

Santa Barbara Body Therapy Institute

516 North Quarantina Street Santa Barbara, CA 93103

(805) 966-5802 ~ www.sbbti.com



Course Catalog

June 28, 2019 - June 30, 2020

Important: As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement. Revised and printed on June 27, 2019

Our Mission

Our mission is to prepare students for professional practice in holistic massage, to provide an educational environment that fosters personal health, vitality, full self-expression, and a bridge between students and the community that educates, serves and promotes the therapeutic benefits of massage.

The Institute

Santa Barbara Body Therapy Institute (SBBTI) is a private institution offering vocational and avocation bodywork training, affordable student massage and professional bodywork. Our programs include a broad range of approaches to bodywork addressing the circulatory, neuromuscular, immune, and neuroendocrine body systems as well as the subtle fields and flows. In any given month, we have roughly 50 students enrolled in assorted programs, courses and clinics. Within our clinics, students provide roughly 200 massages to the general public monthly. Our classes are personal and intimate with lots of one-on-one attention and a student teacher ratio that ranges from 6-1 to 14-1 for bodywork classes and up to 24-1 for lecture classes. Our graduates are successfully employed throughout the tri-counties in spa settings, private practice and medical centers as well as sharing their skills with families and friends.

The Institute was founded in 1984 and ownership was transferred to Katie Mickey in October 1989. The school became incorporated in 1997 with full ownership remaining with Katie Mickey. We are approved to operate by the Bureau for Private Postsecondary Education. The school received approval to operate by the CA BPPE (its current name) in 1985 #19282 as in compliance with CA state standards, School code #4201111. Approval to operate means that this institution is in compliance with the minimum standards contained in the BPPE Act of 2009 and Division 7.5 Title V of the California Code of Regulations. www.bppe.ca.gov. The 550 hour Massage Therapist program specifically is approved by California Massage Therapy Council (CAMTC) to provide education for certification purposes effective 8/18/16- 8/17/18. School approval code is SCHOO20. In addition, we are approved for training for Veterans and eligible persons by the CA State Approving Agency for Veterans #2-5-1333-05. Our continuing education is also accepted by CA Board of Registered Nursing #CEP10769.

SBBTI is not accredited by any accrediting agency recognized by the US Department of Education. SBBTI participates in federal and state financial aid programs through the Department of Veteran's Affairs, the California Department of Vocational Rehabilitation.

Location and Facility

Our office and teaching facility is located at 516 N. Quarantina St, Santa Barbara, one mile from the ocean, and 100 miles north of Los Angeles. Santa Barbara offers 20 miles of beautiful beaches, rich gardens, charming architecture, endless cultural activities and a diverse choice of outdoor activities due to the unique accessibility of mountains and seashore. The region's climate is fair year round the city's population is approximately 92,000.

Our facility is located two blocks west of Milpas Street between Haley and Cota Street, (a mere half block from Ortega Park and the Santa Barbara Junior High School/Marjorie Luke Theatre) within easy access to city bus stops, pedestrian walkways, bike lanes and the 101 Freeway. Our facility includes a large classroom space, office and reception area, a bathroom, two treatment rooms, a print library and multimedia library with DVDs, kitchen/break room with a small retail section providing textbooks and oils. Our classroom serves as a lecture space, semi-private clinic, treatment and exercise space. The classroom is well stocked with chairs, massage tables, massage chairs, exercise rollers, bolsters, blankets, heating pads, pillows, full sized skeleton model, wall charts, two large white boards, projector, screens and hanging dividers for our practicum clinics. Our classroom can accommodate up to 24 students during classroom hours and 10 students and 10 clients during clinic hours. Please visit us at 516 N. Quarantina Street Santa Barbara, CA 93103 or visit our website: www.sbbti.com.

Massage Practitioner Program (250 hours)

Our Massage Practitioner Program imparts essential methods for inducing relaxation, pain reduction, mental clarity and heightened states of well-being. Our Practitioner training qualifies graduates to obtain a Massage Technician's Permit within the city of Santa Barbara and specific municipalities which only require 200- 250 hours of training from a BBPE approved school. Obtaining a Massage Technician's Permit then allows practitioners to gain entry level employment within the local spa industry as well as build a self-employment practice. Our Massage Practitioner /250 hour Program provides the foundational knowledge and skills required for the advanced bodywork modules that comprise our Massage Therapist/550 hour Program, as well as covers content required for MBLEx exam preparation.

The Practitioner Program day format is scheduled twice weekly for 17 weeks, comprising Swedish Massage, Chair Massage and Deep Tissue in the mornings and Nutrition on Thursday afternoons. The Practitioner Program evening format is scheduled twice weekly for 19 weeks. Both Formats include a Reflexology weekend, an Ethics weekend and student clinics on Tuesday through Thursday afternoons or Tuesday and Friday evenings. Students qualify to start practicing Reflexology in our clinic once they have passed their Reflexology bodywork exam, likewise they may begin practicing Swedish and Deep Tissue once they have passed our subsequent Swedish and Deep Tissue bodywork exams. Our Swedish Bodywork exams involve demonstrating competency on an instructor. Our Deep Tissue exam involves demonstrating competency on classmates. Students will also be given written periodic quizzes, a midterm exam and final exam. Completion of the program requires passing grades on bodywork and written exams. Students have up to one year to complete their program. Students requiring additional time may reinstate within a subsequent class attending five refresher classes and required make up classes.

250 Hour Massage Practitioner Program				
Transcript Breakdown		Module Breakdown		
<u>Subjects</u>	<u>Hours</u>	<u>Modules</u>	<u>Hours</u>	
Bodywork Theory & Practice	148	Swedish/ Deep Tissue/Chair	200	
<i>Classroom</i>	<i>88</i>	<i>Swedish</i>	<i>81</i>	
<i>Practicum</i>	<i>60</i>	<i>Deep Tissue</i>	<i>63</i>	
Anatomy	10	<i>Clinics (18 x 3)</i>	<i>54</i>	
Kinesiology	30	<i>Community Outreach</i>	<i>2</i>	
Physiology	10	Reflexology	21	
Clinical Pathology/Contraindications	15	<i>Classroom</i>	<i>18</i>	
Health and Hygiene	15	<i>Clinic (3)</i>	<i>3</i>	
Ethics	19	Ethics	16	
Business	3	Nutrition	13	
TOTAL HOURS	250	TOTAL HOURS	250	
Program Cost Breakdown:				
	Hours	Reg Fee	Tuition	Total Cost
Tuition 250 MP - \$12/hr	250	\$200	\$3000	\$3200
Veterans		\$10		\$3010

The schedule of total charges for a period of attendance equals an estimated schedule of total charges for the entire educational program.

Swedish/Anatomy and Physiology (81 hrs)

Our Swedish course is foundational for all of our Massage related courses and programs. We begin with the essential methods of healing: gentle movement, massage, deep breathing and deep relaxation for the benefit of self and others. Students are guided through a succession of exercises that deepen their capacity to apply physical force, flow energy and hold presence. Once established in a state of presence, students engage in the giving and receiving of massage techniques: using gentle, big mitt contact, fluid pushing strokes, warming, and squeezing strokes. Students learn to flow progressively through each area of contact like water pouring over the body, penetrating the tissues and inducing states of deep relaxation. Building on relaxation techniques, students learn to warm, stretch and knead tissues with effective use of pressure to assist in tissue mobilization, metabolic waste removal, and nutrient absorption.

Students also learn an energizing, clothed, seated protocol integrating compression strokes and acupressure performed in a massage chair. This seated protocol releases stress in the work place or public setting through compressive work on the muscles and meridians of the back, shoulders and neck. The protocol is also specific for enhancing mental clarity, relieving stress and physical tension.

Concurrent with their developing massage skills, students are guided through an applied approach to Anatomy and Physiology. The eleven body systems are explored in relationship to the stress response and relaxation response and the benefits incurred from regular massage. As students gain proficiency with their massage skills and potency of their touch, they can effectively address a wide range of stress and pain profiles.

In addition to the benefits of vocational training, students often report that the body/mind shifts they experience throughout their training has lasting impact in their daily lives, creates greater ease within themselves and harmony between family, friends and coworkers. MBLex-type quizzes and exam included.

Deep Tissue/Kinesiology (63 hrs)

In the second half of our program students are introduced to Deep Tissue and Kinesiology. Students explore the human body in movement, emphasizing: joint structure, function and range of motion as well as the location, origins, insertions and actions of over 60 major muscles. Learning methods include exploring movement through isometric contractions, stretches and palpation and open book study. Students learn the major muscles in the body- their locations, actions, and attachment sites. On the table, students learn a progression of passive stretches, muscle stripping and prolonged compression. Students learn to give deeper work without stress on their body. Proper body mechanics and alignment will be heavily emphasized as well as the appropriate use of forearms, elbows and knuckles to reduce fatigue and the chance of injury. Students will learn to improve postural alignment, increase range of motion, initiate connective tissue regeneration, break-up adhesions and address chronic pain. MBLex-type quizzes and exam included.

Student Clinic (56 hrs)

During the first half of the Practitioner Program students integrate their Swedish Massage and Reflexology skills to create individualized sessions with specific therapeutic intent. Based on their client's needs they design a session to be deeply relaxing and restorative or energy enhancing, flushing the circulatory and immune systems. Following their Swedish evaluation, students begin practicing Swedish Massage through our student clinic concurrent with their classroom instruction. Our student clinic serves the general public and a variety of special populations. In addition to the clinic setting, students have the opportunity to practice their chair massage skills in a community setting.

Reflexology (21 hrs)

Our Reflexology course synthesizes the ancient art of vitalizing the whole body through stimulation on the feet and hands with self-care measures for assisting and supporting the detoxification process. The protocol and approach within this module specifically catalyzes tissue detoxification, lymphatic drainage, organ elimination, immune function, pain reduction, deep relaxation and stress relief. In addition to learning a Reflexology protocol, students are introduced to the adjunctive measures of earthing, essential oils, hydration and nutrition. The course includes assessment of the ten zones, the vital organs, glands, lymphatic, musculoskeletal and nervous system reflexes. Reflexology is offered at the start of our program, followed by a student clinic, allowing students to develop comfort and ease working with the general public in a clothed setting integrating Reflexology and Essential Oils on the feet, hands and ears, before expanding into the full body, draping parameters of Swedish Massage. The course also includes clinic, SOAP notes and quiz.

Ethics (16 hrs)

Our Ethics training offers a lively overview of the ethical issues that may arise within the context of bodywork practice. The course illuminates key bodies of knowledge within our profession: scope of practice, standards of practice, code of ethics, legal regulations, limits of practice and professionalism. The course instruction utilizes a variety of learning methods to explore personal and conceptual boundaries, negotiate agreements and establish appropriate goals and strategies for the session. Students engage in exercises such as pushing hands, sensory awareness of energy fields, active listening, reflective listening, nonviolent communication, and role play in addressing difficult clients. Issues regarding sex, money and power will be explored within the context of practicing massage. The course also prepares students for success in sitting for the ethics portion of the MBLEx exam.

Nutrition for Bodyworkers (13 hrs)

Our Nutrition course empowers students with nutritional measures to address common challenges that may arise in the life of a student or professional bodyworker. The course specifically offers nutritional strategies for enhancing strength, immune function, mental focus and capacity for a restful night's sleep as well as resolving inflammation. The course also covers fundamental nutritional principles of Western Science.

Massage Therapist Program (550 hours)

Our Massage Therapist program offers advanced bodywork training, preparing graduates to address a broad spectrum of neuromuscular dysfunction, distribution of fluid, hormonal and electrical imbalances. The Massage Therapist Program satisfies the CAMTC's requirements for certification as a Massage Therapist as well as covers the content knowledge required to pass the MBLEx exam. Roughly half of California cities are now requiring CAMTC certification to obtain a business license and engage in professional practice. Many employers as well are now requiring CAMTC certification for employment. As of January 1st 2019, California State Certification requires 500 minimum hours of training. January 1st, 2021, California State Certification will also require a passing grade on the MBLEx exam. Our 2017 first time pass rate of the MBLEx exam is 91%, and our re-exam pass rate is 100%. The California state first time pass rate is 70%, re-exam rate is 45.5%. The national first time pass rate is 73%, re-exam pass rate is 41%.

The skills and competencies gained through our 550 hour program are specific to preparing graduates for employment in the spa industry as well as private practice. Our program is scheduled over 3 trimesters: roughly 17 weeks each. Students attending two to three times weekly in the evenings or the daytime and two additional weekends, can complete our program within one year. Students who wish a faster rate of study may attend 4 to 5 classes per week day and night and occasional weekends, completing within two trimesters or 34 weeks. Completion of the program requires full attendance and passing grades on all bodywork exams and written exams within each course as well as our 2 simulation MBLEx exams.

550 Hour Massage Therapist Program					
Transcript Breakdown			Module Breakdown		
<u>Subjects</u>	<u>Hours</u>		<u>Modules</u>	<u>Hours</u>	
Bodywork Theory & Practice	256		Massage Practitioner	250	
<i>Classroom</i>	<i>172</i>		Neuromuscular Track	136	
<i>Practicum</i>	<i>84</i>		Immune/Neuroendocrine Track	124	
Clinical Path/Contraindications	79		Business Skills	20	
Physiology	57		Hydrotherapy/Complimentary Agents	20	
Kinesiology	46				
Anatomy	45		TOTAL HOURS	550	
Business	20				
Ethics	19				
Health and Hygiene	15				
Hydrotherapy	10				
TOTAL HOURS	550				
Program Cost Breakdown:			Hours	Reg Fee	Tuition Total Cost
Tuition 250 MP - \$12/hr			250	---	\$3000 -----
Tuition 550 MT - \$14/hr			300	\$200	\$4200 \$7400
Veterans				\$10	\$7210

The schedule of total charges for a period of attendance equals an estimated schedule of total charges for the entire educational program.

Immune/Neuroendocrine Track (124 hrs)

Acupressure Potent Points (30 hrs, elective)

Introduces students to meridian theory and application, based on ancient Chinese healing art. Techniques utilized include finger and hand pressure to stimulate specific points on the meridian channels, as well as gentle holds with coupled points. This approach can lead to deep release of muscular tension, increase in blood circulation and enhancement of qi, and deep rhythmic breathing opening the cranial wave. The course will cover the location of the 14 main meridian channels, 32 key master points and a general protocol that delivers a deeply relaxing and energetically restorative massage.

Acupressure and the Myofascia (30 hrs, elective)

Deepens student's capacity to enhance the flow of qi and fluids within the spaces between the myofascial channels. The course covers: assessment of the vital organs through observation and palpation of soft tissue; as well as treatment through direct pressure along the meridian channels and myofascial unwinding techniques. The course covers: Western Medicine's latest understanding of the body's development through Embryology and how that validates the ancient's description of the pathways and function of the meridian system. The course also offers point location and actions for 36 points. Students will deepen their capacity to address assorted visceral, fascial, hormonal and nervous system pathologies from this synthesis of acupressure and myofascial unwinding. Students will be guided through Qigong exercises for strengthening the field of the practitioner that can also be prescribed to benefit the client.

Craniosacral Therapy I (30 hrs, elective)

Offers an introduction to Craniosacral Therapy based on the Osteopathic, Biodynamic model. Students learn to monitor the tidal movements or cranial wave- subtle, rhythmic movement that occurs in the skeletal system as cerebrospinal fluid circulates through the cranium, spinal cord and sacrum. Students also learn to provide a fulcrum for rebalancing the rhythmic movement of craniosacral bones, specifically the: sacrum, occiput, frontal, parietal, sphenoid. Clients often experience deeper states of parasympathetic activation, relief from core issues, and superficial symptoms of pain and malaise.

Craniosacral Therapy II (30 hrs, elective)

Offers a deepening of the work begun in CS I, with attention to monitoring the deeper rhythms of the cranial system. Students learn to differentiate between the variable cranial rhythmic impulse (8-12 cycles per minute) of daily life, to the more steady mid tide rhythm of 12 1/2 seconds inhalation phase and 12 1/2 second exhalation phase and the more expansive long tide rhythm of 50 second inhalation phase and 50 second exhalation phase. Students learn to listen to the rhythms and tides of the cranial field with stillness and presence, tapping into primary respiration and the Breath of Life. Students will use the holds learned in Cranial 1 as well as holds on the temporal, zygoma, mandible and maxilla, Students will learn to differentiate between the neurocranium and the viscerocranium and feel the cranial rhythm throughout the body as the expression of the breath of life within the lymphatic system.

Immune Physiology and Pathology (32 hrs, required)

This course covers the functions, pathologies, pharmacologies, contraindications, areas of caution related to the systems involving immunity. These systems specifically include: the circulatory, lymphatic, skeletal, skin, respiratory, integumentary, digestive and urinary. Clinical pathologies addressed include: cardiovascular disease, cancer, open wounds/sores, high blood pressure, edema, common cold, sinusitis, asthma, irritable bowel syndrome, AIDS and assorted. This course is required and prepares students for success in sitting for the MBLEx exam. MBLEx-type quizzes included.

Intro to Medical Qigong (30 hrs, elective)

Introduces the student to Medical Qigong self-healing exercises for establishing exceptional wellbeing in the body, mind and spirit. Medical Qigong exercises will be taught that help the body correct physical and energetic imbalances. The exercises strengthen and regulate the internal organs, nervous system and immune systems as well as relieve pain, regulate hormones and release deep-seated emotions. The course will introduce the student to the basic theories of energy tonification, purgation and regulation of the body's organs and energy channels, as well as strengthening the body's protective energy field.

Manual Lymphatic Drainage (30 hrs, elective)

Offers gentle lymphatic drainage techniques for detoxifying the body and enhancing the immune system. Manual Lymphatic Drainage involves, a light skin technique of pulsing contact applied to the superficial lymph vessels within the extremities and torso. Lymphatic Drainage is essential for assorted immune system pathologies, low energy states and conditions of toxicity.

Neuroendocrine Physiology and Pathology (32 hrs, required)

Introduces the science of body/mind medicine. This course illuminates bio-molecular science's most recent understanding of feelings, emotions and mental states. The course presents the anatomy, physiology and pathologies of the nervous and endocrine systems and the chemicals that give rise to our emotional/mental states in health and disease. The course explores the benefits and limitations of the leading approaches to mind/body balance including pharmacology, mindfulness, nutrition and bodywork. The course also prepares students for success in sitting for the MBLEx exam. MBLEx-type quizzes included.

Polarity Therapy (30 hrs, elective)

Presents an introduction to Polarity Therapy based on the work of Dr. Randolph Stone. Students learn an overview of the wireless anatomy including: the ultrasonic core, the chakras, the bipolar, umbilical and transverse currents and the five elements as well as how these energetics interface with the blood pulse, the musculoskeletal systems and vital organs. Students also learn how to facilitate movement of fluids, fascia and energy currents with very deep touch, activating touch or light touch as indicated to balance the blood pulses. Effects can range from expansion in breathing, deep emotional release, pain relief, structural rebalancing, as well as deepening states of awareness and ease.

Visceral Lymphatic (30 hrs, elective)

Introduces the five element model of health and disease, including the mental/ emotional and energetic aspects of the viscera. This approach clears the deep lymphatic channels, through freeing the fascial web that binds the vital organs, glands, arteries, veins, lymph vessels and nodes. The lymphatics are an intricate waterway system that flow steadily throughout the body, cleansing and purifying the blood. Additional techniques are offered for detoxifying and balancing the vital organs. Techniques include acupuncture, scooping, spiraling and healing sounds. Course also includes an Intro to 5 Element Theory of Nutrition. Students learn tongue and observation assessment of the Five Elements related to the Vital Organs. The course includes written quiz, and clinic.

Neuromuscular Track (136 hrs)

Barefoot /Sports (20 hrs, elective)

Offers a deep tissue protocol for working the major muscle groups using the therapist's feet. This approach is especially suitable for physically active people, athletes and bodies that require sufficient force to effectively release core muscular tension. The method is a lifesaver for hands, wrists and shoulders that tend to become overworked using traditional massage techniques.

Cross Fiber Deep Tissue/Shiatsu (30 hrs, elective)

Students learn a powerful protocol integrating cross fiber deep tissue session, table shiatsu, neurolymphatic scrubbing and visceral massage. Students learn to powerfully release pain diminishing endorphins, blockages within the meridian and vascular system, irritants within the tissues and binding within the fascia. The protocol includes the use of elbows, knuckles and palms, cutting across the muscles fibers for the purpose of breaking up restrictions within the fascia. In addition to myofascial pain syndromes, students will be shown how to address and assortment of visceral and immune pathologies such as congestion in the colon, liver and gall bladder and low immune function.

Muscle Testing Basics (30 hrs, elective)

Students will learn to assess 14 indicator muscles and their related organs, glands and meridians to address the evaluation and treatment of common client pain profiles and deficiency syndromes through re-establishing the flow of life energy to the muscular and organ systems. Balancing techniques include: Neurolymphatic Release, Neurovascular Holding Points, Origin/Insertion technique, Spinal Reflex, and Muscle Spindle Cell technique.

Muscle Testing and Acupressure (30 hrs)

Offers assessment of 14 additional muscles and their related organs/ meridians as well as 10 effective approaches to reducing and eliminating pain. The course integrates the use of five element theory from traditional Chinese medicine with Applied Kinesiology to evaluate and treat assorted, muscular imbalances. Balancing techniques include: Acupressure Holding Points for sedating or tonifying each meridian and its related muscles, Tracing the Meridians, Neurolymphatic Scrubbing, Neurovascular Holding Points, Origin/Insertion technique, Spinal Reflex, and Muscle Spindle Cell technique. Prerequisite: completion of Massage Practitioner Program or equivalent exposure to kinesiology and energy based bodywork.

Musculoskeletal Physiology/Pathology (16 hrs, required)

Covers common musculoskeletal pathologies such as hypertonic/ hypotonic muscles, fibromyalgia, sprains, strains, ruptures, tendinosis, tendonitis, osteoporosis, arthritis, and postural distortions. The course also covers the physiology and of the muscular and skeletal systems. This course is required. MBLex-type quizzes included.

Myofascial Release (60 hrs, elective)

Offers a variety of techniques for releasing the fascial lines that connect muscle groups throughout the body as illuminated by anatomy trains. These include: the superficial frontal line, superficial posterior line, deep frontal line, and lateral deep lines. The course offers treatment protocols for addressing the myofascia, using classic MFR stretches and unwinding techniques as well as Proprioceptor Neuromuscular Facilitation PNF and Orthopedic assessment. Students will learn to recognize distortions in the myofascia, the mechanisms of tissue repair and healing within the myofascial system. Students will learn to do a standalone MFR session as well as how to integrate MFR techniques into a Swedish session. This course is elective. MBLex-type quizzes and clinic included.

Orthopedic Massage (60 hrs, elective)

Covers Orthopedic Massage skills for assessment and treatment of pain, postural imbalances and limited range of motion. In this class students will become skilled at performing a full body postural evaluation using range of motion tests and visual analysis on each joint. Then students will learn to release restrictions in each joint using static pressure, pressure with passive motion, pressure with active motion, along with resistance stretching. Students will also make many of the muscles out of clay, for greater clarity of their layering and attachment sites. After taking this class, students will be able to reduce a client's pain by 90% in one session, and increase significantly ROM. Students will learn how to assess their clients by testing and retesting, thereby affirm the effectiveness of the work. This course is elective. MBLex-type quizzes and exams included.

Table Thai/Compressive Deep Tissue (20 hrs, elective) Integrates the therapeutic aspects of traditional Thai massage with Western compressive deep tissue. Students learn to open and release the meridian and muscular systems through deep stretches and compressive techniques. Students will learn massage routines for prone, supine, side lying positions performed on the table as well as seated positioning performed with a massage chair, with fully clothed recipients. Thai Massage has been practiced in India and Thailand for over 2500 years.

Trigger Point Therapy (60 hrs, elective) covers how to treat trigger points and injuries. Trigger points are areas of hyper-irritability within soft tissue that develop when a muscle is injured or overworked. Trigger points caused by trauma create changes in the chemical balance in the tissue, irritating the sensory systems. Trigger points are characterized by local tenderness and referred phenomena, which can include, pain, tingling, numbness, burning or itching. Students learn direct pressure techniques with fingers, thumbs and tools to assess and alleviate trigger points, as well as cross fiber friction techniques for breaking up scar tissue, releasing adhesions and speeding tissue repair. Students also learn adjunctive treatment measures such as RICE, tennis balls, Theracane®, foam roller, and Thumbies®. The course is formatted in weekly area specific modules, including: lower back, pelvic floor, headaches, neck/shoulders, TMJ/jaw, rotator cuff and extremities. Each module includes palpation skills in locating related muscles and attachments sites, tendons and ligaments, trigger point location and clinical pathologies specific for each body section.

Business Skills**Business Skills (20 hrs, required)**

Covers a broad range of business skills for employment and private practice. A number of leading marketing practices will be offered by successful graduates and employers. Topics include business planning, strategic planning, office management, marketing, hiring/interviewing, documentation and records, client records, tax preparation, business records as well as current employment opportunities. The course also prepares students for success in sitting for the MBLex exam. MBLex-type quizzes included.

Hydrotherapy, Complimentary Agents and Special Populations

Athletic Taping/Sports (20 hrs, elective)

Offers athletic taping protocols to support the stabilization, lymphatic drainage and tissue repair needed for a variety of athletic injuries and edema conditions. Students will learn to tape common areas of inflammation, swelling and instability including major joints and tendons. Students will also learn to apply Hydrotherapy techniques of RICE and heat.

Essential Oils (20 hrs, elective)

Introduces the practitioner to the therapeutic use of essential oils and hydrotherapy. Students will learn to work with over twenty therapeutic oils in singles and blends as well as therapeutic protocols for enhancing: circulation, oxygenation, nutrient delivery to cells, immune response, detoxification, pain relief and nervous system homeostasis and speeding tissue repair. The course will cover a variety of common pathologies and recommended essential oil applications. Students will be introduced to far infrared heat lamps, and hot towel application.

Hot Stone (20 hrs, elective)

Provides training in the principles and practical application of Hot Stone Massage for private practice or spa settings, including: basic science and theory of hot stone massage; principles and application of hot/cold therapy; indications, contra-indications, and sanitation and safety precautions; various stone shapes and sizes for specific applications.

Pregnancy Massage and Side Posture Deep Tissue (20 hrs, elective)

Pregnancy Massage covers the neuroendocrine, digestive and musculoskeletal issues that arise during the three trimesters of pregnancy. The techniques offered include: Swedish, Side Posture Deep Tissue, Acupressure, Polarity Therapy, Essential Oils and Hydrotherapy specific to addressing the common challenges incurred during pregnancy such as stress, anxiety, myofascial pain, hormonal imbalances, nausea and delayed labor. The course also includes the 24 forbidden pregnancy points which are indicated during the menstrual cycle as well as during labor; however contraindicated between conception and due date.

Geriatric Massage (20 hrs, elective)

Geriatric Massage covers the neuroendocrine, visceral and musculoskeletal issues specific to seniors. The course will cover specific techniques to address syndromes common to seniors, challenges incurred with aging and those facing end of life challenges. Side Posture Swedish, Acupressure, Polarity Therapy, Craniosacral Balances, Essential Oils, Hydrotherapy as well as modifications in bolstering and draping techniques will be offered for a variety of conditions. Interfacing with systems supporting elder care including family, facilities, medical professionals and hospice will also be addressed.

MBLEx Prep/Final Exam

MBLEx Prep/Final Exams (3-20 hrs, elective)

Offers study tools and logic analysis of how to break down MBLEx questions, how to register and best prepare. Introduces students to several online and/or written MBLEx preparation programs, including: ABMP Massage Coach, AMTA's Massage Exam Study App, Massage Magazine's Study Buddy, Massage- Exam.com' Practice Questions and Study Guide, The Federation of State Massage Therapy Boards' MBLEx Prep Guide, and Real Bodywork's apps. This course is designed for all students planning to take the MBLEx exam. Weekly orientations are available regarding the exam, as well as supervised study time with online study tools. Individual study sessions may serve as make up hours for classes missed in program modules as well. Completion of this module and the 550 program entails passing 2 simulation MBLEx exams.

Integrative Massage Therapist Program (750 hours)



Our Integrative Massage Therapist Program is designed for the serious student interested in conducting a private practice integrating a variety of approaches to balancing the distribution of fluids and energy within the lymphatic, circulatory, fascial channels/meridians and craniosacral systems. This approach has profound benefits to assorted pathologies and stress related conditions. Graduates will be granted a certificate of completion as Integrative Massage Therapist. Our Integrative Massage Therapist Program builds on the 550 Massage Therapist program and exceeds the CAMTC. Completion of the program requires full attendance and passing grades on all bodywork exams and

written exams within each course.

750 Hour Integrative Massage Therapist Program					
Transcript Breakdown			Module Breakdown		
<u>Subjects</u>		<u>Hours</u>	<u>Modules</u>		
Bodywork Theory & Practice		352	<u>Hours</u>		
<u>Classroom</u>		<u>250</u>	Massage Practitioner Program		250
<u>Practicum</u>		<u>102</u>	Business Skills		20
Clinical Pathology/Contraindications		111	Immune /Neuroendocrine Modules		240
Physiology		88	Musculoskeletal Modules		120
Anatomy		76	Physiology/Pathology		80
Kinesiology		46	Hydrotherapy/Special Populations		40
Business		23	TOTAL HOURS		750
Ethics		19			
Hydrotherapy		20			
Health and Hygiene		15			
TOTAL HOURS		752			
Program Cost Breakdown:	Hours	Reg Fee	Tuition	Total Cost	
Tuition 250 MP - \$12/hr	250	---	\$3000	----	
Tuition 550 MT - \$14/hr	300	---	\$4200	----	
Tuition 750 IMT - \$14/hr	200	\$200	\$2800	\$10,400	
Veterans		\$10		\$10,210	

The schedule of total charges for a period of attendance equals an estimated schedule of total charges for the entire educational program. Within any calendar year an assortment of the following modules will be scheduled based on Instructor availability and student interest. See 550 hour Massage Therapist Program course descriptions for above requirements. Additional course options listed below:

Integrative Massage (30 hrs, required)

Integrates material covered in Acupressure Master Points, Acupressure and the Myofascia, Cranial-Sacral Therapy, Intro to Medical Qigong, Manual Lymphatic Drainage, Polarity Therapy, Shiatsu/Cross Fiber and Visceral Lymphatic Drainage. The course offers 32 additional acupressure points location and actions and opportunity to deepen their assessment and treatment skills in balancing the fluids within the body's many "rivers", fascial sheaths and "oceanic tides" of the Cranial Sacral System. Protocols will also be included for releasing and integrating emotional states. Practicum includes clinics and case studies. Prerequisite: completion of at least five Immune/Neuroendocrine modules.

Polarity II (30 hrs, elective)

Builds on foundational skills learned in Polarity Therapy . Students learn a process approach to effecting change within the tissues of the body. Students learn to deeply listen to the client's case history, verbal and nonverbal cues in assessing and treating the presenting five element patterns within the client. Students learn how to facilitate movement of fluids, fascia and energy currents with deep touch, activating touch or light touch as indicated to balance the blood pulses, release the fascial planes and align the skeletal structure. Effects can range from expansion in breathing, deep muscular release, pain relief, structural rebalancing, as well as deepening states of awareness and ease.

Orthopedic Massage Therapist Program (750 hours)



Our Orthopedic Massage Therapist Program is designed for the serious student interested in conducting a private practice integrating a variety of approaches to balancing the musculoskeletal structure, increasing range of motion, and relieving myofascial pain. This approach has profound benefits to assorted musculoskeletal imbalances and pathologies. Graduates will be granted a certificate of completion as Orthopedic Massage Therapist. Our Orthopedic Massage Therapist Program builds on the 550 Massage

Therapist program and exceeds the CAMTC. Completion of the program requires full attendance and passing grades on all bodywork exams and written exams within each course.

750 Hour Orthopedic Massage Therapist Program					
Transcript Breakdown			Module Breakdown		
<u>Subjects</u>	<u>Hours</u>		<u>Modules</u>	<u>Hours</u>	
Bodywork Theory & Practice	364		Massage Practitioner	250	
<u>Classroom</u>	<u>250</u>		Business Skills	20	
<u>Practicum</u>	<u>114</u>		Hydrotherapy/Special Populations	20	
Clinical Pathology/Contraindications	99		Immune/Neuroendocrine Modules	60	
Physiology	77		Musculoskeletal Modules	300	
Kinesiology	72		Physiology/Pathology	80	
Anatomy	76		TOTAL HOURS	750	
Business	23				
Ethics	19				
Health and Hygiene	15				
Hydrotherapy	10				
TOTAL HOURS	752				
Program Cost Breakdown:					
	Hours	Reg Fee	Tuition	Total Cost	
Tuition 250 MP - \$12/hr	250	---	\$3000	-----	
Tuition 550 MT - \$14/hr	300	---	\$4200	-----	
Tuition 750 OMT - \$14/hr	200	\$200	\$2800	\$10,400	
Veterans		\$10		\$10,210	

The schedule of total charges for a period of attendance equals an estimated schedule of total charges for the entire educational program. Within any calendar year an assortment of the following modules will be scheduled based on Instructor availability and student interest. See 550 hour Massage Therapist Program course descriptions for above requirements. Additional course options listed below

Holistic Health Practitioner Program (1000 hours)

Our Holistic Health Practitioner Program is designed for the serious student who desires to build a successful private practice. The Holistic Health Practitioner Program curriculum can be completed in a 13-24 month time frame, depending on rate of study. The HHP program builds on the Massage Therapist, Orthopedic Massage Therapist or Integrative Massage Therapist Programs. Completion of the program requires passing grade on Bodywork exams, written exams and full attendance. 1000 hour Holistic Health Practitioner Program exceeds the hours required to meet CAMTC certification.

1000 Hour Health Practitioner Program					
Transcript Breakdown			Module Breakdown		
<u>Subjects</u>			<u>Modules</u>		<u>Hours</u>
<u>Hours</u>			Orthopedic Massage or		
Bodywork Theory & Practice	474		Integrative Massage Therapist		750
<u>Classroom</u>	<u>345</u>		Aroma Freedom, Goal Setting		
<u>Practicum</u>	<u>129</u>		Practice Building		30
Clinical Path./Contraindications	129		Bodywork Modules		120
Anatomy	102		Classroom Assistant		100
Physiology	108				
Kinesiology	82		TOTAL HOURS		1000
Business	51				
Hydrotherapy	20				
Ethics	19				
Health and Hygiene	17				
TOTAL HOURS	1000				
Program Cost Breakdown:	Hours	Reg Fee	Tuition	Total Cost	
Tuition 250 MP - \$12/hr	250	---	\$3000	-----	
Tuition 550 MT - \$14/hr	300	---	\$4200	-----	
Tuition 1000 HHP - \$14/hr	450	\$200	\$6300	\$13,700	
Veterans		\$10		\$13,510	

The schedule of total charges for a period of attendance equals an estimated schedule of total charges for the entire educational program. See 550 hour Massage Therapist Program, 750 hour Orthopedic Massage Therapist Program, 750 hour Integrative Massage Therapist Program course descriptions for above requirements. Additional courses listed below.

Aroma Freedom, Goal Setting and Practice Building (30 hrs)

Students learn a step by step process for actualizing goals, clearing limiting beliefs and releasing emotional patterns utilizing therapeutic grade essential oils. The process utilizes the olfactory pathway to bring new frequency and information to the structures within the brain that store long term memory as well as the HPA axis structures that activate the fight, flight freeze response. The process also incorporates empathic communication distinctions, visualization, affirmation, action steps and power poses. The course includes interviews with successful graduates sharing strategies for success and follow up clinics. Each clinic allow the student to revisit their goal, create new action steps and refine their effectiveness with the process, working on fellow students and the general public.

Classroom Assistant (100 hrs, required) Advanced students assist instructor and first time attending students in class. Advanced students work closely with the classroom instructor in developing their leadership skills, public speaking and interpersonal skills. Students may also be called on to give a short lecture on a course topic.

Faculty



Kathleen Mickey: Director, CAMTC #18289, H.H.P., R.P.P. Somatic Educator since 1986. **Essential Oils, Ethics, Clinic Supervisor, Cross Fiber Deep Tissue/Shiatsu, Deep Tissue, Muscle Testing Protocols I, Neuroendocrine Physiology/Pathology, Nutrition, Polarity, Pregnancy, Reflexology, Swedish and Visceral Lymphatic Drainage**

Katie Mickey, owner, director and lead instructor of the Santa Barbara Body Therapy has trained thousands of students in massage therapy as well as overseen tens of thousands of massages through SBBTI's student clinic and community outreach. She has also provided training for Ojai Valley Spa, Valle Verde and Hospice of Santa Barbara.

Katie's educational background includes: The Institute for Holistic Studies, The Santa Barbara College of Oriental Medicine, The School of Intuitive Massage, The Body Therapy Institute, The International Institute of Reflexology, The Alive Polarity Foundation, The International Academy of Holodynamics, The Upledger Institute, The Integral Institute of Tai Chi and Qigong, The Center for Nonviolent Communication, Access Consciousness, Landmark Education, Leadership Santa Barbara and Aroma Freedom Technique. Katie currently serves on the school advisory board to the California Massage Therapy Council and maintains a private practice..



Brandon Cope CMT, CPT

Bodyworker since 2012. **Muscle Physiology Pathology, Muscle Testing Protocols I & II, Orthopedic Massage, Trigger Point** Brandon is a graduate of SBBTI's 550 program. Along with a Personal Training certification, Brandon has also studied Neurokinetic Therapy (NKT), for which he continues to co-lead the Santa Barbara NKT study group, host an NKT podcast and assist in the NKT seminars throughout California. As a lifelong athlete, Brandon understands kinesiology from a personal perspective, competing in SB's league beach volleyball tournaments and runs multiple Tough Mudder's each year. Brandon has worked at UCSB in their many programs including: the Athletic Performance Center, Workstrong Occupational Health and Wellness, Student Health and Supervising the Wellness and Fitness Institute and its Health Coach internship. He currently conducts a private practice in Orthopedic Massage and Deep Tissue.



Keld Hove, CAMTC #47659

Bodyworker since 2009. **Ethics, Table Thai/Compressive Deep Tissue**

Keld is a graduate of SBBTI's 550 hour Massage Therapist Program. Keld is involved in a variety of community building efforts. He serves as an instructor for the Police Academy in community relations and specializes in helping mentally ill and homeless individuals reconnect with society. He runs a nonprofit that teaches bread baking in natural disaster areas, such as Puerto Rico and the Virgin Islands. He is also a former martial arts instructor. Keld conducts a private practice in Deep Tissue, Trigger Point, Thai and Barefoot.



Erick Hudson, LMT

Bodyworker since 2008. **Barefoot/ Sports**

Erick is a graduate of SBBTI's 1000-hour Holistic Health Practitioner Program and has a private practice specializing in sports massage, trigger point and Asian bodywork. As a true Renaissance man, he began his studies with a BS in Psychology and worked as a psychiatric nurse, staff trainer, and clients rights advocate in California mental health facilities from 1985 thru 2010 while developing his musical skills and being a guitar instructor from 1998 to the present. During his final week on earth, John Harris, our former and forever instructor extraordinaire and Erick's mentor, called Erick "his legacy" to all of us.



Dr. Benjamin Perkus, Ph.D.

Aroma Freedom/Goal Setting

Clinical Psychologist and Creator of The Aroma Freedom Technique. He received his BA in Philosophy from Binghamton University and his Ph.D. in Psychology from Duquesne University. Dr. Perkus has studied many traditional as well as holistic and energy psychology modalities. His process integrates diverse approaches into a unified technique that is used by mental health professionals as well as allied professionals and lay people. He is the author of The Aroma Freedom Technique and founder of The Aroma Freedom Academy.



Sean Riehl, CAMTC #51021

Bodyworker since 1990. **Orthopedic Massage**

Sean is the creative talent of Real Bodywork and has produced over 40 bodywork videos, a dozen anatomy, phone apps, as well as Santa Barbara Massage Crème. His DVDs and phone apps are utilized as training tools in the classroom and in private practice by bodyworkers and medical students internationally. He has been a keynote speaker at AMTA conferences, and his work has been featured in Lippincott and Wilkins training manuals. Sean is a graduate of SBBTI and instructor since the early 90s. He maintains a private practice in Santa Barbara.



Emily Sanders, CCH CCN, CAMTC #46037

Bodyworker since 2010. **Business Skills, Immune**

Physiology/Pathology, Manual Lymphatic Drainage, Neuroendocrine Physiology/Pathology

Emily is a Certified Clinical Herbalist and Certified Clinical Nutritionist, with over 1200 hours of training from the North American Institute of Medical Herbalism. A graduate of SBBTI's 550 hour Massage Therapist Program and Women's Economic Ventures (WEV) Self Employment Training. Emily continues with her massage training, working towards her 1000 hours at SBBTI, and has completed Level 1 certification of Neuro-Kinetic Therapy. She is owner and practitioner of a busy private practice, Active Alchemy: Massage Nutrition & Herbs. She teaches monthly herb walks around Santa Barbara and medicinal native plant classes at the Santa Barbara Botanic Gardens.



Lisa A. Starr LMT, PT Asst. LE.

Bodyworker since 1977. **Hot Stone**

Lisa is an International Educator of Advanced Body and Skin Care. Her passion for the spa industry began at SBBTI in 1995. After becoming an LMT, she received extensive advanced trainings and certifications in many areas including Reflexology, Lymphatic Drainage, Deep Tissue and Hot Stone. She earned an AS degree as a Physical Therapist Assistant and is also a CIDESCO diplomat, holding an internationally recognized Certificate of Aesthetics. A Licensed Esthetician since 2000, she is the owner of Starr Spa Training and has been from Beirut to Bora Bora, teaching advanced spa related workshops to help inspire each student to reach their professional excellence.



Mary Sullivan LAC, MFCC, RPP

Bodyworker since 1977. **Cranial Sacral Therapy I & II, Integrative**

Massage, Polarity I & II, Pregnancy, Visceral Lymphatic Drainage
Her educational background includes the Alive Polarity Foundation, a Master's Degree in Counseling Psychology and a degree from the Santa Barbara College of Oriental Medicine and extensive training through the Hugh Milne Institute in Craniosacral Therapy. She maintains a busy private practice as a licensed acupuncturist and bodyworker in Santa Barbara, Fresno and North Fork.



Kathleen Vasta CRT, AART, CNA, CAMTC #69315

Bodyworker since 2016, **Clinic Supervisor, Deep Tissue, MBLEx Prep, Nutrition, Swedish**

Kathleen brings a rich teaching and medical background to the classroom. She has taught in the public school system for 16 years - Junior and Senior High School, in Health Education, Biological Sciences and various subjects. She has also worked in the capacity of x-ray tech within the Emergency Room, Surgery, Orthopedic and Outpatient Clinics. As a Medical Assistant and CNA she worked in the Hospital, Home Healthcare and Outpatient Clinics. In addition to her time in the classroom with students, she maintains a private practice within a retirement community and private clients.



Jennie Zaine CAMTC #67394

Conducting a bodywork practice since 2009. **Manual Lymphatic Drainage, Swedish Massage, Deep Tissue, Clinic Supervisor**

Jennie is a graduate of SBBTI's 1000hr HHP program. In her practice she offers listening through touch and mindful presence. Jennie imparts a deep respect for the being aspect of relating or engaging in the tissues within the bodywork session. Her presence is an ongoing support for the daily operations of the Institute much like fascia within the body, she brings cohesion and order to the space within.

POLICIES AND PROCEDURES

Operating Schedule

Instructional Hours: Weekdays, weekends and evenings arranged by class. *Office Hours:* Monday - Friday, 10:00am - 6:00pm, weekend hours by appointment. Scheduling information (classes, revisions, holidays, etc.) provided to students in advance. School is closed for the following holidays and or vacation time: Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and from Christmas thru New Year's Day.

Housing

SBBTI is unable to provide resident dormitory housing for students. Santa Barbara rental prices can vary greatly from \$700 a room to \$1800 for a studio. The school allows limited enrolled students traveling from a distance to stay overnight at the school. Futons and bedding are provided with the use of shower and kitchen facilities for \$20 per night. This is temporary availability for commuters only. We are not able to provide daily housing for students moving into the area to attend our school nor do we have the staff to provide assistance in locating housing; however, we do post any room or housing situations of which students or clients have made us aware.

Services

Students have access to our reference print and visual library while on-site and can borrow books upon staff authorization during office hours. Current Level One students may rent massage tables, futon mats and chairs at \$5 per day; current Level Two at \$10 per day; all others at \$15 per day. We provide guidance in choices of training and have a very personal approach of interaction with students.

Job Placement

SBBTI does not guarantee job placement, but does provide a variety of resources for securing employment and building a practice. Successful graduates and employers periodically present in the business skills course. Current job openings are listed on a bulletin board in the student lounge. When job openings come to the office staff's attention appropriate graduates are notified. An employer notebook is available for all students in the student lounge to reference for all the known, local massage/bodywork employers.

ADMISSION REQUIREMENTS

Language

Admission in our training programs requires the prospective student be able to read, write and speak English as we do not provide English as a second language. The student must have the ability to read and write English at the level of a graduate of an American high school as demonstrated by the possession of a high school diploma, GED or passage of the California high school proficiency exam.

In regards to the Proficiency Level Descriptors for California English Language Development Standards, students are required to communicate at an Emerging Level.

Documentation of this proficiency that will be accepted is as follows: the student's ability to read and write will be based on the completion of the Enrollment Agreement and the Application; and the ability to speak by interacting in a personal interview with the Director. In addition we often have bi-lingual students that can assist those with an occasional difficulty that may arise and we have encouraged bi-lingual family members or friends (i.e., Chinese, Japanese, Russian, Spanish) to facilitate their own particular student's success by doing study time with their student. Students with marginal understanding can bring a translator to assist in the verbal aspect of the training. We are able to provide sight impaired students with volunteer tutors to read the written test at exam time. Hearing impaired students must provide their own signer as the school does not have the capability to provide this service.

Age and Ability to Benefit

Age of students must be 18 years minimum or have written parental permission to attend. Students must have a high school diploma or GED equivalent as we do not currently provide an Ability to Benefit test administered by outside agencies for those who have not completed high school.

Enrollment Procedure

Prospective students are encouraged to come to a free introductory class, receive massage in our student clinic, and/or meet individually with an admissions staff member. Enrolling students shall submit an application form and interview with our Director of Admissions to begin the enrollment process. Enrollment includes completing application form, enrollment agreement, fact sheet, STRF form, payment plan form and submitting a copy of high school diploma and a government photo ID, as well as choosing program courses and dates.

Student Visas

We welcome students from other countries but we are unable to provide student visas. We will vouch for student attendance by providing copies of attendance, transcripts and tuition statements to required agencies.

Rules of Conduct

Students are expected to be free from the influence of alcohol or drugs while participating in the Institute's courses, including classroom, clinic and community outreach settings. Students are required to abide by the classroom agreements regarding presence, sharing, therapeutic intent, boundaries, responsibility and coach ability.

Probation and Dismissal

If a student violates any of these agreements during their program attendance, their instructor will bring the behavior to the student's attention and ask them to change the behavior. If the student is unable to change the behavior due to recreational drugs or prescribed medication or defiance, they will be dismissed from that day's classroom participation. If the student makes additional significant breaches in the classroom agreements, the student will be required to meet with the director. The director will then inform them of what needs correcting in their behavior and that they are being placed on probation until they demonstrate satisfactory behavior and resolution to underlying problem. If an additional breach occurs, the administration maintains the right to dismiss students for conduct reflecting unfavorably on the massage profession or reputation of the school, or which seriously limits the instructor's effectiveness to teach and the class's opportunity to learn.

Clinical Hygiene, Dress Code and Draping Policies

All students are required to dress professionally during clinic sessions. Professional attire includes the following:

- Clean shirt (polo, button-up or conservative t-shirt) covering cleavage, waistline and all undergarments. Preferable school logo or no logo.
- Clean pants that cover waistline. No "short-shorts" or bikinis.
- No tears, holes, or frayed lines.
- Well-bathed, fingernails trimmed.
- Removal of all jewelry.
- Hair well groomed and out of eyes.

Attendance and Completion Policy

Absence

Absence will be considered excused under the following circumstances: illness, death or birth in the immediate family and other cases where the school approves the absence. All missed class time must be made up.

Tardiness

Students will be considered tardy if they arrive more than 15 minutes late or leave more than 15 minutes early.

Interruption for Unsatisfactory Attendance

Students failing to maintain satisfactory attendance will be counseled by the administrator. If attendance fails to improve, the student may be dismissed for unsatisfactory attendance. Re-admittance may be permitted if the cause for unsatisfactory attendance has been corrected.

Make-up work

Make-up work is required for 100% all missed classes. Students will have the following options for making up absences:

- **Makeup class:** Attend a makeup class in the following term. Make-ups will be charged at half current tuition rate. Private make-ups with instructor require one hour tutorial with instructor plus 3.5 or 3 hours case studies to equal a full 4.5 or 4 hour class.
- **Makeup clinics:** Attend comparable clinic hours to missed classroom hours, no charge incurred. (limited amount of clinics are allowed to substitute for classroom time at instructor's discretion.)
- **Instructor tutorial:** Receive private or semiprivate tutorial with the instructor. Cost of tutorials varies depending on number of students attending divided into \$50/hr. For example, students may make up one 4 hr class with a one hour tutorial and a three hour clinic.

Maximum Timeframe

All make-ups (with the exception of those receiving Veteran benefits) must be completed with one year of the course start date. Veterans must be completed within their originally contracted length of time. Students may reinstate within 5 years by fulfilling their outstanding program requirements and attending six additional clinics or four additional classes. The reinstatement fee is \$250. If over five (5) years absence, reinstatement credit for prior attendance will be determined on a case by case basis by the director.

Leave of Absence

A student can request up to a year of absence and not be charged an additional reinstatement fee nor be charged makeup fees for completion of missed classes that resulted post LOA.

Retake Course

SBBTI reserves the right to require a student to retake a course from SBBTI if student demonstrates less than satisfactory competency in fundamental skills or knowledge required to succeed in SBBTI's curriculum. The retake or audit rate is 50% of current tuition rate.

Standard for Student Achievement/Grading

The school's grading system is Pass/Fail. Passing = 70% or higher. Failing = Less than 70%.

Certificate of Completion

The document to be issued upon satisfactory completion of a program is the California State approved Certificate of Completion. Qualifying for this certificate depends upon completion of all classroom training hours, all practicum hours, a passing grade on all written tests and all hands-on proficiency tests specific to each course within the program. The Massage Therapist and Holistic Health Practitioner Programs also require passing grades on 3 simulation MBLEx exams.

All tuition and fees must be paid before a certificate is issued. Students are to complete all requirements within original contracted length of time. Students who require more time may ask for an extension. Extensions will be considered on a case by case basis.

Progress

Progress will be monitored each month for all students receiving Veterans Benefits or Vocational Rehabilitation or Workforce Investment Act benefits. If the student grade is FAIL, or if attendance falls below 80% at the end of any given evaluation period, the student will be placed on probation for the next evaluation period. If the student's grade is not raised to PASS, or overall attendance raised to 80%, by the end of the probation period, the Veterans and Vocational Rehabilitation administrations will be notified and benefits will be interrupted.

Unsatisfactory Evaluation for Non-Veterans

If a student receives an unsatisfactory evaluation, he/she may: retake the final evaluation up to two times and receive a passing grade, repeat the entire course at full cost or arrange a make-up program approved by the instructor. Charges for retake exams as follows: Written \$10, Bodywork \$40.

Reinstatement for Non-Veterans

Students may reinstate within 5 years of their program start date by fulfilling their outstanding program requirements and attending six additional clinics or four additional classes. The reinstatement fee is \$250. Beyond a five year absence will be reviewed on a case by case basis.

Conditions for Reentrance for Veterans

If the Director determines that the conditions, which caused the interruption, have been rectified, Veterans will be accepted to reapply benefits.

Eligibility for Licensure within the State of California

CAMTC Certification Requirements for Certification for CAMTC

In order to obtain CAMTC Certification, an applicant must submit a fully completed application and meet all of the following requirements:

- Be 18 years of age or older;
- Pay the \$200 fee;
- Submit fingerprints to an authorized agency in California for a Live Scan using only the CAMTC form at <https://www.camtc.org/media/1063/livescanmassagetherapistrequest.pdf> (the authorized agencies charge you a fee for this service) and pass a criminal background check;
- Have successfully completed, at a CAMTC approved school, curricula in massage and related subjects totaling a minimum of 500 hours (or the credit unit equivalent), which incorporates appropriate school assessment of student knowledge and skills. Of the 500 hours, a minimum of 100 hours shall be in anatomy and physiology, contraindications, health and hygiene, and business and ethics; and
- Have not violated any of the provisions of the California Massage Therapy Act or any policy, procedure, or regulation of CAMTC.
- **4604 (a)(3)** The applicant has passed a massage and bodywork competency assessment examination that meets generally recognized psychometric principles and standards and that is approved by the council. The successful completion of this examination may have been accomplished before the date the council is authorized by this chapter to begin issuing certificates. This paragraph shall be inoperative commencing on January 1, 2019, and shall become operative on January 1, 2021.

Locally the city of Santa Barbara requires a massage technicians' permit which requires a minimum of a 200 hour transcript. It is important to check with each licensing department in any area that you plan on working in to find out their requirements.

CAMTC's Law Related to Fair Business Practices

Pursuant to California Business and Professions Code section 4611. It is an unfair business practice for a person to do any of the following:

- To hold himself out or to use the title of "Certified Massage Therapist" or "Certified Massage Practitioner" or any other term, such as "licensed," "certified," "CMT" or "CMP" in any manner whatsoever that implies or suggests that the person is certified as a massage therapist or massage practitioner, unless that person currently holds an active and valid certificate issued by the California Massage Therapy Council.
- To falsely state or advertise or put out any sign or card or other device, or to falsely represent to the public through any print or electronic media, that he or she or any other individual is licensed, certified, or registered by a governmental agency as a massage therapist or massage practitioner.

CAMTC Applicant Disclosure Statement

Attendance and /or graduation from a California Massage Therapy Council approved school does not guarantee certification by CAMTC. Applicants for certification shall meet all requirements as listed in California Business and Professions Code section 4600 et. seq.

The CAMTC certificate is a voluntary certification and not a state license. CAMTC is a private non-profit corporation and not a state agency. The state law itself does not use the word voluntary anywhere, but it also do not require or mandate certificate.

4604.(a)(3) The applicant has passed a massage and bodywork competency assessment examination that meets generally recognized psychometric principles and standards and that is approved by the council. The successful completion of this examination may have been accomplished before the date the council is authorized by this chapter to begin issuing certificates. This paragraph shall be inoperative commencing on January 1, 2019, and shall become operative on January 1, 2021.

4612. (a) Notwithstanding any other law, a city, county, or city and county shall not enact or enforce an ordinance that conflicts with this chapter or Section 51034 of the Government Code.

(b) Nothing in this chapter shall prevent a city, county, or city and county from licensing, regulating, prohibiting, or permitting an individual who provides massage for compensation without a valid certificate.

This allows local jurisdictions to regulate those who provide massage for compensation without a valid certificate.

Graduates who wish to practice massage in the State of California must comply with the legal requirements of the municipality in which they plan to practice. Over half the municipalities within the State of California have adopted State Certification through the CAMTC as a requirement to practice. Locally the city of Santa Barbara requires a massage technicians' permit which requires a minimum of a 200 hour transcript. It is important to check with each licensing department in any area that you plan on working in to find out their requirements.

The job classification under the United States Department of Labor's Standard Occupational Classification (SOC) code for massage Therapist is 31-9011.

Granting of Academic Transfer Credit

SBBTI has NOT entered into an articulation or transfer agreement with any college or university.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION: The transferability of credits you earn at The Santa Barbara Body Therapy Institution (SBBTI) is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending SBBTI to determine if your credits or certificate will transfer.

Evaluation Policy

Students will be given appropriate credit for previous training at Director's discretion and evaluation and with copies of transcripts. Length of courses will be adjusted for credit. In addition, the student and the department of Veterans Affairs shall be notified.

SBBTI does not award credit for prior experiential learning.

Transfer Policy

Students with transcripts from CAMTC and BPPE approved schools may transfer into:

- The Massage Practitioner Program. Students are required to:
 - a) Attend 80% of the program or more (200 or more hours).
 - b) Pay full tuition for L1.
- Massage Therapist Program. Students are required to:
 - a) Demonstrate competency through a bodywork exam (\$50 exam fee incurred)
 - b) Attend the L2 portion of the program or more (300 or more hours).
 - c) Pay full tuition for L2 and any additional hours needed from L 1
- Holistic Health Practitioner Program. Students are required to:
 - a) Demonstrate competency through a bodywork exam (\$50 exam fee incurred)
 - b) Submit transcripts with comparable course hours of attendance to SBBTI's Massage Therapist program
 - c) Attend the full L3 portion plus 50 hours or more of L2 portion of the program (500 or more hours)
 - d) Pay full tuition for L3 and required portion of L2.

Appeal for Transfer Credit Evaluations

The student may appeal transfer of credit decisions by a written request within 10 days of the receipt of the decision made by Santa Barbara Body Therapy Institute. The written request must contain compelling evidence to reverse the decision of SBBTI. SBBTI has the final decision in all appeals. Appeals shall be directed to the Director.

Records and Transcripts

Files are kept for each student. Students have the right to view their records on request. Students are advised that the Institute will not release educational records without the verbal consent of the student. A transcript will be given to each student upon certification. Additional transcripts are available for \$15.

Students are advised that this institution maintains hard copy school records only for a five- year period except for the transcript and all electronic records which will be kept in perpetuity. Backups are kept on a flash drive in a locked safe and all data is stored offsite at a secure computer company. Financial data is via Quickbooks and academic data is via FileMakerPro.

The educational records will be organized and maintained by the Santa Barbara Body Therapy Institute's office management staff at the location of the Institute: 516 N. Quarantina Street, Santa Barbara, California, 93103.

Each enrolling course will have a separate folder with a copy of each student's enrollment agreement. Each student upon enrollment will be given their own folder and put in alphabetical order by last name into the fireproof, student file cabinets. All students files are kept locked and in fireproof files. These files are opened for filing by registrar, director or office manager only. Any new forms and paper work for the student will be filed weekly into these folders. The items that will be kept in the student's file will be: Student checklist (tracking all items), application and waiver form, financial enrollment agreement, government photocopy ID, copy of class attendance for each course, student's computer generated attendance sheet for entire program, bodywork critiques, written final, coaching evaluations, practicum logs, pertinent correspondence and any paperwork or transcripts from prior training.

Instructors will take attendance at the beginning of each class, Students will be given credit for the clock hour time for each class if they arrive on time and stay for the full length of class. Late students or early departure students will be noted on attendance sheet, giving credit for the time attended only. The attendance from the course sheet and daily clinic sheets will be entered into the database daily to maintain accurate and up to date attendance. Each student upon meeting all the course requirements will receive a certificate of completion and date of completion noted

Once five years have passed and a student has not taken a course with us their folder will be scanned electronically. We will maintain hardcopy transcripts, but all other papers will be destroyed when all pertinent information of attendance and test results have been verified as entered into the school's data base. We currently use the FileMakerPro (FMP) program to tract all attendance and exams and provide transcripts and certificates and Quickbooks Pro to maintain all financial transactions and have been very successful at providing accurate transcripts for students who have not attended for many years.

Financial Information

SBBTI is not accredited by any accrediting agency recognized by the US Department of Education. Therefore our students are not eligible for federal financial aid loan programs. However SBBTI participates in federal and state financial aid programs through the Department of Veteran's Affairs, the California Department of Vocational Rehabilitation, and CA Workers Compensation. These agencies in most cases, pay tuition directly to the school and any refunds for incomplete training are returned directly to the agencies. Students do not receive any refunds from these aid programs.

If a student is able to obtain a loan, the student will have to repay the full amount of the loan plus interest, less the amount of any refund. If the student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from federal financial aid funds.

Registration Fees

All registration fees are nonrefundable and due at the time of enrollment.

Full Payment Options

Payments are due by the first day of class, and we accept cash, check or credit card.

Payment Plans Options

Payment plans are available on a "pay as you go" basis. Students may make monthly payments commensurate to their rate of study. Payment plan installments are done by automatic withdrawal from a credit card, and a \$20/month processing fee is incurred per monthly. All students have equal access to payment plans and no additional interest is incurred

SBBTI does NOT have a pending petition in bankruptcy, nor is it operating as a debtor in possession, nor has it filed a petition within the preceding five years, nor has it had a petition within the preceding five years, nor has it had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.)

Refund Policies

Notice of Cancellation

You have the right to cancel this Agreement for a course of instruction including any equipment such as books, materials and supplies or any other goods related to the instruction offered in this Agreement, until midnight of the first day after the first class you attended or the seventh day after enrollment, whichever is later. Cancellation shall occur when written notice of cancellation is delivered to the address of the school shown on the reverse side, by mail, hand delivery or telegram. If notice is sent by mail, it is effective when postmarked with postage prepaid. If you cancel this Agreement by the above timeframe the School will refund any money that you paid, less registration fee and any deduction for equipment not returned in good condition, within thirty days after your Notice of Cancellation is received.

Withdrawal from Course & Tuition Refund

You have the right to withdraw from a course of instruction at any time. The refund policy for students who withdraw before 60 percent of the course has been offered shall be given a pro rata refund. If you withdraw from the course after the period allowed for cancellation of the Agreement, which is until midnight of the first business day following the first class you attended, or the seventh day after enrollment, whichever is later, the School will remit a refund less a registration fee, if applicable, not to exceed \$100.00 within thirty days following your withdrawal. You are obligated to pay only the registration fee, the STRF fee, the educational services rendered at the prorated hourly rate and for unreturned equipment. If the amount you have paid is more than the amount that you owe for the time you attend, then a refund will be made within 30 days of withdrawal. If the amount that you owe is more than the amount that you have already paid, then you will have to make arrangements to pay for it. For all students except Veterans, once 60% of the course is offered, tuition is due in full. Veterans maintain refund prorated throughout 100% of program. Additional information is found in the enrollment contract.

Hypothetical Refund Example

Assume that a student, upon enrollment in a 250 hour course, pays the full tuition of \$3,000, plus \$200 for non-refundable registration and \$150 for equipment as specified in the Enrollment Agreement and withdraws after completing 50 hours without returning the equipment he/she obtained. The pro rata refund to the student would be \$2400 based upon the above calculations. If the student returns equipment in good condition within thirty [30] days following his/her withdrawal, the School shall refund the charge for the equipment paid by the student.

Student Tuition Recovery Fund (STRF)

"The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program."

"It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number."

Student Rights

If you have any questions, complaints or problems which you cannot work out with the school and for any questions regarding the STRF, write or call the State of California Department of Consumer Affairs, Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 9583. Or PO Box 980818, West Sacramento, CA 95798-0818. Telephone (888) 370-7589 or Fax (916) 263-1897 or telephone 916-431-6959 or Fax 916-263-1897. Website address: www.bppe.ca.gov.

Student Complaints:

The student may contact the Bureau at ANY time. However, persons seeking to resolve problems or complaints are encouraged to go directly to the Instructor or staff person most closely associated with the issue. If further resolution is desired, students may schedule an appointment with SBBTI's Registrar or Director. "A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7598 toll-free or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov."

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 or PO Box 980818, West Sacramento, CA 95798-0818. www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

A student or any member of the public with questions that have not been satisfactorily answered by the school or who would like to file a complaint about this school may contact the California Massage Therapy Council at One Capitol Mall, Suite 800, Sacramento, CA 95814, www.camtc.org, phone (916) 669-5337.