage Therapy: Principles and Practice 6th Edition -Susan G. Salvo *Required	SET BY VENDOR	ELSEVIER PUBLISHING
Mosby's Pathology for Massage Professionals 5th Edition Susan G. Salvo *Optional reference.	SET BY VENDOR	ELSEVIER PUBLISHING
Trail Guide to the Body: A hands-on guide to locating muscles, bones and more 6th ed. Edition -Andre Biel *Optional reference.	SET BY VENDOR	ELESVIER PUBLISHING
Additional Tools	By vendor	By Vendor

<sup>\*</sup>Textbooks, tools, uniforms, linens, towels, and bottles w/holsters are not included in your tuition and are subject to change from the print date of this catalog. Reach out to a school representative for an updated textbook list. Textbook and additional tools, materials and student insurance pricing are subject to change by vendor.

Rejuvenate

School of Massage Therapy

### **EXAMINATION & LICENSING**

## **FEES**

ITEM	COST	PAID TO
MBlEx (Licensing Examination) *Best option if you plan to move our of Texas. (Not included in tuition)  OR	\$265.00	Federation of State Massage Therapy Boards
Texas Massage Therapy Licensing Exam (Only valid for Texas licensing) (Not included in tuition)	\$60	Texas Department of Licensing and Regulation
TDLR Required Fingerprints (Non-included in tuition)	\$34.09	TDLR
Jurice Pridence Exam (Only required if you choose to take the MBlEx) (Not included in tuition.)	\$34.00	TDLR
TDLR Massage Therapist Licensing Fee (Not included in tuition.)	\$100.00	TDLR

TDLR, FMSTB, and additional vendors set these fees.

These may change per their standards. Pricing may change from the time of this catalog date

These items are not included in tuition.

# ADDMISSIONS & ENROLLMENT

The admissions and enrollment process begins with an application and is followed by an interview with a school representative. The purpose of the interview is to:

- 1. Explore the prospective student's background interest as it relates to the programs offered at Rejuvenate School of Massage Therapy;
- 2. Assist prospective students in identifying the appropriate program of study consistent with their background and interest;
- 3. Provide information including but not limited to, curriculum, clinical internship, tuition, payments, and services available at Rejuvenate School of Massage Therapy.
- 4. Because we offer limited enrollment,

Prospective students will tour our facility as part of the enrollment process and fill out the necessary forms and documents. Arrangements for an interview and tour of Rejuvenate School of Massage Therapy may be made by contacting a school representative.

#### **Admissions Requirements**

To be eligible for admission into our massage therapy licensing program, a prospective student must have a high school diploma or equivalency certificate (GED) recognized by the United States Department of Education and must be 18 years of age at the time of enrollment. A valid government-issued ID is also required. Classes are taught in English; therefore, an adequate level of proficiency in reading, writing, and speaking the English Language is required.

Programs taught in Spanish require the same proficiency in that language.

# ADDMISSIONS PROCESS CONT'D.

Additionally, Rejuvenate School of Massage Therapy has compiled a list of "Technical Standards and Essential Functions". The ability to meet these standards and functions is required to complete the program. Please see this section of the catalog or visit or contact us for the detailed list of "Technical Standards and Essential Functions."

#### **Foreign Transcripts**

Official copies of secondary education, presented to Rejuvenate School of Massage Therapy in a foreign language must be translated by an independent third party recognized by the United States Department of Education for equivalency status as a high school diploma in the United States. This cost must be covered by the potential student.

NOTE: High school diplomas from Puerto Rico will be accepted.

#### **Nondiscrimination Policy**

Rejuvenate School of Massage Therapy does not discriminate on the basis of race, color, creed, religion, national origin, ancestry, sex, age, sexual orientation, disability, genetic marker or any other characteristic protected by state, local or federal law in the administration of any of its educational programs or activities, or with respect to admission or employment.

## **PREVIOUS**

### COURSEWORK

If you have completed hours in an out-of-state school, a college, a university, or an out-of-country school, the transcript evaluation form available through the TDLR website must be submitted to TDLR along with the student's transcript. TDLR will complete the evaluation and credit the student with the appropriate hours and assign a permit number for the school to enroll the student. There is no fee to have transcripts evaluated by TDLR.

Tuition adjustments will be made for previous education approved by TDLR. Applicable refunds will be made per TDLR guidelines if the student paid for courses prior to receiving the credit(s) from TDLR for previous coursework.

Contact TDLR for transcript review:

https://www.tdlr.texas.gov/mas/mas.htm

Texas Department of Licensing and Regulation Massage Therapy PO Box 12157 Austin, TX 78711

(800) 803-9202 [in state only]

(512) 463-6599

Fax: (512) 463-9468

Relay Texas-TDD: (800) 735-2989

## DRESS CODE

Rejuvenate School of Massage requires a uniform to be worn by students in all programs. The required uniform is not covered by your tuition. Color and branding will be discussed during the required student orientation.

This helps maintains a professional image as well as meet industry standards. Students not wearing the required dress code may be sent home to change. We highly recommend having an extra set of uniform with you at all times to ensure you are in compliance.

\*Uniform requirements are subject to change.

## TX LICENSING

### **EXAMS REQUIRED**

#### **Massage Therapist National Licensing Exam**

To obtain a Texas massage therapist license, TDLR requires a passing score on either the

 Massage and Bodywork Licensing Examination (MBLEX) which is administered by the Federation of State Massage Therapy Boards (FSMTB) and a passing score on the TDLR Jurice Prudence Examination. See below\*

#### OR

• The TDLR Texas Massage Therapist Examination which is administered by TDLR vendor PSI. Applicants who take the TDLR State of Texas-administered exam *will not* have to sit for the Texas jurisprudence exam because the law and rules topics are part of the examination.

For complete examination information visit:

https://www.fsmtb.org/mblex/ https://www.tdlr.texas.gov/mas/mas.htm

#### \*Jurisprudence Exam

The Texas Massage Therapist Jurisprudence Examination content is based on the state rules and laws relating to the practice of massage therapy. All applicants for initial licensure must submit proof of completing the jurisprudence examination at the time they submit a completed application form (Apply Online or see Texas Massage Therapist License Application PDF). Applicable fees are paid directly to the third-party vendor for the jurisprudence examination.

https://txn.esslearning.com/catalogs/tdlr/mtlp.html

## FINGERPRINT

### REQUIREMENT

All massage therapy licensing applicants require individuals to submit for fingerprinting.

After submitting your licensing application, you must be fingerprinted for a national criminal history record review before a license may be issued. This is a one-time requirement, and TDLR will be notified of any arrests or criminal convictions that occur after you are fingerprinted.

Please see the Fingerprinting Instructions for New Massage Applicants page for detailed instructions on the fingerprinting process, including any fees you will be responsible for.

https://www.tdlr.texas.gov/mas/fingerprinting-new.htm

# CRIMINAL BACKGROUND & LICENSING / TDLR

#### **Applicants with Criminal Convictions**

If you have ever been convicted of a felony or misdemeanor (other than a minor traffic violation) or pleaded guilty or no contest (resulting in a deferred adjudication) to any in-state, out-of-state, or federal criminal offense, you must provide a completed Criminal History Questionnaire (PDF) along with your application materials available on the TDLR Massage Therapy website.

Get the Questionnaire: https://www.tdlr.texas.gov/misc/lic002.pdf

Criminal convictions are reviewed on a case-by-case basis. Licenses may be denied based on the nature of the conviction and how long prior to the application the conviction occurred. Depending on your criminal history, a review can take from **one to six weeks to complete**.

Nature of Criminal Convictions:

https://www.tdlr.texas.gov/crimconvict.htm#mas

Interested individuals may request TDLR review their criminal background before actually applying for a license.

https://www.tdlr.texas.gov/crimHistoryEval.htm

TDLR uses the same process for this pre-application evaluation as the process described below.

# CRIMINAL BACKGROUND & LICENSING / TDLR CONT'D.

Please see the Guidelines for License Applicants with Criminal Convictions, which describe the process that TDLR uses to determine whether a criminal conviction renders an applicant an unsuitable candidate for the license, or whether a conviction warrants revocation or suspension of a license previously granted. See the guidelines here:

https://www.tdlr.texas.gov/crimconvict.htm

This process and approval must be completed and notice received from TDLR prior to enrollment.

#### **NOTICE**

1. A person is ineligible for licensure if the person has been convicted of, entered a plea of nolo contendere or guilty to, or received deferred adjudication to crimes or offenses under Chapter 20A, Penal Code, or Subchapter A, Chapter 43, Penal Code, or another sexual offense.

### ATTENDANCE

### REQUIREMENTS

In order to ensure students complete their program in a timely manner and to better prepare students for a successful career, it is essential that absenteeism and tardiness be kept to an absolute minimum. Rejuvenate School of Massage Therapy strives to enforce attendance policies that require students to regularly and punctually attend class. We start on time!

#### ABSENCES AND LATE ARIVALS

All absences and tardiness are recorded regardless of the reason. A full day of absence will be marked when a student does not attend any of the scheduled classes on that day. A partial day of absence will be marked for any period of absence during the day.

The massage program will evaluate each student's attendance at the end of each course. In cases of excessive absenteeism or tardiness, the massage program may take disciplinary action prior to the end of a course.

An absence shall be charged for a full day when a student attends none of the scheduled class(es) that day. A partial day of absence shall be charged for any period of absence during the day.

Students who miss more than 15% of a course will be placed on attendance probation for the following course. A student missing over 15% of a course during the probationary period may be terminated from the massage program. Students who fall below 15% during the first course of their program will be dropped due to not meeting the cumulative attendance percentage requirements. Additionally, a student is at risk of being terminated when their absences exceed 15% of the total cumulative hours in the program. Authorized Leaves of Absence (LOA) will not be included in the attendance percentage of a course.

### ATTENDANCE REQUIREMENTS CONT'D

Any student who is absent ten (10) consecutive days without an approved leave of absence will automatically be terminated.

Except for a documented leave of absence, a school shall terminate a student who does not attend a massage school for thirty (30) school days.

Any student who is terminated for unsatisfactory attendance may not reenter the massage program before the start of the next course, and will only be readmitted if the factor(s) contributing to the poor attendance has been resolved to the massage program's satisfaction. A student who was terminated for violating the attendance policy and is readmitted will be placed on attendance probation for a minimum of one course.

Students missing 30% of an entire course will be required to repay for and retake the course in its entirety. Students entering the classroom after the initial attendance is recorded will be charged an hour for being tardy. Students returning from break late will also be marked as absent for the hour(s) missed. Standard hourly tuition rates will be applied.

Holidays and scheduled annual breaks are not considered days of absence.

### ATTENDANCE REQUIREMENTS CONT'D

#### ATTENDANCE SYMBOLS

Attendance student status is documented as follows.

P - Present

L+# - Late + Number of Hours Late (ex. L3=Late 3 Hours)

A - Absent

W - Withdrawn from the program voluntarily

T - Terminated from the entire program due to policy violation

D - Dropped from a course due to policy violation.

REM- Re-Entered Massage program

CR- Credit for Previous Education and Training

LA- Leave of Absence (LOA)TD- Termination Date

LDA- Last Day of Attendance

I - Incomplete course due to attendance

M - Make-Up hours completed

Make-up time is documented using a Make-Up Time Form.

Grace Period for late arrival: NONE

## MAKE-UP TIME POLICIES & FEES

At its discretion, the massage program may allow a student, who for reasons acceptable to the massage program, is experiencing non-repetitive, extreme attendance problems, to make up essential coursework/assignments missed due to absenteeism. In the event that a student misses a significant amount of hours in a course, the instructor may determine that's in the best interest of the student to repeat the entire course.

Make-up work shall not be authorized for the purpose of removing an absence. All make-up hand's on instruction time required shall be completed no later than five (5) days following the date of the absence or the date on which the student returns to the massage program. and shall not interfere with regularly scheduled class time. Failure to make up the time within the allotted time frame will affect the student's "Professionalism" final grade for that grading period. Late arrivals to class will constitute an absence for the number of hours missed. There are no grace periods.

It is the student's responsibility to contact their instructor to request and arrange for any make-up work and make-up instruction.

Students missing more than 15% of an entire course will be required to take the course in its entirety. The course may be taken upon availability and respective hourly tuition will be applied.

There is a non-refundable \$25/hour fee for the make-up instruction time that must be paid at the time of scheduling

## MAKE-UP TIME POLICIES CONT'D

#### All make-up work must:

- 1. Be approved by the Instructor and department Program Director.
- 2. Be supervised by an instructor approved to teach the subject matter being made up.
- 3. Require the student to demonstrate the same level of knowledge and competence expected of a student who attended the scheduled class session.
- 4. Be completed no later than five (5) days following the date of the absence or the date on which the student returns to the massage program.
- 5. Be documented by the instructor as being completed. The documentation should include the date, time, and duration of the make-up session, as well as the name of the supervising instructor.
- 6. Be signed and dated by the student and the instructor to acknowledge the make-up session.

### LEAVE OF

### **ABSENCE**

A leave of absence (LOA) is a temporary interruption in a student's program of study and should only be requested in extenuating circumstances and emergencies including but not limited to; medical reasons, military service, or jury duty. All requests for an LOA must be submitted in writing and must be both signed and dated. Written requests for leaves of absence shall include the reason for the request and the amount of time needed. All LOAs must have prior approval by the Program Director.

A leave of absence for reasonable purposes acceptable to the massage school:

- Shall not exceed the lesser of thirty (30) school days or sixty (60) calendar days.
- Shall be granted only one leave of absence for each 12-month period.
- If the student fails to return from leave, the student will be automatically terminated and any applicable refunds will be made in accordance with TDLR's refund policy. The effective date of termination shall be the last day of the leave of absence.

Students who are on an approved LOA, not exceeding more than 30% of their current course, will have time to make up missed coursework. If an LOA exceeds 30% of the student's course, it will be left to the discretion of the Program Director whether the student may attempt to complete the required make-up work and challenge the course exam for credit. If the Program Director does not approve such an attempt or if the student fails to pass the challenge exam, the student will be required to retake the course in its entirety. This is based on space, schedule availability, and requires respective hourly rate tuition fees.

## LEAVE OF ABSENCE CONT'D

Due to the sequential nature and prerequisites of many of the courses in each respective program, students may be required to return to the same point in their studies in which they began their LOA or retake a course respective of hours missed for that particular course.

Retaking a course may affect the student's graduation date and is contingent depend on course schedules.

Students on an LOA remain in Active Status; therefore, they are still obligated to maintain payments due to Rejuvenate School of Massage Therapy.

In order to graduate, a student's accumulative absences (including Leaves of Absence) must not exceed 15% of the total program hours.

## REQUIRED FULL PARTICIPATION

Massage Therapy is a healthcare service, which requires working with the human body. During my training, you will be required to serve as a student therapist and as a model/client, as well as give and receive a therapeutic massage.

This program requires that you work with the human body, and you will be required to participate while being fully and/or partially disrobed, but properly draped (covered), when serving as a model/client as directed by instructors and topics being covered.

You will be working with classmates and clients of all genders, and I will be required to rotate learning partners as directed without discrimination or limitations of any kind. Students unable to meet this requirement for any reason or who violate safety and/or professional ethical rules and/or program policies will be terminated from the program.

You must be able to meet all of the technical standards of the program. If your health/physical status presents changes that may put your or fellow student's health at risk, or limits your ability to fully participate as a student therapist or model/client and receive all modalities as taught in the program and meet the technical standards, as well as be graded/evaluated, you will be asked to take a leave of absence or be dropped from the program until such time that you are able to return to the program at 100% participation and meet all technical standards. This includes students presenting contraindications to any and all modalities.

During uring Health and Hygiene and Sports Massage course, you will be required to participate in mild to moderate, low-impact physical exercise. It is your responsibility to seek medical attention and clearance for any pre-existing injuries or physical limitations.

### STUDENT CONDUCT POLICIES

All massage therapy students are required to exercise professional conduct as described in the Rejuvenate School of Massage Therapy Student Catalog and Handbook. Due to the nature of the Massage Therapy program, all massage therapy students must also adhere to the following conduct standards which include, but are not limited to following:

- The student shall not make comments or jokes of a deviant and/or sexual nature.
- The student shall not make comments or jokes, whether complimentary or derogatory about any other student, faculty, or staff member, or any other employee or massage client, guest, or visitor of Rejuvenate School of Massage Therapy and adjacent offices.
- Because Massage Therapy is a health care service, and students train using the human body, the student shall refer to the human body in a professional manner using proper terminology. The student shall also refrain from making comments of any kind in reference to the physical status and or appearance whether complimentary or derogatory about any other student, faculty or staff member, or any other employee of Rejuvenate School of Massage Therapy, or internship clients.
- Students shall use confidentiality standards in accordance with professional healthcare environments about other students and/or internship clients.
- Students shall not engage in abusive language or behavior towards any fellow students, staff, faculty, or guests/clients of Rejuvenate School of Massage Therapy or adjacent offices and visitors.
- Students shall not engage in violent behavior or racial, political, and/or gender-discriminatory practices.
- Students who violate any of these conduct policies are subject to disciplinary action which can result in suspension up to termination.

## **STUDENT**CONDUCT POLICIES 2

Any violation of Rejuvenate School of Massage Therapy policies & standards, including safety violations, abusive language, drinking or illegal use of drugs (on or off campus), school or fellow classmate's theft or any other unlawful acts may result in suspension or termination. Improper conduct off campus and or during field trips may also result in suspension or termination incurring respective make-up time fees or hourly tuition fees.

Students are required to follow school policies and standards while attending Rejuvenate School of Massage Therapy. It is the student's responsibility to conduct themselves in a proper and respectable manner while attending the massage program.

Any student who fails to comply with the conduct standards and policies as published on the Rejuvenate School of Massage Therapy catalog may be subject to a verbal or written reprimand, probation, suspension, or termination from Rejuvenate School of Massage Therapy depending on the nature and severity of the violation. Re-admittance following such termination is at the discretion of the massage program and relative to the nature and severity of the conduct violation. Students should immediately report any conduct violations to their instructor or other school representatives.

## WITHDRAWLS DROPS & CANCELS

If a student should choose to withdraw from the program for any reason before the completion of their training, the student is required to inform Rejuvenate School of Massage Therapy in writing. Notification must be delivered to the massage program director prior to withdrawing.

#### DROP & TERMINATION / READMITTANCE

Students who have withdrawn or have been terminated for violation of the school policies and standards, attendance, financial or academic issues may request consideration for re-admittance by writing a letter to the School Director specifically explaining the following:

- 1. What variables prevented them from maintaining satisfactory attendance, academic requirements or adhering to the Rejuvenate School of Massage Therapy policies and standards?
- 2. What has been done to correct the issue(s)?
- 3. What can the massage program expect from the individual if allowed to return?

In addition, the student must be able to demonstrate that they have the financial resources to complete the program. Re-admittance is not a guarantee.

**Cancels:** This pertains to a student canceling the enrollment agreement within 72 hours (until midnight of the school's third business day excluding business closed and legal holidays) after the enrollment contract is signed by the prospective student. If tuition is collected in advance of the first day of the program, and if, after the expiration of the 72-hour cancellation privilege, the student does not enter the program, an administrative fee of no more than \$200 will be assessed and deducted from the respective refund.

## APPEALS FOR TERMINATIONS

Depending on the nature and severity of a situation, student(s) may be terminated due to a violation of Rejuvenate School of Massage Therapy rules including, but not limited to, theft, academic dishonesty, illegal drug or alcohol use, inappropriate behavior, or behavior that jeopardizes the safety of others, and academic or attendance issues.

A student has the right to appeal a decision if they have been terminated from the massage program. The appeal must be submitted in writing to the School Director or student services within 10 calendar days of the date of termination. Once the appeal letter is received a panel may be assembled to hear the appeal. The student(s) will be notified in writing of the appeals panel decision within five (5) days. Re-admittance or re-enrollment is not guaranteed.

## GRADING & STUDENT PROGRESS

Upon completion of each course, all students will receive a progress report to evaluate academic progress. All coursework must be satisfactorily completed to be eligible for graduation.

#### **Academic Grading Scale**

Numeric	Letter
98 – 100	Α+
94 - 97.9	Α
90 - 93.9	A-
88 - 89.9	B+
84 - 87.9	В
80 - 83.9	B-
78 – 79.9	C+
74 – 77.9	С
70 – 73.9	C-
68 – 69.9	D+
64 - 67.9	D
60 - 63.9	D-
BELOW 60	F

Students earning a grade of 59 or below will be required to retake that course as space allows. Students may retake only one lecture course. The hourly tuition rate will apply.

Students who accumulate a total of two failed courses will be dropped from the program due to Unsatisfactory Academic Progress. Students who are dropped from the program for unsatisfactory progress may re-enroll in the program with approval from an instructor and program director. Reenrollment is not a guarantee and is contingent upon the student demonstrating they have corrected any issues that were preventing them from meeting academic requirements. Students may also be placed on probation for the next grading period. **Reiuvenate** 

School of Massage Therapy

### **TESTS**

### **QUIZZES & PRESENTATIONS**

Pop quizzes or "open book tests" missed due to absence may not be made up. The student will receive a "zero" for a grade.

Closed Book Tests missed due to absence may be made up the day the student returns to class. A final grade will be issued minus a 10-point deduction.

Presentations missed to due absence may be made up the day the student returns to class. A final grade will be assessed minus a 10-point deduction.

Closed-book tests and individual or group presentations are scheduled and notice is provided on your course syllabus.

## TRANSCRIPTS & RECORDS

Rejuvenate School of Massage Therapy shall maintain student transcripts of academic records permanently and shall issue one set of transcripts to students upon graduation if the student has fulfilled their financial obligation to Rejuvenate School of Massage Therapy respective to their enrollment agreement and program. Additional original or certified copies of transcripts (official transcripts) shall be available to students and any person authorized by the student for a \$10.00 fee per copy if the student has fulfilled their financial obligation to Rejuvenate School of Massage Therapy. Transcripts will be made available to students who have satisfied the terms of the enrollment agreement within ten (10) calendar days of the date the terms are satisfied.

Students must provide the school in writing, the names of any persons authorized to request and obtain records on the student's behalf.

### PAYMENT OPTIONS

You can pay for your tuition using one of our payment options:

- 1. In one lump sum payment via credit/debit card or cashier's check or
- 2. Pay As You Go monthly payments by auto withdrawal via a valid CC/Debit Card. Payment will be automatically applied on the date indicated in your enrollment agreement. The student will not be allowed to continue the course if payment is not made by 5 days after the due date.
- 3.\*Monthly payments amount reflects the total tuition balance after your non-refundable enrollment fee of \$200.00 is made and applied toward your tuition. The remaining tuition balance will be divided by the projected number of months of you're respective program length.

\*Unsuccessful auto-pays will incur a non-refundable daily late fee as indicated in your enrollment agreement daily until payment is processed successfully to include non-successful payment fees.

## PROGRAM TUITION

Enrollment Fee	HOURS	Tuition after Enrollment Fee
\$200.00 (Non-refundable, applied towards tuition)	500	Total Tuition: \$5875.00 After enrollment fee: \$5675.00
		Auto-withdraw Monthly Payment \$567.50

## PROGRAM TUITION

Enrollment Fee	HOURS	Tuition after Enrollment Fee
\$200.00 (Non-refundable, applied towards tuition)	650	Total Tuition: \$4875.00 After enrollment fee: \$4675.00
		Auto-withdraw Monthly Payment \$467.50

## REFUND POLICIES

Tuition at Rejuvenate School of Massage Therapy is calculated at an hourly rate and the programs are administratively divided into quarters. For all qualifying refunds, the school will use the following TDLR rule to ensure refunds are made as prescribed by TDLR. Rejuvenate School of Massage Therapy will provide a full refund of all monies paid by a student if:

The student cancels the enrollment agreement within 72 hours (until midnight of the third day excluding closed business days and legal holidays) after the enrollment contract is signed by the prospective student;

Withdrawal Date Percentage of Tuition Refunded Less than 72 hours after Enrollment Agreement 100% (Minus \$200 enrollment fee)
During the 1st week – 30 hours (whichever is less) 90%
After the 1st week – 30 hours, but within the first 3 weeks 80%
After 3 weeks, but within the first quarter (125 hours) of instruction 75%
During the 2nd quarter (126-250 hours) 50%
During the 3rd quarter (251 – 375 hours) 10%
During the 4th quarter (376 – 500 hours) 0%

Refunds will be made within 30 days of the effective date of student termination or withdrawal, or 10 instructional days following the first day of the program if the student fails to enter.

### COMPLAINTS

#### AND GRIEVENCES

If a student feels that he or she has an issue or grievance which needs to be addressed, the student must take the issue to an instructor, Program Director, or another school representative. We will do everything reasonably possible to assist the student to resolve any and all matters. The student may contact the Texas Department of Licensing and Regulation if the issue is pertinent to the established TDLR regulations and any violations thereof.

#### **Contact TDLR**

https://www.tdlr.texas.gov/mas/mas.htm Texas Department of Licensing and Regulation Massage Therapy PO Box 12157 Austin, TX 78711

(800) 803-9202 [in state only]

(512) 463-6599

Fax: (512) 463-9468

Relay Texas-TDD: (800) 735-2989

#### For Complaints:

https://www.tdlr.texas.gov/complaints/

https://www.tdlr.texas.gov/mas/masfaq.htm#complaint

#### Law and Administrative Rules

https://www.tdlr.texas.gov/mas/laws-rules.htm

Rejuvenate

School of Massage Therapy

### **UPDATES**

#### AND ADENDUMS

This catalog and handbook may be updated by Rejuvenate School of Massage Therapy from the time of this print. Tuition, fees and other costs may change from the time of this print.

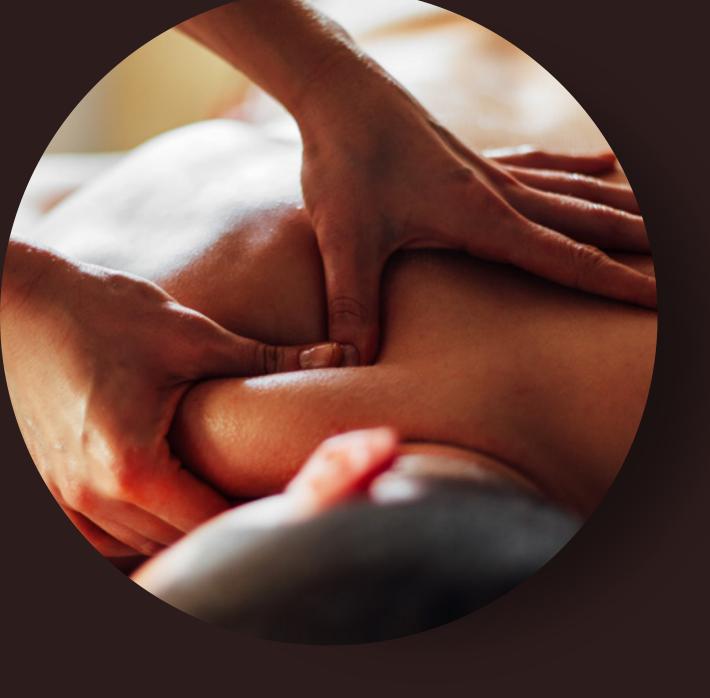


PHOTO BY USEN PARMANOV ON UNSPLASH

## ITS YOUR TIME

## PUT YOUR HEALING HANDS TO WORK