

Tennessee School of Massage



Institutional Catalogue

Effective Date May 1, 2015

Tennessee School of Massage is authorized by the Tennessee Higher Education Commission. This authorization must be renewed each year and is based on an evaluation by minimum standards concerning quality of education, ethical business practices, health and safety and fiscal responsibilities.

Tennessee School of Massage

President, Executive Director

Cissie W Pryor, R.N., LMT

Tennessee Massage Therapy Association
Certification in Psychiatry and Mental Health
American Nursing Association
American Association of Professional Hypnotherapists

NCBTMB APPROVED SCHOOL
National Certification Board for Therapeutic Massage & Bodywork

Catalog effective May 1st, 2015

www.tsom.net

5658 South Rex Road • Suite 100 • Memphis, TN 38119

(901) 843-2706

Table of Contents

History & Philosophy.....4

Curriculum.....6

Courses.....7

Admission.....8

Tuition9

Refunds9

Grading.....10

Conditions for Dismissal.....11

Graduation requirements11

Attendance.....12

Leaves of absence12

Weather cancellation policy.....12

Governance.....12

Course Descriptions13

Academic Calendar16

Background of the Tennessee School of Massage

David and Cissie Pryor founded the Tennessee School of Massage in October 1988. They both recognized the need for a comprehensive training program offering holistic, professional massage training. After months of laborious preparation, the Tennessee School of Massage was born.

Training at the Tennessee School of Massage focuses on classical forms of massage including relaxing Swedish style and deep tissue Sports Massage, along with Prenatal Massage and Therapeutic Touch. The techniques taught have been tried, proven and perfected in their own day spa for almost three decades. This special mix of holistic wellness principles and personal development enables our students to practice quality massage therapy as they care for their own health and happiness.

Welcome to a new career

As you attend The Tennessee School of Massage, we promise to provide you with thorough clinical training along with the opportunity for expansive personal and professional experience.

Our Professional Massage Therapy Program is based on the principles of holistic self-care. Prospective students should possess a high degree of aptitude and attitudinal interests in maintaining vitality through massage.

A career in health care is not an easy road. It is demanding, not only physically and mentally, but also emotionally and spiritually. Yet it gives back a great deal improving the quality of life for those who receive massage therapy.

A career in massage therapy is a challenge. It is not for everyone. We'd like to help you discover if it's right for you.

Mission statement

To prepare our students with the highest standards of theory and clinical training in all facets of massage therapy and to help those individuals seeking licensure successfully pass the MBLEx and become successfully employed in the field of Massage Therapy.

Educational Goals and Objectives

1. To provide supervised training in a structured setting of both the theory and practice of Massage Therapy.
2. To provide a learning environment favorable to the development of the personal qualities which foster growth, professionalism and character.
3. To provide a system of support and guidance to help students meet their academic and personal needs.
4. To provide leadership that is responsible to the changing demands of the work place and to the individual needs of the student.

Location

The Tennessee School of Massage is located at 5658 South Rex Road, Suite 100. The school features a lecture hall and clinical facilities for hands-on training and practical demonstrations. The in-house spa is comprised of licensed estheticians and massage therapists that perform a variety of services such as massage, facials, body wraps and waxing treatments, giving the experience of working in a spa environment. The retail area carries numerous massage oils including aroma therapy, and scrubs that students may purchase at a discount. A complete reference library, housing books and videotapes to enhance learning in the field of holistic wellness, is also on site. Students will have access to everything they need for massage therapy i.e. training charts, massage tables, linens and other equipment. No table purchase is required.

Community

An upcoming leader in educational innovation within the profession, Tennessee School of Massage prepares its students for a unique blending of personal style, scientific information, and caring, centered touch. Its graduates can then offer a wide range of unique services to the general public.

Memphis, Tennessee, home of St. Jude Research Hospital, University of Tennessee Medical Center and LeBonheur Children's Hospital is a center of worldwide medical research and innovation. The town environment reflects the integration of both traditional and contemporary approaches to healing arts. It is a frequent stop for lecturers, foreign practitioners and medical researchers.

Certification

The 750 hour program is divided into four eight-week sessions and leads to a diploma in Professional Massage Therapy. Graduates are then eligible for Tennessee State Licensure upon successful completion of the MBLEx. Licensure in other states may differ. Check with the ABMP at (800)458-2267 or www.abmp.com

Graduates are encouraged to join professional associations such as the American Massage Therapy Association, Associated Bodyworkers and Massage Professionals and the Tennessee Massage Therapy Association.

Authorizations & Associations

The Tennessee School of Massage maintains the following authorizations and associations:

- Tennessee Higher Education Commission
- Associated Bodywork and Massage Professionals
- National Certification Board for Therapeutic Massage and Bodywork
- Tennessee and Arkansas Vocational Rehabilitation Approved School

Employment Opportunities

The quality of your massage therapy education is an important factor for a secure future. Qualified massage therapists are in high demand these days. Day spas, physical therapy clinics, medical and chiropractic offices, retirement communities and athletic clubs are all seeking licensed professional therapists to compliment the services of their organizations. The medical community, as well as the general public, are realizing the incredible benefits derived from massage therapy. The massage therapist who has a quality education has a career for life.

Rewarding Your Future

The Tennessee School of Massage invites you to participate in this rewarding profession. We work with the top professionals in their respective fields, gaining knowledge and the latest information from their lectures as they share their experience and knowledge. We strive to provide our students with a quality education and opportunities to enhance learning.

Curriculum

The Professional Massage Therapy Program consists of four sessions in the theory and practice of massage therapy, totaling seven hundred fifty hours of classroom and clinical experience. See enclosed class schedule for day and evening program dates and times. The curriculum is an integration of courses from three areas: allied sciences, massage technique, and personal growth . Required courses include Anatomy & Physiology, Pathology, Swedish Massage, Sports Massage, Hydrotherapy, Ethics, Introduction to Acupressure, Therapeutic Touch and Massage Technique and Practice.

- No pre-requisites are required and the course of study is designed to allow entrance into the program beginning with any session.

Tennessee School of Massage provides internship experience with Living Health Day Spa, which helps students prepare for the “real world” of massage therapy. Tennessee School of Massage is further enhanced by frequent health forums, visiting lecturers and practitioners, volunteer projects in athletic events, clinical experience and other specialized programs. The student to teacher ratio is 10:1 on the average, but can vary slightly depending on enrollment.

Upon successful completion of the program, graduates receive a Professional Massage Therapy Diploma, sit for the MBLEx and apply to the Tennessee, Arkansas or Mississippi Massage Licensure Board for their State License. Requirements for licensure in other states may differ. The student needs to check with that state’s government or on the internet at www.abmp.com.

Session One	Hours
Therapeutic Healing Touch Theory12
Introduction to Acupressure Theory12
A & P: Organization of the Human Body60
Clinical Massage Technique & Practice54
*CPR & First Aid0
	Total - 138

Session Two	Hours
A & P: Control Systems of the Body60
Swedish Massage (Theory)24
Clinical Massage Technique & Practice54
	Total - 138

Session Three	Hours
A & P: Skeletal & Muscular Systems60
Hydrotherapy (spa skills- Theory)12
Community (Interpersonal Skills)12
(Includes 5 Hours of Tennessee State Law)	
Clinical Massage Technique & Practice54
	Total - 138

Session Four	Hours
Ethics12
A & P: Maintenance of the Human Body60
Business Integration12
Clinical Massage Technique & Practice54
	Total - 138

Externship at Living Health Day Spa 198 hours
Grand Total 750 Hours

This course of study is based on clock hours, which means the student must be present for all of the hours required by the program. A clock hour is defined as 50 minutes of lecture or practice with 10 minutes/hr allowed for breaks.

*At the time of graduation, all students must hold a valid card certifying the completion of a CPR Course from the American Red Cross, the American Heart Association, or a comparable organization. A more in-depth description of courses is in the back of this catalog.

Continuing Education

Community Classes and Continuing Education are ongoing. Contact the Administrator for a current calendar. Information is also available online at www.tsom.net.

Admissions Requirements

A prospective student in the Professional Massage Therapy Program must:

1. Be a minimum of 18 years of age and interview with TSOM Director.
2. Be a high school graduate, or have passed a high school equivalency exam.
3. Be of sound and moral character

*All changes in student records should be given to the Administrator.

Non-discrimination policy

The Tennessee School of Massage has a strict non-discrimination policy and does not base its admissions on gender, race, religion, disability, sexual orientation or any other condition protected by law.

Admissions Procedure

A prospective student in the professional Massage Therapy Program must produce the following information for admission to the program:

1. An application form, together with a \$100.00 non-refundable administration fee
2. A transcript from high school and/or G.E.D.
3. A brief autobiography
4. Two letters of recommendation

Right to Privacy & Information Release

All student information is strictly confidential. Information is released only with written permission from the student.

Student Rights & Responsibilities

1. Students have the right to access their files.
2. It is the responsibility of the student to set an appointment with the school administrator to view their file.

Tuition

Total tuition for the entire program is \$9400.00. There is an additional \$100.00 non-refundable administrative fee due at the time of your application submission. Payment plans are as follows;

1. Pay as you go by quarter – Each academic semester/quarter is \$2350.00. Payments are due on the first day of class for each semester/quarter when using this method of payment. There is a **\$100.00 Late Fee** due immediately if payment is not received by the **first day of class**. A student accepted and enrolled in the program acknowledges that they are accepted and enrolled in the **entire 750 hour program** and therefore are responsible for all payments according to the “Refund Policy” below.

2. Monthly payments. Although financing is not available, Tennessee School of Massage will allow the entire tuition to be split up into 12 (Twelve) equal payments with no interest or fees (excluding late fees) whatsoever. Payments are due on the **first business day of each month** and there is a **\$50.00 late fee** due immediately after the due date. A student accepted and enrolled in the program acknowledges that they are accepted and enrolled in the **entire 750 hour program** and therefore are responsible for all payments according to the “Refund Policy” below.

***Students must choose which payment method they will use before starting the program.** When choosing either payment option, students acknowledges that Official Transcripts will not be release for any reason if the student has a balance with the school.

Default of Payments - Students are considered in “Default” of any payment plan once a payment is 30 (Thirty) days past due. At that time, the student will be turned over for collections and any penalties, interest or collection fees, per the signed “Enrollment and Promissory Note” are applicable. Once a student is in default, they may also be removed from the program.

Refund Policy – Tennessee School of Massage

Based upon the 750 Hour program at Tennessee School of Massage;

1. If a student withdraws from the institution on or before the first day of classes, or fails to begin classes, the refund shall equal the sum of all amounts paid or to be paid by or on behalf of the student for the period of enrollment, less an administrative fee of one hundred dollars (\$100.00);
2. After initial classes for the entire program have commenced and before expiration of ten percent (10%) of the entire program, a student withdraws, drops out, is expelled, or otherwise fails to attend classes, the refund shall equal seventy-five percent (75%) of the entire program tuition, less an administrative fee of one hundred dollars (\$100.00);
3. After expiration of ten percent (10%) of the entire program, but before the expiration of twenty-five percent (25%) of the entire program, a student withdraws, drops out, is expelled, or otherwise fails to attend classes, the refund shall equal twenty-five percent (25%) of the entire program tuition, less an administrative fee of one hundred dollars (\$100.00);

After expiration of twenty-five (25%) of the entire program, if a student withdraws, drops out, is expelled, or otherwise fails to attend classes, the student may be deemed obligated for one hundred (100%) of the tuition, fees and other charges assessed by the institution per the Enrollment/Promissory Contract.

Grading

Students are guaranteed privacy of their records and allowed access to their student files. Students are graded on written and practical tests, homework and special projects. Letter-Grades are given and are based on the following scale:

100 – 94 = A, 93 - 86 =B, 85 - 76 = C, 75 - 70 = D. Any grade falling below 70 is considered failing. All grades are available at the end of each session. In general, a passing grade in an academic course signifies a minimum of a seventy percent grade on tests and in written and practical exams and satisfactory and timely completion of all assignments, reports, projects, journals, etc.

A passing grade in a massage or personal growth course is determined by individual instructors and based on the particular goals of these courses as published and explained in the course's syllabus and again in the instructor's introduction at the beginning of the course. A grade of incomplete is given in rare cases; all course work, including make-up work, must be completed within two weeks of the beginning of the following session.

Academic warnings are issued at mid-term to students in danger of failing and the student may be placed on probation. If probationary conditions are not met, the student is suspended. Reapplication is then necessary for re-admittance.

Tutoring

Tutoring is available as needed. A list of approved tutors can be obtained from the school. All additional fees for tutoring are the responsibility of the student.

Conduct and Conditions for Dismissal

Students are expected to behave in a professional* manner while attending the school and during school-sponsored activities. Failure to act in a professional manner can result in dismissal.

Actions considered grounds for dismissal include any behavior which might jeopardize the integrity of the school or massage therapy profession. In particular:

1. Unprofessional* behavior, including attending classes under the influence of illegal drugs or alcohol, sexual misconduct (Sexual advances in any massage therapy setting, regardless of location), sexual liaisons between current students and instructors, theft, breach of privacy or confidentiality, and falsification of any school records.
2. Failure to complete probationary conditions.
3. Failure to make timely tuition payments will result in dismissal.
4. Possession of any weapon or firearm.

*** “Professional” or “Unprofessional” are terms defined solely by the Director at his/her own discretion.**

Graduation Requirements

Students will be awarded a diploma in Professional Massage Therapy by meeting the following requirements.

1. Completion of all required course work with a passing grade.
2. Compliance with all rules and regulations of the school, maintaining professional standards at all times.

All graduation requirements must be completed within 5 (Five) Sessions of their start date or the 750 hour program. If a student has not completed all coursework in the allotted time, they may be eligible at the sole discretion of the director to attend an extended session at an additional cost of \$500.00. The approval for an extension must be in writing and signed by the student and the director before the extension start date. Also, all monies must be paid in full prior to the start date of the extension.

Attendance

Attendance at all classes in all courses is required. In rare cases, absences may be approved by an instructor with advance notice. No more than twenty per cent absence of a course is permitted. Make-up work is left to the discretion of the instructor and/or Executive Director.

Tardiness

A tardy is arriving to or leaving early from a class by 30 minutes or more. Two tardies constitutes one absence.

Leaves of Absence

When necessary, a student may take one session leave of absence upon the approval of the Director. A fee of \$100.00 will be charged before session has begun; \$200.00 if after. If the student fails to return on first day of the next session without prior written approval, they will be considered withdrawn and re-admittance to the program will require a new application, approval of the director and the student will follow all policies in place according to the new/latest published catalogue that apply for the new start date and all monies that may be owed.

Weather Cancellation Policy

Classes will be cancelled due to snow or inclement weather when **Shelby County Schools** are cancelled unless otherwise notified by Tennessee School of Massage.

Governance

Academic questions and proposals may originate with any person at the school. Academic policy decisions are made by the Director/Owner.*

*If a complaint is not settled at the institutional level, the student may contact the Tennessee Higher Education Commission, Nashville, TN 37243-0830, telephone number (615) 741-5293.

Employment Assistance

Placement help is available to graduates. A list of employers and/or job openings will be posted on the bulletin board as they are available. Career counseling is available to all students who attend our school. Although these services are available, **WE CANNOT GUARANTEE YOUR EMPLOYMENT OR SALARY.**

Transference

No transfer credits are accepted. Transfer of credit to another institution is controlled by the receiving institution. Please refer to the "Transferability of Credit Disclosure" in your original paperwork.

Course Descriptions

Community

PMT501

Hours: 12

As a health professional you'll be dealing with the concerns of individuals and families in very personal areas. This class teaches communication skills to help students develop therapeutic therapist-client relationships with appropriate boundaries.

A & P: Organization of the Human Body

PMT502A

Hours: 60

An intensive and in-depth review of structures, functions and pathologies of the human body utilizing a variety of teaching techniques. The goal of this course is to develop a working knowledge of the body in relation to massage.

A & P: Control Systems of the Body

PMT502B

Hours: 60

An intensive review of circulatory, cardiopulmonary, lymphatic/immune, respiratory, digestive, fluid/electrolyte balance, etc. This course also includes pathology of the body.

A & P: Skeletal and Muscular Systems

PMT502C

Hours: 60

In this course, students study the skeleton, muscles, pathology and the science of movement. This knowledge forms the basis of exercise programs that should be followed to strengthen and maintain all of the muscles.

A & P: Maintenance of the Human Body

PMT502D

Hours: 60

This course provides a foundation for understanding wellness as it relates to metabolism, injuries, healing and massage as a recovery tool.

Introduction to Acupressure

PMT505

Hours: 12 class

This course provides an overview of the different forms of acupressure. The course included demonstrations, instruction, and the practice of shiatsu, Jin Shin Acupressure, Do-In, traditional breathing exercises, and Chinese self-acupressure methods.

Swedish Massage

PMT506

Hours: 24 class

This course enables students to learn and to give a complete, relaxing full-body massage. Specific strokes for specific areas of the body are integrated into holistic approach. Body Mechanics, health benefits and energetic aspects of massage are included.

Clinical Massage Technique & Practice

PMT507A-D

Hours: 216 includes, but not limited to On-site Massage, Acupressure, Energy Work, Swedish Massage, Hydrotherapy & Spa Treatments, Sports Massage, Psychology of the Body, Aromatherapy, Medi-Cupping, Face-lift Massage, Hot Stone Massage.

The overall experience of this course is designed to model professional Day Spa procedures, including professional draping techniques, as well.

Externship

Hours: 198

Living Health Day Spa allows students to gain practical clinical knowledge of the functions of a working Day Spa, client interaction and actual hands-on experience. During student externship, each student will perform 198 hours of massage & therapeutic spa treatments. The externship provides continuous feedback to assure the highest levels of professionalism and efficiency. The School does not operate a “discounted” student clinic in the practical sense of the general public.

Ethics

Hours: 12

PMT509

Designed to address conflicts between body workers and clients. Assertive communication techniques, group discussions, and role-playing allow students to be aware and prepared for a number of possible situations that can occur. This course is especially valuable for those choosing to work on their own as a Licensed Massage Therapist.

Therapeutic Healing Touch PMT510

Hours: 12

A natural health care system developed by Dr. Randolph Stone, Polarity Therapy works with the body as a system of electromagnetic currents flowing in specific patterns. Polarity treatment processes utilize:

1. Meditation to help balance one's own energy.
2. Principles of Healing Touch.
3. Develop ways to utilize therapeutic touch in the practice of massage.

Hydrotherapy PMT512

Hours: 12

Water has certain unique properties, which render it a valuable therapeutic agent. Although administration of hydrotherapeutic procedures is not technically difficult, good results are dependent upon attention to detail. Students develop skill utilizing the physical and physiological principles of water and its effect on the human body.

Business Integration PMT513

Hours: 12

No two businesses are alike. The preparation of a business in massage therapy is very unique with many options. Students explore ways to develop their own business plans and career goals. Office procedures are incorporated along with client management and client protocol.

This course provides effective strategies and techniques for mastering personal goals, emotions, physical needs, relationships, and finances. Students prepare journals that will enable them to explore and set goals and develop and plan their careers.

*New students may be admitted and begin the program at any session.
No pre-requisite sessions are required.

Day Program 2015**

Session I

January 5, 2015New Class Begins
January 29, 2015Mid-Terms
February 26, 2015Finals
March 2 – 8, 2015Break

Session II

March 9, 2015New Class Begins
April 2, 2015Mid-Terms
April 30, 2015Finals
May 1 – 30, 2015Spring/Summer Break

Session III

June 1, 2015New Class Begins
June 25, 2015Mid-Terms
July 3 – 5, 2015Holiday Break
July 30, 2015Finals
July 31 – August 9, 2015Break

Session IV

August 10, 2015New Class Begins
Sept 3, 2015Mid-Terms
Sept 7, 2015Labor Day Holiday
October 1, 2015Finals
October 2 – 11, 2015Break

Session I

October 12, 2015New Class Begins
November 5, 2015Mid-Terms
November 23 – 27, 2015Thanksgiving Holiday Break
December 10, 2015Finals
December 11, 2015 – January 3, 2016Holiday Break

2016

Session II

January 4, 2016	.New Class Begins
January 28, 2016	.Mid-Terms
February 25, 2016	.Finals
February 26 – March 5, 2016	.Break

Session III

March 7, 2016	.New Class Begins
March 31, 2016	.Mid-Terms
April 28, 2016	.Finals
May 1- June 5, 2016	.Spring/Summer Break

Session IV

June 6, 2016	.New Class Begins
June 30, 2016	.Mid-Terms
July 1- 5, 2016	.Holiday Break
July 28, 2016	.Finals
August 1-6, 2016	.Break

Session I

August 8, 2016	.New Class Begins
September 1, 2016	.Mid-Terms
September 2-6, 2016	.Holiday Break
September 29, 2016	.Finals
October 1-8, 2016	.Break

Session II

October 10, 2016	.New Class Begins
November 3, 2016	.Mid-Terms
November 21-26, 2016	.Thanksgiving Holiday Break
December 8, 2016	.Finals
December 9 – January 8, 2016	.Break
January 9, 2017	.New Class Begins

Although no major changes to our calendar have occurred in several years, dates are subject to change at the discretion of the director.

*Tennessee
School of
Massage*

www.tsom.net

5658 South Rex Road • Suite 100 • Memphis, TN 38119

(901) 843-2706



www.tsom.net

5658 South Rex Road • Suite 100 • Memphis, TN 38119

901.843.2706